



# AGENDA

## ORDINARY COUNCIL MEETING

### 27 NOVEMBER 2017

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

The meeting is scheduled to commence at 5.30pm.

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#### PRAYER:

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

#### ACKNOWLEDGEMENT OF COUNTRY:

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

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**CCL17/165 CONFIRMATION OF MINUTES (ID17/1974)** 6  
Confirmation of the minutes of the proceedings of the Ordinary Council meeting held on 23 October 2017.

**CCL17/166 LEAVE OF ABSENCE (ID17/1976)**

**CCL17/167 PUBLIC FORUM (ID17/1975)**

#### MAYORAL MINUTES:

**CCL17/168 CENTENARY OF ARMISTICE DAY (ID17/1960)** 24  
The Council had before it the Mayoral Minute regarding Centenary of Armistice Day

**CCL17/169 IMPROVING WATER QUALITY IN THE MACQUARIE RIVER (ID17/2034)** 25  
The Council had before it the Mayoral Minute regarding Improving Water Quality in the Macquarie River

**MATTERS CONSIDERED BY COMMITTEES:**

- CCL17/170 REPORT OF THE PLANNING, DEVELOPMENT AND ENVIRONMENT COMMITTEE - MEETING 20 NOVEMBER 2017 (ID17/1978)** 27  
The Council had before it the report of the Planning, Development and Environment Committee meeting held 20 November 2017.
- PDEC17/5 PLANNING PROPOSAL R17-4 - ADDITIONAL PERMITTED USE (DWELLING HOUSE), WARRIE ROAD, DUBBO**  
**APPLICANT: GEOLYSE PTY LTD**  
**OWNER: A J JOYCE-BRANDON AND R M BRANDON (ID17/1803)**  
The Council had before it the report dated 14 November 2017 from the Manager Strategic Planning Services regarding Planning Proposal R17-4 - Additional Permitted Use (Dwelling House), Warrie Road, Dubbo.  
Applicant: Geolyse Pty Ltd  
Owner: A J Joyce-Brandon and R M Brandon.
- PDEC17/6 PLANNING PROPOSAL (R16-5) - SOUTHLAKES ESTATE, DUBBO (ID17/1913)**  
The Council had before it the report dated 14 November 2017 from the Manager Strategic Planning Services regarding Planning Proposal (R16-5) - Southlakes Estate, Dubbo.
- PDEC17/7 DEVELOPER CONTRIBUTIONS AND ASSOCIATED ISSUES - SOUTHLAKES ESTATE, SOUTH-EAST DUBBO (ID17/1970)**  
The Council had before it the report dated 16 November 2017 from the Manager Strategic Planning Services regarding Developer Contributions and Associated Issues - Southlakes Estate, South-East Dubbo.
- PDEC17/8 DEVELOPMENT APPLICATION D17-415 - REGISTERED CLUB (ALTERATIONS AND ADDITIONS)**  
**PROPERTY: 82 WHYLANDRA STREET, DUBBO**  
**APPLICANT: CLUB DUBBO**  
**OWNER: WEST DUBBO BOWLING CLUB LTD (ID17/1911)**  
The Council had before it the report dated 14 November 2017 from the Senior Strategic Planner regarding Development Application D17-415 - Registered Club (Alterations and Additions)  
Property: 82 Whylandra Street, Dubbo  
Applicant: Club Dubbo  
Owner: West Dubbo Bowling Club Ltd.

*Councillor B Shields declared a non-pecuniary, significant interest in the matter when it was before the Committee and left the room and was out of sight during Committee's consideration. The reason for such interest is that Councillor B Shields is a former employee of Club Dubbo and was employed by Club Dubbo in the past 12 months.*

**PDEC17/9 DEVELOPMENT APPLICATION D2017-462 - TWO (2) LOT SUBDIVISION, MULTI DWELLING HOUSING AND FOUR (4) LOT STRATA SUBDIVISION**

**PROPERTY: 197 WINGEWARRA STREET, DUBBO**

**APPLICANT: MR R STEVENSON**

**OWNER: RACEBAIL PTY LTD (ID17/1982)**

The Council had before it the report dated 15 November 2017 from the Statutory Planning Services Team Leader regarding Development Application D2017-462 - Two (2) Lot Subdivision, Multi Dwelling Housing and Four (4) Lot Strata Subdivision Property: 197 Wingewarra Street, Dubbo

Applicant: Mr R Stevenson

Owner: Racebail Pty Ltd.

*Councillor D Grant declared a pecuniary, significant interest in the matter when it was 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 an employee of Elders Insurance who have business dealings with the proponent of the application.*

**CCL17/171 REPORT OF THE INFRASTRUCTURE, COMMUNITY AND RECREATION COMMITTEE - MEETING 20 NOVEMBER 2017 (ID17/1979)**

36

The Council had before it the report of the Infrastructure, Community and Recreation Committee meeting held 20 November 2017.

**ICRC17/23 RYGATE PARK MASTER PLAN (ID17/1967)**

The Council had before it the report dated 9 November 2017 from the Manager Recreation and Open Space regarding Rygate Park Master Plan.

*Councillor D Grant declared a non-pecuniary, less than significant interest in the matter when it was before the Committee and remained in the room during the Committee's consideration of this matter. The reason for such interest is that Councillor Grant's wife is a Committee member of Little Athletics and his children participate in Little Athletics at this facility and that such conflict of interest will not influence his decision.*

**CCL17/172 REPORT OF THE ECONOMIC DEVELOPMENT, BUSINESS AND CORPORATE COMMITTEE - MEETING 20 NOVEMBER 2017 (ID17/1980)**

45

The Council had before it the report of the Economic Development, Business and Corporate Committee meeting held 20 November 2017.

**EDBC17/15 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT (ID17/1988)**

The Council had before it the report dated 14 November 2017 from the Director Corporate Services regarding Investments Under Section 625 of the Local Government Act.

*Councillor K Parker declared a pecuniary, significant interest in the matter when it was before the Committee and left the room and was out of sight during Committee's consideration. The reason for such interest is that Councillor K Parker is the Manager of the Dubbo Branch of the Bank of Queensland, a bank that Council has funds invested with.*

**EDBC17/19 KESWICK STAGE 4 RELEASE 3B - SALE PRICES AND ADVERTISING SCHEDULE (ID17/1956)**

The Council had before it the report dated 1 November 2017 from the Manager Property Assets regarding Keswick Stage 4 Release 3B - Sale prices and advertising schedule.

*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, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business (Section 10A(2)(c)).*

*Councillor B Shields declared a pecuniary, significant interest in the matter when it was before the Committee and left the room and was out of sight during Committee's consideration. The reason for such interest is that Councillor B Shields owns property and resides in Keswick Estate.*

- CCL17/173 REPORT OF THE AIRPORT/AIRSTRIp WORKING PARTY - MEETING 25 OCTOBER 2017 (ID17/2028)** 51  
The Council had before it the report of the Airport/Airstrip Working Party meeting held 25 October 2017.

**REPORTS FROM STAFF:**

- CCL17/174 ABOLITION OF WARDS AND POPULARLY ELECTED MAYOR (ID17/1922)** 75  
The Council had before it the report dated 31 October 2017 from the General Manager regarding Abolition of Wards and Popularly Elected Mayor.

- CCL17/175 DUBBO CITY REGIONAL AIPIORT - AUSTRALIAN AIRPORT ASSOCIATION - AIRPORT INNOVATION AND EXCELLENCE AWARDS (ID17/2020)** 82  
The Council had before it the report dated 20 November 2017 from the Director Economic Development and Business regarding Dubbo City Regional Aiport - Australian Airport Association - Airport Innovation and Excellence Awards.

- CCL17/176 RAIL MAINTENANCE FACILITY - AGREEMENT WITH TRANSPORT FOR NSW TO ACQUIRE COUNCIL OWNED LAND AT LOT 100 DP 710487, WHITE STREET (ID17/2027)** 84  
The Council had before it the report dated 21 November 2017 from the Manager Property Assets regarding Rail Maintenance Facility - agreement with Transport for NSW to acquire Council owned land at Lot 100 DP 710487, White Street.

- CCL17/177 COMMENTS AND MATTERS OF URGENCY (ID17/1981)**

- CCL17/178 COMMITTEE OF THE WHOLE**



## Confirmation of Minutes

Confirmation of the minutes of the proceedings of the Ordinary Council meeting held on 23 October 2017.

### RECOMMENDATION

**That the minutes of the proceedings of the Dubbo Regional Council at the Ordinary Council meeting held on 23 October 2017 comprising pages 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22 and 23 of the series be taken as read, confirmed as correct minutes and signed by the Mayor and the General Manager.**

Appendices:

- 1 [Ordinary Council Meeting - Minutes - 23 October 2017](#)



# REPORT

## ORDINARY COUNCIL MEETING

### 23 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 Governance Team Leader, the Manager Financial Operations, the Director Economic Development and Business, the Manager Communications and Stakeholder Engagement, the Director Infrastructure and Operations, the Manager Fleet Services, the Director Planning and Environment, the Manager Building and Development Services and the Director Community and Recreation.

Councillor B Shields assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.30pm with a prayer for Divine Guidance to the Council in its deliberations and activities and the acknowledgement of country with both being read by Councillor J Diffey.

**CCL17/146 CONFIRMATION OF MINUTES (ID17/1766)**

Confirmation of the minutes of the proceedings of the Ordinary Meeting of Council held on 28 August 2017, the Extraordinary Council meeting held on 28 September 2017 and the Extraordinary Council meeting held on 9 October 2017.

Moved by Councillor A Jones and seconded by Councillor G Mohr

**MOTION**

**That the minutes of the proceedings of the Dubbo Regional Council at the Ordinary Council meeting held on 28 August 2017 comprising pages 7, 8, 9, 10, 11, 12, 13, 14, 15 and 16 of the series and the Extraordinary Council meeting held on 28 September 2017 comprising pages 19, 20, 21, 22 and 23 of the series and the Extraordinary Council meeting held on 9 October 2017 comprising pages 24, 25, 26, 27 and 28 be taken as read, confirmed as correct minutes and signed by the Mayor and the General Manager.**

**CARRIED**

**CCL17/147 LEAVE OF ABSENCE (ID17/1767)**

There were no requests for leave of absence recorded.

**CCL17/148 PUBLIC FORUM (ID17/1768)**

The Council reports having met with the following persons during Public Forum:

- Mr G Pudney regarding item CCL17/151 - Social Justice Matters.
- Ms J Leader regarding programs at Apollo House, Dubbo.

**MAYORAL MINUTES:****CCL17/149 WELLINGTON TOWN ASSEMBLY (ID17/1798)**

The Council had before it the Mayoral Minute regarding Wellington Town Assembly.

