



# AGENDA

## INFRASTRUCTURE, COMMUNITY AND RECREATION COMMITTEE

### 20 NOVEMBER 2017

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

The meeting is scheduled to commence at \_\_\_\_\_ pm.

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- The Committee had before it the report dated 13 November 2017 from the Manager Infrastructure Delivery regarding Tender Evaluation - Readymixed Concrete Tender.
- In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the General Manager 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, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).*



**DUBBO REGIONAL  
COUNCIL**

## **Report of the Infrastructure, Community and Recreation Committee - meeting 16 October 2017**

**AUTHOR: Administration Officer - Governance**  
**REPORT DATE: 10 November 2017**

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The Committee had before it the report of the Infrastructure, Community and Recreation Committee meeting held 16 October 2017.

### **RECOMMENDATION**

**That the report of the Infrastructure, Community and Recreation Committee meeting held on 16 October 2017, be adopted.**



**REPORT**  
**INFRASTRUCTURE, COMMUNITY AND**  
**RECREATION COMMITTEE**  
**16 OCTOBER 2017**

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

**ALSO IN ATTENDANCE:**

The General Manager, the Director Corporate Services, the Manager Governance and Risk, the Team Leader Governance, the Manager Financial Operations, the Director Economic Development and Business, the Manager Communications and Stakeholder Engagement, the Manager Business Services Economic Development and Business, the Manager Economic Development and Marketing, the Director Infrastructure and Operations, the Manager Infrastructure Strategy, the Manager Infrastructure Delivery, the Manager Fleet Services, the Manager Business Services Infrastructure and Operations, the Director Planning and Environment, the Manager Business Services Planning and Environment, the Director Community and Recreation and the Manager Business Services Community and Recreation.

Councillor B Shields assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.34pm.

**ICARC17/1 ELECTION OF CHAIRMAN (ID17/1787)**

At this juncture, the Mayor invited nominations for the election of Chairman Infrastructure, Community and Recreation Committee for the Mayoral term with the following nomination received:

Councillor S Lawrence nominated by Councillor D Grant and Councillor V Etheridge

Councillor S Lawrence accepted his nomination.

The Mayor advised that as only one nomination was received for the position of the Chairman of Infrastructure, Community and Recreation Committee that Councillor S Lawrence be duly elected for the Mayoral term.

Councillor S Lawrence assumed Chairmanship of the meeting.

**ICARC17/2 RESTART NSW FUNDING DEED - BOUNDARY ROAD EXTENSION (ID17/1426)**

The Committee had before it the report dated 9 October 2017 from the Director Infrastructure and Operations regarding Restart NSW Funding Deed - Boundary Road Extension.

Moved by Councillor G Mohr and seconded by Councillor D Gumley

**MOTION**

**The Committee recommends:**

- 1. That the funding offer of \$4,000,000 from the NSW State Government's Housing Acceleration Fund to construct the extension of Boundary Road, be accepted.**
- 2. That all necessary documents be executed under the Common Seal of the Council.**

**CARRIED**

**ICARC17/3 EXERCISING THE RIGHT TO THE FREEDOM OF THE CITY OF DUBBO PARADE - TEMPORARY ROAD CLOSURES (ID17/1762)**

The Committee had before it the report dated 9 October 2017 from the Senior Traffic Engineer regarding Exercising the Right to the Freedom of the City of Dubbo Parade - Temporary Road Closures.

Moved by Councillor D Gumley and seconded by Councillor V Etheridge

**MOTION**

**The Committee recommends that Council approval be granted for the temporary road closure of Church Street and partial closure of the intersections with Darling Street, Carrington Avenue and Brisbane Street including the allocation of selective on street parking to facilitate the 313 (City of Dubbo) Squadron Australian Airforce Cadets to exercise their right of the Freedom to the City Parade as detailed on Council's Plan TM 7152.**

**CARRIED**

**ICARC17/4 BODANGORA COMMUNITY BENEFIT FUND (ID17/1764)**

The Committee had before it the report dated 9 October 2017 from the Director Community and Recreation regarding Bodangora Community Benefit Fund.

Moved by Councillor D Grant and seconded by Councillor V Etheridge

**MOTION**

The Committee recommends:

1. That the report by the Director Community and Recreation, dated 16 October 2017, be noted.
2. That the guidelines for the Community Benefit Fund Round 1 be adopted, subject to incorporating any additional requirements as resolved by Council.
3. That the Fund Assessment Panel consist of:
  - Members of the Bodangora Wind Farm Community Consultation Committee (excluding any staff representative of Dubbo Regional Council) who are at the time of writing:
    - Ms Pip Smith
    - Mr Ian Rogan
    - Mr Cameron Tomkins
    - Mr Joe Mason
    - Mr Bob Sewell
    - Mr Simon Barton
    - Mr Brad Rodgers
    - Mr Tony Clark (Infigen)
    - Mr Stuart Black (Infigen)
  - The 2 Councillors of Dubbo Regional Council elected from the Wellington Ward
  - An independent probity advisor appointed by Council to advise the Panel on their deliberations and assessment process.
4. That the Fund Assessment Panel provide Council with its recommendations, via a report submitted to the Infrastructure, Community and Recreation Committee as to which bodies should receive funding and that subsequently Council determine the Community Benefit Fund allocation of funding.
5. That the Community Benefit Fund Round 1 process commence as soon as practicable after the October 2017 Ordinary meeting of Council.

**CARRIED**

**ICARC17/5 KENNARD PARK MASTER PLAN (ID17/1763)**

The Committee had before it the report dated 8 October 2017 from the Manager Recreation and Open Space regarding Kennard Park Master Plan.

Moved by Councillor B Shields and seconded by Councillor V Etheridge

**MOTION**

**The Committee recommends:**

- 1. That the report from Manager Recreation and Open Space dated 8 October 2017 be noted.**
- 2. That the draft Kennard Park Master Plan be adopted, with residents who made a submission through the public exhibition period be thanked for their contribution.**
- 3. That Council write to the Federal Member for Calare, Mr Andrew Gee MP in regards to Council being allocated \$200,000 as previously announced to the community of Wellington for the improvement of the Kennard Park Complex.**

**CARRIED**

*Councillor D Grant declared a non-pecuniary, significant interest in the matter now before the Committee and left the room and was out of sight during Committee's consideration. The reason for such interest is that Councillor D Grant is a member of the Wellington Senior Rugby Union Club and has been involved in the planning of the Kennard Park Masterplan as part of his membership role.*

**ICARC17/6 CAMERON PARK MASTER PLAN (ID17/1776)**

The Committee had before it the report dated 8 October 2017 from the Manager Recreation and Open Space regarding Cameron Park Master Plan.

Moved by Councillor A Jones and seconded by Councillor D Gumley

**MOTION**

**The Committee recommends:**

- 1. That the report from Manager Recreation and Open Space dated 8 October 2017 be noted.**
- 2. That the Cameron Park Master Plan be adopted noting that;**
  - a) the perimeter wall immediately adjacent to the brick gates near the playground precinct shall be removed and a smaller section replaced**
  - b) the Visitor Information Centre building whilst identified is not considered as an element of the Cameron Park Master Plan.**
- 3. That residents who made a submission through the public exhibition period be informed in writing as to the outcome of their submission and thanking them for their participation in the process.**

**CARRIED**



**ICARC17/7 QUARTERLY PLANT REPORT (ID17/1698)**

The Committee had before it the report dated 9 October 2017 from the Manager Fleet Services regarding Quarterly Plant Report.

Moved by Councillor V Etheridge and seconded by Councillor D Grant

**MOTION**

**The Committee recommends that the information contained in the report of the Manager Fleet Services, dated 6 October 2017 be noted.**

**CARRIED**

At this juncture the meeting adjourned, the time being 5.39pm.

The meeting recommenced at 6.00pm.

**ICARC17/8 BOUNDARY ROAD CONSTRUCTION STAGE 1 (ID17/1778)**

The Committee had before it the report dated 9 October 2017 from the Director Infrastructure and Operations regarding Boundary Road Construction Stage 1.

Moved by Councillor V Etheridge and seconded by Councillor B Shields

**MOTION**

**The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).**

**CARRIED**

Moved by Councillor B Shields and seconded by Councillor J Diffey

**MOTION**

**The Committee recommends:**

- 1. That the conforming tender of Shearer Contracting Pty Ltd in the amount of \$2,754,164.00, ex GST, be accepted.**
- 2. That any necessary documents be executed under the Common Seal of the Council.**
- 3. That the documents and considerations in regard to this matter remain confidential to Council.**

**CARRIED**

**ICARC17/9 TENDER FOR SEWER MAINTENANCE CLEANING AND CCTV REPORTING  
2017/2018 (ID17/1738)**

The Committee had before it the report dated 9 October 2017 from the Director Infrastructure and Operations regarding Tender for Sewer Maintenance Cleaning and CCTV Reporting 2017/2018.

Moved by Councillor V Etheridge and seconded by Councillor B Shields

**MOTION**

**The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).**

**CARRIED**

Moved by Councillor G Mohr and seconded by Councillor V Etheridge

**MOTION**

**The Committee recommends:**

- 1. That Council accept the tender from A and L Pipe Pty Ltd trading as All About Pipes for the Cleaning and CCTV Reporting of Sewer Mains in the amount of \$132,674 (excluding GST).**
- 2. That any necessary documents be executed under the Common Seal of the Council.**
- 3. That the documents and considerations in regard to this matter remain confidential to Council.**

**CARRIED**

**ICARC17/10 TENDER FOR THE SUPPLY AND INSTALLATION OF AN AMENITY BLOCK FOR  
DUBBO REGIONAL BOTANIC GARDEN (ID17/1691)**

The Committee had before it the report dated 22 September 2017 from the Manager Recreation and Open Space regarding Tender for the Supply and Installation of an Amenity Block for Dubbo Regional Botanic Garden.

Moved by Councillor V Etheridge and seconded by Councillor B Shields

**MOTION**

**The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).**

**CARRIED**

Moved by Councillor D Grant and seconded by Councillor D Gumley

**MOTION**

The Committee recommends:

1. That the Alternative Tender Option of Fabranamics Pty Ltd (Pureablue) be accepted for the supply and installation of an amenity block for the Dubbo Regional Botanic Garden at a cost of \$139,787 ex GST.
2. That any necessary documents be executed under the Common Seal of the Council.
3. That the documents and considerations in regard to this matter remain confidential to Council.

**CARRIED**

**ICARC17/11 TENDER FOR THE CONSTRUCTION OF LANDFORM AND PATHWAYS AT DUBBO REGIONAL BOTANIC GARDEN PLAYGROUND (ID17/1752)**

The Committee had before it the report dated 5 October 2017 from the Manager Recreation and Open Space regarding Tender for the Construction of Landform and Pathways at Dubbo Regional Botanic Garden Playground.

Moved by Councillor V Etheridge and seconded by Councillor B Shields

**MOTION**

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

**CARRIED**

Moved by Councillor V Etheridge and seconded by Councillor B Shields

**MOTION**

The Committee recommends:

1. That Stanaway Pty Ltd (t/a David Payne Constructions) be awarded the contract for the Construction of Landforms & Pathways at Dubbo Regional Botanic Garden at a cost of \$472,957.40 ex GST.
2. That any necessary documents be executed under the Common Seal of the Council.
3. That the documents and considerations in regard to this matter remain confidential to Council.

**CARRIED**

**ICARC17/12 TENDER FOR THE DESIGN, SUPPLY AND INSTALLATION OF SPORTS LIGHTING FOR VICTORIA PARK NO. 2 (ID17/1748)**

The Committee had before it the report dated 4 October 2017 from the Sporting Asset Coordinator regarding Tender for the Design, Supply and Installation of Sports Lighting for Victoria Park No. 2.

Moved by Councillor V Etheridge and seconded by Councillor B Shields

**MOTION**

**The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).**

**CARRIED**

Moved by Councillor D Gumley and seconded by Councillor D Grant

**MOTION**

**The Committee recommends:**

- 1. That the tender of Portball Pty Ltd t/as Laser Electrical Dubbo be awarded the contract for the Design, Supply and Installation of Sports Field Lighting for Victoria Park No.2 at a cost of \$168,540 ex GST.**
- 2. That any necessary documents be executed under the Common Seal of the Council.**
- 3. That the documents and considerations in regard to this matter remain confidential to Council.**

**CARRIED**

**ICARC17/13 TENDER FOR THE REPLACEMENT OF PLANT NUMBERS 711, 712 & 2715 THREE DUAL CONTROL 6X4 GARBAGE COLLECTION TRUCKS (ID17/1765)**

The Committee had before it the report dated 9 October 2017 from the Manager Fleet Services regarding Tender for the Replacement of Plant Numbers 711, 712 & 2715 Three Dual Control 6x4 Garbage Collection Trucks.

Moved by Councillor V Etheridge and seconded by Councillor B Shields

**MOTION**

**The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).**

**CARRIED**

Moved by Councillor G Mohr and seconded by Councillor A Jones

**MOTION**

The Committee recommends:

1. That the tender from Newcastle Iveco for the supply of three Iveco 2350G 6x4 cab chassis, fitted with Bucher Municipal 25m bodies for the purchase price of \$1,080,422.73, be accepted.
2. That plant 711, 712 and 2715, two Iveco and one Volvo, 6x4 garbage collection trucks be sent to public auction for disposal and that the reserve price for each truck be set at \$43,939.39 (total of \$131,818.18) GST Ex be approved.
3. That the documents and considerations in regard to this matter remain confidential to Council.

**CARRIED**

**ICARC17/14 OUTCOME OF RELINING OF STORMWATER DRAINAGE PIPES TENDER DELEGATED TO THE GENERAL MANAGER (ID17/1675)**

The Committee had before it the report dated 10 October 2017 from the Director Infrastructure and Operations regarding Outcome of Relining of Stormwater Drainage Pipes Tender Delegated to the General Manager.

Moved by Councillor V Etheridge and seconded by Councillor B Shields

**MOTION**

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

**CARRIED**

Moved by Councillor B Shields and seconded by Councillor J Ryan

**MOTION**

The Committee recommends that the information contained within the report of the Director Infrastructure and Operations dated 10 October 2017, be noted.

**CARRIED**

The meeting closed at 6.05pm.

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CHAIRMAN



## REPORT: Projects for the Building Better Regions Fund - Infrastructure Projects Stream - Round 2

**AUTHOR:** General Manager  
**REPORT DATE:** 13 November 2017  
**TRIM REFERENCE:** ID17/1986

### EXECUTIVE SUMMARY

The Australian Government has opened Round 2 of the Building Better Regions Fund (BBRF) Round 2 on 7 November 2017 with applications closing on 19 December 2017.

The former Dubbo City Council has a strong track record of securing Australian Government grant funding for major infrastructure projects under various iterations of regional development funding. The recent examples are:

- Barden Park Regional Centre of Athletics, \$3.47 million, 2012, RDAF Round 2
- Dubbo Regional Livestock Markets, \$3.3 million, 2015, NSRF Round 1
- Dubbo City Regional Airport Upgrade, \$6.685 million, 2016, NSRF Round 3

One of the reasons for such a successful 'strike rate' is Council's preparedness for major grant rounds. Typically, as is the case with BBRF Round 2, the time between grants opening and closing is short. In this regard Council is proposing to make two applications, the maximum number allowable, for projects that have had significant amount of project planning completed.

Since March 2017, Council have been working with relevant stakeholders in developing a precinct that connects sport, education and health. The first stage, for which an MOU has been signed by all stakeholders, has been the development of an indoor multi-sport centre on CSU land that adjoins Council land that is zoned for recreation. The construction budget for the facility is \$40 million and whilst Council has submitted an Expression of Interest under the NSW Government's Regional Growth Fund, Council shall be seeking \$10 million allowable as the maximum amount for a project under the Building Better Regions Fund. The strength of this project is the number of invested stakeholders and the precinct vision, features that are looked upon favourably in Australian Government grant programs.

Since 1989, Council records show that the former Wellington Council has been planning and seeking external funding for the replacement of Terrabella Bridge. Terrabella Bridge is located on Benelong and Terrabella roads. The latest funding applications include the NSW Government Bridge Renewal Program (2017) and the Transport NSW 'Fixing Country Roads Expression of Interest' (2015). Unfortunately Council has been unsuccessful in these earlier grant applications.

In summary Council shall be applying for the following two projects:

- 1) Regional Sports Hub –Multi sport Indoor Centre \$10 million
- 2) Terrabella Bridge Replacement \$2.5 million

### **ORGANISATIONAL VALUES**

Customer Focused: The relevant plans have been created through consultation with user groups. Council has had a number of requests over a period of years for funding for indoor sporting infrastructure particularly to a modern indoor facility. The former Wellington Council has had a history of community requests for the replacement of Terrabella Bridge.

Integrity: Council has continued to focus efforts on obtaining grant funding on strategic projects that have been endorsed by Council resolution and/or been the subject of investigation via Council resolution. Council has also reviewed previous draft budget submissions, user group feedback and issues raised at Dubbo Regional Sports Council to inform the Indoor Multi-sport infrastructure project and the Terrabella Bridge project.

One Team: It requires significant input from a number of branches of Council including but not limited to recreation specialists, environmental planning, engineering specialists and the economic development team to bring grant projects to fruition. Furthermore Council works closely with the stakeholders to deliver positive outcomes for the community.

### **FINANCIAL IMPLICATIONS**

The feasibility study regarding a Dubbo multi-sport facility would be cost neutral should the majority of construction costs be grant funded.

### **POLICY IMPLICATIONS**

There are no policy implications arising from this report.

**RECOMMENDATION**

- 1. That Council lodge two applications for grant funding for the following projects under the Building Better Regions Fund Round 2:**
  - **Regional Sports Hub – Multi sport Indoor Centre**
  - **Terrabella Bridge Replacement.**
- 2. That any necessary documents be executed under the Common Seal of the Council.**

*Mark Riley*  
General Manager



## BACKGROUND

The Australian Government has opened Round 2 of the Building Better Regions Fund (BBRF) on 7 November 2017 with applications closing on 19 December 2017.

The former Dubbo City Council has a strong track record of securing Australian Government grant funding for major infrastructure projects under various iterations of regional development funding. The recent examples are:

- Barden Park Regional Centre of Athletics, \$3.47 million, 2012, RDAF Round 2
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- Dubbo City Regional Airport Upgrade, \$6.685 million, 2016, NSRF Round 3

One of the reasons for such a successful 'strike rate' is Council's preparedness for major grant rounds. Typically, as is the case with BBRF Round 2, the time between grants opening and closing is short. In this regard Council is proposing to make two applications, the maximum number allowable, for projects that have had significant amount of project planning completed.

Since March 2017, Council have been working with relevant stakeholders in developing a precinct that connects sport, education and health. The first stage, for which an MOU has been signed by all stakeholders, has been the development of an indoor multi-sport centre on CSU land that adjoins Council land that is zoned for recreation. The construction budget for the facility is \$40 million and whilst Council has submitted an Expression of Interest under the NSW Government's Regional Growth Fund, Council shall be seeking \$10 million allowable as the maximum amount for a project under the Building Better Regions Fund. The strength of this project is the number of invested stakeholders and the precinct vision, features that are looked upon favourably in Australian Government grant programs.

Since 1989, Council records show that the former Wellington Council has been planning and seeking external funding for the replacement of Terrabella Bridge. Terrabella Bridge is located on Benelong and Terrabella Roads. The latest funding applications include the NSW Government Bridge Renewal Program (2017) and the Transport NSW 'Fixing Country Roads Expression of Interest' (2015). Unfortunately Council has been unsuccessful in these earlier grant applications.

## REPORT

### **Dubbo Regional Sports Hub –Multisport Indoor Centre**

The current indoor sports facilities available in Dubbo are not meeting existing demand for Dubbo and region, in terms of accessible playing/time space and in terms of hosting major state and national championships for sports such as but not limited to basketball, netball and gymnastics.

This project proposes the construction of an indoor multi-sports facility, conjoined with a cycling centre of excellence, football academy, regional sport and health administration hub and allows for future outdoor facilities. An enclosed sport and active recreation facility would be used for a broad variety purposes under the one roof. This flexible, multi-purpose space will be configured to meet multiple user needs, including sport, fitness, active recreation and education, community hub/clubs, youth centres, and host regional, state, national and international competitions and major events. It will support greater access, efficiency and generate economic dividends to the community. The initial sports facility will be used to leverage further investment in infrastructure and services that focus on health, education and wellbeing.

A feasibility study was undertaken by Council as a result of numerous public submissions received regards to the Draft 2016/2017 Operational Plan and Budget. These submissions, including correspondence from Basketball NSW, raised specific concerns in respect of the inability of existing indoor sporting venues to meet the current and future indoor sporting needs of Dubbo. Community aspirations for an indoor multi-sports facility have also emerged through previous consultation with the community, including the Dubbo 2036 Community Strategic Plan, the Dubbo Recreation Strategy 2014 and the development of the draft 2040 Community Strategic Plan. For example over 50 responses to the Dubbo Recreation Strategy survey sought the future development of a new or expanded indoor multi-sports hub in Dubbo.

Dubbo is currently unable to compete with metropolitan centres to attract indoor court and gymnastics based regional, State and National sporting events, exhibition games and sports development programs. A minimum of 8 indoor courts are required to meet minimum current demand for the city (including a show court with 500+ spectator seats), preferably supported by additional competition standard courts to enable Dubbo to compete for regional events. Data from Victoria illustrate that new centres require 1 court for every 4,800 residents. The proposed facility would support national standard gymnastics facilities (3,000sqm of gym floor space) catering for all gym sport disciplines. The development of this facility is be supported by Gymnastics NSW, who has advised that they would establish a regional office in Dubbo. Basketball NSW and Cricket NSW have all committed to a permanent on site presence.

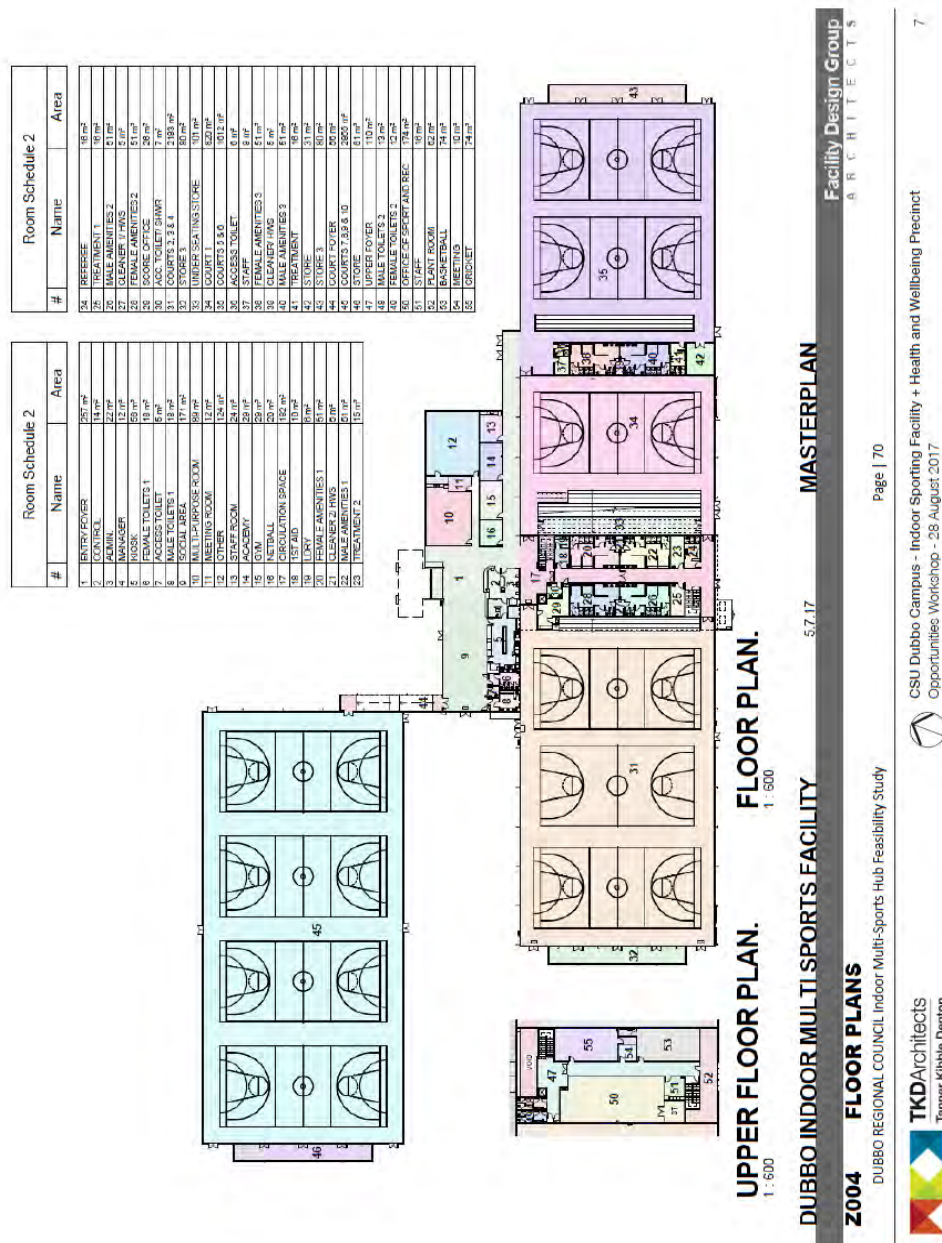


Figure 1: Facility Concept from Council's Feasibility Study into the regional Sports Hub-Multisport Indoor Centre

### Terrabella Bridge Replacement

Terrabella Bridge is located along the Little River, approximately 30.6 kilometres from Wellington and 30.8 kilometres from Dubbo and sat of the former boundary between the former Dubbo City and Wellington councils. Terrabella Bridge services a large segment of the agricultural sector within the Macquarie River Valley region. The current structure is a one-lane timber bridge, which previously had a 10-tonne load limit. This restricted access for higher productivity vehicles to use the bridge that inevitably led to longer distances and increased transport costs for primary producers. A new concrete bridge will reduce the time and distance to transport stock, grain and other produce to larger centres such as Dubbo.

The current wooden structure limits the use of B-doubles and other Higher Mass Limit (HML) vehicles. The replacement of Terrabella Bridge and realignment of the approaches along Bennelong Road and Terrabella Road will be a valuable economic boost to the freight task in the region. Preliminary investigations have indicated there are no significant environmental management issues associated with the project. Past designs, commissioned with respect to the bridge realignment, will most likely form the basis of any future plans and be redesigned to cater for HML vehicles. If the project is successful in obtaining further survey and design work will be undertaken prior to commencement of construction.



Figure 2: Image from EOI Fixing Country Roads Application of Terrabella Bridge.



## REPORT: Draft Policy Relating to Water Connection, Backflow Prevention and Pricing Policy - Public Exhibition

**AUTHOR:** Director Infrastructure and Operations  
**REPORT DATE:** 25 October 2017  
**TRIM REFERENCE:** ID17/1905

### EXECUTIVE SUMMARY

This report outlines the results of the recent Public Exhibition of the revised Water Connection, Backflow Prevention and Pricing Policy. The report recommends the current Policy as attached as Appendix 1 be adopted, based on the public submission comments received. The implications for Council and its customers arising from the submissions received are noted in the report.

Since 2015, Council has received some community feedback requesting Council review its Water Connection, Backflow Prevention and Pricing Policy. This feedback largely centred on the issue of residential water usage and billing for Strata/Community Title Schemes that are not individually metered by Council authorised, installed and maintained water meters.

Council's policy is guided by *NSW Best Practice Management of Water Supply and Sewerage Guidelines* (2007) and the *Water Supply, Sewerage and Trade Waste Pricing* (2002) in relation to water usage billing for residential Strata Title which states that the water consumption for each unit should be calculated as the total consumption for the block of units and divided by the number of units in the block.

Council's current policy states:

*"Each Lot owner shall be charged the Water Usage Charge described in Council's Revenue Policy for the registrations recorded on the Council water meter(s) based on the Schedule of Unit Entitlement detailed in the Strata Deed, e.g., If four (4) individual property owners have a 25% unit entitlement, each will be charged a quarter of the water usage bill.*

*Where each Lot is separately metered by a Council authorised, installed and maintained meter, each Lot will be charged for consumption registered on the Council water meter."*

At the Ordinary Meeting of 26 June 2017, Council resolved:

1. *"That the Draft Policy on Water Connection, Backflow Prevention and Pricing Policy as attached to the report of the Director Technical Services, dated 8 June 2017, be adopted and placed on Public Exhibition for a period of no less than 28 days.*

2. *That all property owners who may be affected by changes to the Water Connection, Backflow Prevention and Pricing Policy be contacted in writing advising of the Public Exhibition of the policy and be specifically invited to make a submission.*
3. *That a further report to Council be prepared following the Public Exhibition period, detailing the public submissions received."*

A draft Water Connection, Backflow Prevention and Pricing Policy, was placed on Public Exhibition for the period 28 August 2017 to 29 September 2017. This draft Policy was amended to include the following changes to Council's previous policy.

#### **Water Charges for Serviced Strata and Community Title Schemes**

Council will read only the property's Council authorised, installed, and maintained meter/s and all water usage will be billed to the property Owners' Corporation/Community Association.

#### **Sewer Charges for Serviced Strata Title and Community Plan Properties**

Where a Strata or Community Plan property is not individually metered by a Council authorised, installed and maintained water meter, if the primary purpose of the property is for business purposes, yet it contains a place/s of residence, it shall be treated as a non-residential property. This is based on the premise of 'dominant' use.

Council received a total of 17 submissions during the public exhibition period. Ten (10) submissions requested the current policy remain in place, and seven (7) submissions included proposed changes to the draft Policy.

#### **ORGANISATIONAL VALUES**

Customer Focused: To provide customers with clarity and equity regarding Council's policy on water metering and water billing methodology.

Integrity: To provide the community with the opportunity to be involved in the decision making process. Council is transparent in its processes.

One Team: Consultation between various Council divisions occurred in relation to the revised Water Connection, Backflow Prevention and Pricing Policy.

#### **FINANCIAL IMPLICATIONS**

This report recommends the current Water Connection, Backflow Prevention and Pricing Policy be re-adopted without amendments. Accordingly, there are no financial implications in the adoption of this Report.

#### **POLICY IMPLICATIONS**

There are no policy implications arising from the re-adoption of the current Water Connection, Backflow Prevention and Pricing Policy.