Moved by Councillor B Shields

**MOTION**

1. That Council form a Wellington Town Assembly to meet on a quarterly basis on the first Monday of March, June, September and December at 5.30pm at the Wellington Administration Building consisting of the Mayor, two (2) Councillors as determined by Council and five (5) community representatives, noting that these representatives are to be residents of the township of Wellington, including the nearby large lot residential estates and Nanima village.
2. That Council determine the two (2) Councillor representatives on the Wellington Town Assembly.
3. That Council invite public expressions of interest for five (5) community representatives for membership to the Wellington Town Assembly for a further report to Council to determine these representatives.
4. That the role of the Wellington Town Assembly is to act as an advisory group for matters affecting the town of Wellington and assist Councillors and Council staff who may wish to discuss upcoming projects or events in Wellington, noting that this advisory group does not have any formal decision making capability and does not make recommendations to Council.
5. That the Mayor retain chairmanship of the Wellington Town Assembly.

**CARRIED**

At this stage, nominations were invited for Council Representatives on the Wellington Town Assembly. The following nominations were received:

Councillor D Grant nominated by Councillor G Mohr and Councillor V Etheridge

Councillor A Jones nominated by Councillor J Ryan and Councillor G Mohr



**MOTION**

**That Councillors D Grant and A Jones be the nominated Council representatives on the Wellington Town Assembly.**

**CARRIED**

**CCL17/150 WEB STREAMING OF COUNCIL MEETINGS (ID17/1779)**

The Council had before it the Mayoral Minute regarding Web Streaming Of Council Meetings.

Moved by Councillor B Shields

**MOTION**

- 1. That the General Manager be requested to take the necessary action to implement web streaming of Council's Ordinary meetings, Extraordinary meetings and Standing Committees for those sections of these meetings that are open to the public.**
- 2. That the necessary funding be allocated at the December 2017 review of Council's 2017/2018 Operational Plan and budget.**

**CARRIED**

**CCL17/151 SOCIAL JUSTICE MATTERS (ID17/1782)**

The Council had before it the Mayoral Minute regarding Social Justice Matters.

Moved by Councillor B Shields

**MOTION**

1. That Council note that Dubbo Regional Council should be playing a greater role in helping people and families break the link between intergenerational social disadvantage and substance abuse, criminal behavior and other social problems.
2. That Council note that a greater role in addressing crime related social problems will help to reduce the scourge of entrenched high regional crime rate.
3. That Council note that addressing social problems is key to bringing to an end the overrepresentation of our Indigenous peoples in the criminal justice system.
4. That Council endorse the principles of the 'justice reinvestment' concept and notes the trial currently being conducted in Bourke.
5. That Council notes the work being undertaken by local government in Burnie, Tasmania in identifying and addressing social problems.
6. That the General Manager be requested to provide a report to Council in December 2017 on the 'Burnie Works' initiative underway, summarising and analysing
  - What work is occurring,
  - What role local government is playing; and
  - Whether and how the initiative could be adapted to the Dubbo region.

7. That a Working Party of the Mayor, four Councillors and relevant staff be established to formulate a draft policy document detailing how Council can lead in addressing entrenched social problems in our community called the Social Justice and Crime Prevention Working Party.
8. That this document include a clear policy direction relating to the implementation in the region of:
  - A new committee of council designed to help people and families break the link between intergenerational social disadvantage and substance abuse, criminal behavior and other social problem;
  - Drug Court;
  - A Residential Rehabilitation Centre;
  - A Youth Koori Court; and
  - Justice Reinvestment initiatives.

Moved by Councillor S Lawrence and seconded by Councillor J Ryan

#### AMENDMENT

1. That Council note that Dubbo Regional Council should be playing a greater role in helping people and families break the link between intergenerational social disadvantage and substance abuse, criminal behavior and other social problems.
2. That Council note that a greater role in addressing crime related social problems will help to reduce the scourge of entrenched high regional crime rate.
3. That Council note that addressing social problems is key to bringing to an end the overrepresentation of our Indigenous peoples in the criminal justice system.
4. That Council endorse the principles of the 'justice reinvestment' concept and notes the trial currently being conducted in Bourke.
5. That Council notes the work being undertaken by local government in Burnie, Tasmania in identifying and addressing social problems.
6. That the General Manager be requested to provide a report to Council in December 2017 on the 'Burnie Works' initiative, and other similar regional initiatives, underway, summarising and analysing
  - What work is occurring,
  - What role local government is playing; and
  - Whether and how the initiative could be adapted to the Dubbo region.
7. That a Social Justice and Crime Prevention Working Party comprising the Mayor, five Councillors and relevant staff be established to formulate a draft policy document detailing how Council can lead in addressing entrenched social problems in our community.
8. That this document include a clear policy direction relating to the implementation in the region of:
  - A new committee of council designed to help people and families break the link between intergenerational social disadvantage and substance abuse, criminal behavior and other social problem;
  - Drug Court;
  - A Residential Rehabilitation Centre;
  - A Youth Koori Court; and
  - Justice Reinvestment initiatives.

The amendment on being put to the meeting was carried.

**CARRIED**

The amendment then became the motion and on being put to the meeting was carried.

**CARRIED**

Moved by Councillor S Lawrence and seconded by Councillor J Ryan

#### **MOTION**

That Councillors V Etheridge, D Grant, A Jones, S Lawrence and J Ryan be the Councillor representatives on the Social Justice and Crime Prevention Working Party.

**CARRIED**

#### **MATTERS CONSIDERED BY COMMITTEES:**

##### **CCL17/152 REPORT OF THE PLANNING, DEVELOPMENT AND ENVIRONMENT COMMITTEE - MEETING 16 OCTOBER 2017 (ID17/1770)**

The Council had before it the report of the Planning, Development and Environment Committee meeting held 16 October 2017.

Moved by Councillor S Lawrence and seconded by Councillor V Etheridge

#### **MOTION**

That the report of the Planning, Development and Environment Committee meeting held on 16 October 2017, be adopted.

**CARRIED**

##### **CCL17/153 REPORT OF THE INFRASTRUCTURE, COMMUNITY AND RECREATION COMMITTEE - MEETING 16 OCTOBER 2017 (ID17/1771)**

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

Moved by Councillor S Lawrence and seconded by Councillor A Jones

#### **MOTION**

That the report of the Infrastructure, Community and Recreation Committee meeting held on 16 October 2017, be adopted, save and except clauses ICARC17/5 and ICARC17/12 with such matters being dealt with separately.

**CARRIED**

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

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

Moved by Councillor S Lawrence and seconded by Councillor V Etheridge

**MOTION**

- 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 Council and left the room and was out of sight during Council's consideration. The reason for such interest is that Councillor D Grant is a committee 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.*

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

The Council 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 S Lawrence and seconded by Councillor V Etheridge

**MOTION**

- 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**

*Councillor J Ryan declared a non-pecuniary, less than significant interest in the matter now before the Council and remained in the room during the Council's consideration of this matter. The reason for such interest is that Councillor J Ryan is a member of a New Zealand Tour sub-committee of the Dubbo Roos Junior Rugby Club who his son plays for and who uses this facility regularly and that such interest would not impair his decision making on the matter.*

**CCL17/154 REPORT OF THE ECONOMIC DEVELOPMENT, BUSINESS AND CORPORATE COMMITTEE - MEETING 16 OCTOBER 2017 (ID17/1772)**

The Council had before it the report of the Economic Development, Business and Corporate Committee meeting held 16 October 2017.

Moved by Councillor G Mohr and seconded by Councillor V Etheridge

**MOTION**

**That the report of the Economic Development, Business and Corporate Committee meeting held on 16 October 2017, be adopted, save and except clauses EDBAC17/3, EDBAC17/4, EDBAC17/6 and EDBAC17/12 with such matters being dealt with separately.**

**CARRIED**

**EDBAC17/3 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT (ID17/1760)**

The Council had before it the report dated 11 September 2017 from the Director Corporate Services regarding Investments Under Section 625 of the Local Government Act.

Moved by Councillor G Mohr and seconded by Councillor A Jones

**MOTION**

**That the information provided within the report of the Director Corporate Services, dated 11 September 2017 be noted.**

**CARRIED**

*Councillor K Parker declared a pecuniary, significant interest in the matter now before the Council and left the room and was out of sight during Council's consideration. The reason for such interest is that Councillor K Parker is the Manager of the Dubbo Branch of the Bank of Queensland, a bank that Council has funds invested with.*

**EDBAC17/4 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT (ID17/1777)**

The Council had before it the report dated 9 October 2017 from the Director Corporate Services regarding Investments Under Section 625 of the Local Government Act.

Moved by Councillor G Mohr and seconded by Councillor D Grant

**MOTION**

**That the information provided within the report of the Director Corporate Services, dated 9 October 2017 be noted.**

**CARRIED**

*Councillor K Parker declared a pecuniary, significant interest in the matter now before the Council and left the room and was out of sight during Council's consideration. The reason for such interest is that Councillor K Parker is the Manager of the Dubbo Branch of the Bank of Queensland, a bank that Council has funds invested with.*

**EDBAC17/6 PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR THE MAYOR AND COUNCILLORS (ID17/1747)**

The Council had before it the report dated 9 October 2017 from the Manager Governance and Risk regarding Payment of Expenses and Provision of Facilities for the Mayor and Councillors.