**RECOMMENDATION**

- 1. That the information contained within the report of the Director Infrastructure and Operations dated 25 October 2017 be noted.**
- 2. That the Water Connection, Backflow Prevention and Pricing Policy attached to the report of the Director Infrastructure and Operations dated 25 October 2017, as Appendix 1, be adopted.**
- 3. That the people who made submissions be advised of the outcome of Council's considerations and thanked for their submission.**

*Chris Devitt*

Director Infrastructure and Operations

## REPORT

Council's Water Connection, Backflow Prevention and Pricing policy provides for the reading of Council authorised, installed, and maintained water meters at a property's boundary. For Strata and Community Title Schemes where each Lot is **not** separately metered by a Council water meter, each Lot (unit) is charged in accordance with the Schedule of Unit entitlement, as detailed in the Strata Deed, for the consumption recorded on the Council authorised, installed, and maintained water meter.

Feedback from some owners in new Community Scheme developments suggested they did not agree with the policy regarding the *Unit Entitlement* provision for water billing, as some schemes have private water meters (sub meters), and water usage within the schemes may vary between the different Lot sizes, household numbers, gardens, etc.

A draft Water Connection, Backflow Prevention and Pricing Policy, was placed on Public Exhibition for the period 28 August 2017 to 29 September 2017. This draft Policy was amended to include the following changes to Council's previous policy.

### **Water Charges for Serviced Strata and Community Title Schemes**

Council will read only the property's Council authorised, installed, and maintained meter/s and all water usage will be billed to the property Owners' Corporation/Community Association.

### **Sewer Charges for Serviced Strata Title and Community Plan Properties**

Where a Strata or Community Plan property is not individually metered by a Council authorised, installed and maintained water meter, if the primary purpose of the property is for business purposes, yet it contains a place/s of residence, it shall be treated as a non-residential property. This is based on the premise of 'dominant' use.

In August 2017, Council wrote to more than 800 owners within Strata and Community Plan Schemes and real estate property management agents to advise them of the public exhibition and invite submissions.

Two percent (2%) of property owners affected by the proposed Policy change made submissions to Council. Council received a total of 17 written submissions. Ten (10) submissions requested Council retain the current policy, and seven (7) submissions recommended changes including changes outside the draft Policy proposal.

The proposed policy was placed on display at the following locations: Council's Customer Service Centres in Dubbo and Wellington, Macquarie Regional Library Dubbo Branch, Council's website, publicised on social media channels, and Daily Liberal 31 August 2017 and Wellington Times 30 August 2017.



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**PUBLIC SUBMISSION COMMENTS**

Ten (10) submissions recommended Council's current Policy be retained with the following comments and themes:

- The current *Unit Entitlement* billing methodology is transparent, accurate and fair.
- The cost for owners to have strata management undertake the administration of private water billing would increase strata fees.
- Residents are currently able to anticipate usage costs each quarter.
- A property owner, within a Strata complex, incorporates the water usage costs into the tenants' rental costs.

**COUNCIL COMMENT ON THE PUBLIC SUBMISSIONS**

The comments received are in line with Council current Policy and in accordance with NSW Department Primary Industry (Water) Best Practice Guidelines.

Seven (7) submissions recommended changes to Council's current policy, with six of these submissions received from one (1) Community Scheme, with one of the owners also the property developer of that Scheme. These comments are shown below.

**Dubbo Strata Management**

- Each Lot that has a water meter installed shall be read by Council and invoiced to each Lot owner for water consumption for the individual Lot.
- Council policy to include a requirement that all new and existing scheme developments install individual water meters for each Lot, with Council to read water meters and bill individual owners.
- All future schemes to have water meters installed on each Lot and the common property.
- Currently, investors are not able to be reimbursed by tenants for water usage when not individually metered by a Council water meter.
- Council should implement the Sydney Water Billing Guide relating to individual metering for Strata units.

A summary of owners/developer's comments is shown below:

- Owners of smaller Lots are subsidising property owners of larger Lots, and it is inequitable when some Lots have little or no lawn or garden, and household numbers differ.
- Schemes with private meters (sub meters) should be read by Council or Strata Management.
- Council needs a user pays option for water usage as there is often tension between neighbours regarding consumption.
- Adoption of a Council Development Application condition that all Community/Strata

title developments shall be constructed with a meter connected to each premises, whether this be a Council issued water meter or a sub meter.

- The scheme's owners should determine the billing arrangement, whether Council bills individual Lot owners by *Unit Entitlement* or Council reads the main meter and bills the water usage to the Owner's Corporation/Community Association.

### COUNCIL COMMENTS ON PUBLIC SUBMISSIONS

The comments proposing change reflected the concerns of residential owners within Community Schemes rather than Strata Schemes. No comments were received regarding the Policy amendment relating to determining the Sewer Service Discharge Factor for **non-residential** Strata Title Schemes.

Recent advice from NSW Department of Primary Industries – Water (DPI Water) is that a major review will soon be undertaken of regional NSW local water utilities. This review is being undertaken to ensure legislation and regulatory arrangements for this sector are suitable for the challenges of the 21<sup>st</sup> century. DPI Water will consult with the industry during this review.

The individual water metering of Strata/Community Schemes has a range of implications and issues for Council, its customers, property developers, design and hydraulic engineers, and property managers. A brief overview of some of the issues and considerations relating to the public submissions received, is shown here:

### COUNCIL RESPONSIBILITIES AND INDIVIDUAL METERING

1. Should Council require individual metering of all Schemes, a property's internal water assets must meet Council's strict design requirements and specifications. This may have high cost implications for property developers, which are ultimately passed on to purchasers. The requirement may not be practical for many existing schemes.
2. A need to determine responsibility (Council/private) for water assets within the development, e.g. water meters, pipe bursts or major leaks, accidental damage to water assets, and easements for water services.
3. Safe and easy access to Council water meters is required for maintenance, e.g. stopped meters, repair, replacement and meter reading purposes. Some existing Community Schemes may not meet the layout/design requirements.
4. A significant increase in Council's water meter fleet has cost implications for maintenance, meter replacement and meter reading contracts (read cost per unit). These costs are ultimately borne by the community.
5. Dubbo Strata Management's recommendation relating to Sydney Water Billing Guide appears to refer to the *Multi-level Individual Metering Guide* (2012) for Strata developments. The *Sydney Water Metering Installation Guide* (January 2017) provides guidance on meter installation for Community Title complexes and has strict requirements as per Council Responsibilities in Item 1 above.

### SCHEME RESPONSIBILITIES AND INDIVIDUAL METERING

1. If Council were to read private meters, the issues surrounding meter maintenance programs and accuracy of meters may have significant financial implications for customers and Council due to potential meter tampering, unmaintained and incorrectly calibrated water meters.
2. Strata/Community Schemes with private meters require maintenance and meter replacement programs to ensure the meters' operational and registration accuracy. This is an additional private cost to the owners.
3. There is increased potential for water meter theft and tampering within private property such as gated communities, as visual access is limited. This may result in inaccurate and inequitable water billing of individual property owners.

## SUMMARY

As part of Council's commitment to its Organisational Values, a review of water industry developments and technology, such as automated meter reading, is ongoing. Council's strategic outlook will respond to these challenges to ensure the community is well served and that water supply services are designed to meet the challenges of the community's changing needs well into the 21<sup>st</sup> century.

This report recommends that the existing Water Connection, Backflow Prevention and Pricing Policy as attached to this report as **Appendix 1** be retained and adopted, based on community feedback and discussion points as outlined within the report and that the draft Draft Policy on Water Connection, Backflow Prevention and Pricing Policy as attached to the report of the Director Technical Services, dated 8 June 2017 not be further pursued.

### Definitions:

**Community Plan** – is the primary plan in a development. Lots in a community plan may be subdivided by:

- **community plan** of subdivision to create further community development lots,
- **precinct plan** to create a subsidiary scheme,
- **neighbourhood plan** to create a subsidiary scheme, and
- **strata plan** to create a subsidiary scheme.

**Master Meter:** Is a Council authorised, installed, and maintained main water meter that accurately records water usage for water billing purposes.

**Schedule of unit entitlement:** A strata plan shows a Schedule of unit entitlement and the Schedule of unit entitlement is shown on the common property title created from a strata plan. The Schedule lists all the lots contained in the strata plan with the unit entitlement of each individual lot.

**Strata Title:** the subdivision of a building or proposed building into at least two lots and is managed by the strata body corporate.

**Sub meter (private meter):** a metering device with the ability to measure water usage after the Council (master) meter. Sub metering offers the ability to monitor usage for individual tenants to account for their actual water usage.

Appendices:

- 1 [↓](#) Current - Council Policy - Water Connection Backflow Prevention and Pricing Policy - October 2017



## COUNCIL POLICY

# Water Connection, Backflow Prevention and Pricing Policy

**Date** 23 October 2017

**Council Resolution Date**

**Clause Number**

**Branch** Manager Water Supply and Sewerage

**Division** Technical Services

**Version** 1

**TRIM Reference Number**

**Review Period** Three (3) years

**Review Date** 23 October 2020

**Consultation** Public consultation period - 6 February 2014 to 6 March 2014

Document Revision History	
Description	Date
Council Resolution	6 December 2012
<b>Notes:</b>	
Previously reviewed on 6 December 2012	

## **POLICY**

### **PURPOSE**

This Policy deals with water connections from Council's water reticulation network supplying drinking water onto the property of Council's water supply customer, and technical, administration and pricing matters associated with these connections.

### **BACKGROUND AND RELATED LEGISLATION**

Local Government Act, 1993

Best-Practice Management of Water Supply and Sewerage Guidelines, August 2007

National Water Initiative

### **SCOPE**

This Policy applies to all Council Water Supply and Sewerage Service customers.

## **POLICY**

### **Water Connections**

Water connections to properties are to be either a water service or a fire service. The customer is to be made aware that combined water connections, for fire service and water service, are not permissible and he/she must specifically require a water service or a fire service. In the absence of specific advice from the customer, new water connections will be deemed to be water services.

Fire services can only be used for firefighting and for Council to recognise them as fire services the property owner must submit an Annual Fire Certificate from a licensed plumber or other approved persons indicating the fire service is in fact a fire service in strict compliance with the national Plumbing Code of Australia.

The type of annual Fire Certificate, and the qualifications of the person issuing the certificate, are to be determined from time to time by the Director Technical Services.

The annual Fire Certificate must be lodged with Council during the months of March, April or May, in order to obtain recognition from Council of the fire service for the new financial year commencing on 1 July. If the annual Fire Certificate is not lodged with Council by the end of May, the service will be deemed to be a water service and charged Water Access and Non-Residential Sewer Service Charge according to Council's Revenue Policy for the entire year.

If, despite the annual Fire Certificate, registration on the fire service indicates that it is being used for other than genuine fire-fighting, system checking or fire drills, then Council may, after notifying the customer, deem the service to be a water service and charge the appropriate Water Service Access Charge and Non-Residential Sewerage Service charges.

Fire Services may be tagged in the field by Council to indicate they are fire services. Attachment 1 shows such a tag.

A water service is a water connection that is not a fire service. If a connection supplies fire-fighting appliances and non-fire appliances it is deemed a water service.

A water connection should be physically located on the allotment of the customer. Council prefers only one water service, and fire service, if appropriate to a single allotment, but will consider additional connections if warranted by circumstances.

**Size of Water Connection**

The size of fire services and water services, expressed in millimetres diameter, are to be determined entirely by the customer. However, the size selected by the customer must be a commercially available size. The Director Technical Services may, from time to time, declare that a certain size is not preferred, even if permitted by Australian Standards. In such cases, Council will install the next larger preferred size, in lieu of the non-preferred size sought by the customer.

**Water Meters**

All services, whether fire service or water service, will be metered.

The size of the water meter will be the same as the water connection pipe.

Council will entirely determine the type, make and model of water meter assembly to be installed.

Council will charge customers for the initial installation of the service connection and water meter assembly. Council will also install and charge the customer for the installation of an appropriate backflow prevention device, if the customer elects to have this installed by Council.

Water meter assemblies shall be constructed above ground if possible. If possible, multiple water meters servicing flats and strata units should be grouped together.

Council may approve the placement of water meter below ground in pits in certain circumstances, for example, where there would be a risk in damage from vehicles located above ground.

Details of 20 mm water service connections to domestic properties should generally conform to drawing ST5882 (attached).

Only Council can install new fire or water services. The physical water or fire service services remain the property of Council up to the boundary of the premises and including the meter assembly. Council will replace any part of the fire or water service assemblies, such as the water meter, when they wear out, at no additional charge to customers.

**Backflow Prevention**

The intent of this Policy is to improve the safety of the Council's Water Supply Schemes by reducing the risk of contamination by backflow from direct connections to the water supply system.

Council will safeguard Council's water supply scheme by ensuring that property owners take responsibility and ensure that backflow conditions are prevented.

The customer is responsible for installation of the appropriate backflow prevention device on their property. This is defined in accordance with the level of backflow hazard of the activities being carried out on the property.

The customer is responsible for the ongoing maintenance of the backflow prevention devices and its upgrading if the activities being carried out on the property change and represent a higher hazard.

Council will operate a system of compliance to ensure that customers comply with this Policy.

In the absence of any site specification information, Council will assign a default level of hazard to the property based on Council's assessment of the primary activities being undertaken on site. Council may update the defaults from time to time.

If the customer has more site specification information and requests a review of the hazard, Council may review the hazard rating. Council may require that this certification be carried out from time to time by qualified personnel such as licensed plumbers who have completed additional training.

In the absence of such certification, Council may inspect the property to determine the applicable hazard rating for the next time period. Council may charge the customer an inspection charge for this.

The customer is responsible for replacement of non-testable backflow prevention devices from time to time, or for the annual testing of testable devices in accordance with AS 2845.3-1993 Water Supply - Backflow Prevention Part 3 Field Testing and Maintenance. Council may require property owners to submit certification from qualified personnel certifying the non-testable device has been replaced or that the testable device has been tested and is satisfactory for a subsequent time period.

If customers do not submit satisfactory certification indicating the non-testable device has been replaced or the testable unit has been tested satisfactorily, then Council may arrange for this work to be carried out by others. Council may charge the customers a service charge for this work. Council may set this service charge at a high level to ensure that there is a financial incentive to the customer to comply with the Policy.

#### **Backflow Prevention Devices**

Twenty (20) millimetre water meters incorporate a backflow prevention device that is suitable for low hazard pressures.

For connections greater than 20 mm, or 20 mm connections with a medium or high hazard rating, a separate backflow prevention device, downstream of the meter may be required.

The backflow prevention device is fitted downstream of the fire or water service and is considered part of the internal plumbing. Council may quote for this work when connecting the fire or water service. However, this work is contestable and the property owner may elect to have the backflow prevention device installed by his/her own licensed plumber.

Once the backflow prevention device is installed, whether by Council or the property owner, the property owner is responsible for annual testing, maintenance and eventual replacement of the backflow prevention device from time to time as required by Council.

The water connection assembly including the water meter will remain the property of Council. Council may replace the water connection pipeline and the water meter from time to time at no additional charge to the customer.



**Combination Meters**

The use of combination water meters is not preferred. A combination water meter shall be considered as a single meter of the larger diameter for administrative purposes, including calculation of the appropriate Access Charges. The Usage Charge shall be based on the sum of the registration of the two internal meters, within the combination meter unit.

A combination water meter will be recognised by Council as a water service and will attract a Water Access Charge unless annual Fire Certificates are submitted establishing it is entirely a fire service.

When Council replaces an existing combination water meter under its Meter Replacement Policy, it will replace it with a single water meter, if possible to do so.

**Combination Water/Fire Services**

These are water connections that in the past were deemed to supply both the water demand and the fire demand of the property. They are not permitted under this Policy. Connections previously considered combined water/fire services are now considered water services. This commenced in 2014/2015, with the appropriate Water Access Charge applying, in accordance with Council's Revenue Policy.

**Fire Services**

Owners of Fire Services must lodge annual fire certificates in accordance with the Water Connection Section of this Policy in order for the service to be recognised as a fire service. The owner of such a property serviced by a fire service shall arrange and carry out any inspections, testing, maintenance and certification of the fire service in accordance with a serviceability scheme authorised by the Director Technical Services from time to time, as detailed in the Water Connection Section of this Policy.

If the property owner fails to carry out any work required by the serviceability scheme, then Council may arrange this work at the owner's cost. Refer to Water Connections for annual Certification requirements.

**Meter Replacement Policy**

In order to ensure the ongoing accuracy of Council's water meter fleet, Council has adopted a Water Meter Replacement Policy. Under this Policy water meters are replaced after 12 years of service or after registering 7,500 kilolitres of water. The Director Technical Services may change the length of service or the registration triggering replacement, from time to time.

**Water Supply Charges**

Council's charging regime for water consists of Water Access Charges and Water Usage Charges.

The Water Service Access Charge is an annual charge which is dependent on the size of the water meter. It is billed annually. Water Service Access Charges and Non-Residential Sewer Charges are levied in respect to water services but not fire services.

The owner of each individual assessment for rating purposes not currently serviced by Council's potable water reticulation network, but able to be serviced, as described in the Local Government Act 1993, shall be charged the Water Service Access Charge for a single 20 mm water service, as described in Council's Revenue Policy.

Water Usage Charges are calculated based in quarterly meter readings for each meter connected to the property. The Water Usage Charge is a flat rate volumetric charge for all water supplied to the property, in accordance with Council's Revenue Policy.

**Reading of Water Meters**

Water meters are read on a quarterly basis during the months of March, June, September and December each year. Council aims to ensure that each meter is read accurately on the first visit to each property in each meter reading cycle.

The water meter reading is entered into a mobile hand-held device. Any discrepancies or abnormal conditions such as tampering, damaged, stopped, dirty dials or missing meters are recorded at this time.

**Charges for Water Usage**

Council may charge its water customers for water registered on the water meter in accordance with the water usage charge contained in Council's Revenue Policy. In the absence of a meter, or if the meter has broken down, Council's Financial Accounting Services Branch may make a reasonable estimate of water consumed and charge this estimated quantity. In estimating the water usage, Council may take into consideration previous consumption patterns, and any other factors that Council considers relevant.

Council may set different usage charges for different classes of customers such as residential and non-residential or other classes as Council may determine from time to time.

The classification of customers will be made entirely by Council. Council will publish its definition on its website and will consider any request for revision of the customer's classification.

Council will charge water customers for water used for genuine fire-fighting or for fire system testing. However, customers may submit an application for full refund of the amount charged for genuine fire-fighting, whether the water was supplied by a water service or a fire service. No refund will be made for fire system testing or fire drills.

Council may set minimum requirements for such claims to be considered from time to time. If Council accepts the claim it will refund the full cost of water used for genuine fire-fighting.

**Billing Arrangements**

Council's Financial Accounting Services raises water charges based on the meter reading data obtained by hand held water meter reading units. The data is uploaded to Council's financial system and water billing accounts are calculated from the data.

Water accounts are sent to customers as part of the quarterly Rates Notice accounts. Rates Notices are sent in April, July, October and January each year.

**Remission of Charges on Account of Undetected Leakage**

Council may consider requests for remission of water usage and other linked charges on account of leakage within the customer's property that was not able to be detected. Requests for remission should comprehensively make the case for remission.

**Remission of Charges on Account of Hardship**

Council may consider requests for remission of water charges and other linked charges if the customer alleges that payment may cause hardship.

Requests for remission should comprehensively make the case for remission.

**Water Charges For Serviced Properties Other than Strata or Community Title Schemes**

The owner of a property serviced by a water service shall be charged the appropriate Water Service Access Charge and the Water Supply Usage Charge for registrations recorded on the water meter, both as defined in Council's Revenue Policy.

The owner of a property serviced by a certified fire service shall be charged the Water Supply Usage Charge for registrations recorded on the meter as defined in Council's Revenue Policy.

**Water Charges for Serviced Strata and Community Title Schemes**

Each rateable parcel of land created under a Strata or Community Title Plan shall be treated as a single residential rate assessment with a 20 millimetre (mm) water connection. Each Lot will be charged a Water Service Access Charge described in Council's Revenue Policy for a 20 millimetre (mm) diameter water service in respect of the water service to the property.

Each Lot owner shall be charged the Water Usage Charge described in Council's Revenue Policy for the registrations recorded on the Council water meter(s) based on the Schedule of Unit Entitlement detailed in the Strata Deed.

Where each Lot is separately metered by a Council authorised, installed and maintained meter, each Lot will be charged for consumption recorded on the Council water meter.

Each Lot should be treated as a residential assessment for sewerage charges.

**Water Charges for Unserviced Land**

The owner of each individual assessment for rating purposes not currently serviced by Council's potable water reticulation network, but able to be serviced, as described in the Local Government Act 1993, shall be charged the Water Service Access Charge for a single 20 mm water service, as described in Council's Revenue Policy.

**Enforcement**

Council may enforce compliance with the Policy by exercising any or all of the following:

- Impose a fee or charge under the *Local Government Act, 1993*
- Issue an order under the *Local Government Act, 1993*
- Carry out the work and charge the customer
- Disconnect the property from Council's potable water supply if the property owner does not comply with the provision of the Policy in respect to backflow prevention.
- Install a water restrictor on the water connection in the case on non-payment of water accounts. The restrictor will be removed upon payment of all accounts.

- Deny supply to a new or existing customer in cases where, in the opinion of the Director Technical Services there is a risk of contamination of the water supply, the risk of harming the health of a person or risk of damage to property.

**Disconnection of Water Service**

If a water service is no longer required, Council will disconnect the water service at the main and the meter will be removed.

An application form to disconnect a water service is available from Council's Customer Service Centre or can be downloaded from Council's website. In accordance with Council's Revenue Policy, there is no charge to the customer for water service disconnections.

**Reconnection of Water Service**

Once disconnected, Council may reconnect a property to the water supply. The cost of reconnection shall be borne by the property owner.

**Property Developments**

All water used on a property during site development or construction must be metered. Penalties apply for unmetered water use.

**Removal of Water Meters**

Water Meters shall not be disconnected or removed from a property unless approval has been given by Council.

**Water Theft and Meter Tampering**

Water meter tampering and water theft is illegal. These activities also greatly increase the risk of contaminating the public water supply and pose serious health and safety hazards not just to those who modify the meter but also to the rest of the community.

It is illegal to connect to Council water services through an unauthorised connection or to divert or otherwise interfere with a water meter. Council may prosecute for water theft.

**Customer Notification Cards - Management of Customer Reads**

Dubbo Regional Council makes every effort to read each water meter however, in some circumstances, this may not be achievable.

If access to the water meter or property is restricted for some reason, a customer service notification card should be left at the property requesting the assistance of the property owner.

Council has a suite of customer notification cards which are used in conjunction with the meter reading process.

**Customer Service Cards**

Council has developed a number of customer service cards to be left at the property to inform the customer of work undertaken, etc. These codes are shown in Attachment 2.

The circumstances in which these cards are issued are outlined below:

Access to Water Meter

This card is left by Council's Water Meter Reader when he/she could not obtain access to the water meter.

Boil Water Notice

This card is left at all premises within the Boil Water Notice area once proclaimed. It is left even if the customer is at home.

Boil Water Notice Lifted

This card is left at all premises within the Boil Water Notice area once proclaimed. It is left even if the customer is at home.

Council Called Today

This card is left by Council staff or contractors when the customer was not home. The Council staff or contractor completes the card detailing their name, contact details and the purpose of the call.

Do Not Drink Water Notice

This card is left at all premises within the Do Not Drink Water Notice area once proclaimed. It is left even if the customer is at home.

Do Not Drink Water Notice – Now Lifted

This card is left at all premises within the Do Not Drink Water Notice – Now Lifted area once proclaimed. It is left even if the customer is at home.

Dubbo is a Water Wise Community

This card is left at the customers premises to encourage water conservation as part of a water conservation program.

Entry to Property

This card is left when Council staff or contractors had to access the property and the customer is not home. The staff member or contractor is to contact the customer before commencing work. If however, the customer is not home, the work is to proceed and this card is to be left to inform the customer.

Meter Security

This card is left at the customers premises whenever a tamper evident device is first installed, or replaced.

Meter Self-Read Card

The card is left when Council staff or contractor could not access the water meter. The customer is requested to write the water meter reading on the card and mail back to Council.

Water Meter

This card is left when Council staff or the water meter reader is of the view that shrubs around the water meter should be trimmed to improve access.

Water Meter Replacement

When a customer's water meter is being replaced, the staff member or contractor shall attempt to contact the customer. If the customer is not home, this card is to be left, and the water meter replacement carried out.

Water Shutdown

This card is to be left by Council staff when there is a programmed water shutdown. The staff member shall complete the card by stating the start and end of the shutdown and the day(s) of the shutdown.

**Dealing with Dogs**

Council has a procedure for dealing with dogs. A risk assessment is to be undertaken in accordance with Council's Risk Assessment and Dealing with Dogs procedure.

In accordance with this procedure, a non-toxic deterrent spray is carried by Council staff or contractor at all times. It may be used to distract the animal should it threaten to, or make an attack, on a Council representative.

Where the owner/controller of the property is available but is either unwilling or unable to control the dog, the matter is to be reported to the staff member's Supervisor and Council's Ranger Services are engaged to assist.

**Power of Entry**

Council staff and contract meter readers are legally entitled to enter all premises for the recording of consumption under Section 191 and 191A of the Local Government Act, 1993 and Section 118A of the Environmental Planning and Assessment Act, 1979.

Where the customer refuses access, the meter reader is not to pursue the matter verbally or otherwise. The meter reader is to report the refused access to the Council's Water Operations Engineer.

**Procedures**

Council may develop procedures to guide staff in the implementation of this Policy.

**DEFINITIONS**

**Combined Water/Fire Service** – These are water connections to properties that service both the fire demand and the water demand of the property. These were permitted under the previous Policy but are not permitted under the current Policy. Connections previously considered combined water/fire services are now considered water services and will be charged accordingly commencing in 2013/2014.

**Combination Water Meters** - A Combination Water Meter is where the flow is split within the body of the water meter and water is directed through two separate pipes, a larger diameter pipe often equal to the size of the water connection pipe itself and a smaller diameter pipe often called a "bypass" pipe. Each internal pipe is separately metered and the registrations of both meters have to be added together to obtain the correct registration. The combination water meter would measure high velocity flows with the bigger meter and low velocity flows with the bypass meter. These were used in the past due to technical limitations in meters available at the time. Modern meters have no such limitations. Any remaining combinations meters will be replaced with a single meter in accordance with Councils meter replacement policy.

**Fire Service** - A Fire Service is a water service dedicated only to service fire hydrants, fire hose reels, fire service fitting, including water storages, installed and used solely for firefighting in and around a building or property, and testing. Under certain conditions part of a fire sprinkler system may be included. A fire service that can be used for other purposes is deemed to be a water service.

**Water Meter** - A water meter is an apparatus, or appliance, for measuring and recording the volume of water passing the meter location. The "dial" on a meter is called a register and so the volume of water recorded through a meter is also called the registration.

Recent improvements in technology have meant that a single meter can now record both high and low flows. Combination meters are not preferred and will be replaced with single meters as they fall due for replacement.

**Water Service** - A water service is that part of the cold potable water supply pipeline from the water main to and including the water meter and backflow prevention assembly.

**Water Access Charge** - An annual charge applicable to a water service, as set by Council in its annual Revenue Policy.

**Water Usage Charge** - A charge applicable to water used by a property, as set out by Council in its annual Revenue Policy.

#### **RESPONSIBILITIES**

The Water Supply and Sewerage Client Services Coordinator is the responsible officer.

#### **APPENDICES**

- 1 Water Connection, Backflow Prevention and Pricing Policy - Fire Service
- 2 Water Connection, Backflow Prevention and Pricing Policy – Hazard Rating Guide
- 3 Water Service –Standard Drawing ST5882



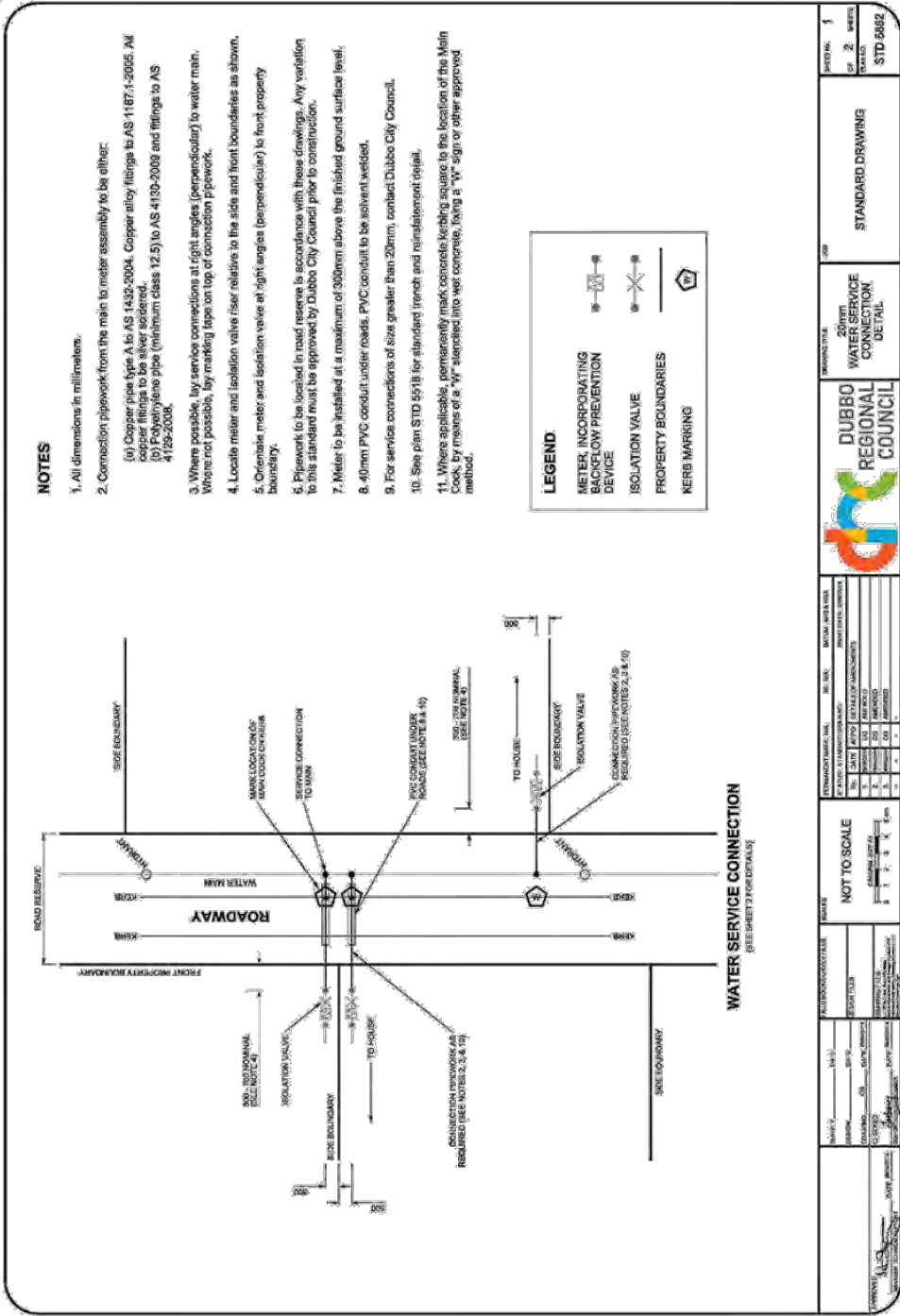


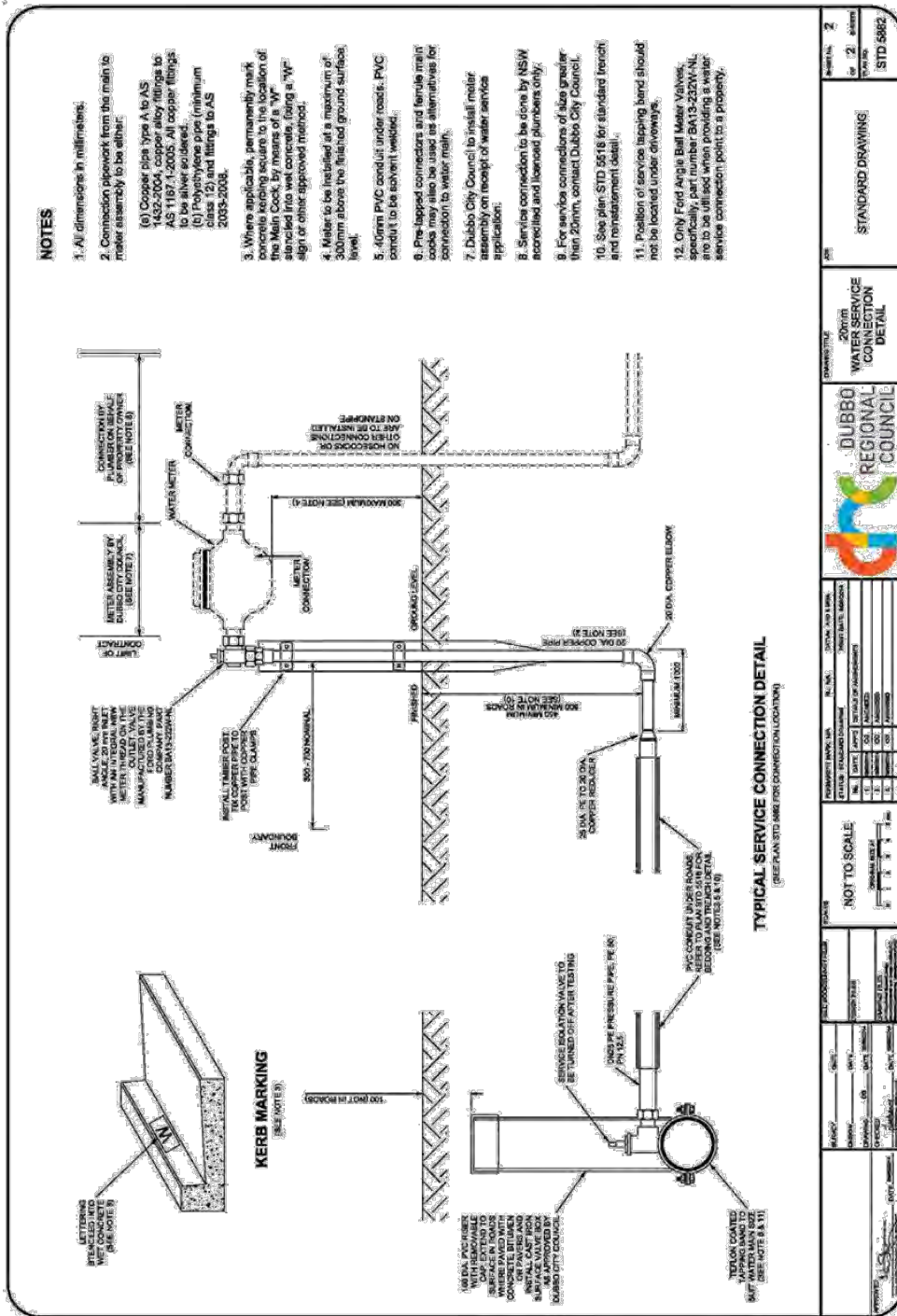
**DUBBO REGIONAL COUNCIL  
 BACKFLOW HAZARD RATING BY BUSINESS TYPE**  
 This Is a Guide Only

<b>Business Type</b>	<b>Hazard Rating</b>	<b>Minimum Default Backflow Prevention Device</b>
Abattoir	High	RPZD
Aged care facility	High	RPZD
Agricultural chemical sales	High	RPZD
Agricultural machinery depot	Medium	testable device
Agricultural machinery sales	Medium	testable device
Airport	High	RBT or RPZD
Amusement	Low	non-testable
Auto electrical	Low	non-testable
Auto parts recycling	High	RPZD
Auto spring repairs	Medium	testable device
Auto spring shop	Low	non-testable
Backpacker accommodation	Low	non-testable
Bakery	Medium	testable device
Barber	Low	non-testable
Bed & breakfast	Low	non-testable
Bread manufacturer	Medium	testable device
Brick manufacturing	High	RPZD
Brick yards ( no manufacturing)	Low	non-testable
Bus depot	Medium	testable device
Butcher	Medium	testable device
Cabins	Low	non-testable
Café	Medium	testable device
Cake shop	Low	non-testable
Car dealer	Low	non-testable
Car detailing	High	RPZD
Car rental	Low	non-testable
Car repair	Medium	testable device
Car washing	High	RPZD
Car yard (vehicle sales)	Low	non-testable
Car yard (wrecking)	High	RPZD
Caravan park	Medium	testable device
Cattery	High	RBT or RPZD
Charcoal chicken shop	Medium	testable device
Chicken shop	Medium	testable device
Childcare/Preschool	Medium	testable device
Chiropractor	Low	non-testable
Church	Low	non-testable
Club ( lawn bowls)	High	RPZD
Club ( not registered )	Medium	testable device
Club ( registered )	Medium	testable device
Coach depot	Medium	testable device
College, technical	High	RPZD
Commercial kitchen	Medium	testable device
Concrete batching plant	High	RBT or RPZD
Correntional Centre	High	RBT or RPZD
Crane hire	Low	RBT or RPZD

Dairy goods depot	Low	non-testable
Delicatessen	Low	non-testable
Dental surgery	Low	non-testable
Dental technician	Low	non-testable
Depot	Low	non-testable
Distribution depot	Low	non-testable
Drilling depot	Low	non-testable
Dry Cleaners	High	RPZD
Electroplaters	High	RPZD
Emergency services depot	Low	non-testable
Engine reconditioning	High	RPZD
Fast food shop	Medium	testable device
Fire Services - For exceptions or individual or zone requirements, refer to AS3500.1	Medium	DCV - testable device
Filter cleaners	Medium	testable device
Fish and chip shop	Medium	testable device
Fish shop	Medium	testable device
Florist	Low	non-testable
Food Processor	Medium	testable device
Funeral parlour	High	RBT or RPZD
Golf Driving Range	Low	non-testable
Government agency	Low	non-testable
Grain depot	Low	non-testable
Guest House	Low	non-testable
Hairdresser	Low	non-testable
Hall, community	Low	non-testable
Hospital	High	RPZD
Hot bread shop	Medium	testable device
Hotel	Medium	testable device
Hydraulics	High	RBT or RPZD
Ice cream shop	Low	non-testable
Ice Makers	Medium	testable device
Jewellery shop	Low	non-testable
Juice bar	Low	non-testable
Kennel	High	RPZD
KFC	Medium	testable device
Kitchen Commercial	Medium	testable device
Laboratory	High	RPZD
Landscape supplies	Medium	testable device
Laundromat	High	RPZD
Laundry	High	RPZD
Library	Low	non-testable
Machinery sales	Low	non-testable
Mall (shopping )	Medium	testable device
Manufacturing (dry)	High	RPZD
McDonalds	Medium	testable device
Metal coating industry	High	RPZD
Mixed Commercial/Residential	Low	Zone protection if applicable
Monumental mason	Low	non-testable
Morgue	High	RPZD
Motel	Medium	testable device
Moto mechanic	Medium	testable device
Motorcycles repairs	Medium	testable device
Motorcycles shop	Low	non-testable
Newsagent	Low	non-testable

Nightclub	Medium	testable device
Nursery	High	RPZD
Nursing home	High	RPZD
Office	Low	non-testable
Office block	Low	non-testable
Optometrist	Low	non-testable
Panel beaters	Medium	testable device
Park	High	RPZD
Pathologist	High	RPZD
Pet food manufacturing	High	RPZD
Pet shop	Medium	testable device
Petroleum depot	High	RPZD
Petroleum storage	High	RPZD
Photographic processing	Low	non-testable
Pizzeria	Low	non-testable
Printer	Low	non-testable
Public Toilet	Low	non-testable
Racecourse	Medium	testable device
Radiator repairs	Medium	testable device
Railway station	Medium	testable device
Research establishment	High	RPZD
Residential	Low	non-testable
Restaurant	Medium	testable device
Retail shop	Low	non-testable
Retirement village	Medium	testable device
Saleyards (livestock )	High	RPZD
School	High	RPZD
School (no sporting fields)	High	RPZD
Service station	High	RPZD
Sewerage facility	High	RPZD
Shearing supplies	Low	non-testable
Shopping centre	High	RPZD
Showground	High	RPZD
Sports stadium (indoor)	Medium	testable device
Sports stadium (outdoor)	High	RPZD
Spray painters	Medium	testable device
Stockfeed manufacturing/retail	High	RPZD
Surgery (doctors)	Low	non-testable
Swimming pools	Medium	testable device
Takeaway food shop	Medium	testable device
Tavern	Medium	testable device
Tourist park	Medium	testable device
Transmission, automotive	Medium	testable device
Truck wash	High	RPZD
Tyre retailer	Low	non-testable
Tyre wholesaler	Low	non-testable
University (boarding )	High	RPZD
University (non-boarding )	High	RPZD
Utility depot ( power, water, gas etc.)	Medium	testable device
Vehicle washbay	High	RPZD
Veterinary clinic	High	RPZD
Warehouse	Low	non-testable
Waste disposal	High	RPZD
Winery	Medium	testable device
Workshop ( mechanical)	Medium	testable device
X-ray clinic	High	RPZD







DUBBO REGIONAL  
COUNCIL

## REPORT: Water Standpipe Sales - Wellington - Revenue Policy 2017/2018

**AUTHOR:** Director Infrastructure and Operations  
**REPORT DATE:** 13 November 2017  
**TRIM REFERENCE:** ID17/1959

### EXECUTIVE SUMMARY

Council has a network of water filling stations (standpipes), situated in a number of locations around Dubbo, Wellington and surrounding villages, that provide convenient access for the purchase of potable water in the local government area. The water filling stations are utilised by a variety of customers, including residents, contractors, and developers. There are 46 registered customers for the Wellington area standpipes.

In accordance with Council's Revenue Policy Fees and Charges 2017/2018, Wellington area standpipes, including Mumbil and Geurie, have a minimum usage charge of \$12.22 per transaction. The minimum charge provision has generated an additional \$3,021 in revenue from small volume purchases since 15 May 2016. However, 'minimum charge' provisions have financial implications for water account customers that purchase small volumes that are less than the 'minimum charge' and may be perceived as inequitable, particularly when Dubbo water standpipes do not have a 'minimum charge'.

This report recommends the removal of the minimum usage charge per transaction for standpipe water sales in the Wellington area.

### ORGANISATIONAL VALUES

Customer Focused: To provide customers with equity regarding Council policy conditions on water standpipe sales.

Integrity: To provide the community with the opportunity to be involved in the decision making process. Council is transparent in its processes.

One Team: Council to provide a consistent approach to the services offered to residents and customers across the Dubbo Regional Council local government area.

### FINANCIAL IMPLICATIONS

The minimum charge has generated an additional \$3,021 in revenue from small volume purchases since 15 May 2016.

### POLICY IMPLICATIONS

There are no policy implications arising from the removal of the minimum charge for standpipe water sales, however a change to Council's Revenue Policy will require public exhibition for a minimum 28 day period.

**RECOMMENDATION**

- 1. That the minimum charge provision for water standpipe sales in the Wellington, Mumbil and Geurie local area be removed to provide equity across the Dubbo Regional Council local government area.**
- 2. That the removal of the Water Standpipe minimum charge be placed on public exhibition for 28 days.**
- 3. That a further report be presented to Council following the public exhibition period detailing the results of the exhibition period.**

*Chris Devitt*

Director Infrastructure and Operations

## BACKGROUND

The former Dubbo City and Wellington Councils were merged on 12 May 2016. Prior to this, Wellington Council's Revenue Policy included a minimum usage charge for standpipe water sales (bulk water). This provision was transferred across to Dubbo Regional Council's Revenue Policy for Wellington standpipe sales.

Council has received recent customer feedback regarding the minimum usage charge for standpipe water sales. It has been suggested that Council remove the minimum usage charge provision, therefore customers will pay only for water purchased, irrespective of whether they reach the minimum usage charge, which is currently \$12.22 per transaction.

## REPORT

Council has a network of water filling stations (standpipes), situated in a number of locations around Dubbo, Wellington and the surrounding villages, that provides convenient access to potable water throughout the local government area.

The water filling stations overcome a number of issues that have plagued bulk water supply in the past, such as damage to Council assets, water wastage, dirty water caused by misuse of hydrant standpipes and incidents of water theft and potential contamination of water supply.

Water carters and other customers that wish to use the water filling stations are required to apply to Council for an account and access key. Customers then receive monthly accounts for their bulk water purchases.

Council has recently received customer feedback regarding the 'minimum charge' requirement for standpipe water sales in the villages of Geurie and Mumbil. Customer feedback suggests concern regarding small volume purchases. Council has investigated the rationale for the minimum charge and can find no specific reason why the minimum charge exists, nor is it an administration charge from Council's water billing provider AVDATA Australia.

In accordance with the usage conditions, customers pay a minimum charge of \$12.22 (equivalent to 3,800 litres) regardless of the vehicle's tanker storage capacity. Customers with small storage capacity vehicles may undertake a number of repeat visits to Council's standpipe for multiple loads to fill larger storage tanks at their property. In such cases, the effect of the 'minimum charge' compounds the direct and indirect costs of water cartage, which may be unsustainable for some customers, particularly during dry periods. The current water usage charges are shown in Table 1 below.



Table: 1.

<b>DRC Fees and Charges Standpipe Usage - Account Customers</b>	<b>Cost (per kilolitre)</b>	<b>Condition</b>	<b>Notes</b>
Dubbo Water Filling Stations (Standpipes)	\$3.30	No minimum charge	N/A
Wellington Standpipe, including Mumbil and Geurie	\$3.21	Minimum charge \$12.22 per transaction	Pre-existing usage condition – former Wellington Council

## SUMMARY

Council values the needs of the community and the provision of equitable access to the bulk purchase of potable drinking water ensures the sustainability of smaller communities and the livelihoods of residents and businesses.

It is proposed that the removal of Standpipe Sales Minimum Charge (per KL), contained in Council's Revenue Policy Fees and Charges 2017/2018 be placed on public exhibition for 28 days.



DUBBO REGIONAL  
COUNCIL

## REPORT: Proposed Road Closure of Bakers Lane Maryvale

**AUTHOR:** Director Infrastructure and Operations  
**REPORT DATE:** 14 November 2017  
**TRIM REFERENCE:** ID17/1774

### EXECUTIVE SUMMARY

A request has been received from Mr Harold Baker of 801 Cobbora Road, Maryvale to purchase Bakers Lane which runs through the middle of his property. Bakers Lane is a formed road maintained by Dubbo Regional Council. It is proposed to support this application for closure as the road is only used by Mr Baker and a neighbour and receives very little maintenance attention by Council. The proposed road closure will facilitate the development of a solar farm on the subject property.

### ORGANISATIONAL VALUES

Customer Focused: This proposal is a property owner initiative to facilitate a development proposal on the proponent's property.

Integrity: Council supports the proposal to be undertaken having consulted with the third party land owner affected.

One Team: Council takes every reasonable step to co-operate with interested parties to close redundant roads.

### FINANCIAL IMPLICATIONS

All costs incurred by Council associated with the proposed road closure will be recovered through the road closure application fee of \$2,105, as specified in Council's Revenue Policy, paid by the proponent. The road will vest in Council upon closure and once in Council title, will be offered for sale at market value as determined by valuation plus the recovery of costs for survey, development, legal expenses and other costs to be incurred in presenting the land for sale. Any net proceeds from the sale of land will become income available to the Rural Roads Function.

### POLICY IMPLICATIONS

There are no policy implications arising from this report.

**RECOMMENDATION**

- 1. That Council consent to an application being lodged for the closure of Bakers Lane between Cobbora Road and Seatonville Road.**
- 2. That it be noted that pursuant to Section 38(2) of the Roads Act, the land will vest in Council upon closure.**
- 3. That upon closure, the road be offered for sale to the adjacent landowner at a price determined from independent valuation plus recovery of costs incurred in the disposal of the land.**
- 4. That any necessary documents executed under the Common Seal of Council.**

*Chris Devitt*

Director Infrastructure and Operations

A request has been received from Mr Harold Baker of 801 Cobbora Road, Maryvale, to purchase Bakers Lane, a formed road which runs through the middle of his consolidated holding. A plan of the subject road section is attached in **Appendix 1**. Bakers Lane is located in an area of Maryvale which is the site of a proposed solar farm.

The road has a very low volume of traffic and has been rarely maintained by Council. Based on historical context, Council supports the closure of this formed road and the subsequent sale to the adjacent landowner.

The process of closing a road involves publicising the proposal, and providing an opportunity for any person or organisation to raise an objection or comment with regard to future implications for the land in question. As the current Road Authority, Council is responsible for undertaking the necessary public consultation and lodging the application form on behalf of the proponent for the Minister's approval. For this service, Council charges a Road Closure application fee of \$2,105 in its adopted Revenue Policy.

The road has been improved by Council over time albeit to basic standard and as such, the road will upon closure, vest in Council where it will then be entitled to dispose of the land to the adjoining landowner. A letter has been received from Mr Whitely, the other adjoining land owner who fronts this road advising he has no objection to the proposed road closure nor an interest in acquiring any part of the land. The price of the land to be offered for sale will be market value as determined by a registered valuer. Council will also include any costs incurred in presenting the land for sale in the sale price. A valuation is not obtained until the Minister's approval for the road closure has been proclaimed.

## SUMMARY

It is proposed to support a request by the owner of land adjacent to Bakers Lane for Council to sell this road for the purpose of consolidation with the land owner's holding. This support is subject to the preparation of an application for road closure including undertaking a public consultation process with persons or organisations with a potential interest in the road.

It is recommended that Council consent to the lodgement of a road closure application for the public road known as Bakers Lane, Maryvale located between Cobbora Road and Seatonville Road for the purpose of sale to Mr H Baker.

Appendices:

- 1 [Site Map - Proposed Road Closure of Bakers Lane Maryvale - Cooba Road and Seatonville Road](#)

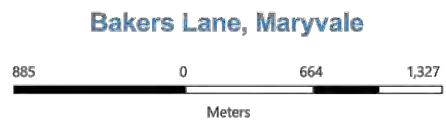


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Projection: Transverse Mercator  
Coordinate system: MGA (GDA94) Zone 55



DUBBO REGIONAL  
COUNCIL

## REPORT: Proposed Closure of Unformed Road in Village of Wongarbron

**AUTHOR:** Manager Transport and Emergency  
**REPORT DATE:** 13 November 2017  
**TRIM REFERENCE:** ID17/1987

### EXECUTIVE SUMMARY

It is proposed to support a request by the developer of a residential subdivision in Burroway Street, Wongarbron to close an unformed road which could be consolidated within the subdivision without detriment to the accessibility or servicing potential of the development. It is recommended that Council consent to a road closure application being lodged on behalf of the proponent to close the unformed public road located between Lot 184 and Lot 186 in DP 754321.

### ORGANISATIONAL VALUES

Customer Focused: The proposed road closure is in relation to a residential subdivision proposal where a best use option of land use is being sought.

Integrity: Council supports the proposal to close the road.

One Team: Council takes every opportunity to co-operate with the Department of Industry – Lands to close redundant roads.

### FINANCIAL IMPLICATIONS

All costs incurred by Council associated with the proposed road closure will be recovered through fees paid by the proponent and the land will vest in the Crown upon closure who will then on sell to the proponent.

### POLICY IMPLICATIONS

There are no policy implications arising from this report.

**RECOMMENDATION**

- 1. That Council consent to an application being lodged by Mr B Braithwaite for the closure of the unformed road located between Lots 184 and 186 in DP 754321 for the purpose of consolidation within the proponent's residential subdivision.**
- 2. That any necessary documentation be executed under the Common Seal of the Council.**

*Stephen Clayton*  
Manager Transport and Emergency

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## BACKGROUND

The proponent of a residential subdivision in Burroway Street, Wongarbron, Mr Ben Braithwaite, has requested Council consent to close an unformed road for the purpose of consolidating it within the proposed subdivision. The road is located between Lots 184 and 186 in DP 754321 as shown in **Appendix 1**.

## REPORT

The road proposed for closure is unformed and therefore is not maintained by Council, other than to keep grass slashed. The road is not encumbered by underground Council services. It would be in Council's interest to divest itself of this land as it will serve no foreseeable useful purpose with respect to access or servicing.

The process of closing a road involves publicising the proposal, and providing an opportunity for any person or organisation to raise any objection or comment, with regard to future implications for the land in question. As the current Road Authority, Council is responsible for undertaking the necessary public consultation and lodging the application form on behalf of the proponent. For this, Council charges a Road Closure application fee of \$2,105 in accordance with its adopted Revenue Policy.

The road is unformed and has no improvements located upon it, and therefore under the Roads Act, the public road will vest in the Crown upon closure and Council will have no further interest in the sale of this land to the proponent. Council is however required to consent to the road closure being lodged before the Minister will consider approving the closure.

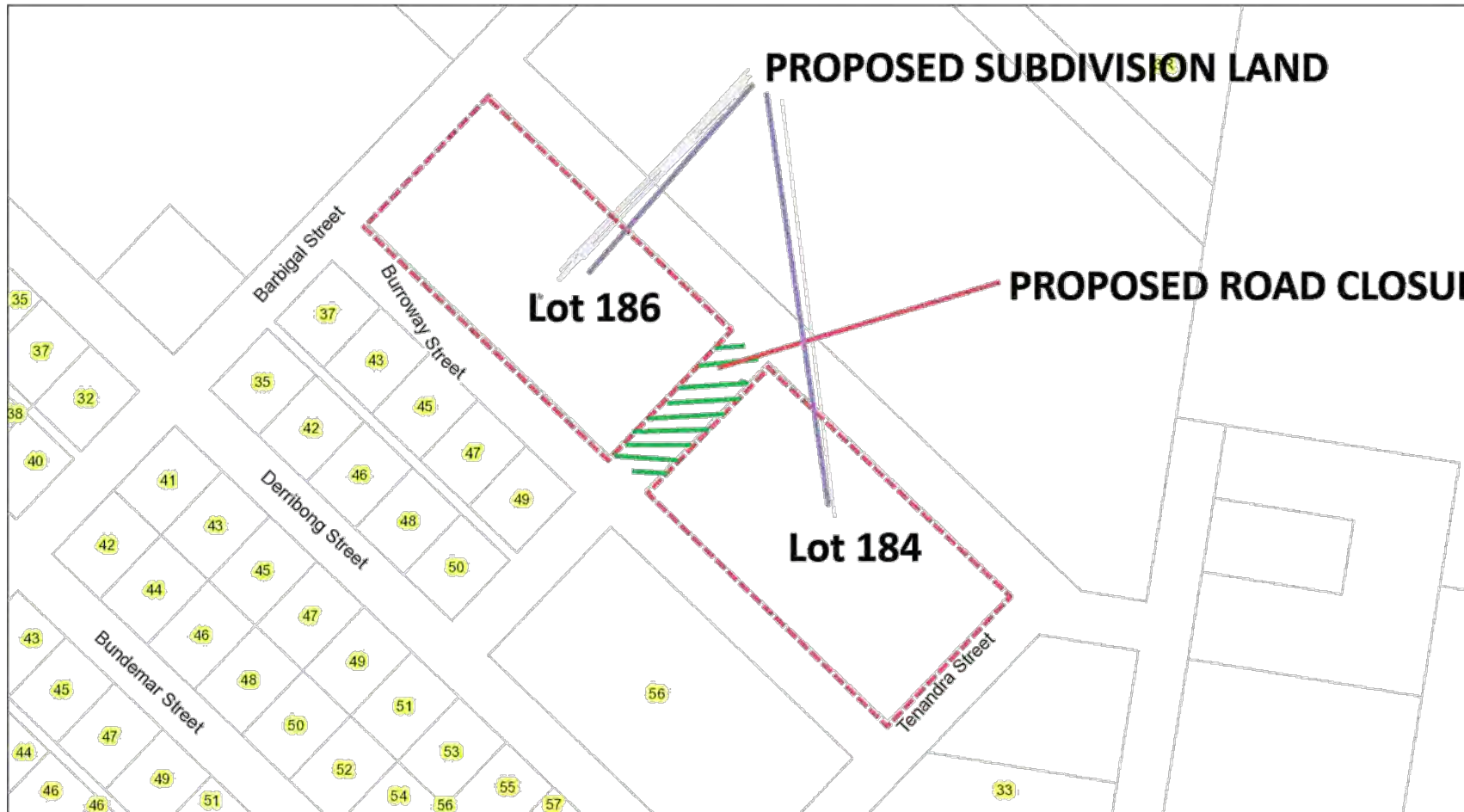
## SUMMARY

It is proposed to support a request by the developer of a residential subdivision in Burroway Street, Wongarbron to close an unformed road which could be consolidated within the subdivision without detriment to the accessibility or servicing potential of the development. It is recommended that Council consent to a road closure application being lodged on behalf of the proponent to close the unformed public road located between Lot 184 and Lot 186 in DP 754321.

Appendices:

- 1 [Site Plan - Proposed Closure of Unformed Road - Between Lots 186 and 184 Burroway Street Wongarbron - Braithwaites Subdivision](#)



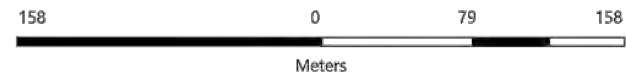


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**BURROWAY ST < WONGARBON**



Projection: Transverse Mercator  
 Coordinate system: MGA (GDA94) Zone 55

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DUBBO REGIONAL  
COUNCIL

## REPORT: Opportunities to Improve Street Tree Canopy of Dubbo

**AUTHOR:** Manager Recreation and Open Space  
**REPORT DATE:** 7 November 2017  
**TRIM REFERENCE:** ID17/1962

### EXECUTIVE SUMMARY

Street trees are an integral part of the fabric of an urban area. They provide a range of environmental, social and economic benefits for our urban areas including shade provision, improved amenity, improvement of groundwater conditions, reduced stormwater flows and a unique sense of character and identity for our Central Business Districts and surrounding suburbs and villages.

In 2012/2014 an assessment of the public trees in Dubbo identified a total of 39,134 trees of which 21,434 are urban street trees and a further 17,700 trees located in urban parks, ovals and reserves. As part of the assessment process the tree canopy of Dubbo City was calculated to be approximately 10.5%. To help improve this canopy cover the Community and Recreation and Infrastructure and Operations divisions have been collaborating by replacing trees at the end of their Useful Life Expectancy as part of the civil infrastructure renewal program. This collaborative, One Team, approach has delivered both cost and operational efficiencies in such projects as Darling Street, Brisbane Street, Johns Avenue and Macquarie Street to name but a few.

The assessment also identified an opportunity for the development of a Dubbo Street Tree Prioritisation Program for the City targeting the planting of over 12,000 trees throughout the streets of Dubbo. An assessment of the Wellington public trees is underway with approximately 90% of the town completed and 2,700 trees identified. This assessment is expected to be completed by February 2018. It should be noted that funding, based on a unit rate cost per tree of \$650, is not likely to be available to increase the urban tree canopy cover beyond the existing 12%. The best practice scenario of improving urban tree canopy cover to 20% would require an ongoing commitment of \$682,000 per annum to achieve 1,050 new street trees per annum. This is not available beyond a one off funding allocation in the forward four year budget in 2020/2021 financial year. For this reason, when Civil Infrastructure project require the removal of over-mature street trees the opportunity is taken to renew the avenue with infrastructure that enables maximum growth opportunities for tree plantings.

The community has also expressed a desire to be more involved in the discussion regarding the improvement of the public urban forest, and especially where street trees are removed for the replacement/upgrading of civil infrastructure. To enable this process to occur it shall be recommended that a "Public Urban Street Tree Removal Policy" be drafted and submitted to Council's Infrastructure, Community and Recreation Committee and ultimately Council in March 2018 for consideration. Custodianship of the policy would be with the Community and

Recreation Division.

## ORGANISATIONAL VALUES

Customer Focused: Street trees are a public asset and their management can evoke a strong emotional response. Through an improved communication/consultation policy our customers can have input into the future development of the public urban forest.

Integrity: Through the development of an improved communication strategy surrounding the removal / replacement of street trees Council can be seen to be transparent in our Operations.

One Team: Street trees are assets that are owned by the Infrastructure and Operations Division and are managed on their behalf by the Community and Recreation Division. The drafting of the new policy will require input from both Divisions and also from the Economic Development and Business (Communications and Stakeholder Engagement Branch) to develop a comprehensive and workable communication strategy.

## FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

## POLICY IMPLICATIONS

This report is recommending the development of a new Public Urban Street Tree Removal Policy that will require input from a number of branches of Council prior to being put forward to Council.

## RECOMMENDATION

1. That it be noted that the upcoming infrastructure projects have been previously reported to Council and shall require the removal of existing trees and the replanting of new street trees:
  - Boundary Road extension (east),
  - Cobra/Fitzroy Street intersection signalisation.
2. That a Public Urban Street Tree Removal Policy detailing the level of community consultation undertaken prior to the removal of public street trees is drafted and submitted to Council via the Infrastructure, Community and Recreation Committee meeting in March 2018.
3. That custodianship of the Public Urban Street Tree Removal Policy reside with the Community and Recreation Division.