Moved by Councillor G Mohr and seconded by Councillor S Lawrence

**MOTION**

1. That the policy "Payment of Expenses and Provision of Facilities for the Mayor and Councillors" as attached as Appendix 1 to the report of the Manager Governance and Risk dated 9 October 2017, be adopted except with regard to the Conferences as listed in section 3.2 of such policy.
2. That section 3.2 of the Payment of Expenses and Provision of Facilities for the Mayor and Councillors Policy, relating to attendances at conferences be amended to read as follows:

ORGANISATION	DELEGATES	OBSERVERS
Local Government NSW	Mayor, or his nominee, three other Councillors as delegates plus an alternate delegate (to act as delegate if required) and Councillors as determined by the Council	General Manager or Nominee and Councillors as determined by the Council

Australian Livestock Markets Association	Mayor, or his nominee, and Councillors as determined by the Council	General Manager or nominee and the Director Economic Development and Business
Australian Airport Association	Mayor, or his nominee, and Councillors as determined by the Council	General Manager or nominee and the Director Economic Development and Business
Local Government Women's Conference	Mayor, or his nominee, and Councillors as determined by the Council	General Manager or nominee
Local Government Aboriginal Network Conference	Mayor, or his nominee, and Councillors as determined by the Council	General Manager or nominee
Australian Local Government Association Conference	Mayor, or his nominee, and Councillors as determined by the Council	General Manager or nominee

Moved by Councillor J Ryan and seconded by Councillor S Lawrence

#### AMENDMENT

1. That the policy "Payment of Expenses and Provision of Facilities for the Mayor and Councillors" as attached as Appendix 1 to the report of the Manager Governance and Risk dated 9 October 2017, be adopted except with regard to the Conferences as listed in section 3.2 of such policy.
2. That section 3.2 of the Payment of Expenses and Provision of Facilities for the Mayor and Councillors Policy, relating to attendances at conferences be amended to read as follows:

ORGANISATION	DELEGATES	OBSERVERS
Local Government NSW	Mayor, or his nominee, three other Councillors as delegates plus an alternate delegate (to act as delegate if required) and Councillors as determined by the Council	General Manager or Nominee and Councillors as determined by the Council

<b>Australian Livestock Markets Association</b>	<b>Mayor, or his nominee, and Councillors as determined by the Council</b>	<b>General Manager or nominee and the Director Economic Development and Business</b>
<b>Australian Airport Association</b>	<b>Mayor, or his nominee, and Councillors as determined by the Council</b>	<b>General Manager or nominee and the Director Economic Development and Business</b>
<b>Local Government Women's Conference</b>	<b>Mayor, or his nominee, and Councillors as determined by the Council</b>	<b>General Manager or nominee</b>
<b>Local Government Aboriginal Network Conference</b>	<b>Mayor, or his nominee, and Councillors as determined by the Council</b>	<b>General Manager or nominee</b>
<b>Australian Local Government Association Conference</b>	<b>Mayor, or his nominee, and Councillors as determined by the Council</b>	<b>General Manager or nominee</b>

3. That the term "refreshments" as contained within clauses 2.2.3 and 2.4 of the Payment of Expenses and Provision of Facilities for the Mayor and Councillors Policy specifically excludes the provision of alcohol to Councillors and Staff within Council's buildings with the exception of Mayoral or Civic Receptions or other functions as approved by the General Manager.

The amendment on being put to the meeting was carried.

**CARRIED**

The amendment then became the motion and on being put to the meeting was carried.

**CARRIED**



**EDBAC17/12 AUSTRALIAN AIRPORTS ASSOCIATION NATIONAL CONFERENCE - 2017  
(ID17/1781)**

The Council had before it the report dated 10 October 2017 from the Manager Business Services (EDB) regarding Australian Airports Association National Conference - 2017.

Moved by Councillor G Mohr and seconded by Councillor J Diffey

**MOTION**

1. That the attendance by Council representatives at the 2017 Australian Airport Association Conference to be held in Adelaide, South Australia, from 13 to 17 November 2017 be determined by the Council.
2. That the General Manager approve attendance by staff at the 2017 Australian Airport Association Conference.

**CARRIED**

Moved by Councillor G Mohr and seconded by Councillor J Diffey

**MOTION**

**That Councillors D Gumley and G Mohr be the nominated Council representatives to attend the 2017 Australian Airport Association Conference to be held in Adelaide, South Australia, from 13 to 17 November 2017 inclusive.**

**CARRIED**

**NOTICES OF MOTION:****CCL17/155 ABOLISHING THE WARD SYSTEM AND INTRODUCTION OF A POPULARLY ELECTED MAYOR (ID17/1804)**

Council had before it a Notice of Motion dated 16 October 2017 from Councillor G Mohr regarding the Abolishing the Ward System and Introduction of a Popularly Elected Mayor as follows:

- "1. That the General Manager be requested to report to the November 2017 Ordinary meeting of Council the process to be followed as specified in the Local Government Act 1993 and associated regulations to potentially abolish wards within the Dubbo Regional Council Local Government Area including the indicative costing and timeframes to pursue the abolition of wards.
2. That the General Manager be requested to report to the November 2017 Ordinary meeting of Council the process to be followed as specified in the Local Government Act 1993 and associated regulations to potentially introduce a popularly elected Mayor in Dubbo Regional Council Local Government Area including the indicative costing and timeframes to pursue any introduction of a popularly elected Mayor."

Moved by Councillor G Mohr and seconded by Councillor S Lawrence

**MOTION**

- 1. That the General Manager be requested to report to the November 2017 Ordinary meeting of Council the process to be followed as specified in the Local Government Act 1993 and associated regulations to potentially abolish wards within the Dubbo Regional Council Local Government Area including the indicative costing and timeframes to pursue the abolition of wards.**
- 2. That the General Manager be requested to report to the November 2017 Ordinary meeting of Council the process to be followed as specified in the Local Government Act 1993 and associated regulations to potentially introduce a popularly elected Mayor in Dubbo Regional Council Local Government Area including the indicative costing and timeframes to pursue any introduction of a popularly elected Mayor.**

**CARRIED**

**CCL17/156 BEAUTIFICATION OF NEIGHBOURHOOD SHOPPING AREAS (ID17/1805)**

Council had before it a Notice of Motion dated 16 October 2017 from Councillor V Etheridge regarding the Beautification of Neighbourhood Shopping Areas as follows:

"That the General Manager be requested to report to the February 2018 Ordinary meeting of Council detailing a plan, including costing, to potentially beautify the neighbourhood shopping strip clusters including Boundary Road, Tamworth Street, Victoria Street and other similar areas and that such a plan recognise the need to not reduce available car parking in these areas."

Moved by Councillor V Etheridge and seconded by Councillor D Gumley

**MOTION**

That the General Manager be requested to report to the February 2018 Ordinary meeting of Council detailing a plan, including costing, to potentially beautify the neighbourhood shopping strip clusters including Boundary Road, Tamworth Street, Victoria Street and other similar areas and that such a plan recognise the need to not reduce available car parking in these areas.

**AMENDMENT**

Moved by Councillor D Gumley and seconded by Councillor S Lawrence

**That the General Manager be requested to report to the February 2018 Ordinary meeting of Council detailing a plan, including costing, to potentially beautify the neighbourhood shopping strip clusters including Boundary Road, Tamworth Street, Victoria Street, Myall Street and other similar areas and that such a plan recognise the need to not reduce available car parking in these areas.**

**The amendment on being put to the meeting was carried.**

**CARRIED**

**The amendment then became the motion and on being put to the meeting was carried.**

**CARRIED**

**CCL17/157 UPGRADING AND EXPANSION OF THE SECURITY CAMERA NETWORK (ID17/1806)**

Council had before it a Notice of Motion dated 16 October 2017 from Councillor D Gumley regarding the Upgrading and Expansion of the Security Camera Network as follows:

“That the General Manager be requested to engage with relevant stakeholders with a view to developing a prioritised plan, including costing, for the expansion and upgrade of the Dubbo and Wellington security camera network for consideration in the 2018/2019 budget.”

Moved by Councillor D Gumley and seconded by Councillor G Mohr

**MOTION**

**That the General Manager be requested to engage with relevant stakeholders with a view to developing a prioritised plan, including costing, for the expansion and upgrade of the Dubbo and Wellington security camera network for consideration in the 2018/2019 budget.**

**CARRIED**

**CCL17/158 MASTER PLAN FOR DUBBO SHOWGROUND (ID17/1807)**

Council had before it a Notice of Motion dated 16 October 2017 from Councillor J Diffey regarding the Master Plan for Dubbo Showground as follows:

- “1. That as part of the development of the 2018/2019 Budget and Management Plan, consideration be given to funding for an updated Master Plan for the Dubbo Showground.
2. That all relevant stakeholders be included and consulted at all stages of the design of the Master Plan.”

Moved by Councillor J Diffey and seconded by Councillor D Grant

**MOTION**

- 1. That as part of the development of the 2018/2019 Budget and Management Plan, consideration be given to funding for an updated Master Plan for the Dubbo Showground.**
- 2. That all relevant stakeholders be included and consulted at all stages of the design of the Master Plan.**

**CARRIED**

**CCL17/159 INVESTIGATION INTO THE CONSTRUCTION OF A LAKE (ID17/1808)**

Council had before it a Notice of Motion dated 16 October 2017 from Councillor J Ryan regarding the Investigation into the Construction of a Lake as follows:

“That the General Manager be requested to prepare a briefing paper for Council, on the feasibility and desirability of the construction of a lake in the Dubbo region, including case studies of constructed lakes in other areas of regional NSW and attaching as an appendix all available documentation summarising prior consideration of the construction of lakes in Dubbo and listing in an index any documentation too voluminous to enclose, to be submitted to Council for consideration, via Council’s Infrastructure, Community and Recreation Standing Committee, in March 2018 noting that the concept of a large constructed lake in the Dubbo region was the subject of community interest during the recent council election campaign.”

Moved by Councillor J Ryan and seconded by Councillor S Lawrence

**MOTION**

**That the General Manager be requested to prepare a briefing paper for Council, on the feasibility and desirability of the construction of a lake in the Dubbo region, including case studies of constructed lakes in other areas of regional NSW and attaching as an appendix all available documentation summarising prior consideration of the construction of lakes in Dubbo and listing in an index any documentation too voluminous to enclose, to be submitted to Council for consideration, via Council’s Infrastructure, Community and Recreation Standing Committee, in March 2018 noting that the concept of a large constructed lake in the Dubbo region was the subject of community interest during the recent council election campaign.**

**CARRIED**

**REPORTS FROM STAFF:****CCL17/160 REFERRAL OF 2017 FINANCIAL STATEMENTS TO AUDIT (ID17/1743)**

The Council had before it the report dated 17 October 2017 from the General Manager regarding Referral of 2017 Financial Statements to Audit.

Moved by Councillor G Mohr and seconded by Councillor A Jones

**MOTION**

1. That the statement in accordance with Section 413(2)(c) of the Local Government Act 1993, and Clause 215 of the Local Government (General) Regulation 2005, for the General Purpose Financial Statements for the year ending 30 June 2017 be made.
2. That the statement in accordance with the requirements of the Code of Accounting Practice in relation to the Special Purpose Financial Statements for the year ending 30 June 2017 be made.
3. That the statements be signed by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer.

**CARRIED**

**CCL17/161 OATH/AFFIRMATION CEREMONY FOR COUNCILLORS (ID17/1785)**

The Council had before it the report dated 10 October 2017 from the General Manager regarding Oath/Affirmation Ceremony for Councillors.

Moved by Councillor G Mohr and seconded by Councillor J Diffey

**MOTION**

**That it be noted that in accordance with Section 233A(1) of the Local Government Act 1993, all Councillors as elected to Council on 9 September 2017 have taken either the oath of office or affirmation of office at a Ceremony held at Council on 25 September 2017, being prior to the first meeting of Council after the Councillors were elected.**

**CARRIED**

**CCL17/162 LOCAL GOVERNMENT NSW - 2017 ANNUAL CONFERENCE (ID17/1454)**

The Council had before it the report dated 11 October 2017 from the Manager Governance and Risk regarding Local Government NSW - 2017 Annual Conference.