*Ian McAlister*

Manager Recreation and Open Space

## BACKGROUND

Within the City of Dubbo, Council manages a total of 39,134 trees of which 21,434 are urban street trees and a further 17,700 trees located in urban parks, ovals and reserves. Since Dubbo was set out in 1848 and gazetted in 1849, trees have become an important aspect of Dubbo's streets and parks. A further 2,700 public trees have been identified in Wellington however the assessment process is not yet complete. Accordingly this report focuses strongly on the results of Dubbo City. However the same benefits, issues and opportunities exist in Wellington as they do in Dubbo.

Between 2012 and 2014 tree assessments were undertaken throughout Dubbo and the surrounding villages that identified that around 20% of Dubbo's trees were not in optimum health and that 13% of the total tree population (around 5,000 trees) will reach the end of their useful lives within a 15 year period. The canopy covers of both the street trees and the "park" trees (collectively the "public urban forest") were also calculated with these being 10.4% and 11.65% respectively. The assessment identified an opportunity for Council to make a significant and lasting legacy through the establishment of a street tree planting program initially encompassing 17,000 trees over 15 years. However this would require a sustained budgetary allocation of approximately \$700,000 per annum based on a unit rate of \$650 over the 15 year period. Such a program would increase the urban canopy cover to at least 20.8% making it more attractive to residents and visitors to the City and improving its resilience to climatic changes. Without any planting program and as trees reach the end of their life, are removed and not replaced, it is estimated that the street tree canopy cover will reduce to approximately 3.5% over the same forty year period.

This situation in Dubbo has been recognised by the Community and Recreation and Infrastructure and Operation divisions of Council who have developed a strong partnership in identifying and renewing street tree planting as part of the civil infrastructure program. In recent years these programs have included the Brisbane Street Stormwater Augmentation, Darling Street Stormwater Installation and Potable Water Main Renewal, Macquarie Street Kerb and Guttering Renewal, Wingewarra Street Kerb and Guttering, Footpath and Water Main Renewal and Brisbane Street Kerb and Guttering Renewal. In many of these cases, as the tree assessment results can demonstrate, the trees in these locations generally require renewal due to poor health, poor structural soundness, or simply due to their age and the tree reaching the end of its useful life expectancy.

In addition to the linking of the civil infrastructure and tree replacement programs, a Dubbo Street Tree Master Plan was developed and adopted. This document provides a strong and strategic direction as to where Council need to target its efforts in improving the health and canopy cover of the City through the Dubbo Street Tree Prioritisation Program, improved species selection (to account for the warming climate, threat of disease, cost of recurrent maintenance (specifically electrical clearances)) and a communication strategy to engage the residents when planting is to occur in their neighbourhood.

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REPORT

This report has been written in three parts. Firstly, a discussion surrounding the benefits of having a strong, resilient and extensive public urban forest.

The second part of the report discusses a number of past, present and future civil infrastructure projects that have resulted (or will require) tree removal and subsequent replacement. The rationale behind the tree removal and replacement strategy for each of the projects is also discussed, with the resultant outcomes identified.

The third part of the report identifies the need for the development of a policy surrounding the removal and replacement of street trees associated with civil infrastructure projects.

## 1. The Importance of Street Trees

Street trees are an important component of the urban fabric of Dubbo, Wellington and the surrounding villages. They provide a raft of environmental, social and economic benefits including shade provision, improved amenity, improvement of groundwater conditions, reduced stormwater flows and a unique sense of character and identity for Dubbo's CBD and surrounding suburbs.

The importance of these assets and the need to strategically manage them to optimise the city's presentation and heritage value was previously recognised through the former Dubbo City Council Community Strategic Plan, Dubbo 2036. This was identified in the principal theme *"Our Infrastructure – 3.1.11 - Roadside landscaping, street trees and verges are strategically developed and maintained to optimise the standard of the City's presentation"*. Under the former Wellington Council Community Strategic Plan, Wellington 2025, the desire to improve the urban environment was expressed as *"W2.2 An attractive and well maintained Central Business District"* and *"W2.3 Attractive and well maintained villages that showcase their heritage"*. A new Community Strategic Plan incorporating both former councils is currently being prepared.

Within the City of Dubbo, council manages a total of 39,134 trees of which 21,434 are urban street trees and a further 17,700 trees located in urban parks, ovals and reserves. Based on the results for the street tree population assessment three (3) scenarios for the future of Dubbo's canopy cover were developed:

1. Business as usual. The Business as Usual scenario assumes that Council continues on its existing program of removals without any tree planting program. In a 40 year timeframe, Dubbo's canopy cover will be 3.5% with a street tree population of around 7,500 down from 21,434 as identified in the 2012-2014 assessment.
2. Conducting a renewal program to keep the tree population static. The replacement scenario assumes that every tree removed is replaced but with more suitable species for Dubbo that in the longer term have larger canopies.

3. A best practice program of renewal and infill plantings. The Best Practice scenario assumes both replacement plantings and a program of filling the vacant trees sites. Under this scenario total plantings of 1,050 a year would be undertaken. Canopies vary in size and age depending on the streetscape. Under this model there is the potential to increase canopy cover to 20%.

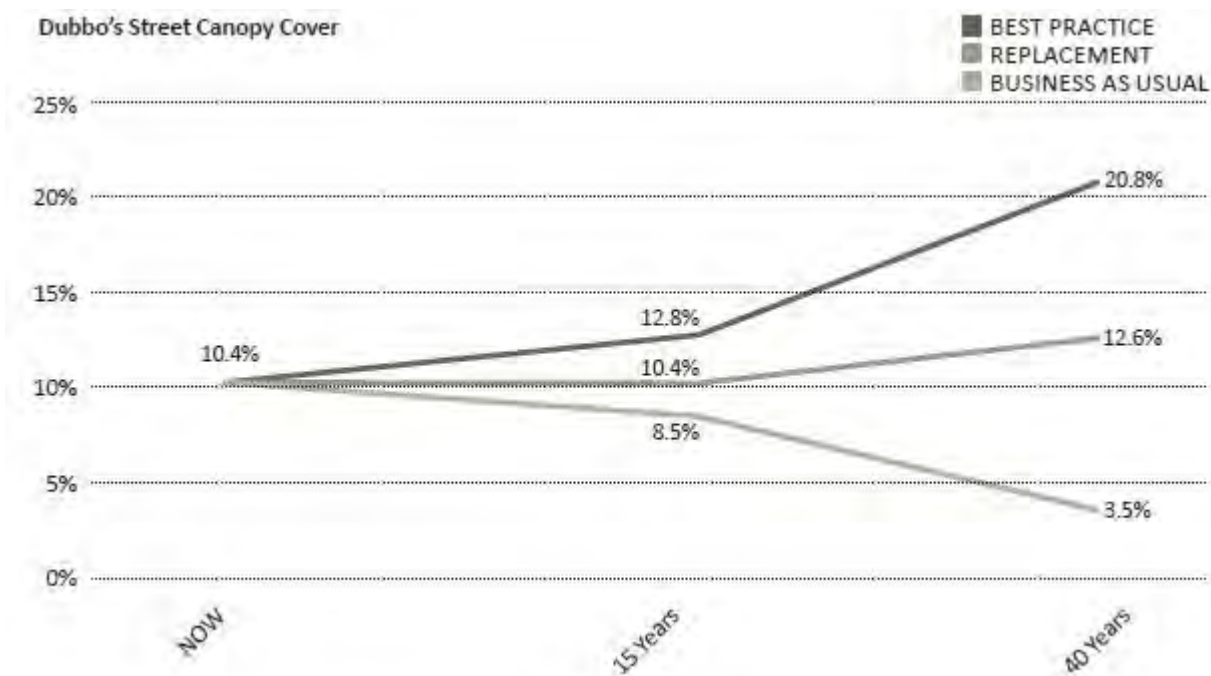


Figure 1. Tree Canopy Scenarios for Dubbo City.

What the modelling demonstrated is that Dubbo has the capacity to at least double its existing urban tree canopy over a forty year period through the strategic planting of suitable, robust species in appropriate locations. It can do this by planting more trees each year than it removes and by planting trees with larger canopies for maximisation of benefits, particularly shading in residential and retail areas. To achieve this goal of 20% by 2055 it is estimated that a minimum of 1,050 trees need to be planted annually.

Table 1. Number of trees required for each of the 3 scenarios.

	RENEWAL PROGRAM	INFILL PROGRAM	BEST PRACTICE
Min no of trees planted per year	550	500	1,050

550 of these trees would be the replacement of trees that are at or nearing the end of their Useful Life Expectancy with a further 500 trees to commence infilling the existing vacant tree sites within the City. As shown in Figure 1 little gain is achieved if only a renewal program is implemented, but this is still significantly better than the “Business as Usual” scenario that currently exists.

The cost of planting a tree at present is approximately \$650 as an average unit rate. To achieve the 1,050 Best Practice Scenario an ongoing commitment of \$682,000 p.a. is

required. This is **not** available beyond a one off funding allocation in the forward four year budget in the 2020/2021 financial year for priority locations. It should be noted that this excludes street trees replaced under Civil Infrastructure Renewal Programs.

**Development of the Dubbo Street Tree Master Plan.**

The original master plan for the management of Dubbo’s street trees was developed in 1998 and was subsequently revised in 2004.

A draft Dubbo Street Tree Master Plan was developed to provide a strategic approach to the improvement of the aesthetics of the City of Dubbo, and at the same time improve the tree canopy cover through a Prioritised Planting Plan. One of the major objectives identified in the new master plan was the immediate need to establish a renewal and replanting program to increase canopy cover (i.e. shade) within the City, especially with the predicted warming climate that will see an increase in the average annual number of days over 38 degrees Celsius.

A further consideration in the development of the Dubbo Street Tree Master Plan is that the urban forest must be resilient not only to the changing climate but also to the possibility of the introduction of disease that could decimate Council’s tree stock. To combat this threat the Dubbo Street Tree Master Plan has identified a planting palette of over 240 species, of which approximately 50% are endemic or native species.

The master plan also had to provide a strong and strategic direction in where trees needed to be planted to maximise their effects as well as providing social equity across our community. A Prioritised Planting Plan was developed that targeted low socio-economic neighbourhoods, streets that have large numbers of missing trees or streets where the vast majority of trees were at or nearing the end of the Useful Life Expectancy. A Prioritised Planting Plan was preferred over an Annual Planting Plan to provide flexibility depending on available funding on a year to year basis. The Dubbo Street Tree Prioritisation Program is shown below. Each “Priority” totals approximately 1,050 trees and reflects the targets shown in Table 1.

As a direct result of the adoption of the new street tree master plan, Dubbo Regional Council was successful in securing \$80,000 in grant funding from the Office of Environment and Heritage (Dubbo Heat Island Amelioration) targeting the renewal of street trees in Bultje Street (between Darling and Brisbane streets). Bultje Street is shown as a Priority 1 in Figure 2 below. Further, the development of this strategic plan led to the acceptance of street trees being classified as “assets” for the first time within Council’s asset management framework. It should be noted that for accounting purposes trees are still not regarded as an asset. By being recognised as an asset an application for the renewal of the asset was permitted under the organisation’s Capital Works Prioritisation Framework. This proposal was successful with \$682,000 being allocated in Council’s forward 2020/2021 Operational Plan and Budget to undertake renewal and replanting works. Further applications for funding through the forward four year budget development process will be made by the relevant staff however it must be acknowledged that there are competing demands for funds across the broad portfolio of Council’s services and asset classes.

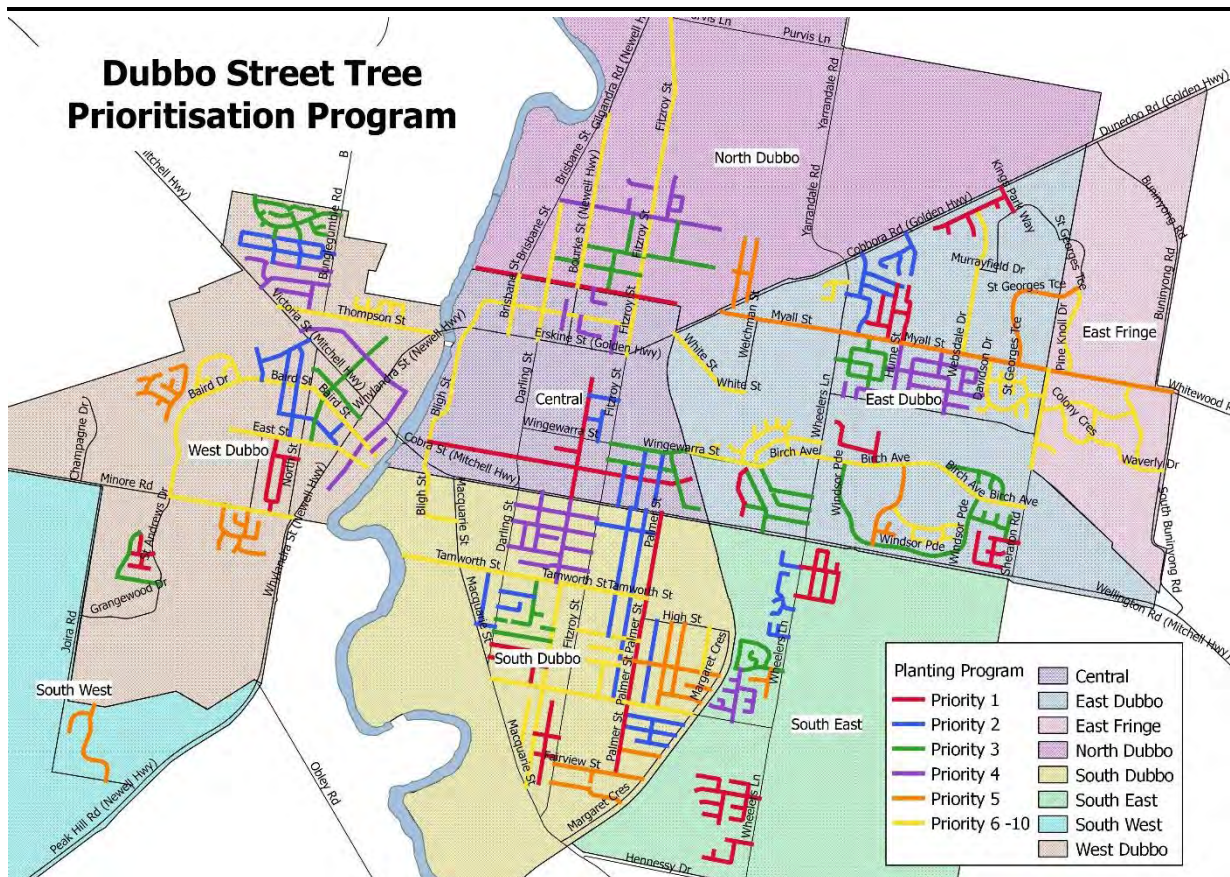


Figure 2. Prioritised Planting Plan for Dubbo City.

**Benefits of a Public Urban Forest**

As identified in the 2012-2014 assessment, Dubbo City had 21,434 street trees and 17,700 park trees. These trees provide a raft of environmental, social and economic benefits to the community as follows:

Table 2. Economic, Social and Environmental Benefits of a healthy Public Urban Forest.

ECONOMIC	SOCIAL	ENVIRONMENTAL
Encourages customers to stay longer in retail precinct and spend more	Reduces sun exposure to people and heat related illness	Reduce daytime temperatures at streetscape level
Energy saving (shade reduces need for mechanical cooling)	Shady streets Reduces urban heat island effects (i.e. heat re-radiating from hard surfaces at night time)	Shading can prolong life of asphalt and concrete
Sequesters and stores carbon	Provides a sense of place	Reduce airborne pollution and volatile organic compounds
Reduces stormwater loads lowering costs for infrastructure upgrades	Encourage pedestrian activity	Improves groundwater quality
Shading can prolong life of	Improves mental wellbeing	Provision of habitat



asphalt and concrete

	Social connectedness	Reduces stormwater flows
	Sense of pride in the town	Enhance biodiversity
	Provision of habitat	
		Carbon storage and sequestration

### Cost Benefit Ratio for Dubbo's Trees

A model developed over 25 years ago and used worldwide allows tree managers to attribute true values to their urban tree assets. Developed by the US Forest Service, i-Tree Eco relies on peer reviewed science to formulate these values. In using this model, it can be demonstrated that Dubbo's trees are worth some \$211m in structural and amenity values. i-tree Eco modelling also shows that Dubbos' trees:

- sequester over 1,100 tonnes of carbon dioxide each year
- store over 17,000 tonnes of carbon
- remove over 11,800 tonnes of air pollution each year valued at over \$6,000 per year
- removed 79 tonnes of volatile organic compounds from the atmosphere each year
- avoids 9,527m<sup>3</sup> runoff per year which is the equivalent of almost 4 olympic-sized swimming pools each year.

Dubbos' trees are worth around \$5,500 each in environmental, structural and aesthetic benefits during their lives. They are also valued for their positive influences on human health and wellbeing, moderation of the microclimate and energy saving benefits however dollar values cannot be directly attributed for these benefits to Dubbo's trees.

In comparison, it is estimated that each tree costs Council as follows:

- \$650 to plant
- \$6 per year in maintenance costs
- Once off formative prune at \$370 and a removal fee of \$615.

For example, a forty year old tree would cost Council \$1,875 to look after over the course of its life and yet deliver around \$5,400 worth of benefits to the Dubbo community. It is then estimated that on average, Dubbo's trees deliver 2.9 times the benefits over and above their costs.

## 2. Civil Infrastructure Renewal / Street Tree Replacement Projects

As identified within this report, there is both a need and an opportunity for the Community and Recreation and Infrastructure and Operations Divisions to work collaboratively to renew both the civil infrastructure and the street trees within the urban environment. This working relationship achieves operational and cost efficiencies and enables the renewal and enhancement of the visual amenity and canopy cover of the streetscape. This in turns provides intergenerational benefits to the community. Recent examples of this successful partnership include:

Brisbane Street between Talbragar and Wingewarra streets. (2012/2013)



Figure 3. Brisbane Street prior to the Stormwater Augmentation Civil Works.

The original trees in this streetscape were White Cedar (*Melia azedarach*) that had been planted approximately 75 years previously. Unfortunately due to the timing of the commencement of the works these trees were not audited prior to removal. However it is possible to provide an analogue of the likely condition of the trees. In figure 5 below another section of Brisbane Street with White Cedars is shown. These trees were audited in 2012 and reportedly planted in the same era as the trees between Wingewarra and Talbragar streets. Again, the majority of these trees were identified as having a Useful Life Expectancy of <15 years.



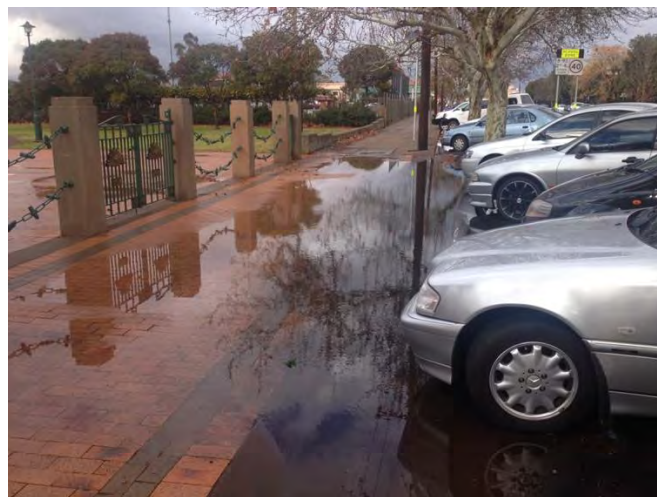
Figure 4. Brisbane Street showing Stages 1 and 2. The central plants of a native species *Angophora floribunda* has been completed. Stage 2 will be undertaken as part of a future road reshaping program.



Figure 5. Brisbane Street White Cedar Useful Life Expectancy (Cobra to Bultje Street) (2012)).

**Darling Street between Talbragar and Wingewarra streets. (2015/2016)**

This project was initially developed to rectify localised flooding issues as shown below in Photograph 1.



Photograph 1. Localised flooding on Darling Street.

Council took the opportunity to also replace an aging water main that was reaching the end of its useful life expectancy, and to undertake a street beautification project. 18 trees were removed to enable the works to be undertaken, with 21 trees being replanted in the streetscape. In addition an off-road cycleway was constructed along the park frontage.



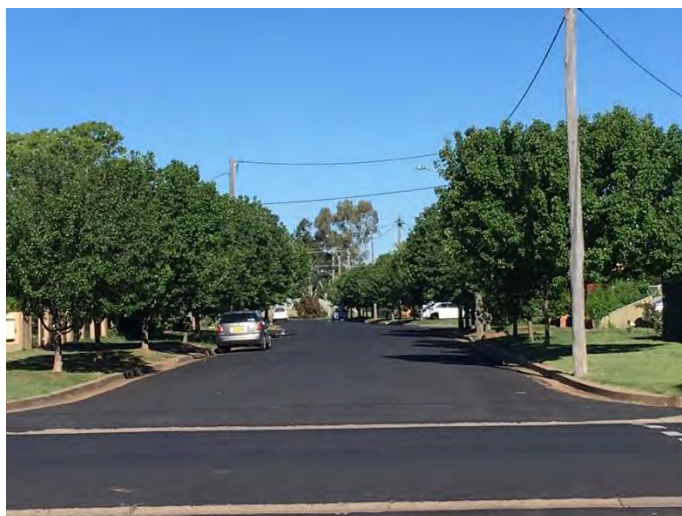
Figure 6. Darling Street (montage) prior to civil and street beautification works (2015).



Figure 7. Darling Street (montage). Artist's impression allowing 15 years development.

### **Johns Avenue Project.**

Initially identified as a Kerb and guttering renewal and road resealing project, it was identified that the existing trees in the area, *Fraxinus oxycarpa 'raywoodii'* (Claret Ash) were in decline due to disease and nearing the end of the useful life expectancy. A partnership was established between the then Parks and Landcare and Technical Services Divisions of the former Dubbo City Council to undertake a full replacement of the street tree assets in Johns Avenue. 10 years on, as illustrated in Photograph 2 below, the replacement trees *Pyrus ussuriensis* (Manchurian pear) are performing well and making a significant contribution to the aesthetics of the street.



Photograph 2. Johns Avenue with approximately 10 year old trees (2017).

### St Andrews Drive Project

In 2012 Council received numerous complaints from residents of the Delroy Park Estate in regards to the damage to the segmented pavement.



Photograph 3. St Andrews Drive showing damage to segmented pavement by tree roots.

A number of options were explored including root pruning, installation of linear root barrier and relaying the pavers, as well as the removal of the segmented pavers and relaying the path in concrete. However due to concerns surrounding the choice of tree (*Platanus* sp.) and their long term potential to significantly damage civil infrastructure the decision was made to remove 18 trees and replace them with *Pyrus calleryana* 'Chanticleer'. All trees were replanted with appropriate root directors installed to minimise future damage and the segmented pavement re-laid. 5 years on this avenue is developing well, as shown in Photograph 4 below.



Photograph 4. St Andrews Drive following replacement. Age of trees approximately 5 years (2017).

Current Projects

**Macquarie Street (south of Cobra Street)**

Council’s Infrastructure and Operations Division is currently completing a kerb and guttering renewal project along a small section of Macquarie Street (between Cobra Street and Mitchell Street). To enable these works to be undertaken effectively and safely due to their proximity to the Cobra Street intersection, 12 trees were removed. These trees were predominately *Fraxinus oxycarpa ‘raywoodii’* (Claret Ash) and *Acer negundo* (Evergreen Alder) with all but three of the trees being assessed of having a life expectancy of 5 – 15 years (2012).



Figure 8. Macquarie Street (south of traffic lights) showing Useful Life Expectancy of the trees. Red 5 – 15 years, light green 15 – 40 years.

All of the trees within this section of Macquarie Street had been repeatedly pruned by the energy provider’s contractors to maintain safe clearances around the overhead powerlines. The effect of this severe and repeated pruning ultimately led to the development of poorly structured trees that had little or no aesthetic value to the streetscape. This is illustrated in Photograph 5 below.



Photograph 5. Macquarie Street looking north towards Cobra Street. Note the dead tree in the foreground and the severely pruned Claret Ash in the middle of the frame.

A decision was made to take the opportunity to collaborate with the Infrastructure and Operations Division to replace the existing street tree assets that were in poor structural condition and nearing the end of their Useful Life Expectancy and replace them with a smaller tree (Crape Myrtle (*Lagerstroemia indica* 'Biloxi')) that would not require pruning in the future.

This decision to use smaller species or varieties of trees is of major significance due to changes within the Energy Industry. Recently the Australian Energy Regulator has opened the way for energy suppliers to charge local governments the associated costs in vegetation management to maintain line clearances. Advice from the Essential Energy Vegetation Management Group (of which the Manager Recreation and Open Space represents Dubbo Regional Council) indicates that Essential Energy is not currently pursuing this cost recovery in the immediate future on existing trees. However where new or replacement plantings require recurrent maintenance then cost recovery may be pursued. It is therefore in Council's interest to be conscious of this future cost to ratepayers and make appropriate selections so not to incur these charges.

#### **Brisbane Street (south of Cobra Street)**

Council's Infrastructure and Operations Division is currently completing a kerb and guttering renewal project along a section of Brisbane Street (South of Cobra Street). The original trees in this section of Brisbane Street (western side Reakes Avenue to Cobra Street) were a mix of *Brachychiton populneus* (Kurrajong), *Lophostemon confertus* (Brush Box) *Liquidambar styraciflua* (Liquidambar) and *Triadica sebiferum* (Tallow Tree). 11 trees existed in this section with all of them having been assessed as being in reasonable condition and having a life expectancy of 15 – 40 years, or better.

A decision was made to remove these eleven (11) trees to allow access and removal of the kerb and guttering and, as part of the project, replace them with ten (10) *Jacaranda mimosifolia* (Jacaranda). The Jacaranda has been identified as the preferred species for this street and further planting will occur as opportunities are identified and funding becomes available. Over time as this avenue is extended and matures it will provide a spectacular

display of late spring colour. The loss of one tree is compensated by the broader canopy of the Jacaranda compared to the existing species.



Photograph 6. Newly planted *Jacaranda mimosifolia* in Brisbane Street

**Wingewarra Street (East of Darling Street)**

Council's Infrastructure and Operations Division has commenced a civil infrastructure renewal program on Wingewarra Street between Darling and Gipps streets. These works include the replacement of the old sandstone kerb and guttering to alleviate localised flooding, the relocation of the water main from the centre of Wingewarra Street to the footpath and renewal of the asphaltic footpath itself. Due to the nature and the level of excavation required to undertake the works, the species of trees impacted (predominately Kurrajongs that have a low threshold of damage to their internal structure) and the Useful Life Expectancy of these trees (13 of 21 trees had a ULE of <15 yrs (2012)) a decision was made to take the opportunity to undertake a tree renewal program as part of the works.



Figure 9. Wingewarra Street Trees Useful Life Expectancy (2012). Orange <5yrs, red 5-15yrs, light green 15-40 yrs and dark green >40yrs.



The rationale behind the reduction in number of replacement trees in this section of Wingewarra Street included the narrow frontages of the residences and the need to provide adequate sight distances for vehicles entering the stream of traffic from these properties. A further consideration was that at the Wingewarra/Darling Street intersection additional lane width is required to extend the left turning lane (south) to accommodate increases in traffic load. The reduction of the number of trees also provides a small increase in the amount of parking in the immediate area that can be utilised both by residents and the tennis complex across the street.

To compensate for the loss of the 11 trees from this area, larger canopied trees (Japanese Elms (*Zelkova seratta*)) are being planted as well as additional plantings in the back streets in the immediate vicinity.



Figure 10. Wingewarra Street montage (Bourke Street to Gipps Street) showing the approximate location of the Japanese Elms.



Figure 11. Wingewarra Street montage (Darling Street to Gipps Street) showing the approximate location of the Japanese Elms.

In both figures 10 and 11 the trees are shown at the expected size at 15 years of maturity.

**Erskine Street (West of Darling Street)**

In 2015 Dubbo City Council was approached by the Roads and Maritime Service (RMS) regarding upcoming works on the Newell Highway between Brisbane and Darling streets. The scope of works identified included the following:

- Heavy road patching
- Resealing the road surface
- Road safety works at the existing kerb return on the eastern exit on Darling Street roundabout

Following discussions with the RMS and the Technical Services Division to ascertain the impact on the Plane Trees (*Platanus x acerifolia*) it was identified that they were intending to sever the tree roots on the road side of the carriageway within 500mm of the trunk to prevent further damage to the road pavement before undertaking heavy patching repairs to the road surface.

The severing of the tree roots within the tree's structural root zone would have dangerously impacted the structural stability of the trees, especially in a road environment that exceeds 16,000 vehicular movements a day. Following consultation about possible options for the retention of the trees and due to the significant disturbance required to the site and impacts to the root zones of the trees, the most appropriate option for road and pedestrian safety was tree removal. An example of the long term damage that results in structural root damage is shown below. This tree is located in Darling Street and the damage was incurred from a kerb and gutter reconstruction approximately 10 – 12 years ago.



Photograph 7. Darling Street Plane Tree showing decay following structural root damage.

This decision and the rationale behind the decision to remove the 11 trees were identified in the Part 5 assessment prepared in respect of the project and as required under the Environmental Planning and Assessment Act.



Photograph 8: One of the Erskine Street London Plane trees that was subsequently removed. It was also identified that once the works were completed that a tree replacement was to follow within 12 months.

Whilst the removal of the trees and the heavy patching work proceeded the identified replacement tree planting is still to be undertaken. In the 2016/2017 financial year the works program, already substantial in scale, was significantly disrupted by high rainfall and saturation damage to the road network. The delay has resulted in a number of complaints from and meetings with concerned members of the community about Council's commitment to the street tree assets. The replanting is on the works program of the Infrastructure and Operations Division for undertaking prior to Christmas however progress on other projects may impact on proposed scheduling. It should be noted the project is jointly funded by RMS and Council.

Figure 12 below is the proposed landscape for Erskine Street. The site is highly congested with both above and below services that restricts the severely restricts the appropriate species. The tree species chosen is the Crepe Myrtle (*Lagerstroemia indica* 'Biloxi')



Figure 12. Erskine Street replacement tree planting showing a change of species from *Fraxinus ornus* to *Lagerstroemia indica* 'Biloxi'.

### **Future Works Requiring Tree Removals**

#### **Boundary Road Extension**

The Infrastructure and Operations Division are well advanced in the planning for the extension of Boundary Road, heading east from Wheelers Lane through to Alexandrina Avenue. This extension of the road network will directly allow the further development of the Southlakes and Keswick estates, with a future extension of Boundary Road through to Sheraton Road planned.

To accommodate this 450 metre section of new road infrastructure will require the removal of a small number of trees which has been identified through the Part 5 Assessment. These include six (6) introduced species and seventeen (17) native species as identified below:

#### **Introduced species:**

- 1 *Pistacia chinensis* (Chinese Pistachio) – planted at the Wheelers Lane intersection
- 2 *Fraxinus raywood* (Raywood Ash) – at driveway of Lot No. 520
- 3 *Schinus molle* (Peruvian Pepper) - located at previous gates to “Hillview”

#### **Native species:**

- 2 *Eucalyptus camaldulensis* (River Red Gum)
- 5 *Eucalyptus microcarpa* (Grey Box)
- 5 *Eucalyptus melliodora* (Yellow Box)
- 1 *Brachychiton populneus* (Kurrajong)
- 4 juvenile *Eucalyptus* species

All reasonable attempts have been made to minimise the number of trees that need to be removed for this project. This includes a very large *Eucalyptus camaldulensis* (River Red Gum) that has significant ecological value yet is likely to suffer substantial destruction to the

root zone of the tree in close proximity to the trunk therefore meaning it shall be removed. This wasn't the case when previously reported to Council however in preparing a revised Part V assessment the need for removal is evident.

To compensate for the loss of the 17 native trees an avenue of 34 advanced native trees will be planted along the northern side of the Boundary Road extension (i.e. an offset ratio of 2:1). This avenue will complement the native vegetation remaining adjacent to the site and add to the aesthetic appeal to the planned road design (Figure 13). The space left towards the centre of the proposed avenue results from the need to maintain minimum clearance zones from the High Voltage electrical mains that run approximately north-east of the Boundary Road extension.

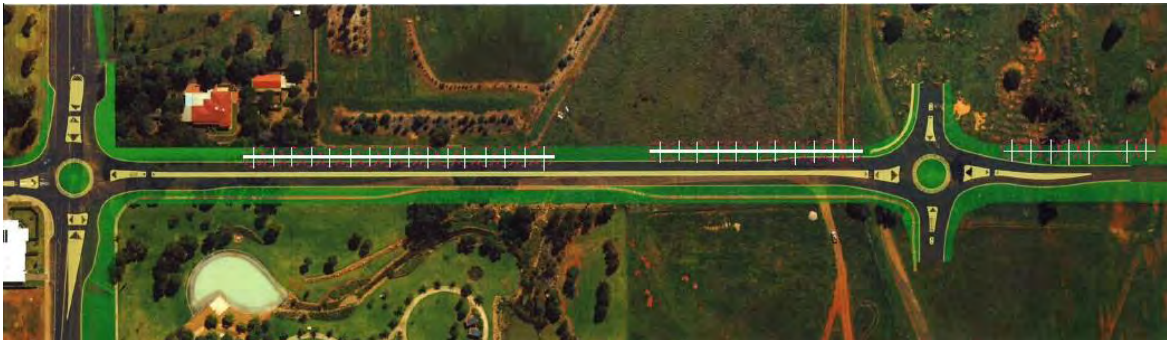


Figure 13. Indicative native tree replanting layout showing the offset planting.

**Bultje Street – Dubbo CBD Heat Island Amelioration (between Darling and Brisbane streets)**

Following approaches by members of the community requesting the planting of shade trees in Bultje Street Medical Precinct, a grant application was submitted under the Office of Environment and Heritage Resilience to Climate Change. This application was successful with Council receiving \$80,000 towards the project. A further \$20,000 was allocated from a Restricted Asset dedicated towards the installation of Water Sensitive Urban Design. Figure 14 shows the section of Bultje Street and indicates that in 2012, 12 trees existed with five of them having a Useful Life Expectancy of 5 – 15 years. All but one of these three trees are Kurrajongs (*Brachychiton populneus*) and all are considered to be in poor to fair condition.



Figure 14. Bultje Street Trees Useful Life Expectancy (2012). Red 5-15yrs, light green 15-40 yrs and dark green >40yrs.

It should be noted that there shall be a minimum 14 day notification period prior to tree removal works being carried in order for Council to raise understanding across the Dubbo population due to high exposure of the CBD location. Notices on the trees and media messaging shall be part of the consultation strategy.

It is proposed to remove all the trees from this section of Bultje Street and replant them with *Zelkova seratta* on the northern side of the street and the smaller variety, *Zelkova seratta* 'wireless' on the southern side due to the proximity of overhead powerlines. This project would be completed in 2 stages due to funding constraints, with the northern side being stage 1 to be undertaken between February and the end of March 2018.

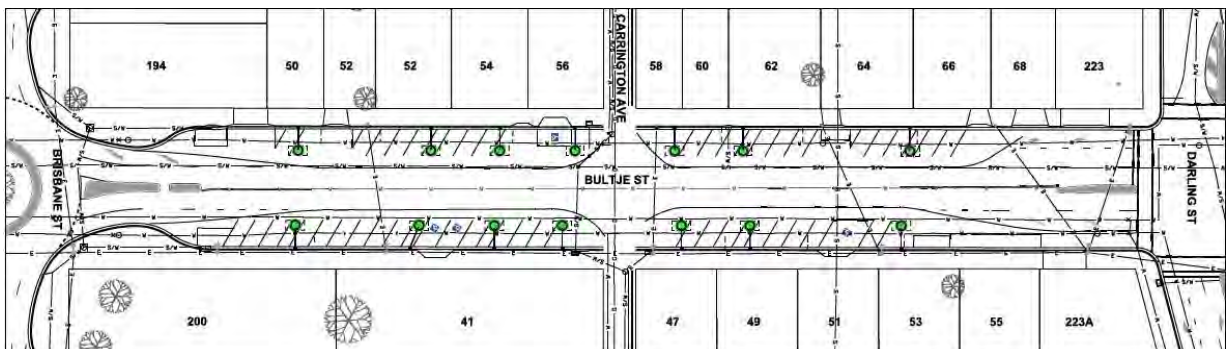


Figure 15. Proposed planting plan for Bultje Street. The use of *Zelkova seratta* or *Z. seratta* 'wireless' would be continued along the length of the Bultje Street.

As part of CBD Heat Island Amelioration project (Bultje Street) Council is required to demonstrate the increase in canopy in this section of Bultje Street over a 10 year period.

### **Cobra Street / Fitzroy Street Signalisation**

Resulting from the continued growth of Dubbo, and the subsequent increase in vehicular traffic along both the north/south (Fitzroy Street) and east/west (Cobra Street) streets the existing traffic control infrastructure (the roundabout) is now at saturation point and is losing its effectiveness.

To alleviate the congestion at this intersection the RMS are proposing to transition the roundabout to traffic lights. To accommodate the proposed changes to lane configurations, specifically on the northern leg, 18 Jacarandas have been identified for removal. There is a small chance that this may be reduced to 14 if the RMS chooses a different sheeting option. In addition, the tree in the roundabout and one other has been identified for removal.

Following a meeting with the project co-ordinator on 19 November 2015 the RMS committed to fully fund the cost of offsetting the loss of these trees through the replanting of super advanced trees. A number of planting locations were discussed:

- Option 1** - central median plantings on some or all of the legs of the intersection,
- Option 2** - a small number of replacement side plantings in Fitzroy Street (north),
- Option 3** - additional planting throughout Elston Park and,

**Option 4** - the replanting of Jacarandas along the eastern (Fitzroy Street) and southern (Cobra Street) boundaries of Elston Park.

All four options were assessed in detail before Option 4 was identified as the preferred option. Option 4 is shown below:



Figure 16. Identified location of the offset planting for the Jacarandas.

This option was found to be the most viable and enabled the establishment of formal avenues along both the southern and eastern sides of Elston Park (Cobra Street and Fitzroy Street respectively).

This option was adopted as:

- It retains the historical connection between the Jacarandas and Fitzroy Street.
- The street trees on the southern side of Cobra Street are Jacarandas and the planting of a matching avenue on the northern side will provide an eye-catching streetscape in years to come.

The RMS made a substantial contribution of \$200,000 to enable Council to purchase super advanced Jacarandas as well as covering the costs of delivery, planting and 12 months of establishment. These tree works in terms of installation have been completed noting that some trees are to be replaced due to transplantation failure.

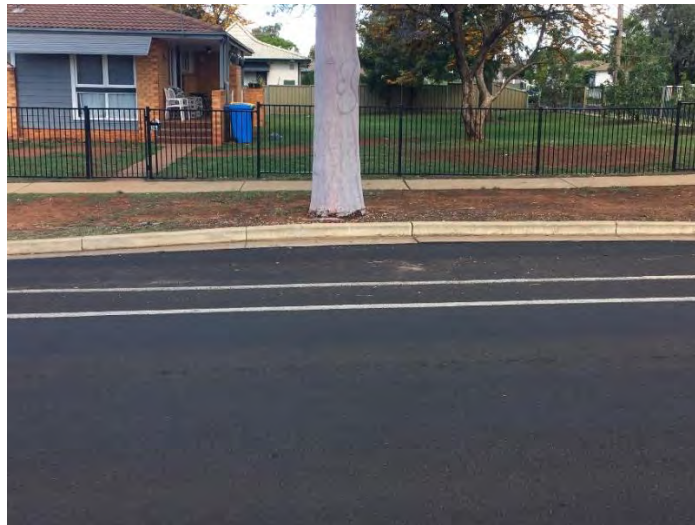
The actual roundabout project was then subsequently delayed by the RMS due to increases in cost estimates. A recent announcement of grant funding to enable this project to progress was made by the Member for Dubbo, Mr Troy Grant MP. A timeline for the commencement of works has not yet been determined.

### Tree Retention Initiatives

Aside from these projects Dubbo Regional Council has developed or implemented a number of initiatives over the years to actively retain trees in the streetscapes.

#### Whealers Lane – gutter floating

In this instance a number of large Lemon-scent Gums (*Corymbia citriodora*) were starting to damage the kerb and guttering through their structural roots. To overcome this problem and retain the tree, the structural root zone was cleared by water blasting (non-destructive) before root barrier was installed and a new gutter floated over the roots.



Photograph 9. Retention of mature *Corymbia citriodora* in Wheelers Lane through “floating the gutter” over the structural root zone.

As a result of this initiative the line of Lemon-scented Gums was retained and continue to make a significant contribution to the amenity of the streetscape in particular providing shade to social housing from the western sun.

#### Bellbird Way – installation of steel guttering

A similar guttering issue existed at Bellbird Way where two large *Eucalyptus robusta* (Swamp Mahogany) were starting to lift the gutter resulting in localised flooding. In this instance the old gutter was removed and the area immediately behind the kerb line cleared by water jetting. A 5mm steel gutter was formed and installed. To extend the life of the gutter further it was galvanised. This process was approximately 5% more expensive than reinstalling a concrete kerb and gutter but enabled the trees to be retained.





Photograph 10. Retention of *Eucalyptus robusta* at Bellbird Way through the installation of a formed steel gutter over the structural root zone.

### **3. Community Consultation**

There is no doubt that street trees are a community asset and that that they provoke an emotional response when they are removed. Being a community asset, it is reasonable to expect that the public need to be made aware of the impending works, the reasons behind why the works are being undertaken, and importantly what and when Council will be doing to undertake remedial plantings. When Council doesn't clearly and accurately articulate this to our customers' understanding, dissent within the community grows often resulting in a backlash against Council.

It shall therefore be recommended that a "Public Urban Street Tree Removal Policy" detailing the level of community consultation required prior to the removal of public street trees is drafted and submitted to Council in March 2018. This document would be developed in collaboration between Community and Recreation, Infrastructure and Operations and Economic Development and Business (Communications and Stakeholder Engagement). The document would identify the thresholds whereby differing levels of public consultation would be required. It would also clearly articulate what modes of communication are required at each threshold point.

One such model that could be investigated as part of the development of the draft policy is the relating the street hierarchy of Dubbo, and Wellington, as the trigger points for the differing levels of communication. The street hierarchy of Dubbo has been provided below.

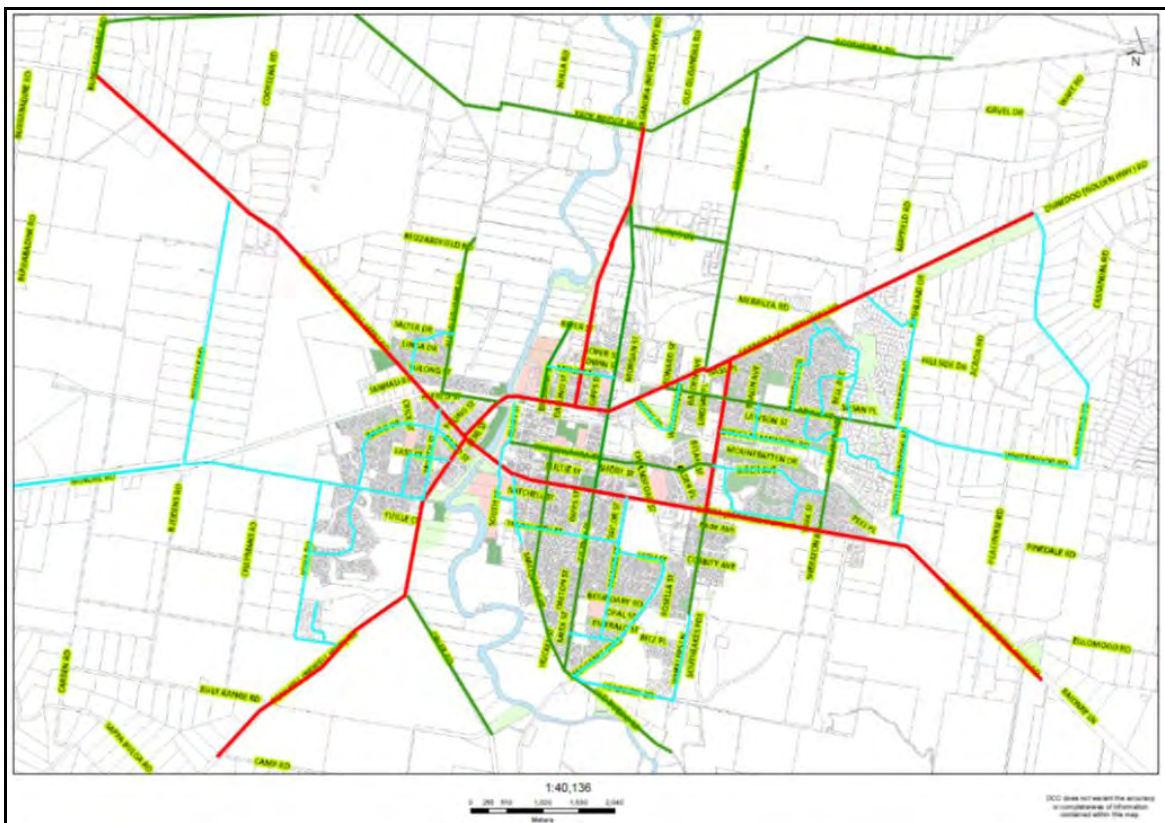


Figure 16: Street hierarchy of Dubbo. Red – Arterial Roads, Green – Sub arterial, Blue-Collector Roads, Grey – Residential

Integration of the Street Hierarchy of Dubbo, and Wellington, provides the opportunity to set communication / consultation standards within an accepted street framework. For example street tree removal in the:

- Residential areas (grey) could be through a targeted letter box drop to the affected area, plus media releases and through Council’s Facebook page / social media.
- Collector Roads (blue) could be through a broader letter box drop that would be determined on a case by case assessment, media releases, Council’s Facebook page / social media and signage on trees advising of their proposed removal.
- Arterial (red) and Sub-arterial (green) and the Central Business District could be multiple media releases using a range of mediums, development of colour concept images, public meetings, and face to face discussions with affected businesses, advisory signage, social media and polling.

A similar approach is identified through the Dubbo Street Tree Master Plan when a tree planting project is being developed. In this instance residents of the street (residential area) in which the tree plant is to occur are letter box dropped. This letter contains information on a selection of suitable trees that have been identified and the resident is asked to identify their preferred species. This process has been in place for over 10 years and is well accepted and provides the opportunity for residents to develop a sense of ownership and civic pride of their street.

It shall also be recommended that the custodian of this policy be placed with the Community and Recreation Division as the responsibility of street tree management, on behalf of Infrastructure and Operations Division, and enhancement of the horticultural condition of the urban areas, are located in this area.

#### **SUMMARY**

Dubbo Regional Council has a responsibility to the community to effectively manage the street trees of the urban areas of Dubbo, Wellington and the villages to ensure that the quality and extent of the urban forest improves over time. As part of this responsibility Dubbo Regional Council needs to develop and implement a Public Urban Street Tree Removal Policy that clearly articulates what level of community consultation and communication is required at each threshold point. These thresholds need to be identified numerically (i.e. how many trees are affected), where the trees are located, and what the acceptable standard of communication is to effectively advise our customers.

There are also opportunities to better align civil infrastructure renewal programs with upcoming street tree renewal requirements, as identified by the Useful Life Expectancy audit results. Through the development of an integrated renewal program Council can achieve operational and cost efficiencies and reduce the level of disruption to our customers.



DUBBO REGIONAL  
COUNCIL

## REPORT: Tree Replacements Bultje Street Medical Precinct

**AUTHOR:** Manager Recreation and Open Space  
**REPORT DATE:** 8 November 2017  
**TRIM REFERENCE:** ID17/1963

### EXECUTIVE SUMMARY

Dubbo Regional Council secured \$80,000 in funding through the Office and Environment and Heritage's Building Resilience to Climate Change grant stream to renew the street trees in Bultje Street (Darling Street to Brisbane Street). A further \$20,000 has been included in the total project cost to install Water Sensitive Urban Design to capture and divert stormwater to the trees.

At present there exists 11 trees and one stump in this section of Bultje Street. At least five of these trees have a useful life expectancy of 5 – 15 years (2012) and all the trees are extremely stunted with low canopy volumes.

The new proposed planting scheme will balance the streetscape with an equal number of trees on each side of the street. The selected tree for Bultje Street is the *Zelkova serrata* (Japanese Elm). Where potential conflicts with overhead powerlines exist the smaller *Zelkova serrata* 'wireless' will be used.

As part of this project, CBD Heat Island Amelioration - Bultje Street, Council is required to demonstrate the increase in canopy coverage (200%) in this section of Bultje Street over a 10 year period.

### ORGANISATIONAL VALUES

Customer Focused: The CBD Heat Island Amelioration project was developed following feedback from the businesses in the immediate area requesting additional trees / shade in the street. This section of Bultje Street is a medical precinct and is frequented by aged and sick residents. By increasing the level of shading in the street it makes the area significantly cooler and more pleasant.

Integrity: This project is consistent with the Dubbo Street Tree Master Plan that had identified Bultje Street as a Priority 1 planting site. By undertaking this project it demonstrates the value we place on our strategic documents and our commitment in implementing them.

One Team: Community and Recreation and Infrastructure and Operations have worked collaboratively on this project through the development of the required plans.

### **FINANCIAL IMPLICATIONS**

Dubbo Regional Council has \$100,000 available to commence work on this project. This project can be staged, Stage 1 northern side of Bultje Street and Stage 2 on the southern side, to remain within the identified budget.

### **POLICY IMPLICATIONS**

There are no policy implications arising from this report.

### **RECOMMENDATION**

- 1. That the report from the Manager Recreation and Open Space dated 8 November 2017 be noted.**
- 2. That the proposed replacement tree planting for Bultje Street shall be completed by March 2018 in accordance with the funding agreement.**
- 3. That Council undertake a community engagement process that allows for a minimum of 14 days of public notification and associated publicity prior to any tree removal works.**

*Ian McAlister*

Manager Recreation and Open Space

## REPORT

Following approaches by members of the community requesting the planting of shade trees in the Bultje Street Medical Precinct, a grant application was submitted under the Office of Environment and Heritage Building Resilience to Climate Change. This application was successful with Council receiving \$80,000 towards the project. A further \$20,000 was allocated from a Restricted Asset dedicated towards the installation of Water Sensitive Urban Design.

Identified in the grant application was Council's commitment to improving the City's public urban forest through improved species selection and broader canopied trees. As one of the identified goals of the CBD Heat Island Amelioration project (Bultje Street) Council is required to demonstrate the increase in canopy coverage (200%) in this section of Bultje Street over a 10 year period.

The 11 trees (plus one stump) currently present in this section of Bultje Street are in generally poor condition, stunted (figure 1) with five of them having a Useful Life Expectancy of 5 – 15 years.



Photograph 1: Example of stunted tree in Bultje Street (2017)

All but one of three trees are Kurrajongs (*Brachychiton populneus*) and all are considered to be in poor to fair condition. This is shown in figure 1 below.



Figure 1. Bultje Street Trees Useful Life Expectancy (2012). Red 5-15yrs, light green 15-40 yrs and dark green >40yrs.

It is proposed to remove all the trees from this section of Bultje Street and replant them with *Zelkova serrata* on the northern side of the street and the smaller variety, *Zelkova serrata* 'wireless' on the southern side due to the proximity of overhead powerlines. This project can be completed in 2 stages due to funding constraints, with the northern side being stage 1. The replacement of these street trees is identified in the Dubbo Street Tree Master Plan as a Priority 1 planting, figure 2.

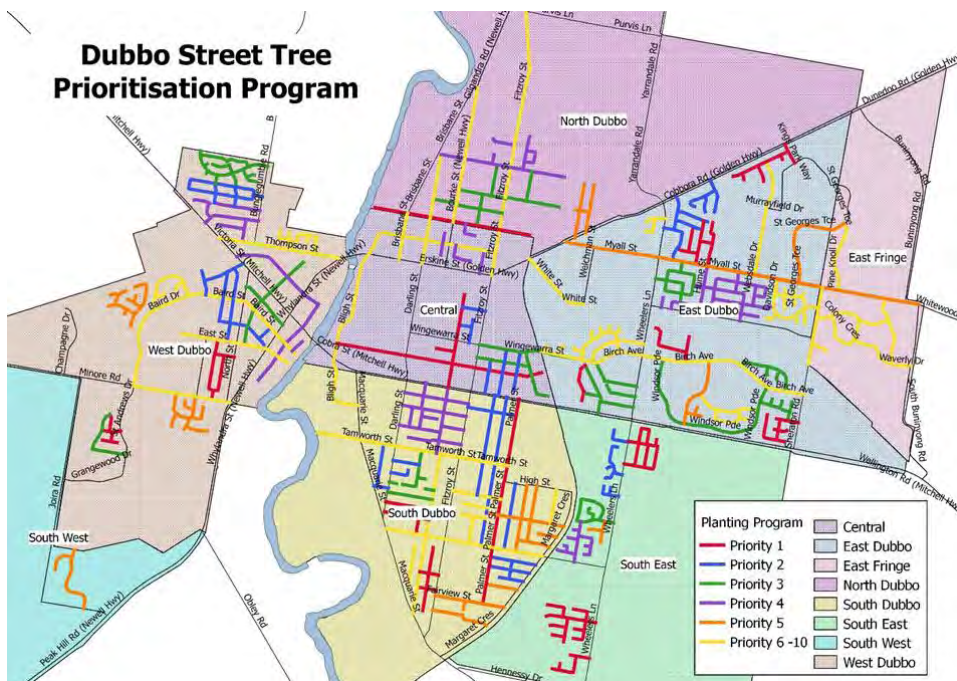


Figure 2: Dubbo Street Tree Prioritisation Program – Bultje Street is a Priority 1 planting site To ensure the longevity of the new plantings consideration has been given for the future removal of the old sandstone kerb and guttering and a water main realignment. This approach has also enabled a more symmetrical planting plan for the street to be developed, without the loss of carparking.

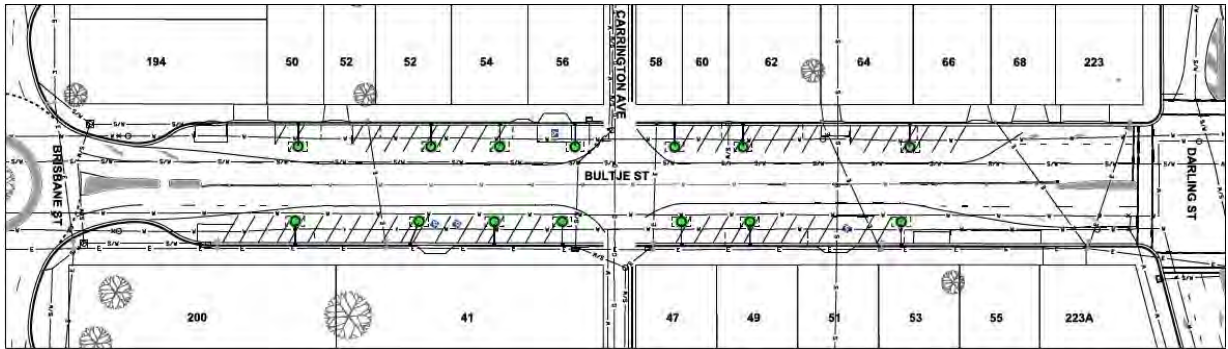


Figure 3: Proposed planting plan for Bultje Street. The use of *Zelkova serrata* or *Z. serrata* 'wireless' would be continued along the length of the Bultje Street.

Figure 4 below is a montage of the Wingewarra Street infrastructure renewal project that is currently underway. However the trees shown in it are also the *Zelkova serrata* and provides a good indication of what the trees will look like in approximately in 15 years' time.



Figure 4: Wingewarra Street montage with the trees shown at their expected size at 15 years of age.

It is acknowledged that the removal of trees from the public domain, including street trees, is a contentious issue. However in this instance it should be noted that the street tree removal and subsequent replacement with a more suitable species has been driven by requests from the community for greater canopy cover in this precinct.

By undertaking these works that have been funded from external grants a Priority 1 street tree replacement can be completed that will in turn reduce recurrent maintenance costs, improve the visual amenity of the streetscape and over time also improve the canopy cover of the City. The first stage is required to be completed by March 2018.





## REPORT: Rygate Park Master Plan

**AUTHOR:** Manager Recreation and Open Space  
**REPORT DATE:** 9 November 2017  
**TRIM REFERENCE:** ID17/1967

### EXECUTIVE SUMMARY

Rygate Park is a sporting venue located in East Wellington. The primary users of the facility include:

- Wellington Little Athletics Club
- Wellington Cricket Club
- Wellington Junior Rugby Union Club
- Wellington Senior Rugby Union Club
- Wellington Junior Soccer Club
- Wellington Netball Club
- Wellington Hockey Club
- Wellington Touch Association

Dubbo Regional Council, the primary stakeholders as identified above and the Dubbo Regional Sports Council – Wellington have worked collaboratively to develop a draft Rygate Park Master Plan. This master plan was then placed on public exhibition (2 – 30 August 2017) and the community given the opportunity to make further comment on the future development of the Complex. The aim of the Rygate Park Master Plan is to provide a strategic approach in the future development of the Complex and ultimately develop it into a multi-sport complex that can potentially cater for up to 10 sports. The additional sports include Futsal and Australian Rules Football.

Following the public exhibition period one submission was received from the Wellington Tennis Club asking for the consideration of an additional court to be included in the master plan. This request was considered reasonable and incorporated into the revised Rygate Park Master Plan for consideration by Council.

### ORGANISATIONAL VALUES

Customer Focused: The draft Rygate Park Master Plan was developed initially through extensive consultation with the primary stakeholders/user groups and the Dubbo Regional Sports Council – Wellington. The Master Plan was placed on public exhibition 2 to 30 August 2017 seeking further feedback to ensure that the needs of the broader community are met.

Integrity: Dubbo Regional Council has demonstrated its ongoing commitment to actively engage with our community in the development of the Rygate Park Master Plan.

One Team: The Recreation Coordinator, Sporting Asset Coordinator and Manager Recreation and Open Space have all contributed time and effort in meeting with the user groups on several occasions to facilitate the development of the Rygate Park Master Plan.

### FINANCIAL IMPLICATIONS

Dubbo Regional Council currently has \$100,000 set aside to go towards the renewal of the Rygate Park Amenities (2018/2019), plus a further \$500,000 from the Wellington Restricted Asset – Uncommitted Restricted Asset for court reconstruction.

Dubbo Regional Council has been provided a further \$565,000 from the NSW State Government towards the Stage 2 redevelopment of the facility, and has also applied for \$200,000 under the Stronger Country Communities grant program. Council has not yet received advice on the outcome of this grant submission. Dependent on the success of the grant application Dubbo Regional Council will have between \$1.165 and \$1.365million to complete the redevelopment of this sporting facility.

### POLICY IMPLICATIONS

There are no policy implications arising from this report.

### RECOMMENDATION

1. **That the report from Manager Recreation and Open Space dated 9 November 2017 be noted.**
2. **That the draft Rygate Park Master Plan be adopted and the Wellington Tennis Club thanked for their further contribution in its development.**

*Ian McAlister*

Manager Recreation and Open Space

## REPORT

A draft Master Plan for Rygate Park was prepared through collaboration with the primary stakeholders of the facility. These stakeholders included:

- Wellington Little Athletics Club
- Wellington Cricket Club
- Wellington Junior Rugby Union Club
- Wellington Senior Rugby Union Club
- Wellington Junior Soccer Club, Wellington Netball Club
- Wellington Hockey Club
- Wellington Touch Association

Prior to the public exhibition period the Wellington Sports Council also had opportunities to review the plans and make further recommendations at their regular meetings (9 May, 11 July and 12 September 2017). Feedback from these meetings were extremely positive.

To ensure that the general public also had the opportunity to provide input into the future development of the facility the draft Master Plan was placed on public exhibition for 28 days (2 – 30 August 2017). The draft Master Plan was publicly promoted through media outlets and also through a stall at the Wellington bicentenary celebrations held at Cameron Park on the 19 August 2017.