Moved by Councillor D Gumley and seconded by Councillor V Etheridge

**MOTION**

**That Council determine the three Councillor voting delegates, alternate voting Councillor and the Councillor observers to attend the Local Government NSW Conference to be held in Sydney at Hyatt Regency from 4 to 6 December 2017.**

**CARRIED**

Moved by Councillor K Parker and seconded by Councillor J Ryan

**MOTION**

**That Councillors V Etheridge, S Lawrence and G Mohr be the nominated voting delegates, Councillor K Parker be the alternate voting delegate and Councillors J Ryan, D Grant, A Jones, D Gumley and J Diffey be the Councillor observers to attend the Local Government NSW Conference to be held in Sydney at Hyatt Regency from 4 to 6 December 2017 inclusive.**

**CARRIED**

**CCL17/163 DUBBO REGIONAL LIVESTOCK MARKETS - RHINO AWARD - EXCELLENCE IN WORK, HEALTH AND SAFETY (ID17/1801)**

The Council had before it the report dated 17 October 2017 from the Director Economic Development and Business regarding Dubbo Regional Livestock Markets - Rhino Award - Excellence in Work, Health and Safety.

Moved by Councillor G Mohr and seconded by Councillor D Gumley

**MOTION**

**That the report of the Director Economic Development and Business dated 17 October 2017 be noted and the staff at the Dubbo Regional Livestock Markets and Council’s Workplace Safety Advisor be congratulated on the attainment of this award.**

**CARRIED**

**CCL17/164 COMMENTS AND MATTERS OF URGENCY (ID17/1769)**

There were no matters recorded under this clause.

The meeting closed at 7.19pm.

.....  
CHAIRMAN



DUBBO REGIONAL  
COUNCIL

## MAYORAL MINUTE: Centenary of Armistice Day

**AUTHOR:** Mayor  
**REPORT DATE:** 6 November 2017  
**TRIM REFERENCE:** ID17/1960

To the Council  
Ladies and Gentlemen

Office of the Mayor  
Civic Administration Building  
Church Street, Dubbo

Remembrance Day 2018 signifies 100 years since the armistice was declared and hostilities ceased in the Great War. Many millions of people throughout the world, both military and civilian, were killed or wounded during the fighting. This is an important date in history to be remembered, especially for all those people who gave their lives so that we have the freedoms we each enjoy today.

It is appropriate that this anniversary be acknowledged accordingly as part of the 2018 Remembrance Day ceremony. You may recall that the centenary of Anzac Day was recognised in 2015 through a series of events including a sleep out at Victoria Park No.1 oval, a dawn service and the primary service at approximately 11am. These events were considered appropriate at that time and resulted in a very high attendance to acknowledge that important date.

In order to ensure that appropriate recognition is given to this anniversary, it is proposed to form a Centenary of Armistice Committee to oversee the events planned to commemorate Remembrance Day 2018. It is proposed that the Committee comprise the Mayor, two (2) Councillors, the General Manager, the Director Corporate Services, the Director Community and Recreation and two (2) representatives of the RSL Sub-Branch.

### RECOMMENDATION

- 1. That Council form a Centenary of Armistice Committee to oversee the appropriate commemoration of Remembrance Day 2018.**
- 2. That the Committee comprise the Mayor, two (2) Councillors, the General Manager, the Director Corporate Services, the Director Community and Recreation and two (2) representatives of the RSL Sub-Branch.**
- 3. That the Centenary of Armistice Committee be disbanded following Remembrance Day 2018.**

*Councillor Ben Shields*  
Mayor





DUBBO REGIONAL  
COUNCIL

## MAYORAL MINUTE: Improving Water Quality in the Macquarie River

**AUTHOR:** Mayor  
**REPORT DATE:** 22 November 2017  
**TRIM REFERENCE:** ID17/2034

To the Council  
Ladies and Gentlemen

Office of the Mayor  
Civic Administration Building  
Church Street, Dubbo

The health of the Macquarie River throughout the Dubbo Regional Council area is a matter of ongoing interest and concern to many residents, especially for those who enjoy using the river for recreational pursuits such as boating, fishing and swimming, as well the many people who enjoy utilising the network of pathways and recreational areas along the river. A key aspect of how healthy the river is, in the eyes of the community, relates to the amount of litter and rubbish in the river. Floating debris, semi submerged objects in the river or discarded litter built up in pools along the river bank creates a very unsightly visual impact on what is generally regarded as one of the community's mostly highly prized environmental assets.

One of the main sources of this problem is the urban areas of Wellington and Dubbo where there is a concentration of litter and debris entering the river. A significant part of this problem stems from the discharge of stormwater from the urban areas, which also carries litter from the streets and gutters to the river. As well the high level of human activity along the pathways and recreational areas adjacent to the river, and the inevitable evidence left by a small number of people who fail to fully respect the sensitivity of these areas, also contributes to the problem.

There has been a significant amount of work undertaken in both Wellington and Dubbo over many years to address this issue through the construction of a network of Gross Pollutant Traps (GPTs), which essentially act as large filters at the end of an urban drainage system to capture litter and contaminants to prevent them from entering the river following rainfall events. These GPTs have been installed at the outlet to many of the drainage systems which discharge into the Macquarie River in Wellington and Dubbo. As well networks of smaller GPTs have been installed along major creek systems, such as in the upper reaches of Troy Gully, as well as in new residential estates. To date 58 such structures have been installed within Wellington and Dubbo, and these are regularly monitored and cleaned out to remove litter from these urban areas and prevent it entering the river.

Despite the work undertaken to date there are still a number of key drainage outlets which require the installation of GPTs and I am seeking to have construction of these outstanding works prioritised over the next three to four years. As well, it is important that, once installed, these structures be monitored and cleaned out regularly to ensure they can operate at maximum efficiency to remove as much litter and debris as possible. In order to

progress installation of these structures I propose that any avenue for additional funding from either the State or Commonwealth Government be pursued to accelerate this work and augment the financial contribution currently being made by Council.

As a sign of Council's commitment, I am pleased to advise that a contract was recently let for the installation of a new GPT at the outlet of the Bultje Street drain, a project worth approximately \$200,000 which will be delivered early 2018. This demonstrates Dubbo Regional Council's ongoing commitment to improving the overall health of the river, and hopefully will serve as an incentive to encourage further financial support from higher levels of government.

The community also needs to play its part. Unfortunately, in the rain, which ultimately finds its way to the river has often been dropped by someone without appreciating where it will end up. So I believe there is a need to undertake a comprehensive and ongoing community education campaign to ensure people fully understand the consequences if they chose to drop litter. Once awareness levels are raised I'm confident that, as a community, we can all work together to address this issue and all play our part in ensuring that the Macquarie River is kept in a pristine state for current and future generations to enjoy.

#### RECOMMENDATION

**That Council undertake an immediate strategic review of its overall approach to enhancing the water quality in the Macquarie River through effective management of stormwater flows from the urban areas of Wellington and Dubbo including:**

- 1. Ensuring the existing 58 Gross Pollutant Traps (GPTs) currently installed in Wellington and Dubbo are effectively managed and maintained to ensure they operate at maximum efficiency to remove litter and other contaminants from entering the river.**
- 2. Identifying the optimal location for installation of additional GPTs in critical catchments in Wellington and Dubbo and developing a program for delivery over the next three to four years.**
- 3. Engage with active community groups such as the Inland Waterways, Mid-Macquarie Landcare, Dubbo Macquarie River Bushcare and Dubbo Field Naturalists along with Dubbo and Wellington Local Aboriginal Land Councils to develop a comprehensive community education program on initiatives to educate the community on the need to reduce littering to minimise the volume of rubbish entering the river as well as identify ways to involve the community on an ongoing basis to raise awareness of improving the health of the Macquarie River.**
- 4. Developing a funding program to deliver this program of works, which includes pursuing opportunities for external funding as well utilisation of existing funding, to be considered in the 2018/2019 Delivery Plan.**

*Councillor Ben Shields*  
Mayor



**DUBBO REGIONAL  
COUNCIL**

## **Report of the Planning, Development and Environment Committee - meeting 20 November 2017**

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

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The Committee had before it the report of the Planning, Development and Environment Committee meeting held 20 November 2017.

### **RECOMMENDATION**

**That the report of the Planning, Development and Environment Committee meeting held on 20 November 2017, be adopted.**



**REPORT  
PLANNING, DEVELOPMENT AND  
ENVIRONMENT COMMITTEE  
20 NOVEMBER 2017**

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

**ALSO IN ATTENDANCE:**

The General Manager, the Director Corporate Services, the Manager Governance and Risk, the Team Leader Governance, the Communications Coordinator, the Director Infrastructure and Operations, the Manager Infrastructure Strategy, the Manager Transport and Emergency, Manager Infrastructure Delivery, Manager Water Supply and Sewerage, Infrastructure Strategy Contractor, the Director Planning and Environment, the Manager Building and Development Services, the Statutory Planning Services Team Leader, the Manager Strategic Planning Services, Senior Strategic Planner, the Director Community and Recreation and the Manager Social Services.

Councillor S Lawrence assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.54pm.

**PDEC17/3      REPORT OF THE PLANNING, DEVELOPMENT AND ENVIRONMENT COMMITTEE  
- MEETING 16 OCTOBER 2017 (ID17/1971)**

The Committee had before it the report of the Planning, Development and Environment Committee meeting held 16 October 2017.

Moved by Councillor J Diffey and seconded by Councillor D Grant

**MOTION**

**The Committee recommends that the report of the Planning, Development and Environment Committee meeting held on 16 October 2017 be adopted.**

**CARRIED**

**PDEC17/4 BUILDING SUMMARY - OCTOBER 2017 (ID17/1989)**

The Committee had before it the report dated 14 November 2017 from the Director Planning and Environment regarding Building Summary - October 2017.

Moved by Councillor G Mohr and seconded by Councillor D Grant

**MOTION**

**The Committee recommends that the information contained in the report of the Director Planning and Environment dated 14 November 2017 be noted.**

**CARRIED**

**PDEC17/5 PLANNING PROPOSAL R17-4 - ADDITIONAL PERMITTED USE (DWELLING HOUSE), WARRIE ROAD, DUBBO**

**APPLICANT: GEOLYSE PTY LTD**

**OWNER: A J JOYCE-BRANDON AND R M BRANDON (ID17/1803)**

The Committee had before it the report dated 14 November 2017 from the Manager Strategic Planning Services regarding Planning Proposal R17-4 - Additional Permitted Use (Dwelling House), Warrie Road, Dubbo.