Following the close of the public exhibition period Dubbo Regional Council had received one submission from the Wellington Tennis Club requesting that an additional tennis court (multi-court) be provided for in the future of the Complex. This is reproduced below:

*“We are currently using 6 courts, this allows 6 teams which has become the minimum norm to play each other. We had just under 40 players in our last competition.*

*Tom McInnes has been hosting regular junior tennis coaching clinics but typically operates on 2-4 courts.*

*Currently if we have more than 6 teams we have a bye for 1 or 2 teams.*

*The Wellington public school has also just approached me wanting to utilise the courts for tennis as part of there <sic> physical ed program, which is great.*

*Currently there is 4 good synthetic courts and 3 reasonable but old hard courts, then a couple of hard courts that are pretty ordinary.*

*6 good courts would be the ideal if you can find a way to fit them in the masterplan that would be fantastic.*

*Thanks.*

*Joe Mason, President Wellington Tennis Club.”*

Following the close of the public exhibition period the request from the Wellington Tennis Club was assessed against the draft master plan. This resulted in the amenity block being relocated slightly further west than originally intended to allow for the additional court, as shown below.



Figure 1: Revised Rygate Park Master Plan (2017)

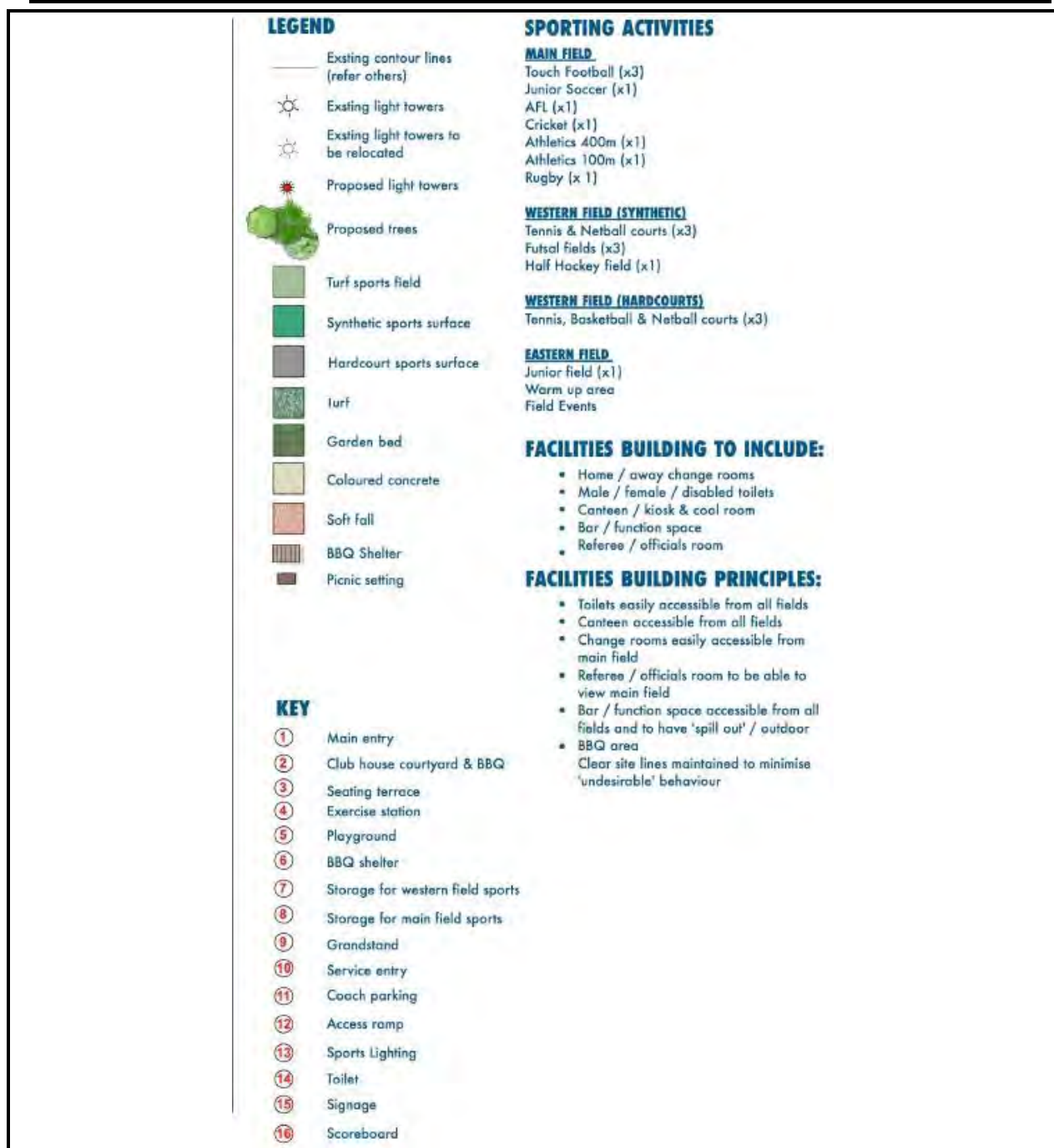


Figure 2. Legend for Revised Rygate Park Master Plan.

Dubbo Regional Council currently has identified \$1.165 million for the upgrading of Rygate Park. These funds are made up of \$565,000 received from the NSW State Government (Member for Dubbo Mr Troy Grant MP), \$500,000 from former Wellington Restricted Asset – Uncommitted Restricted Asset for court reconstruction, and \$100,000 for amenity renewal (2018/2019). Dubbo Regional Council has applied for a further \$200,000 from the Stronger Country Communities Fund specifically targeting the installation of sports lighting on the courts and perimeter fencing.

Following adoption of the revised Rygate Park Master Plan planning can commence on the further development of this precinct into a major regional sporting hub that will service both the Wellington community as well as attracting sporting events to the town.

**SUMMARY**

The draft Rygate Park Master Plan has been developed through an extensive community consultation process involving the primary stakeholders of the facility and the broader community. The resulting Master Plan provides a strong strategic direction for the future development of the Complex, and provides Council the opportunity to seek further financial support to undertake the identified improvements.



DUBBO REGIONAL  
COUNCIL

## REPORT: Quarterly Review of the Dubbo Regional Council Ageing Strategy

**AUTHOR:** Manager Social Services  
**REPORT DATE:** 1 November 2017  
**TRIM REFERENCE:** ID17/1926

### EXECUTIVE SUMMARY

In the 2010/2011 Management Plan there was an action to develop an Ageing Strategy for the future provision of Dubbo Regional Council's services and facilities to the aged population. This strategy focuses on Council facilities and services and not the broader community services and facilities provided by other levels of government and the private sector.

Various Council service providers were interviewed to determine what measures needed to be made to cater for an ageing population.

This report deals with the implementation of the Dubbo Regional Council Ageing Strategy. The actions contained within the Strategy are being implemented and it shall be a recommendation of this report that the implementation progress of the Dubbo Ageing Strategy be noted.

It is further recommended that the Ageing Strategy document be discontinued and that the actions be incorporated into the Integrated Planning Framework reporting regime. The reasons for this are that the Strategy is not a legislated document required to be produced and it is not contemporary in relation to statistical information. Strategic goals and subsequent actions undertaken by Council, relative to seniors, are able to be reported through the Delivery Plan and Operational Plan reporting mechanisms.

### ORGANISATIONAL VALUES

Customer Focused: Council's responsibility is to ensure that all our services, outcomes and facilities along with those activities we partner in for the aged are delivered inclusively. The Dubbo Regional Council Ageing Strategy assists to ensure this occurs.

Integrity: Council through a range of plans is committed to providing positive outcomes for its aged citizens and visitors. The implementation of various strategies and actions contained in the Dubbo Regional Council Ageing Strategy assists in this commitment.

One Team: The Dubbo Regional Council Ageing Strategy and the strategies and actions contained therein are a partnership between Council and a range of stakeholders to ensure that these actions are being implemented.

### FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

**POLICY IMPLICATIONS**

There are no policy implications arising from this report.

**RECOMMENDATION**

- 1. That the information contained within the report of the Manager Social Services dated 1 November 2017 be noted.**
- 2. That the Dubbo Regional Council Ageing Strategy be discontinued.**
- 3. That strategies and actions relevant to seniors be incorporated into the Integrated Planning Framework and reporting mechanisms.**

*John Watts*

Manager Social Services



## REPORT

In the 2010/2011 Management Plan there was an action to develop an Ageing Strategy for the future provision of Council's services and facilities to the aged population.

This strategy focuses on Council facilities and services and not the broader community services and facilities provided by other levels of government and the private sector.

Various Council service providers were interviewed to determine what measures needed to be made to cater for an ageing population.

Each quarter a report is submitted on the progress of the implementation of the Dubbo Regional Council Ageing Strategy to the Finance and Policy Committee for consideration. This report covers the period from 1 July 2017 to 31 October 2017.

**Appendix 1** is a report on the implementation of the Dubbo Ageing Strategy. The actions of the Strategy are being progressively implemented and it is recommended that this review be noted.

In addition, the Ageing Strategy document is recommended to be discontinued and that the actions be incorporated into the Integrated Planning Framework reporting regime. The reasons for this are that the Strategy is not a legislated document required to be produced and it is not contemporary in relation to statistical information. Subsequent actions undertaken by Council, relative to seniors, be reported either in the Community Strategic Plan or in an ad hoc basis through operational requirements.

Appendices:

[1](#) [Dubbo Regional Council Ageing Strategy Update-1/7/17-31/10/17](#)



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## **Introduction**

Dubbo is a regional centre catering for a vast geographical region. Dubbo's population as well as the Region's is ageing. People view Dubbo as their service centre for a range of services including business, medical and recreational matters. Regional people view Dubbo as a potential area for retirement as do those seeking a tree change and those retreating from the larger metropolitan areas.

It is therefore vital that Council and other levels of community as well as community based organisations cater for the growing numbers of people above the 55 + age range. The provision of the services and facilities needed to cater for the ageing population will be a great challenge over the coming decades. These needs of older people are not just about physical and mental impairment and the difficulties that this brings to older people but the quality of life needs as well. In retirement there is increased time for recreation and leisure, increased capacity to return something to the community, increased desire to continue to learn and embrace new technology, a change in income (sometimes increased and sometimes decreased) and often a desire to down scale housing requirements. Hence the need to start planning at an early stage to meet these challenges.

This report focuses on the services and facilities provided by Council. These services and facilities have been separated into four (4) broad categories of:-

- 1) recreation and leisure
- 2) safety – roads and crime prevention
- 3) public infrastructure
- 4) volunteering

These four (4) broad categories suitably cover the range of services and facilities provided by Council.

### **Dubbo Demographics and Future Ageing trends**

In the 2010/2011 Management Plan there is an action to develop a draft Ageing Strategy for the future provision of Council services and facilities to the aged population.

This strategy focuses on Council facilities and services and not the broader community services and facilities provided by other levels of government and the private sector.

Various Council service providers were interviewed to determine what measures needed to be made to cater for an ageing population.

The definition for seniors and the aged population vary. A NSW State Government Seniors' Card can be obtained at age 60 years. An aged pension is currently not applicable until 65 years for men and 64 years for women – these ages are set to increase in the coming few years. A National Seniors' Card, which is basically a private discount card at various retail outlets, can be obtained at age 55 years. There is no retirement age for workers. 55 + and 65 + are the beginning ages for age groups used by the Australian Bureau of Statistics. However, the concept of ageing should not be considered in terms of age but in terms of physical and mental ability or impairment and the services required by people suffering these impairments. A young person can just as easily have walking problems due to juvenile arthritis as may a healthy 90 year old.

The Australian Bureau of Statistics projections show that by 2022 the 65+ population in Dubbo will grow from its current 4,909 to around 8,235 (an 68% increase), and the 85+ population to increase from 699 to around 983 (a 41% increase).

In 2011, the 55+ age group comprises 10,062 people or 26% of the population.

Dubbo continues to service and support satellite communities which do not have access to appropriate facilities. As these communities' demands increase, the stress placed on Council's services and facilities will get much stronger. Accommodation services (whilst outside the role of Council) are already reporting large waiting lists particularly from communities outside of Dubbo.

A further issue worthy of consideration is the differing needs for the Aboriginal community. Whilst 70 years may be a reasonable figure to generalise the average community age around which people start requiring aged services, it is certainly not the general case with the Aboriginal community. Due to many socio economic and lifestyle issues, Aboriginal people in general require aged services well before they reach 70 years.

Other service providers within the community that provide assistance to older people are reporting demand rising and ongoing problems in either recruiting volunteers or accessing appropriate funding to carry on their services. Services such as Meals on Wheel and the Community Visitors Scheme report that their volunteer base is ageing, therefore those undertaking these activities are now becoming reliant themselves on those same services. There will also be implications for Council's facilities with some provisions to be made to provide better access for the aged.

**The following is an extract from Appendix A - 2011 NSW Parliamentary Research Service; Key Issues and Regional Profiles; Ageing Population; pages 19 & 20.**

## **POPULATION AGEING**

A major demographic challenge facing Australia is the ageing of the population. The Federal Government's *Intergenerational Report* of 2010 observes that population ageing has implications for health care, labour force participation, housing and the demand for skilled labour.

### **NATIONAL TRENDS**

The ABS projects that, as a result of sustained low fertility and increased life expectancy, the proportion of people aged 65 years and over will increase from 13% of the Australian population in 2007 to between 23% and 25% in 2056, while the proportion of people aged under 15 years is projected to decrease to between 15% and 18%.

The Federal Treasury estimates that the proportion of working age people to support each Australian aged 65 years and over will fall to 2.7 by 2050, compared to 5 working age people today and 7.5 in 1970.

### **NSW TRENDS**

In a 2008 report, the NSW Government projected that, with average life expectancy set to increase by approximately 9 years by mid-century, the number of people aged over 65 in NSW will increase from 0.9 million (or 13.9% of the State's population) to 2.4 million (or 26.3% of the State's population) by 2051. In January 2011, the Government reported that by 2024 the proportion of people aged 65 years and older will, for the first time in the State's history, exceed those aged under 15 years.

According to the NSW Department of Planning while all regions in NSW will undergo population ageing, the extent will vary significantly across different regions of the State.

Coastal regions are expected to experience the largest percentage increase in people aged between 65 and 84 and over 85 years, with the Mid-North Coast, Nowra Bomaderry, and Illawarra statistical areas projected to experience the greatest increases. The ABS attributes this trend partly to "sea change" and "tree change" movements as older people move away from employment centres in their retirement.

According to the NSW Department of Planning, while Sydney will also undergo population ageing, Sydney's population is projected to be younger than the overall population of NSW, with people aged over 65 comprising 18% of Sydney's population by 2036, compared to 21% of the NSW population.

## **POLICY IMPLICATIONS**

The ageing of the population has significant implications for all levels of government across a wide range of policy areas. Chief among those are:

- Slower economic growth as a result of declining workforce participation rates;
- Fiscal pressures resulting from increased government spending on health care, aged care and age-related pensions;
- The need for appropriate housing and transport infrastructure;
- The need for quality care and support services to meet the needs of an increasingly diverse ageing population;
- A need to ensure social sustainability by tackling entrenched disadvantage and enhancing skills, opportunities and community participation; and
- Changing societal attitudes towards ageing.

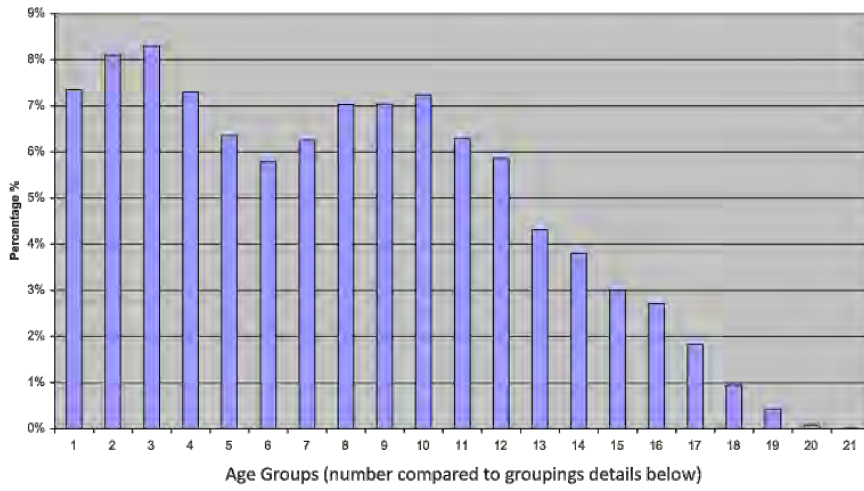
While the primary responsibility for aged care lies with the Commonwealth, a key role is also played in many policy areas by State and local governments. In respect to NSW, the major articulation of government strategy is found in *Towards 2030: planning for our changing population*. This is complemented by measures in a number of other State strategies, such as the NSW State Plan, Sydney's Metropolitan Strategy and Regional Strategies, in combination with infrastructure, transport, health and housing strategies. The key priorities identified in *Towards 2030* are: early planning for change; improved prevention and early intervention; workforce productivity and adaptability; facilitating participation in society; and the provision of quality care and support services.

## **KEY DOCUMENTS**

Productivity Commission, *Caring for Older Australians, Productivity Commission Draft Report*, 2011

G Griffith, *A Commissioner for Old People in NSW*, Briefing Paper 3/2008

**AGE STRUCTURE OF DUBBO POPULATION 2006**



**POPULATION BY AGE GROUP/SEX**

	AGE	MALE	FEMALE	TOTAL
1)	0-4	1,410	1,371	2781
2)	5-9	1,567	1,500	3067
3)	10-14	1,626	1,515	3141
4)	15-19	1,406	1,356	2762
5)	20-24	1,134	1,268	2402
6)	25-29	1,034	1,157	2191
7)	30-34	1,153	1,212	2365
8)	35-39	1,246	1,414	2660
9)	40-44	1,269	1,393	2662
10)	45-49	1,313	1,423	2736
11)	50-54	1,160	1,221	2381
12)	55-59	1,104	1,112	2216
13)	60-64	786	846	1632
14)	65-69	694	745	1439
15)	70-74	485	649	1134
16)	75-79	479	548	1027



**POPULATION BY AGE GROUP/SEX CONTINUED**

	<b>AGE</b>	<b>MALE</b>	<b>FEMALE</b>	<b>TOTAL</b>
17)	80-84	260	431	691
18)	85-89	142	216	358
19)	90-94	38	123	161
20)	95-99	10	21	31
21)	100+	0	4	4
	<b>Total</b>	<b>18,316</b>	<b>19,525</b>	<b>37,841</b>

**Recreation and Leisure – Dubbo Aquatic Leisure Centre (DALC), Western Plains Cultural Centre (WPCC), Dubbo Regional Theatre and Convention Centre (DRTCC), Macquarie Regional Library (MRL), Parks, Showground, Senior Citizens Centre**

It is well known that access to local government provided leisure and recreation activities make an important contribution to enable a community to age well. As the percentage of the population over 55 years increases so too will the demand from an expectant and well educated community of the leisure and recreational services and facilities provided by Councils. Planning for this increase in demand is essential if Dubbo is to maintain its regional centre role. Planning needs to look not only at expanding existing services and facilities but also needs to include the potential for new services and facilities. Planning needs to look not only at the physical amenity but also accessible by transport, cost to the customer and operational aspects such as the time of service.

Recreation and leisure also play vital roles in socialisation for seniors. For many seniors it may be their sole activity which provides them with contact with other seniors. Leisure and recreation are also a means of providing people with an enjoyable outlet and purpose in life. They enrich lives and provide freedom to individuals to pursue interests.

The population as it ages will be better educated, more demanding and more aware of the health and well being benefits of participation in a range of activities. With improved health and fitness, the over 55s will be able to pursue physical activities to an even greater age than their predecessors.

Council provides a range of facilities that offer leisure and recreation activities to seniors. There are facilities that have been built to accommodate paid entertainment and activities along with numerous sporting fields, walking and cycling tracks that are accessible by seniors at little or no cost.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
Recreation facilities and services meet the requirements of the aged population.	No reasonable unmet recreational needs are identified.	Conduct a survey each year of older people to ascertain their recreational needs.	July each year	MSS	Survey to be completed in July 2018.
The leisure and educational needs of the older population are met.	The number of seniors attending library technology workshops increases annually.	Conduct technology workshops to educate older people on the use of new computer technologies.	1. Seniors Week each year	Dubbo Branch Library MMRL	<b>2. Technology workshops</b>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
			2. Regular technology workshops provided that all members of the community can access including older members of the population		Dubbo - 3 workshops, 14 attendees. Wellington – 4 workshops, 10 attendees Brain Training Program - 3 events 30 participants
		Continue to conduct the Home Library Service (HLS). Advertise/ promote the service widely to older people in Council publications and via the media.	Ongoing	Dubbo Branch Library MMRL	Service continues to operate with volunteers. Promotion at the annual Seniors Week Expo, during home library deliveries and at Dubbo Nursing Homes.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
		Visits by retirement villages to Library to participate in planned programs tailored to their needs and requirements.	Ongoing	Dubbo Branch Library MMRL	4 visits, 34 people
		Maintain a level of large print and audio books sufficient to meet the demand	Ongoing	Dubbo Branch Library MMRL	Large Print collection totals:- Dubbo – 5328 items. Wellington - 1780 items. Spoken word collection totals:- Dubbo - 2154 items. Wellington – 464 items.
		Range of E-Resources to meet the needs of the aged population	Ongoing	Dubbo Branch Library MMRL	E-Audio/E-Books/E-Magazines resources available online
		Prepare plans for the development of a new public amenities block at the Dubbo	June 2014	MSAS	Grant funding of \$490,000 under Stronger

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
		Showground including accessible toilets.			Communities Fund applied for, Council to contribute \$250,000. To include accessible amenities.
		Investigate additional sporting activities that older people may participate in.	Ongoing	MROS	Matter being investigated through the Recreation (Strategy) Master Plan for Dubbo which was adopted by Council in November 2014.
		Investigate facilities at the Dubbo Regional Theatre and Convention Centre that will benefit older people's visiting experience.	Ongoing	MDRT CC	There is an audio loop available in the 500 seat theatre and in the theatre foyer.  Tactile pads on the floor.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
					<p>Braille on doors of amenities.</p> <p>Passenger lift to the mezzanine level.</p> <p>Ramps and additional railings added in 2016.</p> <p>Signage on doors and website for loud noises, strobe lighting etc.</p> <p>‘Relaxed’ performances for those with special needs.</p> <p>Wheelchair accessible seats.</p>

		Investigate and secure entertainment that appeals to seniors at an affordable price	Ongoing	MDRT CC	Throughout the year entertainment that will appeal to seniors is scheduled.  Most theatre shows offer a Concession ticket price on presentation of a Government Issued Pension Card.
					Three 2017 Season shows have been

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
					<p>programmed as a matinee as a direct result of feedback from the Subscriber Survey.</p> <p>Direct email marketing to aged care facilities and Seniors' Villages is ongoing.</p>
		<p>Investigate facilities at the Western Plains Cultural Centre that will benefit older people's visiting experience.</p>	<p>Ongoing</p>	<p>MCS</p>	<p>U3A and Family History Society operate from Community Arts Centre. Significant support given to these organisations in terms of administration and facilitation. Both the main building and Community Arts Centre are wheelchair accessible. The</p>



Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
					CAC has a lift available. A wheelchair is available for casual use. Accessible toilets are available in both buildings.
		Continue the WPCC Ambassador and Guides Programme as a social and activity outlet for seniors.	Ongoing	MCS	WPCC is no longer recruiting volunteers but continues to use the pool of volunteers already engaged.
		Provide exhibitions, workshops, lectures and other activities at the WPCC which appeal to seniors	Ongoing	MCS	The WPCC also holds monthly Dementia sufferers and U3A tours through the guiding programme.
		Prepare a Recreation (Strategy) Master Plan for Dubbo including services/facilities for seniors.	June 2014	MROS	The Recreation (Strategy) Master Plan for Dubbo adopted by Council in November 2014.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
		Encourage the DALC Contract Manager to conduct activities at the Centre for seniors such as aqua aerobics.	Ongoing	MROS	DALC Master Plan being undertaken to provide greater sport and recreation services for the ageing population at the DALC.

**Safety – roads, crime**

Media reports of crime and violence can often lead to seniors worrying about their personal safety. Research has shown that older people have the lowest rate of crime victimisation when compared to the rest of the population. There is a growing recognition that creating safer communities relies on both traditional law enforcement as well as a whole of government and community approach to the issue of crime. This approach recognises that most of the work of the police and the criminal justice agencies is reactive, that is, they deal with the crime after the event. It acknowledges that if we want to prevent crime and thereby reduce its impact on the community, we have to intervene before it is committed.

As Australia's population grows older, both in terms of average age, and also as a percentage of the total population, the issue of individual rights of elderly persons, and the extent and nature of the physical, financial and emotional protection which should be afforded to them, has received increasing attention from a number of Government and non-Government agencies, including the police.

Dubbo City Council works in partnership with law enforcement and human service agencies to address crime in the community. Council prepares and implements a 3 year Crime Prevention Plan which sets out strategies to address nominated crime categories. Council also has responsibility for Alcohol Free Zones and the Safety Camera System that operates in the Central Business District of Dubbo.

Road safety for seniors both in terms of road conditions and education for users is an important issue for Council to consider. Council has a responsibility to ensure that the roads that people travel on are of a standard that affords optimum safety. Ongoing education programs are also developed and delivered to seniors by Council staff in relation to driving and walking around and on roads.

The issue of increasing use of seniors' mobility scooters and their safe use will become more prevalent with an ageing population. Council should consider including education programs to address this increasing use.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
Older people are safe on public roads.	The number of older people involved in road accidents is less than the NSW State average.	Conduct an annual road safety programme to educate older people on the safe use of roadways.	September each year	RSO	Regular road safety presentations are delivered throughout the year to Dubbo Seniors

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
					<p>groups. General road safety, pedestrian safety and community mobility presentations were delivered to seniors. Seniors 'Stepping On' presentations conducted on 25/7/17, 23/10/17 and 1/11/17 by the Road Safety Officer. Aged driving, mobility and pedestrian safety presented at Men's Shed Meetings in Men's Shed Week on 20/9/17 and 30/9/17 by the Road Safety Officer.</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
		Prepare and distribute a brochure on the safe use of roads by older people.	December each year	RSO	Road Safety Officer provides brochures at various community gatherings.
Older people feel safe living in Dubbo.	The number of crimes committed against older people in Dubbo is lower than the NSW average.	Implement actions within the Dubbo Crime Prevention Plan that have an impact on seniors.	Ongoing	MSS	Steal from Motor Vehicle and Residential Break and Enter are the crime categories in the Crime Prevention Plan. Seniors needs are considered.
		Consider crime impacting seniors in the Orana Crime Prevention Partnership.	Ongoing	MSS	Orana Crime Prevention Partnership disbanded.
		Ensure seniors' interests are considered when reviewing the effectiveness of Safety Cameras and Alcohol Free Zones.	Ongoing	MSS	Seniors' interests considered when reviewing the Safety Cameras and Alcohol Free Zones. Safety Cameras are currently being reviewed.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
					Alcohol Free Zones have been established in Wellington.
		Ensure street lighting (particularly within the vicinity of aged accommodation facilities) meets the needs of seniors.	Ongoing	MTE	There have been no street lighting issues raised in relation to areas with aged accommodation so far this year.
		Ensure the principles of Safer by Design are considered when assessing Development Applications for seniors' accommodation.	Ongoing	MBDS	Principles are considered when assessing Development Applications for seniors' accommodation.
		Regularly liaise with Dubbo Police on issues to prevent crimes against older people.	Ongoing	MSS	Consideration given in the Crime Prevention Plan.
		Conduct an annual audit of the safety of roads within the vicinity of aged accommodation facilities.	December each year	MTE	No action to date.

**Public Infrastructure – footpaths/ramps, disabled facilities, car parking, cemeteries, public toilets**

Public infrastructure supporting quality of life is important to meet the needs of older people. This, in conjunction with reliable, accessible, affordable and safe public transport, will enable older people to be socially active within community life, thus supporting inclusion and reducing isolation. Council works in partnership with transport providers to ensure that accessible transport options are available for seniors.

Council has responsibility for the provision and maintenance of footpaths, public car parks and public toilets.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
Older people are able to visit the New and Old Dubbo Cemeteries in a more comfortable environment.	No reasonable complaints relating to the facilities available at the New and Old Dubbo Cemeteries.	Investigate the possibility for the provision of toilets and more shaded seating at the New and Old Dubbo Cemeteries.	June 2014	MBSC R	A Master Plan for the installation of toilets at the New Dubbo Cemetery has been completed. No approval for funding provided.  Additional seating and further landscaping requirements will be addressed in a proposed beautification plan currently being drafted internally.
Older people are able to utilise Council controlled	No reasonable complaints relating to the parking	Investigate the possibility for the provision of more accessible	March each year	MSS	Matter investigated, all hall parking is

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
public halls because of more accessible parking.	facilities available at Council controlled public halls.	parking at Council controlled public halls.			deemed to be accessible and appropriate for seniors.
Older people are able to safely use and access public spaces.	No reasonable complaints relating to the condition of civil infrastructure affecting the access of older people.	Monitor the condition of footpaths, roads and pedestrian ways in the proximity of aged accommodation premises.	Ongoing	MTE	Footpaths inspected as per the Defined Asset Management Policy.
		Ensure all new footpath developments include the latest in pedestrian accessibility aids including tactile sensors and gutter ramps, particularly in areas where there are aged accommodation facilities.	Ongoing	MTE	This standard is required as a condition of development consent as and when they arise.
	No incidences of public buildings being approved not in accordance with the DCP – Design for Access and Mobility	Conduct an annual review of the Development Control Plan (DCP) – Design for Access and Mobility - to ensure it is relevant and up to date and meeting the needs of older people with accessibility problems.	December each year	MBDS	A review of the DCP has commenced and is due for completion in late 2017.
		Conduct an annual survey of older people to garner information on access issues in Dubbo.	July each year	MSS	Survey to be completed in July 2018.