Moved by Councillor A Jones and seconded by Councillor V Etheridge

**MOTION**

**The Committee recommends:**

- 1. That Council supports the Planning Proposal to include a dwelling house as a permissible development activity ancillary to intensive livestock agriculture on the combined area of Lot 147 and Lot 148 DP 754331, Warrie Road, Dubbo.**
- 2. That Council supports a minimum 28 day public exhibition period for the Planning Proposal.**
- 3. That Council resolves to use its delegation under Section 59 of the Environmental Planning and Assessment Act, 1979 to draft the amendments to the Dubbo Local Environmental Plan 2011.**
- 4. That following completion of the public exhibition period, a further report be provided to Council detailing the results of the public exhibition for further consideration of the Planning Proposal.**

**CARRIED**

**PDEC17/6 PLANNING PROPOSAL (R16-5) - SOUTHLAKES ESTATE, DUBBO (ID17/1913)**

The Committee had before it the report dated 14 November 2017 from the Manager Strategic Planning Services regarding Planning Proposal (R16-5) - Southlakes Estate, Dubbo. The Committee reports having met with Mr Steve Guy, MAAS Group Family Properties, regarding this matter.

Moved by Councillor B Shields and seconded by Councillor J Diffey

**MOTION**

The Committee recommends:

1. That the Planning Proposal, as exhibited, to undertake the following amendments to the Dubbo Local Environmental Plan 2011 be adopted by Council:
  - That part of the subject land be rezoned from R2 Low Density Residential to R1 General Residential, B1 Neighbour Centre and the existing RE1 Public Recreation zone be reconfigured;
  - That minimum lot sizes be changed from existing 600 m<sup>2</sup> and 4000 m<sup>2</sup> to a range of no minimum lot sizes, 450 m<sup>2</sup>, 600 m<sup>2</sup>, 800 m<sup>2</sup> and 2000 m<sup>2</sup>;
  - That land situated to the south of the indicative location of the Southern Distributor be zoned RU2 Rural Landscape;
  - That the area of land proposed to be zoned B1 Neighbourhood Centre be subject to a suitable provision in the Dubbo Local Environmental Plan 2011 that limits the total retail floor space of any centre to 5,000 m<sup>2</sup>; and
  - That the additional use of Recreational Facility (Indoor) be permitted on the subject area of the land proposed to be zoned B1 Neighbourhood Centre under the provisions of the Dubbo Local Environmental Plan 2011.
2. That Council request the Department of Planning and Environment to prepare the draft amendment to the Dubbo Local Environmental Plan 2011 and provide Council with an Opinion that the Plan be made.
3. That following receipt of an Opinion from the Department that the Plan be made, that the General Manager request gazettal of the Plan.
4. That those who made a submission be thanked and advised of Council's determination in this matter.

**CARRIED**

**PDEC17/7 DEVELOPER CONTRIBUTIONS AND ASSOCIATED ISSUES - SOUTHLAKES ESTATE, SOUTH-EAST DUBBO (ID17/1970)**

The Committee had before it the report dated 16 November 2017 from the Manager Strategic Planning Services regarding Developer Contributions and Associated Issues - Southlakes Estate, South-East Dubbo. The Committee reports having met with Mr Steve Guy, MAAS Group Family Properties, regarding this matter.

Moved by Councillor G Mohr and seconded by Councillor J Diffey

**MOTION**

**The Committee recommends:**

- 1. That it be noted that in respect of the Southlakes Estate, the Keswick on the Park Estate and the Magnolia Grove Estate, Council has not overcharged Section 94 Developer Contributions for any development application pursuant to the following Section 94 Developer Contributions Plans:**
  - **Section 94 Contributions Plan for Open Space and Recreation Facilities, 1998 (former Section 94 Plan);**
  - **Section 94 Contributions Plan for Open Space and Recreation Facilities, 2016; and**
  - **Section 94 Contributions Plan Urban Stormwater Drainage Headworks, 1995.**
- 2. That Council proceed to enter into a Works-In-Kind Agreement for the first 950 lots included in Stage 2 of the Southlakes Estate (Hillview Land) with Maas Group Family Properties for the provision of Open Space and Recreation Facilities in accordance with the following:**
  - **Embellishment of the Council-owned land situated within the Stage 2 Southlakes Estate area to the value of \$2 million;**
  - **Embellishment of the Council-owned land to be undertaken in compliance with the Furniture and Equipment Standard of the Community and Recreation Division;**
  - **Payment of a City-wide contribution of \$1,436.78 per lot; and**
- 3. That Council enter into a Maintenance Agreement with the proponent for the ongoing maintenance of open space within Stage 2 (including Lot 2 DP 880413) of the Southlakes Estate by the developer for a period of 10 years in conjunction with any future development application(s) for subdivision in Stage 2 in accordance with the Dubbo Development Control Plan 2013.**
- 4. That following receipt of the consultancy assessment from Cardno Pty Ltd in respect of trunk stormwater drainage requirements in Catchment 3.1 under the provisions of the Section 94 Contributions Plan Urban Stormwater Drainage Headworks, a further report be provided to Council in February 2018 including the following:**
  - **Details of trunk stormwater infrastructure delivered;**
  - **Infrastructure required to be delivered and infrastructure costs; and**
  - **Further consideration as to whether amendment of the Section 94 Contributions Plan is required or any other mechanism, both in respect of development in the catchment and Stage 2 including Lot 2 DP 880413 of the Southlakes Estate.**

5. That Council not enter into a Voluntary Planning Agreement in accordance with the request to enter into a Voluntary Planning Agreement as provided by GLN Planning Pty Ltd, dated 3 November 2016 and provided here in Appendix 4.
6. That Council commence the acquisition of 52,116.77m<sup>2</sup> of Lot 36 DP 1233637 for the purpose of the future development of the Southern Distributor Road under the provisions of the Land Acquisition (Just Terms Compensation) Act, 1991, with a further report forwarded to Council in due course.
7. That Council undertake a land swap with Maas Group Family Properties to exchange 3.152 hectares of Council owned land for approximately 5.817 hectares of land owned by Maas Group Family Properties as shown here in Appendix 8.
8. That the land swap included in item 7 be at no cost to Council (ie a direct swap of land with no monetary compensation).
9. That the land swap included in item 7 not be formalised until the Minister for Planning has gazetted the Planning Proposal for the Southlakes Estate (R16/5).
10. That consideration of a Works-In-Kind Agreement for the provision of sewer and water infrastructure be deferred pending completion and adoption of the complete Structure Plan for Southlakes Estate including Lot 2 DP 880413.
11. That Council not accede to the request to enter into a Voluntary Planning Agreement (VPA) in respect of road infrastructure for Stage 2 including Lot 2 DP 880413 of the Southlakes Estate.
12. That any necessary documentation to facilitate the land swap be executed under the Common Seal of Council.

**CARRIED**

**PDEC17/8 DEVELOPMENT APPLICATION D17-415 - REGISTERED CLUB (ALTERATIONS AND ADDITIONS)  
PROPERTY: 82 WHYLANDRA STREET, DUBBO  
APPLICANT: CLUB DUBBO  
OWNER: WEST DUBBO BOWLING CLUB LTD (ID17/1911)**

The Committee had before it the report dated 14 November 2017 from the Senior Strategic Planner regarding Development Application D17-415 - Registered Club (Alterations and Additions). The Committee reports having met with Ms Alicia Rich regarding this matter.

Moved by Councillor D Grant and seconded by Councillor A Jones

#### **MOTION**

**The Committee recommends:**

1. That Development Application D17-415 for alterations and additions to a registered club at Lot 229 DP 753233, 82 Whylandra Street, Dubbo, be granted approval subject to the conditions of consent included as Appendix 1 to the report of the Senior Strategic Planner dated 14 November 2017.
2. That Council accede to the request for the reduction in the Section 94 contribution for Urban Roads from \$138,769.64 to \$65,303.36 based on the traffic analysis prepared by Stanbury Traffic Planning and dated August 2017 as submitted with Development Application D17-415.



3. That those who made submissions in this matter be advised of Council's determination.

CARRIED

*Councillor B Shields 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 B Shields is a former employee of Club Dubbo and was employed by Club Dubbo in the past 12 months.*

**PDEC17/9 DEVELOPMENT APPLICATION D2017-462 - TWO (2) LOT SUBDIVISION, MULTI DWELLING HOUSING AND FOUR (4) LOT STRATA SUBDIVISION  
PROPERTY: 197 WINGEWARRA STREET, DUBBO  
APPLICANT: MR R STEVENSON  
OWNER: RACEBAIL PTY LTD (ID17/1982)**

The Committee had before it the report dated 15 November 2017 from the Statutory Planning Services Team Leader regarding Development Application D2017-462 - Two (2) Lot Subdivision, Multi Dwelling Housing and Four (4) Lot Strata Subdivision.

Moved by Councillor G Mohr and seconded by Councillor V Etheridge

#### **MOTION**

The Committee recommends that Development Application D2017-462 for a two (2) lot subdivision, multi dwelling housing (four (4) terrace dwellings) and four (4) lot strata subdivision at Lot 1 Sec 40 DP 758361, 197 Wingewarra Street, Dubbo, be refused for the following reasons:

1. The proposed development does not represent the orderly development of land. (Section 5(a) Environmental Planning and Assessment Act, 1979).
2. The proposed strata subdivision fails to meet the minimum lot size requirements as stated in Dubbo Local Environmental Plan 2011, Clause 4.1. The request to vary the development standard in Clause 4.6 cannot be supported due to the proposal's failure against subclauses (3) and (4) and a number of requirements in Dubbo Development Control Plan 2013, Chapter 2.1 Residential Development and Subdivision. (Section 79C(1)(a)(i) Environmental Planning and Assessment Act, 1979).
3. The subject development requires an exemption to the minimum lot size standard in accordance with Clause 4.6 (4) of the Dubbo Local Environmental Plan. The subject application is contrary to Clause 4.6 on the basis that Council is not satisfied the proposal meets the requirements of Clause 4.6. (Section 79C(1)(a)(i) Environmental Planning and Assessment Act, 1979).
4. The proposed driveways of terraces 1 and 2 are located within three (3) metres of the existing power pole, contrary to the requirements of Essential Energy. (Section 79C(1)(a)(i) Environmental Planning and Assessment Act, 1979).
5. Proposed Lot 12 (being 528 m<sup>2</sup> in area) is below the minimum lot size of 700 m<sup>2</sup> as required for multi dwelling housing development, in accordance with Dubbo Development Control Plan 2013. (Section 79C(1)(a)(iii) Environmental Planning and Assessment Act, 1979).

6. The private open space areas proposed for the four (4) terrace dwellings fail to achieve the minimum required hours of direct sunlight in accordance with Dubbo Development Control Plan 2013. (Section 79C(1)(a)(iii) Environmental Planning and Assessment Act, 1979).
7. The private open space areas of the existing dwelling, together with terraces 2 and 3 fail to meet the minimum area requirements specified in the Dubbo Development Control Plan 2013. (Section 79C(1)(a)(iii) Environmental Planning and Assessment Act, 1979).
8. The vehicle access arrangements for the four (4) terrace dwellings does not permit vehicles to enter and leave in a forward direction, nor is there any provision for the required visitor car parking space onsite, as required in Dubbo Development Control Plan 2013. (Section 79C(1)(a)(iii) Environmental Planning and Assessment Act, 1979).
9. The proposed four (4) terrace dwellings' driveways to Fitzroy Street are located such that they are deemed dangerous to the road network, the travelling public and the future occupants of the terraces, and in contravention of Dubbo Development Control Plan 2013 (Section 79C(1)(a)(iii) Environmental Planning and Assessment Act, 1979).
10. The existing dwelling's proposed driveway to Wingewarra Street is located such that it is deemed dangerous to the road network, the travelling public and the adjoining occupant at 199 Wingewarra Street, as required in Dubbo Development Control Plan 2013 (Section 79C(1)(a)(iii) Environmental Planning and Assessment Act, 1979).
11. The proposed development (Stages 2 and 3) is deemed unsuitable for the subject site based on the areas of non-compliance with the Development Control Plan identified as it constitutes an over-development of the site. (Section 79C(1)(c) Environmental Planning and Assessment Act, 1979).
11. The proposed development is not deemed to be in the public interest, given the numerous non-compliances of the proposal together with the potential detrimental impacts on the road network and the property to the south (184 Fitzroy Street). (Section 79C(1)(e) Environmental Planning and Assessment Act, 1979).

**CARRIED**

*Councillor D Grant declared a 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 an employee of Elders Insurance who have business dealings with the proponent of the application.*

**PDEC17/10 LEAVE OF ABSENCE**

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

Moved by Councillor A Jones and seconded by Councillor V Etheridge

**MOTION**

**That such request for leave of absence be accepted and Councillor D Gumley be granted leave of absence from this meeting.**

**CARRIED**

The meeting closed at 6.21pm.

.....  
CHAIRMAN



**DUBBO REGIONAL  
COUNCIL**

## **Report of the Infrastructure, Community and Recreation Committee - meeting 20 November 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 20 November 2017.

### **RECOMMENDATION**

**That the report of the Infrastructure, Community and Recreation Committee meeting held on 20 November 2017 be adopted.**



**REPORT  
INFRASTRUCTURE, COMMUNITY AND  
RECREATION COMMITTEE  
20 NOVEMBER 2017**

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

**ALSO IN ATTENDANCE:**

The General Manager, the Director Corporate Services, the Manager Governance and Risk, the Team Leader Governance, the Communications Coordinator, the Director Infrastructure and Operations, the Manager Infrastructure Strategy, the Manager Transport and Emergency, Manager Infrastructure Delivery, Manager Water Supply and Sewerage, Infrastructure Strategy Contractor, the Director Planning and Environment, the Manager Building and Development Services, the Statutory Planning Services Team Leader, Senior Strategic Planner, the Manager Strategic Planning Services, the Director Community and Recreation, the Manager Social Services and the Sister City Officer.

Councillor S Lawrence assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.35pm.

Clause ICRC17/25 was brought forward for consideration and was dealt with at this juncture.

**ICRC17/25 2017 MINOKAMO AND WUJIANG SISTER CITY STUDENT EXCHANGE PRESENTATION (ID17/1908)**

The Committee had before it the report dated 25 October 2017 from the Sister Cities Officer regarding 2017 Minokamo and Wujiang Sister City Student Exchange Presentation. The Committee was addressed by representatives of the Minokamo Student Exchange Thea O'Donnell and Brian Goodall (chaperone) and Wujiang Student Exchange Kacey Crisante and Lisa-Gaye Williams (chaperone) regarding this matter.

Moved by Councillor B Shields and seconded by Councillor A Jones

**MOTION**

**The Committee recommends that the information contained within the report of the Sister Cities Officer dated 25 October 2017 be noted.**

**CARRIED**

At this juncture the meeting adjourned, the time being 5.54pm.

The meeting recommenced at 6.22pm.

**ICRC17/15 REPORT OF THE INFRASTRUCTURE, COMMUNITY AND RECREATION COMMITTEE - MEETING 16 OCTOBER 2017 (ID17/1972)**

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

Moved by Councillor D Grant and seconded by Councillor A Jones

**MOTION**

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

**CARRIED**

**ICRC17/16 PROJECTS FOR THE BUILDING BETTER REGIONS FUND - INFRASTRUCTURE PROJECTS STREAM - ROUND 2 (ID17/1986)**

The Committee had before it the report dated 13 November 2017 from the General Manager regarding Projects for the Building Better Regions Fund - Infrastructure Projects Stream - Round 2.

Moved by Councillor G Mohr and seconded by Councillor V Etheridge

**MOTION**

**The Committee recommends:**

- 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.**

**CARRIED**

**ICRC17/17 DRAFT POLICY RELATING TO WATER CONNECTION, BACKFLOW PREVENTION AND PRICING POLICY - PUBLIC EXHIBITION (ID17/1905)**

The Committee had before it the report dated 25 October 2017 from the Director Infrastructure and Operations regarding Draft Policy Relating to Water Connection, Backflow Prevention and Pricing Policy - Public Exhibition.

Moved by Councillor J Diffey and seconded by Councillor V Etheridge

**MOTION**

**The Committee recommends:**

- 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.**

**CARRIED**

**ICRC17/18 WATER STANDPIPE SALES - WELLINGTON - REVENUE POLICY 2017/2018 (ID17/1959)**

The Committee had before it the report dated 13 November 2017 from the Director Infrastructure and Operations regarding Water Standpipe Sales - Wellington - Revenue Policy 2017/2018.

Moved by Councillor A Jones and seconded by Councillor D Grant

**MOTION**

**The Committee recommends:**

- 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.**

**CARRIED**

**ICRC17/19 PROPOSED ROAD CLOSURE OF BAKERS LANE MARYVALE (ID17/1774)**

The Committee had before it the report dated 14 November 2017 from the Director Infrastructure and Operations regarding Proposed Road Closure of Bakers Lane, Maryvale.

Moved by Councillor D Grant and seconded by Councillor K Parker

**MOTION**

**The Committee recommends:**

- 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.**

**CARRIED**

**ICRC17/20 PROPOSED CLOSURE OF UNFORMED ROAD IN VILLAGE OF WONGARBON (ID17/1987)**

The Committee had before it the report dated 13 November 2017 from the Manager Transport and Emergency regarding Proposed Closure of Unformed Road in Village of Wongarbon.

Moved by Councillor G Mohr and seconded by Councillor J Diffey

**MOTION**

**The Committee recommends:**

- 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.**

**CARRIED**



**ICRC17/21 OPPORTUNITIES TO IMPROVE STREET TREE CANOPY OF DUBBO (ID17/1962)**

The Committee had before it the report dated 7 November 2017 from the Manager Recreation and Open Space regarding Opportunities to Improve Street Tree Canopy of Dubbo.

Moved by Councillor G Mohr and seconded by Councillor D Grant

**MOTION**

The Committee recommends:

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.

Moved by Councillor J Ryan and seconded by Councillor A Jones

**AMENDMENT**

The Committee recommends that:

1. That Council form a Committee to review proposed removal and/or replacement of trees required to complete infrastructure projects comprising the Mayor, interested Councillors, the General Manager, the Director Community and Recreation or his nominee, the Director Infrastructure and Operations or his nominee, the Director Planning and Environment or her nominee, and four (4) community representatives.
2. That the Committee undertake a review of Council's strategic master plan for the city's tree scape for the consideration of Council following a community consultation process.
3. That the Director Community and Recreation be requested to develop a draft Council Policy for Urban Street Tree Removal for the review of the Committee and consideration of Council following a community consultation process.
4. That all activities relevant to the Urban Street Tree Removal Policy be reported to the Committee and Council on a quarterly basis.
5. That the proposed removal of and/or replacement of trees required as part of Council's infrastructure projects, apart from any projects which are well advanced and subject to contractual obligations, (being the Boundary Road Extension project, the Bultje Street - Dubbo CBD Heat Island Amelioration project and the Cobra/Fitzroy Street Signalisation Project and Erskine Street, west of Darling Street) be postponed

until a community committee has been established to review such proposed tree removal and/or replacement with recommendations to Council's Infrastructure, Community and Recreation Committee.

The amendment on being put to the meeting was carried.

**CARRIED**

The amendment then became the motion and on being put to the meeting was carried.

**CARRIED**

**ICRC17/22 TREE REPLACEMENTS BULTJE STREET MEDICAL PRECINCT (ID17/1963)**

The Committee had before it the report dated 8 November 2017 from the Manager Recreation and Open Space regarding Tree Replacements Bultje Street Medical Precinct.

Moved by Councillor G Mohr and seconded by Councillor J Diffey

**MOTION**

The Committee recommends:

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.

**CARRIED**

**ICRC17/23 RYGATE PARK MASTER PLAN (ID17/1967)**

The Committee had before it the report dated 9 November 2017 from the Manager Recreation and Open Space regarding Rygate Park Master Plan.

Moved by Councillor A Jones and seconded by Councillor B Shields

**MOTION**

The Committee recommends:

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.

**CARRIED**

*Councillor D Grant declared a non-pecuniary, less than significant interest in the matter now before the Committee and remained in the room during the Committee's consideration of this matter. The reason for such interest is that Councillor Grant's wife is a Committee member of Little Athletics and his children participate in Little Athletics at this facility and that such conflict of interest will not influence his decision.*

**ICRC17/24 QUARTERLY REVIEW OF THE DUBBO REGIONAL COUNCIL AGEING STRATEGY  
(ID17/1926)**

The Committee had before it the report dated 1 November 2017 from the Manager Social Services regarding Quarterly Review of the Dubbo Regional Council Ageing Strategy.

Moved by Councillor D Grant and seconded by Councillor J Diffey

**MOTION**

**The Committee recommends:**

- 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.**

**CARRIED**

**ICRC17/26 PROPOSED NAMING OF THE GRANDSTAND WITHIN THE BARDEN PARK  
ATHLETICS FACILITY (ID17/1968)**

The Committee had before it the report dated 8 November 2017 from the Recreation Coordinator regarding Proposed Naming of the Grandstand within the Barden Park Athletics Facility.