**Volunteering – Dubbo Regional Theatre and Convention Centre (DRTCC), Western Plains Cultural Centre (WPCC), City Information Centre (CIC), Dubbo City Animal Shelter, Parks and Landcare Services and Library.**

Volunteering (both formal and informal) has many benefits. Volunteers in formal arrangements provide benefits to the local economy. Many significant services in Dubbo (including Dubbo City Council) could not operate without volunteers. Older people with skills and a desire to share their talents receive considerable social benefits from volunteering, especially if they have the time and resources to do so. Volunteering then becomes a win-win situation for the community and the individual.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
Older people are provided opportunities to utilise their skills and experience by volunteering.	Opportunities exist within Council services / functions for older volunteers.	Conduct an annual campaign to attract older people to volunteer.	June each year	MSS (lead agent) and Managers of DRTCC, WPCC, VIC, C&R, Library.	<p>Opportunities for volunteers to assist at library are available within Home Library Service as delivery drivers, to take material to housebound borrowers and aged care institutions.</p> <p>WPCC is no longer recruiting volunteers but continues to use the pool of volunteers already engaged.</p> <p>Theatre Volunteer Usher program has 20 volunteers with</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
					the average age range 35-65 years.
	Numbers of older volunteers is maintained / increased.	Work in partnership with the Dubbo Neighbourhood Centre to increase their volunteer base.	Ongoing	MSS	Dubbo Neighbourhood Centre has information relating to volunteering on their website. <a href="http://dnc.org.au">dnc.org.au</a>  Dubbo Neighbourhood Centre also has printed information available.
		Conduct an annual ceremony in Volunteers week to recognise the DRC volunteers.	11 - 16 May 2015	Managers of WPCC (lead agent), DRTCC, VIC, C&R, Library	Thank you events held for volunteers by individual Divisions during Christmas celebrations.
		Survey seniors annually to gauge the needs for and barriers to volunteering.	March each year	MSS	No issues raised by seniors.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
		Include a section on Council's and the MRL's websites devoted to volunteering to assist seniors to more easily select a volunteer activity and engage in volunteering.	Ongoing	MSS (lead agent) / Marketing and Communication	Dubbo Regional Council's Website directs volunteers to a comprehensive volunteering page on the Dubbo Neighbourhood Centre (DNC) website. The DNC website is broken down into different agencies that people can assist in.
		Develop a volunteer's training package to assist seniors to develop the skills to undertake volunteer activities.	Ongoing	MSS (lead agent) / Managers of DRTCC, WPCC, VIC, C&R, Library	Volunteering package was developed during 2011-2012 in collaboration with all cultural organisations within DRC. The package has been implemented in Dubbo Library, Dubbo Regional Theatre and Convention Centre, Western Plains

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.	Actions Taken at 31 October 2017
					Cultural Centre, Visitors Information Centre and Community and Recreation Division. Volunteer numbers among Council's cultural services are at or near capacity.  Theatre Usher Training conducted during National Volunteers Week in May.
		Continue to provide annual funding for the Dubbo Neighbourhood Centre to conduct seniors' activities.	Ongoing	MSS	\$5,000 provided in budget.



DUBBO REGIONAL  
COUNCIL

## REPORT: 2017 Minokamo and Wujiang Sister City Student Exchange Presentation

**AUTHOR:** Sister Cities Officer  
**REPORT DATE:** 25 October 2017  
**TRIM REFERENCE:** ID17/1908

### EXECUTIVE SUMMARY

Each year Dubbo Regional Council funds and co-ordinates a reciprocal student exchange with its sister cities in Minokamo (Japan) and Wujiang (China). A condition for selection to the student exchange program is that each of the Dubbo participants reports to Dubbo Regional Council on their exchange experience.

The sister city student exchange program is a very positive initiative by Council that delivers a valuable youth program to the community.

The program is open to any student (aged 15-17) who attends a Dubbo Secondary School and participation is by competitive selection. Dubbo student exchange participants receive a subsidy from Council (\$1,000/person) in an endeavour to make the program affordable for families whose children wish to participate.

The delivery of the student exchange program to the community is done in conjunction with Council's sister cities, Minokamo and Wujiang; with the assistance of the Dubbo community; particularly the Dubbo residents, business and other local organisations who offer home stay accommodation, host tours and generally support Council in hosting the sister city student delegates during their stay in Dubbo.

### ORGANISATIONAL VALUES

Customer Focused: This report gives consideration into the requirements of student exchange while acknowledging the importance of such a program for cultural and international relationships.

Integrity: That the integrity of the Student exchange program be maintained and continue to be reported on and presented to Council by exchange students.

One Team: Community and Recreation will continue with a cooperative approach when coordinating all Sister City Activities.

### FINANCIAL IMPLICATIONS

The costs as related to items within this report have been provided for in current and forward budgets.

**POLICY IMPLICATIONS**

There are no policy implications arising from this report.

**RECOMMENDATION**

**That the information contained within the report of the Sister Cities Officer dated 25 October 2017 be noted.**

*Kylie Sutherland*  
Sister Cities Officer

**REPORT**

Below is a list of the 2017 participants in the Minokamo and Wujiang student exchange. Each participant has written a short report which is included in **Appendix 1**.

**MINOKAMO EXCHANGE**

Jade Allen  
Heather Brandon  
Vimbainashe Chitsunge  
Andrew Dickerson  
Alice Edmondson  
Edward Foran  
Thea O'Donnell  
James O'Malley  
Darby Paxton  
Jack Schwager  
Sally Egan (chaperone)  
Brian Goodall (chaperone)

**DUBBO SCHOOL AND YEAR**

Dubbo College South Campus (10)  
Dubbo College Senior Campus (11)  
Macquarie Anglican Grammar School (11)  
St Johns College (10)  
St Johns College (11)  
St Johns College (10)  
St Johns College (11)  
St Johns College (10)  
St Johns College (10)  
St Johns College (11)

**WUJIANG EXCHANGE**

Kacey Crisante  
Rose Edmondson  
Sam Hagan  
Sarah Lin  
Isabelle Lordan  
Rebecca McMahon  
Sally Payne  
Tenaya Unger  
Nikki McWhirter (chaperone)  
Lisa-Gaye Williams (chaperone)

St Johns College (10)  
St Johns College (10)  
Dubbo Christian School (9)  
St Johns College (10)  
St Johns College (10)  
Dubbo College South Campus (10)  
Macquarie Anglican Grammar School (10)  
Dubbo College South Campus (10)

The Chinese and Japanese students selected for the program must attend a high school in the local government areas of Minokamo and Wujiang and be aged 14-17 years of age. In July/August each year, ten Minokamo students and two chaperones and fourteen Wujiang students and two chaperones visit Dubbo for a period of six to nine days. The students and their teacher chaperones are billeted with local families which keeps the cost of the visit affordable and encourages cultural exchange and friendship which is key objective of the sister city student exchange programme. During these visits the students and their chaperone leaders engage in tourist and other activities such as: visiting Taronga Western Plains Zoo and the Wellington Caves; attending school with their host student; ten pin bowling and pizza night with host students and attending a welcome dinner with their host family at the invitation of the Mayor.

In the September/October school holidays Dubbo students visit Minokamo and Wujiang for the return visit of the reciprocal student exchange. These students and their chaperone leaders are specially selected via application and interview and also attend cultural and language training prior to their departure. Currently Dubbo sends ten students and two chaperones to Minokamo and eight students and two chaperones to Wujiang. Criteria for student selection includes: attendance at a Dubbo Secondary School; be aged 15 -17; demonstrate a good knowledge of Dubbo and its history; a track record of participation in the Dubbo community and demonstrate they would be a good ambassador for Dubbo. Each of the participants receives a subsidy of \$1,000 towards the cost of their travel.

The Sister Cities Officer (SCO) facilitates, with the assistance of Jessica in Wujiang and Yumi in Minokamo, all aspects of the student exchange visits to and from Minokamo and Wujiang and is responsible for the welfare, health, safety and general wellbeing of all the participants.

Appendices:

- 1 [↓](#) 2017 Student and Chaperone Reports Sister City Student Exchanges



**Report to Dubbo Regional Council by chaperones Sally and Brian of the 2017 Minokamo Student Exchange trip**

The 2017 Minokamo Student Exchange trip provided a fantastic opportunity for the ten students to experience the generous hospitality of the Minokamo city council, the Minokamo Exchange committee, host families and schools of Minokamo city. This opportunity would not have been possible without the generous support of the Dubbo Regional Council and the sister city committee and for this we are all most thankful.

From the beginning, student's demonstrated enthusiasm and commitment.... yes they were off to Japan and with that came responsibilities which they eagerly accepted. These included hosting the incoming students, attending regular meetings to learn about culture and mastering the language. And how well they did that, being able to introduce themselves confidently in formal settings and conversing with their host families.

The students representing the Dubbo Regional Council were drawn from a number of Dubbo schools and each brought to the group a range of personalities, interests and skills that illustrate the Australian character. Artistic and creative talents were highlighted by Edward's T-shirt design, the musical talents of Alice (on piano), Andy (on guitar) and Darby, James and Edward (vocals) who performed at the farewell dinner and the combined choral efforts of all members singing "Home Among the Gum Trees". Technical capabilities of Vimbanashi in creating PowerPoint presentations entertained us all whilst Jack, Heather and Jade perfected thank you speeches. Without a doubt each student contributed to a highly successful trip.

As Chaperones we had a wonderful time in regard to our own experiences and in observing the delight of students in their experiences. Being hosted in family homes gave us an experience which no other travelling we have done has provided. Being beyond a tourist, and part of daily life of the family in another culture, is certainly a highlight of our trip. Our first host was Ms Misa Mori age 27, living with her father Akitoshi, mother Mekiko and grandmother Meiko in the traditional home where Meiko grew up. The two-storey house was in the traditional style and we were afforded the central room for our stay, complete with tatami mats and paper sliding door walls. Surrounding the house the gardens provided supplies of fresh vegetables, fruits, herbs, flowers and expanded to rice paddies, supplying the family's needs. All of these gardens were cultivated and maintained by Meiko, aged 82! In traditional Japanese way, Akitoshi, the father left home early morning (6.30am) commuted one hour by train to work, and returned at about 7pm to dinner on the table and TV ready for his sport viewing. Mikiko (mum) also worked, commuting to her office at the neighbouring city council by bicycle each day. Grandmother Meiko, in addition to gardening, cooked meals and ran the house. A delightful, busy and very social woman, she entertained us on her traditional musical instrument and shared stories through Misa as interpreter.

In addition to the family hosting we participated in a range of cultural experiences including temple visits, touring a castle, Ayu fishing, paper workshop, lantern making demonstration and a full range of Japanese cuisine. On one lunch occasion much ado occurred as we walked through the door of the selected restaurant, with traditionally dressed men and accompanying media cheering, clapping, conversing rapidly and presenting an oversized banner to Sally. After much surprise and confusion, amidst the translation it was revealed that the large cheque like banner bearing the number 1 000 000, being presented to Sally, was in fact not 1 million yen, but signified the millionth customer of the restaurant that we had chosen for lunch. The main prize - a very large case of Nashi pears! In addition, dried persimmons, vouchers for meals at the restaurant and a bag of other traditional delicacies from the shop were presented. Such an occasion did not go unreported, with each daily paper reporting the event with photos, the next day.

Our visit provided opportunities for developing greater cultural understanding through the ongoing friendships formed. Such generous natured people and the memories of this trip will remain with us for our lifetime.

As Chaperones of the 2017 Minokamo Student Exchange we thank the council for the opportunity to accompany the students and to experience the many cultural activities given to us.

Sally Egan and Brian Goodall



Dubbo students on stage at school in Minokamo.

**太田宿中山道会館**  
**入館者100万人に**

中山道太田宿の歴史 宿中山道会館で六日、  
や文化を紹介する英語 入館者数が百万人を超  
加茂市太田本町の太田 えた、二〇一六年四月

100万人目の記念品を受け取るエガンさん（右から2人目）＝美濃加茂市の太田宿中山道会館で

再開した輝きのほか、彩谷輝村が来場者の目の開拓から十一年六カ  
中国の世界遺産・蘇州 手で迎えられると、川ちづ子さん（可  
園林やスイスの名峰マ 月で達成。当初見込ん 「すごいです」と感懐  
人」写真や印刷では 見市下忠士、お前後賞  
ッターホルンなどの風 出した良きがある。 の記念品を受け取っ  
景、失敗するから上達 できたのは皆さんのおかげ  
するんです」といった の姿を見てほしい」と した。  
語録の崩し字など、多 短縮した。 同期で百万人を達成で  
（青藤航樹）

百万人日は、オース NPO法人「宿木」の 仲間を管理運営する た。 佐光理事長は「短い  
トラリア・タボ市の高 校救済サリ・エガン が、特産品のアユの甘 期間で百万人を達成で  
さん。美濃加茂市 露煮や梨などの詰め合 きたのは皆さんのおかげ、これからも観光や  
との交流事業で現地の わせを贈呈。エガンと 文化、交流の拠点とし  
高校主人を引率して んど一緒に訪れた夫の て地域を盛り上げてい  
いる台間に偶然訪れ、 ッドールさん（こと、 た、  
玄関前で江戸時代の旅 ホストファミリーの妻  
人察のスタッフらに拍  
（平井一敏）

Newspaper reports 1 000 000 customer



Sally cooks with Japanese host family

Jade Allen

Year 10, Dubbo College South Campus

Dubbo Regional Council,

I would like to start by thanking the Council for the opportunity to go to Japan and experience a whole new lifestyle. My first days in Tokyo I was shocked at the fact of how different things actually are like that there are no bins and no rubbish where we have bins and tonnes of rubbish or that the zebra crossing you can't actually walk across until its green I found that out the hard way. We went to many old temple that we amazing and learnt about their culture, I very quickly discovered that I do not like green tea and that's where I was out of luck, my host family insisted that I tried everything green tea just in case I had a different opinion but nope I still don't like it haha.

We went to a little weir where we went fishing and I was crowned fish champion win for me, after that we went to a theme park where I attempted archery and I can honestly say that I was definitely not champion there out of twenty arrows and five targets I did not hit one. Also that day we met the mayor of Minokamo he was very young and knew pretty good English. The next three days we went to three different schools which were very different from Australia, the teachers move classrooms not the students, they were amazing at English and lastly was a shock for us we had sat down in our seats and they yelled something in Japanese all stood up so obviously we had no idea what was going on but we stood up they yelled something else bowed and sat down yet again we had no idea but just copied.

My favourite school was the junior school, they were very excited for our arrival and we were involved in many different activities. My host family was absolutely amazing on my second last day the host dad took me and my host student to an old museum and took many photos, that night as I was not going to see him the next day he made me a video of all the photos he had taken he made me watch it and when it was over I looked up and he was crying I started crying too, they're all such beautiful people and my second family we taught each other our languages and cried our hearts out when it was time to leave. I loved Japan and there is no doubt that I will be back there, I made so many new friends and memories and am amazed at how well we all got along.

Thank you so much for this opportunity,

Jade Allen

Vimbainashe Chitsunge, Year 12, Macquarie Anglican Grammar School

I would like to thank Dubbo City Regional Council for giving me the opportunity to experience a journey of a lifetime. I am extremely grateful that I was able to meet new people and explore the world through this wonderful opportunity. I cannot express how thankful I am that I was able to host someone from Japan and introduce them to the country I call home as well as being able to visit Japan and represent Dubbo.

Through the exchange I was able to experience a whole new culture and try out new things. I loved being able to interact with people I had never met before, learning new things about the Japanese culture and exploring new sights but by far, my favourite part of the exchange was being with my host family. I was blessed enough to be placed with a family who made me feel so welcomed and included in their lives. There was never a moment where I felt out place while I was with my family as they constantly went out of their way to include me.



With them, I developed precious memories which I will always look back on fondly. They introduced me to various aspects of Japanese lives ranging from traditional foods, such as when they had a welcome barbecue for me and I got to try somen (water noodles that would go down the bamboo water slide and you had to pick them up quickly using chopsticks), to crafts such as when we went and made pottery. Everyday that I was with them I was excited to get up and spend more time with them and I would always count down the hours before I could home and spend more time with them. They are a family filled with love and generosity which made it especially difficult to say goodbye and come back to Australia. Each moment I was with them, went by too quickly and what was 8 nights felt like it was only a few hours.

Through this exchange I made many friends that will always be dear to me and I found another family which I cannot wait to visit again. It was an experience which will be hard to forget or replicate and it is something that I would recommend for everyone to do at least once in their lives. I will never be able to express exactly how grateful and appreciative I am towards the family that welcomed me with open arms and to Kylie who I know worked so hard behind the scenes to organise this wonderful journey.



HEATHER BRANDON

YEAR 12 DUBBO COLLEGE SENIOR CAMPUS

Hello my name is Heather Brandon and I am in year 12 at Dubbo College senior campus. I recently went to Japan with the Minokamo exchange group, and I would like to tell you about my personal experiences on the trip. The trip started and ended with a 9 hour flight that was super exciting as there were some pretty snazzy movies on the plane. Our first night was once again pretty snazzy, we got provided with some mad free PJ and slippers. The convince store in the hotel was great would thoroughly recommend the chicken and mayo sandwich. One of the highlights of the trip was the food, just so you know there maccas is way better and they serve grape Fanta. So I spent most of 12 days drinking grape favour drinks. I tried sushi twice while I was there and it tasted a bit fishy. We had some spare time on the second day and we went to come fancy garden with a 300 year old pine tree and we went to see the royal palace situation. We went to Tokyo tower, a couple of shrines were you had to be purified. We also went to a temple with monks and meet this really nice lady. We drink this green tea and it tasted fantastic, so much so that I had another 3 times during my trip. We met the mayor on Tuesday and he was really nice and welcomed us to Minokamo. We then went to Disneyland and that was amazing except when I got lost like 3 times. I had a great time at Splash Mountain. On Saturday we travelled down to minokamo and that took all day pretty much, we met up with our host family and went back home. On Tuesday night we went to karate and that was a great activity. We then went to school for three days the first school we visited my host sister Miyu attended and I ate lunch with class. We tried kendo on our first day at school and that was great. I made a comment about Japan school systems and it made it in the newspaper and so did our kendo lesson. On the second day of school we went to Kamo high school, I enjoyed that being there, for my sport lesson we had to dance and I enjoyed being with everyone. We played different types of games, some card game that I was terrible at and they also asked me some questions on their English class. On our last day of schooling we attended Minokamo Highschool, it was by far the best day of school, as we were able to cook popcorn, marshmallows and we even made bonsai. On Thursday evening we went to karaoke and that also great fun. On Friday night we had our good bye dinner. The oranges tasted great. we all dressed up in traditional outfits and they were really hot after about 5 minutes. I spent Saturday shopping with my host family and Sunday packing and saying good to them. I would like to thank the council for this opportunity to attend the Minokamo City Sister exchange 2017

Thank you.

Andrew Dickerson

St John's College Dubbo

Year 10

## Japan VS Australia: Similarities and Differences

Whether it was at Tokyo Disneyland or a small market street in Minokamo, I noticed a multitude of differences and likewise similarities, between the countries of Japan and Australia.

### Similarities

There were many different similarities that I experienced over in Japan. The first was the structure of Tokyo Disneyland. A majority of the rides were created with English names and the way the rides were created was similar to theme parks in Australia such as movie world or Luna Park. This included the type of foods, the line-ups as well as the rides themselves. The amount of people in Japan was also similar to that of Australia's larger cities such as Melbourne and City, with multiple lanes, large pedestrian crossings and towering buildings. The next similarity I noticed was the entertainment available on television. While they were of course in Japanese, the arrangement of the channels included shows similar to ours with daily news channels, movies and shows that resembled feats of skill which resembled that of Australia's Ninja Warrior Challenge. Finally, the shopping centres that I witnessed in Japan were very similar to centres in Australia such as Westfield, with multiple levels including clothing, footwear and cafes.

### Differences

There were many differences in Japan compared to that of Australia. The first and probably largest difference was the focus on hygiene. Walking around the streets of Japan, there was not a single piece of rubbish anywhere in sight, as well as no trashcans for the deposition of said rubbish. This is of the same structure within schools as the children are required to wear two pairs of shoes: slippers for indoors and runners for outdoors. This same rule is followed within the household. Overall the cleanliness of Japan is very different to Australia. Food was also quite opposite to that of Australia with fake food put in display windows to present to you the meal you are ordering. Meals were also generally separated into different sections. Instead of a singular meal such as nachos, pizza etc. Japanese food may consist of five different dishes including noodles, miso soup, rice and many others. The vehicles driven in Japan were also consistently different to our vehicular models in Australia. While the brands were similar consisting of Honda, Toyota and Mitsubishi, the chosen style of car was 90% of the time a black or white minivan with a rectangular frame. Finally, the street markets were far from that of Australia's, with nearly every small street consisting of shops which included a range of products. Clothing, food, kitchen utensils and more. This was quite different to Australia even in Dubbo which only hold a fortnightly market in a singular location.

I would like to conclude this account of the similarities and differences of living in Japan by thanking the Dubbo Regional Council for giving us the prestigious opportunity to take part in this student exchange. Without them, we would not be able to take part in this fascinating foray, and for that I am incredibly thankful.

Alice Edmondson

St John's College Dubbo

Year 11

To Mayor, Deputy Mayor and Dubbo City Councillors,

My time in Japan is something that I will never forget. One of the highlights of the trip was the host stay with my Japanese family. The hospitality extended to me by the people in Minokamo was something I have never experienced before. They were the most kind-hearted and funny people that went above and beyond to give us the best experience possible. With my family I went to an amusement park, a sporting games complex, karaoke and not to mention the numerous meals we ate so that I could try different Japanese foods. But above all I will remember the fun times we shared and the kindness they showed me. The memories I have from Minokamo are priceless and would not be the same without the people I met.

This hospitality was further extended through the school visits. The students were so welcoming and excited to learn about Australia and it was a lot of fun to interact with other students my age. From being clapped onto the stage at school assembly, to participating in Judo for school sport, I will always hold close to me the new friendships I have made. It was hard to go back to school in Australia without everyone second person asking for a photo or running to the classroom window to wave as you walked down the hallway!

Finally, I would like to thank Dubbo Regional Council for the exchange opportunity. It has been of immense value to me personally and as a member of the Dubbo community. It was an amazing trip and the cultural experiences and people I have met are something that I will always hold close to me. I can't wait to return as soon as I finish school!



Edward Foran

Year 10 St Johns College

### Minokamo Experience Report

First off, I'd like to pay a huge thanks to the chaperones for their hospitality, Dubbo Council for the once in a life time opportunity and the other students for sharing this experience with me and making it a good time.

Waiting for the departure date crept up quickly and before I knew it I was in the Dubbo airport then Sydney then Tokyo. Tokyo was nothing like I had ever seen before; bright, tall, busy, unique and foreign. The one night we had a bit of freedom, Darby, Mallsey and I ran all the way down to Harajuku from the hotel to go to the Supreme store there. I was confused as to why they were against customers taking photos in the store, this was the same for other stores in this area. The visit to the supreme /and nearby shops was my Tokyo highlight experience. It felt like a holiday but I had completely looked over the fact I was going to Minokamo. When the Tokyo experience was just about over and I started to think about Minokamo and my host family; I all of a sudden became nervous about meeting them. After being with them for a short while I knew that I was in for a good week.

The Suzuki family were really nice and thankfully good at English, especially the host mother. They tried their best to make me feel at home and relaxed. Their hospitality was so comforting that I felt home sick when I left my host home. The first school we went to the students were really good at English, funny and generous. My host student Ayumu went to this middle school, there I met a bloke named Tiago who I gave a pair of OH&S sunnies from Australia as a gift. The next afternoon when Ayumu got back from school he handed me a gift that Tiago had gotten for me, it was a small keychain that had written on it my name in Kanji and "Tiago". Their school was good and the teachers were pleasant to be around. Something else that was different and shocked me was the classes in the high school; how they had different uniforms for each elective subject, their impressive organisation and incredible school facilities. The students were nice to us, they're definitely not the type of kids that would swing around sticks they found while walking or go to the rope swing and swim in the river but they were enthusiastic and easy to get along with.

With my family, I tried a lot of new things and gained my most valued japan experiences. Some of my new favourite foods from japan would be nashe pears, sukiyaki, okonomiyaki and 'quality' sushi (not anything like the sushi in Australia). They took me to 'monkey park' where I saw an unbelievable number of monkeys. This was my overall highlight and favourite place. I got the chance to see monkeys up-close in their enclosures and I even got to feed them and touch them. Another thing I did in japan that I'm glad I did although wouldn't go back to is the hot springs. The hot springs is something I'm not sure we have anything to compare with in Australia.

While I was in japan I learnt so much about Japanese people, culture, customs and traditions. I definitely want to return one day to reunite with my host family and to see more new things and revisit the best parts. This experience has encouraged me to continue learning Japanese. I would recommend anyone to give it a crack, and go to japan for this amazing experience.





Thea O'Donnell

Year 11, St Johns College

## Minokamo Report

The Minokamo exchange was an amazing experience. I have gained a lot from this trip including friends, knowledge about Japanese culture, the different cuisine and a different way of life. The biggest cultural difference that I observed was the tradition and respect that the Japanese people have. From the cleaning process when we visited temple to bowing to the teachers before and after each class.

When we arrived in Minokamo and were met by our families it was an instant feeling that we were welcome. This carried on through my time with my host family. The first thing that we did when we arrived to my host my host family's house was go for a bike ride with my host sister Kano. She showed me around the area in which she lives. We went to a park that she used to go to when she was young. It was a small moment that made me realise how different two cultures could be.

The homestay was amazing to experience firsthand how different other people live and what was normal for them was completely different for me. On the morning, I walked down the stairs and was warmly welcomed by my host family. I sat at the table as my host mother brought us breakfast. She placed a whole fish in front of me. This was definitely a wakeup call to just how different it was going to be.

The school was also a great experience that was fantastic to compare to. The differences in the ways that the school was operated and how the classrooms operated. Some major differences that I noticed were the changing of shoes when entering the school and the cleaning process after school was something that I have never experienced before.

My favourite part about the trip was the friends that I have made over the time when the Minokamo students came to Dubbo and when we went to Japan. My host family willingly let me stay in their home and show me how different life is when you're in a different place. The exchange is something I am so grateful to have been a part of and would recommend it to everyone who is interested in travelling.



St Johns College

Darby Paxton

Year 10

Japan Exchange Report

First off I would like to thank the Dubbo council, Sally and Brian the chaperons and Kylie for organising and letting me go on this once in a lifetime opportunity. I also really enjoyed sharing the experience with the other students that went on the trips. Going to Japan was an amazing experience and I would love to go there again as soon as I get the opportunity to go.

Tokyo

Some of my best experiences and highlights while I was over there are seeing the cultural difference between Australia and how they live their life. My highlight of Tokyo was running all the way the Shinjuku train station to Harajuku supreme. A real shock that I experience is the population difference. Another great highlight of Tokyo was getting to go to Tokyo Disneyland for a day. Space Mountain was definitely the biggest highlight of the even though the line for it took about 40 minutes. Soccer Shop Kamo was also a personal highlight of mine getting to go into a massive soccer shop to have a look around and purchase a soccer jersey is something that I will never forget (even though I couldn't get any soccer boots).

Minokamo

The hospitality was great when I stayed in Minokamo with Ozeki family and how nice they were to me. The Ozeki family treated me like a son and they were really comforting when I felt a bit homesick. One of my favourite things that we did, when there was a language barrier, was to go outside and play basketball with Ruka and Shiryu. On one of the nights that I stayed there Maki had order pizza for us and we spent the whole night playing the Wii and having a good time. I made a lot of new friendships while I was over there for example with Ayumu Suzuki, Ruka Ozeki, and Masashi Ozeki. These are just some of the friendships I made while in Japan. Being a teenager in Japan would be a lot different in opinion. I believe that in Australia being a teenager is a lot more relaxing and you are free to do most things. In Japan being a teenager is a lot more work heaving. Every night when Ruka and Shiryu would come home they spend a couple of hours in their room studying and doing their homework. The Traditional Japanese food that I had in Japan is indeed much different to the Japanese food that I have had in Australia (for example sushi). A highlight that I did with my family while I was over there was going to an Aquarium and the Toyota museum with the Wakayama family for the day.

In conclusion, I got to see and a lot of new things and try out a lot of new experiences while I was over there and would much like to go back in a couple of years if I could to reunite with my host family and see some of my friends that I made over there.



Jack Schwager

St Johns College

Year 11

Well, how do you begin to describe an experience that truly has not only changed your perspective on the world, but has changed your perspective on yourself? I assume you start with the small things and work your way up from there. Ironically, in Japan, life seems to revolve around the small things – minute attention to detail, day in and day out. What I mean by that is that every aspect of their life is disciplined, from waking up in the morning at the same time to start the washing (my host mothers time was around 5 in the morning – boy did I know about it!) to when they came home where they would pursue perfection in their own craft. I'd wake up to my host brother Maki hitting a volleyball non-stop up and down in a room by himself, or come home to my host father meticulously fiddling with his fishing rods or rearranging his tackle box. It was truly amazing to see a people so dedicated to their craft and having the patience to do so, an eye opener for me who has been called a bull-at-a-gate more times than I care to remember.

Culture shock was definitely a factor as I had never ventured out of our country before, and I mostly swayed between fascinated and overwhelmed. It was awe-spining to go to places like the Inuyama Castle and to see the dazzling neon city of Tokyo, but at the same time I also distinctly remember going out to restaurants in Tokyo and wondering "where the hell are the burgers?". Burgers or not, every experience I had in Japan I savoured, even a mystery illness (???) did not stop me from enjoying the wonders the country has to offer. In spite of all the amazing experiences I had at places such as seeing Samurai Warrior Armour at the Inuyama castle, the most enriching aspect of the trip was the people. From meeting the mayor, to meeting school friends of all ages, to meeting a Norwegian exchange student (go figure), every person that I spoke to was kind and at the very least tried to understand me. Friendships were struck up quickly and I genuinely miss some of the amazing mates I met over there. My host family provided me with hospitality that I couldn't thank them enough for, especially Rena (my host and translator) and Taeko (my host mother and driver). Every night I came home to laughter and amazing food, and eventually my mindset changed from "I am going back to my host families house" to "I am going back to my family's home".

So, now that the big is out of the way, the fitting way to end this report is to go back to thank the people that made it possible. Thank you to the chaperones Brian and Sally, my fellow exchange students, my parents for allowing me to go on the trip and thank you especially to the Dubbo Regional Council for providing such a valuable and insightful opportunity for students to participate in. It is remarkable to live in a city that supports such causes and I hope, through the councils continued support, that one day I can come back on this program as a chaperone.