Moved by Councillor J Ryan and seconded by Councillor B Shields

**MOTION**

**The Committee recommends:**

- 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.**

**CARRIED**

At this juncture the meeting adjourned, the time being 6.49pm.

The meeting recommenced at 7.08pm.

**ICRC17/27 TENDER EVALUATION - READYMIXED CONCRETE TENDER (ID17/1969)**

The Committee had before it the report dated 13 November 2017 from the Manager Infrastructure Delivery regarding Tender Evaluation - Readymixed Concrete Tender.

Moved by Councillor A Jones and seconded by Councillor V Etheridge

**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 J Diffey and seconded by Councillor G Mohr

**MOTION**

**The Committee recommends:**

- 1. That the conforming tenders for the supply of Readymixed Concrete of KB Concrete Pty Ltd, Boral Pty Ltd and Holcim Concrete Pty Ltd be accepted as a 'Panel Tender'.**
- 2. That any necessary documents be executed under the Common Seal of Council.**
- 3. That the documents and considerations in regard to this matter remain confidential to Council.**

**CARRIED**

**ICRC17/28 LEAVE OF ABSENCE**

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

Moved by Councillor G Mohr and seconded by Councillor B Shields

**MOTION**

**That such request for leave of absence be accepted and Councillor D Gumley be granted leave of absence from this meeting.**

**CARRIED**

The meeting closed at 7.09pm.

.....  
CHAIRMAN



DUBBO REGIONAL  
COUNCIL

## **Report of the Economic Development, Business and Corporate Committee - meeting 20 November 2017**

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

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The Committee had before it the report of the Economic Development, Business and Corporate Committee meeting held 20 November 2017.

### **RECOMMENDATION**

**That the report of the Economic Development, Business and Corporate Committee meeting held on 20 November 2017 be adopted.**



**REPORT  
ECONOMIC DEVELOPMENT, BUSINESS AND  
CORPORATE COMMITTEE  
20 NOVEMBER 2017**

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

**ALSO IN ATTENDANCE:**

The General Manager, the Director Corporate Services, the Manager Governance and Risk, the Team Leader Governance, the Communications Coordinator, the Director Infrastructure and Operations, the Manager Infrastructure Strategy, the Manager Transport and Emergency, Manager Infrastructure Delivery, Manager Water Supply and Sewerage, Infrastructure Strategy Contractor, the Director Planning and Environment, the Manager Building and Development Services, the Statutory Planning Services Team Leader, Senior Strategic Planner, the Manager Strategic Planning Services, the Director Community and Recreation and the Manager Social Services.

Councillor G Mohr assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 6.50pm.

**EDBC17/14 REPORT OF THE ECONOMIC DEVELOPMENT, BUSINESS AND CORPORATE COMMITTEE - MEETING 16 OCTOBER 2017 (ID17/1973)**

The Committee had before it the report of the Economic Development, Business and Corporate Committee meeting held 16 October 2017.

Moved by Councillor J Diffey and seconded by Councillor D Grant

**MOTION**

**The Committee recommends that the report of the Economic Development, Business and Corporate Committee meeting held on 16 October 2017 be adopted.**

**CARRIED**

**EDBC17/15 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT  
(ID17/1988)**

The Committee had before it the report dated 14 November 2017 from the Director Corporate Services regarding Investments Under Section 625 of the Local Government Act.

Moved by Councillor A Jones and seconded by Councillor J Diffey

**MOTION**

**The Committee recommends that the information provided within the report of the Director Corporate Services, dated 14 November 2017 be noted.**

**CARRIED**

*Councillor K Parker declared a 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 K Parker is the Manager of the Dubbo Branch of the Bank of Queensland, a bank that Council has funds invested with.*

**EDBC17/16 ANNUAL REPORT ON COMPLAINT STATISTICS UNDER COUNCIL'S CODE OF  
CONDUCT (ID17/1964)**

The Committee had before it the report dated 8 November 2017 from the Director Corporate Services regarding Annual Report on Complaint Statistics Under Council's Code of Conduct.

Moved by Councillor S Lawrence and seconded by Councillor B Shields

**MOTION**

**The Committee recommends that the information contained within the report of the Director Corporate Services dated 8 November 2017 be noted.**

**CARRIED**

**EDBC17/17 POLICY FOR ACCESS TO COUNCILLOR EMAIL MESSAGES (ID17/1966)**

The Committee had before it the report dated 8 November 2017 from the Manager Governance and Risk regarding Policy for Access to Councillor Email Messages.

Moved by Councillor A Jones and seconded by Councillor D Grant

**MOTION**

**The Committee recommends that the draft policy titled Access to Councillor Email Messages be adopted.**

**CARRIED**

**EDBC17/18 ELECTRICITY CONTRACT FOR STREET LIGHTING AND CONTESTABLE (LARGE) SITES (ID17/1985)**

The Committee had before it the report dated 13 November 2017 from the Director Corporate Services regarding Electricity Contract for Street Lighting and Contestable (Large) Sites.

Moved by Councillor A Jones and seconded by Councillor V Etheridge

**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, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business (Section 10A(2)(c)).**

**CARRIED**

Moved by Councillor A Jones and seconded by Councillor B Shields

**MOTION**

**The Committee recommends:**

- 1. That public tenders not be invited for the supply of electricity for Council's street lighting and contestable sites in accordance with Section 55(3)(i) of the Local Government Act, 1993 as it is considered that a satisfactory result would not be achieved by Council in calling public tenders due to the extenuating circumstances that are created as a result of short term price fluctuations in the pricing for electricity supply with such price fluctuations resulting in tenderers not being able to be relied on to provide tenders which are fixed for a sufficient period of time to enable the normal tendering process to be completed by Council.**
- 2. That the report of Energy and Management Services dated 16 October 2017, in regard to the renegotiation of Council's Street Lighting and Contestable (Large) Sites electricity on behalf of OROC be noted.**
- 3. That the Mayor and General Manager be authorised to enter into a contract for the supply of electricity for both street lighting and contestable sites prior to 30 June 2018 following a procurement process to the supply of such energy as managed by Energy and Management Services.**
- 4. That any necessary documents be executed under the Common Seal of the Council.**
- 5. That the documents and considerations in regard to this matter remain confidential to Council.**

**CARRIED**



**EDBC17/19 KESWICK STAGE 4 RELEASE 3B - SALE PRICES AND ADVERTISING SCHEDULE  
(ID17/1956)**

The Committee had before it the report dated 1 November 2017 from the Manager Property Assets regarding Keswick Stage 4 Release 3B - Sale prices and advertising schedule.

Moved by Councillor A Jones and seconded by Councillor V Etheridge

**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, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business (Section 10A(2)(c)).**

**CARRIED**

Moved by Councillor D Grant and seconded by Councillor J Diffey

**MOTION**

**The Committee recommends:**

- 1. That the 29 single dwelling residential allotments that form Keswick Estate Stage 4 Release 3B be marketed for sale effective 9.00 am Friday 1 December 2017 at the prices as detailed in Table 1 in this report and further, that the General Manager be authorised to take the necessary action in respect of such sales as also detailed in this report.**
- 2. That the minimum floor space building requirement as detailed in the restrictive covenant for Keswick Estate Stage 4 remain at 150 m<sup>2</sup> (excluding dual occupancy dwellings).**
- 3. That local real estate agencies be invited to enter into open agency agreements with Council to sell Keswick Lots on behalf of Council.**
- 4. That each licensed builder be permitted to buy a maximum of four (4) single residential Lots and a further two (2) dual occupancy Lots in the release with no more than two of these allotments, with the same street frontage, adjoining each other.**
- 5. That builders be permitted options to set aside up to four allotments with a 5% deposit for a period of 3 months to promote and market house land packages, noting that on successful completion, the builder's client for the house land package settle the purchase of the land transaction directly themselves with Dubbo Regional Council and at the end of the three month period of the builder option, notice be given to the builder to settle the purchase of the allotment set aside.**
- 6. That any necessary documents be executed under the Common Seal of the Council.**
- 7. That the documents and considerations in regard to this matter remain confidential to Council.**

**CARRIED**

*Councillor B Shields declared a 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 B Shields owns property and resides in Keswick Estate.*

**EDBC17/20 LEAVE OF ABSENCE**

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

Moved by Councillor A Jones and seconded by Councillor J Ryan

**MOTION**

**That such request for leave of absence be accepted and Councillor D Gumley be granted leave of absence from this meeting.**

**CARRIED**

The meeting closed at 7.07pm.

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CHAIRMAN



**DUBBO REGIONAL  
COUNCIL**

## **Report of the Airport/Airstrip Working Party - meeting 25 October 2017**

**AUTHOR: Administration Officer - Governance**  
**REPORT DATE: 22 November 2017**

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The Committee had before it the report of the Airport/Airstrip Working Party meeting held 25 October 2017.

### **RECOMMENDATION**

**That the report of the Airport/Airstrip Working Party meeting held on 25 October 2017, be adopted.**

Appendices:

**1** [↓](#) Reports - Airport/Airstrip Working Party - 25 October 2017



DUBBO REGIONAL  
COUNCIL

**REPORT  
AIRPORT/AIRSTRIP WORKING PARTY  
25 OCTOBER 2017**

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**PRESENT:** Councillors B Shields, D Gumley, G Mohr, the General Manager, the Director Economic Development and Business and the Director Corporate Services.

**ALSO IN ATTENDANCE:**

The Manager Business Services Economic Development and Business.

Councillor B Shields assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.30pm in the Meeting Room, Dubbo City Regional Airport.

**AWP17/1 ELECTION OF CHAIR (ID17/1817)**

Councillor G Mohr was elected Chairman of the Dubbo City Regional Airport Working Party until period ending September 2018.

Councillor G Mohr assumed chairmanship of the meeting.

**AWP17/2 DUBBO CITY REGIONAL AIRPORT MAJOR PROJECTS UPDATE (ID17/1783)**

The Working Party had before it the report dated 10 October 2017 from the Manager Airport Operations regarding Dubbo City Regional Airport Major Projects Update.

**RECOMMENDATION**

**That the information contained within the report of Airport Operations Manager dated 10 October 2017 be noted.**

**AWP17/3 DUBBO CITY REGIONAL AIRPORT INTERNAL ADVERTISING PARTNERSHIP PROGRAM (ID17/1761)**

The Working Party had before it the report dated 8 October 2017 from the Manager Airport Operations regarding Dubbo City Regional Airport Internal Advertising Partnership Program.