James O'Malley

Year 10, St Johns College

**Dubbo-Minokamo Exchange Experience**

This experience, hands down best experience of my life and has opened my eyes to a quite larger world. Before applying for this exchange my opinions of Japan and its people were quite narrow minded and westernised. The whole idea that Asians are all the same and they are savages and I cannot forgive them for what they did in WW2. My opinions changed as soon as I met them on the Thursday night bowling when they came over here and throughout the experience my opinion on Japan and Japanese has changed so much they I think of them very highly and fondly of them that I am still and sporadic communication with several friends that I met over in Japan. The whole experience was a highlight starting with the bright lights of Tokyo. It was a scary proposition being in a city with of 9 million people in it and not speaking much of the language. The first night was a bit of a culture shock and I was quite tired after the flight. The next day everything got better, the lady who was our tour guide was extremely helpful and put forward and interesting experience with the hard rock cafe and Tokyo tower a definite highlight of the first day in Tokyo. Tokyo Disney was different to say the least, a lot of people big crowds and long lines. The time spent was more than ample and I believe could have been better spent roaming the streets of Tokyo. That night was a cultural experience, travelling through parts of Tokyo not often seen in tourist maps or brochures, alleys with neon lights and different smells people all friendly and up for a chat and shopping like nothing else I have ever experienced. Leaving Tokyo was very smooth and we were always on time on the last day for trains. I was quite nervous on the way afraid to miss the train or not get off but we all got on and off successfully and credit has to go to the chaperones for this. Minokamo was absolutely amazing, I have run out of superlatives to describe it. The Wakayama made me feel welcome the second I got in their car, the communication barrier was hard at first but we found our way around it. The BBQ was a great day allowing to mingle with some of the wider community and for my host mum to parade my size around to her friends and other host families. Some of my favourite Minokamo moments include, Karaoke with Jack and his host family after the BBQ as well as the entire host group, going to the elementary school with my host siblings Moe, Saki and Tatsuru as well and Darby on the first night and Eddy on the 2nd last night, attending all the schools being worshipped like a god by the little ones and integrating with the older students. Going on arranged trips with Moe and her family like the Aquarium and Toyota museum with Darby's host family as well as a shrine with Alice and Rena one afternoon, and having Edward come over on more than one occasion to do things like roast marshmallows out the back and sharing dinner. But by far my Favourite part of the whole exchange process was the people. Creating a brotherly bond with all my siblings especially young Tatsuru which he or I will never forget and being called son by most host father who tried his hardest to make everything comfortable and really helped with the language barrier as well as my host mother who tended to my hand or foot whether I liked it or not. Bonds i made with school students as well as other host family members shall never be broken. But what I think is most import was the new and continue relationship with members of the Dubbo contingence. It was an absolutely amazing group of people and I have made lifelong friends of people I didn't even know before and still in regular contact with them. Overall the experience was an amazing one, full of highlights would definitely recommend it for anyone it was an absolute blast.



James O'Malley

**CHAPERONES REPORT – 2017 WUJIANG STUDENT EXCHANGE**

China was everything I had imagined it would be ... and so much more. We were treated with the utmost respect and shown the incredible pride that the Chinese have for their home, history and culture.

Shanghai was a city of contrasts. We ascended the Oriental Pearl Tower and saw the startling reality of the ancient quarters overshadowed by modern buildings. Our visit to the Silk Museum was the first occasion to see how intricate are the designs and how much patience the people who work with this resource must have. Driving through the city we saw ornamental gardens that were so perfectly kept that they seemed like paintings. We also saw many, many people working to clean the streets so that they appeared spotless. The only negative about Shanghai was the 2.5 hrs we sat on the plane waiting to leave and head to Beijing. With this in mind I would like to recommend that, for future exchange trips, that a train journey might be better and would offer more to see along the way.

As we neared Wujiang some of our students became increasingly nervous about what lay ahead for them with their host families. This was quickly dispelled when we approached Songling Middle School and were surprised to see so many students milling around the sign that welcomed us to their school. Over the next few days we talked and giggled about experiences of roasted chicken feet for a snack, classes of 50+ students jammed in to a single room that they cared for with great pride, dealing with the drizzling rain, wandered through museums that held items older than we could imagine, walked along stone-paved lanes in a village that took us back to China of the ancients, and were congratulated for our chopsticks skills by the Deputy Mayor at the Welcome Dinner.

Beijing was absolutely the high point of the trip for me. It was not until we were actually on The Great Wall that I fully appreciated that you do "climb" the wall! I knew some of the history, but nothing prepared me for the grandeur and immensity. I admit to a few tears; it has been a long-term goal of mine to see and experience The Great Wall and being there defies description. So too is it difficult to describe The Forbidden City's beauty and detailed architecture. We were all in awe of this city within the city of Beijing.

Would I go again? YES! After all there is still Tiananmen Square and The Terracotta Army to see! Would I chaperone another group of students? YES! Appreciating all that I saw and experienced for myself, then through the students' eyes as well, made this exchange simply an awesome experience from beginning to end.

My sincere thanks to Dubbo Regional Council for making this a possibility.

Ms Lisa-Gaye Williams

CHAPERONES REPORT – 2017 WUJIANG STUDENT EXCHANGE

During the Wujiang student exchange, I experienced a high level of cultural difference. These differences ranged from everyday living, food and especially the language barrier. This was definitely hard during the first few days, however, thanks to technology advances such as google translate this made it a lot easier to communicate basic needs such as knife and fork. The food was a culture shock on its own, but a great culture shock. The food ranged from fish, to stir fry's to vegetables. The food was amazing and definitely a highlight of the trip. The weather was also a definite culture shock. It was about 95% humidity on a four day. This was hard day touring, and it wasn't even summer!

The fantastic hospitality extended to us as teachers and the whole group was amazing. We were treated to every type of traditional meal and some other exciting adventures such as the traditional hot pot and Peking duck. The site seeing on this trip was amazing! From seeing the Great Wall of China, the Bund in Shanghai to how silk is made really allowed the group to experience the old China and the new China.

I have benefited from the experience as it has shown me how different families and cultures work. Schooling was different with longer hours and longer lessons. Food was different as they eat a banquet every meal. Society was different as they have millions of people living in such a small area. The history in China is amazing and really showed how far the Human race has come over many years. I have benefited immensely from this experience and I have made some exciting memories that I'll cherish forever and cannot recommend it enough to others and encourage them to go and experience China.

Thankyou

Nikki McWhirter (Teacher St Johns College)  
Chaperone

Kacey Crisante

St John's College Dubbo

Year 10

Report on Wujiang Sister City exchange 2017

The Wujiang Sister City exchange was an incredible experience, as it enabled me to make lots of new friendships and provided me with the opportunity to learn about a new and interesting culture. The exchange has given me a new perspective, as I have learned about the differences and similarities between Australian and Chinese schooling systems, traditional foods and everyday life. The experience also provided me with the opportunity to see extraordinary sights, including The Great Wall, The Forbidden City and the ancient town of Tongli. Through this amazing exchange I have gained memories that I will cherish forever.

The 2017 Wujiang Sister City exchange has allowed me to make lifelong friends, not only with my host family but also with the students and chaperones who went on the tour as well. It was an incredible bonding experience and a way to connect with other students from Dubbo in such a unique way. I also loved staying with my host family in China because of their kindness and hospitality. They treated me as if I was a member of the family, which was really special. It was an opportunity that would never have been possible except through an exchange.

I felt privileged to try so many new things, including the traditional Chinese delicacies. I believe that the food in China was the most culturally diverse aspect of the trip. I tried foods that I did not realise were edible including, stinky tofu, chicken feet and jellyfish. We had a traditional peking duck dinner in Beijing which was delicious. We also saw live Chinese delicacies in the markets which was really interesting. My host family also took me to fast food restaurants including Pizza Hut and KFC which were surprisingly very different to Australia.

Attending school in China was also an experience that I will never forget. When we arrived we were greeted as if we were celebrities. All of the students were overwhelmingly kind and very excited to meet us, as we were to meet them. I was fortunate enough to attend an english lesson with my host which was a highlight of the trip. It was also really interesting to see the differences between Chinese and Australian education systems.

There were so many highlights and amazing moments throughout this trip. Some of my favourite things included seeing The Great Wall of China, attending the Wujiang government dinner and connecting and meeting new people.

The 2017 Wujiang Sister City exchange was an amazing experience, which would not have been possible without the generosity of the Dubbo Regional Council. I appreciate all of the efforts and funding that went towards this experience and I am very grateful for being a part of this exchange. I also appreciate all the time and effort that Kylie put towards organising this incredible trip. I would like to thank Dubbo Regional Council for allowing myself to have the opportunity to travel to China on this Sister City exchange, it was a wonderful experience and something that I will cherish forever.



**Wujiang student exchange 2017    Rose Edmondson    Year 10 St Johns College**

In September of 2017 I took forth on one great big life changing adventure. Experiencing a whole new culture and way of life which would never have been possible without the support of the Dubbo Regional Council. Being a teenager in Australia compared to China is both similar and different in so many ways. From living quite, easy paced lifestyle in Australia, living in China was a cultural shock. There is three elements of being a teen in China. School, study and friends. It is clear from the moment you step into a Chinese school everybody is driven by competition within their peers. Students spend 7am - 8am at school reading either English or Chinese and reciting to teachers. School officially ends at 5pm. The teachers are dedicated and hardworking people who made a huge effort to make us Australians feel at home. Never again will I complain my 6 hour school day. I often found myself being asked at school how much homework I have to complete every night. My response of "roughly 30 minutes" received a lot of shocked facial expressions and seemed appalling. Soon I discovered how "we have too much homework" was a massive understatement. After school there is no time to rest. Bella (my exchange student) had a 30 minute break for dinner then studied another 4 hours until bedtime. Nothing will give me more inspiration for my coming senior years than seeing how dedicated these students in China are to their studies and future. On the weekends there is time to socialise. Walking around shopping, laughing and making new friendships with my exchange student and her friends made me feel like I was in Australia. I was so grateful for the girl's efforts to speak English. They were so kind and inclusive and I made friendships that I hold dearly to this day. Weekend activities is something that Australian teenagers share in common. Friendships and family time is very important, even just living with my host family for only a short week you can definitely feel the love and bond they share. This trip has been a trip of a lifetime, with memories I will treasure for the rest of my life. I have summarised my experience into 5 valuable lessons I learned from being an exchange student.

**1. We are stronger than we think:**

Having my doubts and fears beforehand, I did it. I handled the benefits and the challenges that came with it.

**2. We need to enjoy the little things:**

Reflecting back on my trip the small memories stand out. For example my first meal with my family and beginning to learn about each other.

**3. You are constantly discovering yourself:**

Staying in my comfort zone for most of my young life, China definitely made me discover new things about myself but also excited me for the Adventures ahead in my future.

**4. Time flies:**

Life waits for no one. Get out there, be adventurous and never stop discovering new things.

**5. Home can be a lot of places:**

Home is a state of mind and connection. Never in my wildest dreams would I consider somewhere across the world home along with a second family.



Report by Samuel Hagan

Year 9 Dubbo Christian School

Good afternoon, my name is Sam Hagan. I have lived in Dubbo almost all my life. However, I have always wondered what it might be like to visit other countries so when I was accepted to join the Dubbo Regional Council Sister City student exchange trip to China I was excited, grateful and a bit nervous. I had never travelled outside of Australia before and had never been on a plane.

I saved up \$2,000 working as a dishwasher at the Outlook Café and my parents contributed the rest to make the trip possible.

My exchange experience began with my host buddy, Sun staying with my family in Dubbo. It was an enjoyable experience looking after a visitor from a different country. I remember his favourite food was bacon and he really liked Magnum icecreams which are apparently much more expensive in Wujiang.

Meeting Sun before I travelled to Wujiang made things a lot easier for me because I felt I had a friend in Wujiang waiting for me.

My host family took very good care of me and I am very grateful to them. I felt really welcome and comfortable in their home. I hope that Sun felt as welcome and as comfortable in my home.

I really liked the food. I liked it because it was different and tasted good, even the duck tongues. My favourite food was a type of a deep fried bread in a sauce which was really tasty.

The trip was really well organised. Kylie Sutherland prepared an interesting itinerary and made sure we had everything we needed.

We saw some amazing things, my family were envious. For example we stayed in Shanghai, we went to a Chinese acrobatic show and visited The Great Wall of China. We experienced the hustle and bustle of busy Chinese cities. The traffic seemed to be organised chaos but people seemed to know what they were doing.

The chaperones, Lisa and Nikki were great. They gave us independence which enhanced our experience but kept us safe.

My favourite experience was staying with the host family and being immersed in the Chinese culture. I would love to visit China again.

I would like to thank Dubbo Regional Council for giving me the opportunity to have this amazing experience. I would also like to thank Kylie Sutherland for all her work, and say a big thank you to the chaperones Lisa and Nikki.



**Sarah Lin**

**Year 10 - St Johns College**

Between the period of 20 September and 2 October, I had the opportunity to visit China. Along with me, were 7 other eager students who was just as intent as me to explore the beautiful country. Just before our trip, we had the Chinese exchange students over first, thus it was also a reunion with these friends. So with excitement and a little uncertainty we boarded the plane to China.

Over the course of twelve days we visited Shanghai, Wujiang (Suzhou) and Beijing. Our first destination Shanghai greeted us with its humidity, which we were quite unaccustomed to. The city had a magnificent night view and the scenes of the infamous Bund was a wonderful sight. Although, it was only for half a day, the tour given by the guide was very insightful and interesting.

Our next stop was Wujiang, where we welcomed by anticipating host families. It was so great to see our exchange student and meet their family members. My host parent's were extremely nice to me and treated me like their own daughter, showering me with gifts and constantly feeding me food. The weekend was spent sight-seeing around the city of Suzhou, exploring historical buildings and gardens. On Sunday, all the students gathered at a shopping mall where we played a thrilling game of real-life Counter Strike. Then the weekdays we participated in activities organized by the school, which included visiting silk museums, seeing the ancient towns of Tongli and Lili, going to class with the Chinese students, seeing a performance, boat trips, and we were given lots and lots of food. Some of us even tried delicacies such as stinky tofu, duck neck and duck feet, which indeed was extremely memorable. Our schedule was very tight and eventful, a bit tiring but really fun. Wujiang was a great city in which I really enjoyed the experience of visiting. We were all really sad to leave and so, with tears we waved goodbye to our host families, and headed to the nation's capital, Beijing.

The first surprise of Beijing was its weather. We had the impression that the air was going to be misty due to pollution, however it was rather pleasant. The accommodation at Beijing was great, it was luxurious, and location-wise we quite central, 2 minute away from the famous shopping street of Wangfujing. The food was amazing, we were served dishes like dumplings and Peking duck. The events of Beijing included the Great Wall of China, the Forbidden City and the Ming tombs, places I've always wanted to go. The Great Wall, was an awe inspiring experience, and is definitely my favourite. The views of the magnificent mountains and the wall that stretched on and on was a spectacular sight to the eye.

In conclusion, I just wanted to thank the Dubbo City Council for this exchange program and granting me the opportunity to take part in this experience. I met so many new people with whom I instantly friended and saw so much new stuff that was simply inspiring. It really gave me an idea of life in China and the kindness and friendliness of the Chinese. This is an unforgettable experience that I will always remember. Once again, thank you.

Belle Lordan St John's College Year 10

My experience in china was absolutely fantastic! There were many highlights to the trip and there were a few downs. The most important reason that the trip was so enjoyable was because of the individuals I experienced it wit. When each of us had trouble with something we were all there to help each other out. We became family to each other.

The greatest highlight of the trip for me was teaching the Chinese kids about Australia at the school in Wuijang. One of the gifts that I bought from Australia for my host family was a stock whip that my father, who is a saddler, made. I thought it would be fun for the students to see and learn what a stock whip is and is used for so I bought it to our presentation and I showed the students the stock whip and gave some students the opportunity to crack the stock whip. It was great, they loved it and it gave them a sense of what Australian identity was all about.

Another great part of the China exchange was the host family. I had two host sisters, two host mothers, two host fathers and a grandmother and grandfather who all treated me like I was their own. The father and mother took me everywhere and showed me heaps of awesome sights in Wuijang. It was hard because my host sister Vivian had to stay home and study and their English wasn't great so we relied on translate but it was still great. Vivian is not just my host sister but a real sister to me. Vivian's cousin was also like a sister to me. She taught me so much and even taught me how to play the piano. Vivian owned an electric scooter and we rode on it to school one morning and that was just so cool. My host mother was like my best friend, she cared for me so much. One time after a big day of touring my shoes which were white got a little dirty. The next minute she had her apron on and was outside scrubbing my shoes in the outside basin. They gave me variety of awesome foods, my favourite being dumplings and the coolest being the webbed goose feet they served me. They cooked a massive dinner for me one night and I was the center of attention like always. The grandfather proposed a toast to me and clinked his glass lower than mine signifying that I was more important than him. Their love towards me is indescribable. They were just wonderful.

The food was also one great thing in china. I tried everything I possibly could including snails, chicken feet, crab claws, jellyfish, bamboo, tiny baby prawns, goose liver and pigs love. It was all very interesting.

I would like to say a massive thankyou to all the people involved in the preparation of this trip including Dubbo Regional Council for making this trip affordable and providing it to students like me who want to experience a different culture, Kylie Sutherland who organised everything and was a huge support leading up to the trip. Yang Yao for teaching us about Chinese culture and language and the chaperones for leaving their family to come and look after us like we were there own. I could easily write five pages about this trip it was an incredible experience!



Rebecca McMahon

Year 10 - Dubbo College South Campus

## Sister City Exchange Report

I never thought I would have the chance to go overseas and learn what I have at such a young age. These opportunities usually go to smarter people from bigger cities, not a young girl from a rural city. After hearing about the sister city exchange from a council member who spoke at the South Campus it intrigued me straight away. And so, began the rigorous selection process compiling of an application and a very intimidating interview. Of which I rehearsed all the possible questions I could come up with repeatedly with my family, just hoping I would be good enough to be selected. To my delight and astonishment, I was.

From the moment we stepped off the plane in Shanghai the experience started. From the humidity that none of us were used to in Australia, to the pollution. This got better as we travelled to Beijing, but the humidity lingered. Only us Aussies appeared to be troubled by this however, with everyone including my host family wearing winter clothes in near 20-degree heat.



My host family were amazing and went out of their way to accommodate me, even trying to give me western food before resigning themselves to trying their usual meals. This included drinking off tasting yoghurt and eating from hot pots. Hot pots were when they gave you raw meat and hot water and you had to cook it yourself before eating it. I'm not sure how well I succeeded with it but I'm still here. On the very last night I spent with my host family they went all out, taking me to a fancy restaurant where you got your own personal room to eat in. This time I got to try sweet and sour mandarin fish while my host sister Marina looked on with amusement at me struggling with my chopsticks.

During our visit in China we also had the privilege to experience attending school with our host families to see just how different it is to Australian education. Apart from their days being 3 hours longer than ours, the students were all working at 2 years above what we do back here. It was astonishing how behind academically we felt compared to them. Although we seem to have a lot more time for socialising and extracurriculars here which we are extremely lucky for. There is a lot less pressure in the Australian school system than we can truly realize without experiencing what they do elsewhere. We are extremely lucky to live in Australia.

My time overseas has given me a deeper understanding of the cultural difference between different countries and how privileged we are as Australians. It has also given me the confidence to apply for more opportunities such as this life changing experience, so that I may be able to make many more lasting connections. None of this would have ever been possible without the Dubbo Regional Council who both supported and gave me this opportunity. Dubbo College South Campus for the encouragement to pursue these kinds of opportunities. And finally, my chaperones who put up with all of us for 12 straight days.



## China Trip 2017

Sally Payne

In late September of 2017 I embarked on a journey to China with my fellow friends. This trip was my first overseas trip and first time away from home for longer than a week. I was nervous and excited at the same time, I have never been so overwhelmed in my life. After the excitement started to wear away I realised how much this trip and the people around me starting to realise how much this will impact my sense of self. When arriving to China, I first of all already loved the atmosphere of the airport everyone was kind and through the whole trip I was treated with respect and kindness. Some highlights from my trips include seeing my host family and friends. I loved exploring their town Suzhou, and also while at the hosts house also meeting up the Australians as they reminded me of home. My family was so kind to me and it made me so sad to leave them but also I cried out of happiness and how the language barrier didn't affect the love and kindness they had for letting me into their home and family. I loved visiting the school and seeing their school community and meeting new kids at the school. I also loved the relationship I made with the chaperones and students we did have out up and downs but of course we would we were like a big family. Other highlights included the culture, food and of course the great wall and the history behind it. I would like to first of all thanks the council on a whole and Kylie Sutherland for her constant support and kindness. The council has done an amazing job creating an experience of a life time where two culture connect on a new level I have never experienced before. I would also like to thank the chaperones for becoming like second mums to me and taking such great care of me. And last of all I would love to thank the council once again for giving me this experience of a life time and couldn't of asked for anything better.



Tenaya Unger

Year 10, Dubbo College South Campus

Dear Dubbo Regional Council,

My name is Tenaya Unger, I attend Dubbo College South Campus, and I'm in year 10. In my exchange I visited China and the city of Wujiang.

I would like to start by thanking the council for this once in a lifetime experience that has shown me and taught me so much about the world and even myself. From this experience I've made lifelong friends, experienced a different culture and explored places I never thought I'd be able to.

Songling no. 1 Middle School was so different and organised from South Campus. I've never seen a school with so many students. I attended one English lesson and it was very intense, in Australia our education is very slack compared to China's. I was surprised to learn that school starts at 7.45am and finishes at 5.45pm, that's 10 hours! It was a great experience to see how they learn and the resources they have access to.

My host family was so kind and even though we struggled with language barriers we still were able to connect and learn from each other. Without fail, every night at my host home, my host family would take me somewhere around Suzhou and we would explore the wonders of China together. We visited many beautiful gardens with lots of history, ate traditional food and shared stories about our differing cultures. I realised while I was away that I don't have a strong connection with my culture and I didn't have as much to share and be proud of as my host family did. They showed me Chinese martial arts which my host father practised in his spare time, traditional Chinese calligraphy and their personal Chinese seals. The trip made me question who I really am and what *my* history is, I still don't have an answer.

All of the activities organised while we were in Shanghai and Beijing were very fun and we learnt a lot of history about the cities. The highlight of the trip was the Great Wall of China. It has been on my bucket list to go there and it was definitely better than I could ever have dreamt.

Thank you for this amazing opportunity and I will treasure the memories I made for the rest of my life.

Sincerely,  
Tenaya Unger



## REPORT: Proposed Naming of the Grandstand within the Barden Park Athletics Facility

**AUTHOR:** Recreation Coordinator  
**REPORT DATE:** 8 November 2017  
**TRIM REFERENCE:** ID17/1968

### EXECUTIVE SUMMARY

Mr Ross Poulton has played a significant role in the development and continued success of Athletics in Dubbo for over 50 years.

Dubbo Regional Council has been approached by the Dubbo Athletics Club requesting consideration by Council to formally recognise Mr Poulton's contribution by the naming of the grandstand at the Barden Park Athletics Facility after him. Mr Ross Poulton was and continues to be a long term serving member of the Dubbo Athletics Club having contributed more than 50 years to the sport. Mr Poulton is a stalwart of the Dubbo Athletics Club and has been honoured as a life member.

### ORGANISATIONAL VALUES

Customer Focused: Community members that have contributed significantly to the development of Dubbo are recognised in an appropriate and relevant manner.

Integrity: Formal consideration of the request to name the grandstand at the Barden Park Athletics' Facility after Mr Ross Poulton is given due consideration.

One Team: Community and Recreation, on behalf of Dubbo Regional Council, is working collaboratively with the Dubbo Athletics Club to recognise a long serving Club member that has made a significant and long lasting contribution to Dubbo.

### FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

### POLICY IMPLICATIONS

There are no policy implications arising from this report. The naming of a grandstand within a recreation asset, after Mr Ross Poulton, does not contravene the Geographical Names Board of New South Wales guidelines.

**RECOMMENDATION**

- 1. That the information contained within the report of the Recreation Coordinator dated 8 November 2017 be noted.**
- 2. That Council give consideration to naming the grandstand at the Barden Park Athletics Facility after Mr Ross Poulton to recognise his contribution to the development and continued success of athletics in the Dubbo community.**

*Tracey Whillock*  
Recreation Coordinator



## BACKGROUND

In the early days of the Dubbo Athletics Club training and competition was held at Victoria Park No. 3 oval until 2001/2002 when the club moved to Barden Park. In 2013 the Barden Park Athletics Facility comprising an international standard synthetic track and accompanying grand stand were built. While the athletics facility and function room in the upper section of the grand stand are named after John Barden (Mayor of Dubbo between February 11, 1915, and February 10, 1916, December 9, 1925, and December 7 1928, and December 6, 1929 and December 15, 1930) the actual grandstand remains unnamed.

## REPORT

A letter dated 16 August 2017 was received from Mr Anthony Martin the Secretary of the Dubbo Athletics Club proposing that the Barden Park Athletics Facility Grandstand be named after Mr Ross Poulton. Mr Ross Poulton was and continues to be a long term serving member of the Dubbo Athletics Club having contributed more than 50 years to the sport. Mr Poulton is a stalwart of the Dubbo Athletics Club and has been honoured as a life member.

Mr Poulton held a number of committee positions including the role of President, coached many individuals, officiated at many carnivals and has worked with Council in the upgrading of athletics facilities whether it be Victoria Park No. 3 oval or the current Barden Park Athletics Facility. Mr Poulton was instrumental in the instigation of the Dubbo New Year's Athletics Carnival which has continued for the last 40 years and most importantly led the club through difficult and challenging times. Mr Poulton's long term commitment to Athletics has ultimately set the platform for the ongoing success of the club over the past decades.

Testimonials received from Eileen Weber, Debbie Crisante, Grahame Miller, Jenny Lomanarco, Julie-Anne McMahon, Chris Jackson, Vicki Potter, Katrina Morrow (nee Gibbs) and Anthony Martin all highlight the significant contribution Ross Poulton has made to the Dubbo Athletics Club over the last 50 years. Mr Poulton's friendly and welcoming nature combined with his leadership, dedication and commitment set the platform for the ongoing success of the Dubbo Athletics Club. In a testimonial from Katrina Morrow (nee Gibbs) she indicated the dedication from Mr Poulton in her initial years involved in Dubbo Athletics Club was instrumental in her success at the Commonwealth Games in winning a Gold Medal and setting a record in the high jump.

The Geographical Names Board of New South Wales guidelines have been consulted and this request falls within its identified framework.

Appendices:

- 1 [DUBBO COMBINED ATHLETICS INC letter seeking the naming of the grandstand within Barden Park after Ross Poulton](#)



16 August 2017

The General Manager  
Dubbo Regional Council  
Mr. M. Riley  
DUBBO NSW 2830

Dear Mark

**RE: Barden Park Regional Athletic Centre – Naming of Grandstand**

On behalf of Dubbo Athletics Club I am writing to you requesting that consideration be given by the Dubbo Regional Council for the naming of the grandstand at Barden Park after one of the clubs long term members Mr Ross Poulton.

The Dubbo Athletics Club has been providing an athletic experience to the younger and older athletes of the Dubbo community since its first season in 1958.

Athletics has been part of the Dubbo sporting scene for over 90 years. Before WW11 athletes trained on Victoria Park No1 oval and included professional runners Jim Donaldson, Chris Jackson and Empire Gold medallist Katrina Gibb.

In the 1983 season the club celebrated 25yrs of competition, 50 yrs. in 2007 and 60yrs to this current year.

The Dubbo club has been continually competing on a Friday night since originally starting its operations at Victoria Park No3 oval in November 1958 and continued to compete there for another 42yrs. In the 1999 in conjunction with the Dubbo City Council a new purpose built 400mtr track was built with many hours of work from members assisting the council create the best grass track west of the mountains. New long jump pits, storage facilities, shot and discuss cages were all made ready for the club and in the 2001 season saw the new dedicated home of athletics in Dubbo launched.

Following the success of the club and its ability to attract major carnivals to Dubbo including Zone, Region, State Multi, Country Championships and its own 40yr. old Open New year Carnival the Dubbo City Council was successful in gaining government grants to build the first purpose built synthetic athletics track west of the mountains and in 2014 the club celebrated this milestone when the new state of the art Athletics Centre was opened and the club entered a new era of athletics in the city.

Like any sporting club it relies upon the dedication of voluntary support from club members to help run the club and in turn mentor and enlist new members along the way to keep it vibrant and moving forward whilst supporting traditional values of the how the club was formed and conducts itself over the ensuing years.

Ross Poulton exemplifies that tradition and dedication to a sporting club. Ross first started with the club in the 1963 season with his 2 girls aged 4 and 6. Both his daughters went on to be highly successful athletes at Zone, Region and State levels.

Like a lot of parents Ross slowly helped out the club as a volunteer with his first role as a Timekeeper before progressing to running various field events with a passion for Discuss.

Ross later went on to become President of the club for 21 yrs. from 1972-1983 and again for 11yrs in 1992-2002. Ross has been a delegate for the club at various local and state jurisdictions whilst combining his love of coaching both older and younger athletes.

The club has been running coaching for athletes since its inception in 1958 two days a week with Ross still today being seen at the park coaching currently registered athletes.

Since finishing as an elected committee member Ross has taken on a role of mentor for new Presidents and their committee members passing on his knowledge of what it takes to help run a successful club. Having seen the committees change many times over the years his depth of knowledge has been invaluable when there has been no records to fall back on.

Ross has been the welcoming face of the club since 1963 and has introduced many parents into the club and helped guide them into how to run the Friday night competitions, New year Carnivals and committee roles.

He has forged many long term friendships with many ex parents and athletes and is held in the highest esteem by all in the club and in the community being a recipient of many awards for his dedication to the sport of Athletics.

Ross has not had any of his children in the club for many years but this has not deterred him from maintaining a club presence all these years.

In the 2013 season Ross celebrated 50 yrs. with the club a milestone for any club to have a member still contributing to the success of a club and with the 2017 season 55yrs.

In 1977 Ross along with the then Secretary of the club Jack Mackie inaugurated what is known today as the Dubbo Open New Year Athletics Carnival. This carnival has left an indelible legacy for athletics and the city of Dubbo.

The carnival started out as 1 day event but soon expanded to 2 days and now 3 days. This carnival was also a leader in allowing women to compete in events not allowed for at the time by state rules and broke down barriers for its efforts in providing an athletics carnival for anyone to compete in from across the state.

The carnival was the first to be timed so athletes new what time their event would be. The carnival was innovative at the time with the introduction of the half marathon, 5 and 10k walks and allowing women to compete. Later a male/female 110mtr scratch sprint race was introduced and recent events including Hammer and Steeple Chase. Numerous Masters records have also been broken at this carnival over the years.

If not for the foresight of Ross and his committee athletics may not be in the position it is today and Ross's dedication to the sport and the guidance he has given is a testament to the many life members of the club who have given over 10 yrs. service to the sport and the club and recognised with a Life Membership.

Ross joins a long list of Dubbo sporting identities who have given their chosen sport a lifetime of dedicated service and have watched and participated in their sport to see it grow from humble beginnings to the success it is today and has laid the foundations for generations to follow.

I commend this recommendation of the naming of the grandstand at Barden Park Regional Athletics Centre to the "Ross Poulton Stand"

Thank you in anticipation and should you require further information please do not hesitate to contact me on the phone number listed below.

Regards

Nathan Petterson  
President  
Dubbo Athletics Club  
Mb 0438800520