**RECOMMENDATION**

- 1. That the advertising concepts contained within the report of the Manager Airport Operations dated 8 October 2017 be adopted.**
- 2. That a prospectus for advertising be developed and partnership opportunities be sold to regional businesses.**

**AWP17/4 DUBBO CITY REGIONAL AIRPORT ADVERTISING CAMPAIGN - 7 DESTINATIONS (ID17/1745)**

The Working Party had before it the report dated 4 October 2017 from the Manager Airport Operations regarding Dubbo City Regional Airport Advertising Campaign - 7 Destinations.

**RECOMMENDATION**

- 1. That the report of the Airport Operations Manager, dated 7 October 2017 be noted.**
- 2. That a report proposing an Airport Advertising Campaign for 2018/2019 be presented to the Working Party in March 2018.**

**AWP17/5 DUBBO CITY REGIONAL AIRPORT - CAFE LICENSE AGREEMENT RENEWAL (ID17/1784)**

The Working Party had before it the report dated 10 October 2017 from the Manager Airport Operations regarding Dubbo City Regional Airport - Cafe License Agreement Renewal.

**RECOMMENDATION**

- 1. That amendments to the Airport Café Licence Agreement as detailed herewith be adopted.**
- 2. That the weekly rental of the Café at the Dubbo City Regional Airport be \$300 (ex GST).**
- 3. That Expressions of Interest be invited for the operation of the Café based on a three (3) year licence plus a three (3) year option.**

**AWP17/6 AIRLINE SERVICES - DUBBO CITY REGIONAL AIRPORT (ID17/1663)**

The Working Party had before it the report dated 12 September 2017 from the Director Economic Development and Business regarding Airline Services - Dubbo City Regional Airport.

**RECOMMENDATION**

**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, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business (Section 10A(2)(c)).**

**RECOMMENDATION**

- 1. That the information provided within the report of the Director Economic Development and Business dated 12 September 2017 be noted.**
- 2. That the documents and considerations in regard to this matter remain confidential to Council.**

**AWP17/7 LEAVE OF ABSENCE**

Requests for Leave of Absence were received from Councillors S Lawrence and J Ryan who were absent from the meeting for personal reasons. Such requests for leave of absence were accepted by the Working Party and the members concerned granted leave of absence from this meeting.

The meeting closed at 6.30pm.

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CHAIRMAN

AIRPORT/AIRSTRIP WORKING PARTY  
25 OCTOBER 2017

**AWP17/2**



## REPORT: Dubbo City Regional Airport Major Projects Update

**AUTHOR:** Manager Airport Operations  
**REPORT DATE:** 10 October 2017  
**TRIM REFERENCE:** ID17/1783

### EXECUTIVE SUMMARY

Dubbo City Regional Airport is currently undertaking major capital works projects as a result of significant grant funding received from Infrastructure NSW and National Stronger Regions in addition a partnership with NSW Rural Fire Services.

Passenger growth over the last four (4) years has averaged 6.37% annually, which has been attributed to the introduction of the Qantas Q400 aircraft and the introduction of Jetgo and Fly Pelican airlines. With the Dubbo City Regional Airport being one of the most significant regional airports in NSW and a key economic gateway to both the Central and Far West, last financial year saw a record number of 217,518 passengers passing through Dubbo City Regional Airport.

Currently the larger aircraft are operating under pavement concessions which deteriorates the runway. Any change to the runway surface requires the lighting to be replaced under CASA (Civil Aviation Safety Authority) regulations.

The General Aviation precinct is at capacity with the current thirteen (13) hangars under lease contracts largely to 2023.

The purpose of this report is to provide an update on the capital works projects currently underway which include:

1. Runway Strengthening and Lighting Upgrade
2. General Aviation and Aeromedical Facility Upgrade
3. NSW Rural Fire Service Training Facility of Excellence.

### ORGANISATIONAL VALUES

Customer Focused: Remaining focused on providing essential services to all Airport stakeholders so they are able to maintain service delivery along with service delivery of Regular Passenger Transport Services to Seven (7) Destinations direct from Dubbo.

Integrity: Delivering a safe and compliant Airport that meets CASA regulations.

One Team: Working together with a number of key agencies including State and Federal Government Funding bodies to provide infrastructure improvements to benefit the Airlines, the Dubbo and regional communities, travelling passengers, private industry, Royal Flying Doctor Services and NSW Rural Fire Services.

AIRPORT/AIRSTRIP WORKING PARTY  
25 OCTOBER 2017

**AWP17/2**

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**FINANCIAL IMPLICATIONS**

State and Federal Grant Funding totals \$14,145,421, Council's Co-contribution totals \$4,001,348 for the Runway, Lighting, General Aviation and Aeromedical Facility Upgrades with the Cost Estimate for the NSW Rural Fire Service contributing \$9,000,000 for Stage 1 of the Training Centre for Excellence.

**POLICY IMPLICATIONS**

There are no policy implications arising from this report.

**RECOMMENDATION**

**That the information contained within the report of Airport Operations Manager dated 10 October 2017 be noted.**

*Jacki Parish*  
Manager Airport Operations



AIRPORT/AIRSTRIP WORKING PARTY  
25 OCTOBER 2017

**AWP17/2**

## BACKGROUND

Dubbo is the key regional hub for central and western New South Wales. As such, the Dubbo City Regional Airport is a significant economic, social and services gateway for the state. Passenger numbers through Dubbo are currently growing at an annual rate of 6.37% averaged over the last four (4) years, and routes are being expanded which will see further growth in passengers in the coming years.

Currently the larger aircraft operating at Dubbo City Regional Airport operate under a pavement concession which has triggered the need for Runway Strengthening to Runway 05/23. Any changes to the runway result in the requirements for Lighting upgrades under CASA Regulations.

The current General Aviation Area at Dubbo City Regional Airport is fully developed, restricting economic opportunities that can be leveraged from the growth in traffic through the Airport. This has presented difficulty in the ability to attract businesses to Dubbo due to the lack of facilities for General Aviation aircraft and associated hangar reserves.

A further essential element at the Airport is an Aeromedical Patient Transfer Building at the Royal Flying Doctor (RFDS) Precinct in the General Aviation area of the Airport. Currently, the transfer occurs in the open air, subjecting critically ill patient to all weather extremes. The RFDS is integral in providing emergency retrieval services for remote parts of Western NSW and transporting critically ill patients to medical facilities in Dubbo and metropolitan areas. The Royal Flying Doctors Service also provides regular fly-in fly-out GP, Nursing and Allied Health Clinics to rural and remote communities.

The NSW Rural Fire Services investment in a state of the art training facility at the Airport will ensure volunteers and staff have access to a dedicated training facility to build their skills to respond to emergencies across the state. Being located in Dubbo allows the facility to be available for the wider region with lower travelling costs and accommodation.

## REPORT

### Lighting Upgrade and Runway Overlay Works:

Dubbo Regional Council is currently undertaking significant works at Dubbo City Regional Airport on its main runway (05/23). These works will strengthen the runway surface to cater for existing and future aircraft's operational needs and improve ageing infrastructure so that the Airport can continue to meet the aviation compliance requirements of CASA for runway lighting. Installation of new runway edge lighting along with new Precision Approach Path Indicator (PAPI) is being undertaken with the aged T-VASIS lighting system being decommissioned.

**AIRPORT/AIRSTRIP WORKING PARTY  
25 OCTOBER 2017**

**AWP17/2**

**Project Timelines**

It is anticipated that the over overall project duration is September 2017 to June 2018. The runway lighting installation timeframe is September 2017 to end of March 2018. Runway asphalt overlay works timeframe is November 2017 to June 2018. There is no site work proposed over the Christmas/New Year holiday period (Friday 22 December to Sunday 7 January 2018). The runway overlay work activities will be undertaken at night so as not to disrupt daytime RPT aircraft movements. Proposed nightworks timeframes (subject to weather and contractor programming) are:

1. Asphalt overlay on runway surface from 15 January 2018 to 16 February 2018.
2. Runway Grooving from 7 May 2018 to 13 June 2018.

At this stage the lighting upgrade works will not require nightworks as previously anticipated. The RFDS will relocate its operations to Narromine Aerodrome during both the day and during nightworks periods with the Dubbo City Regional Airport being closed between the hours of 9pm to 5am daily. This has been clearly communicated with all operators. Community consultation with the adjoining residents has also been undertaken.



Runway 05/23 works area for Lighting Upgrade and Runway Overlay Works

**AIRPORT/AIRSTRIp WORKING PARTY  
25 OCTOBER 2017**

**AWP17/2**

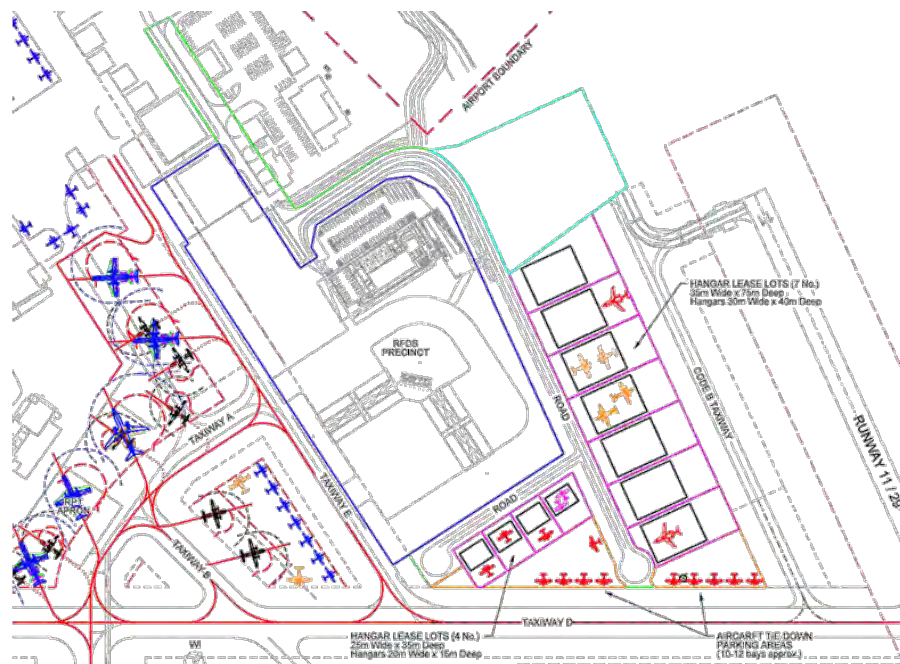
General Aviation and Aeromedical Upgrade

The current General Aviation Area at Dubbo City Regional Airport is fully developed, restricting economic opportunities that can be leveraged from the growth in traffic through the Airport. This has presented difficulty in the ability to attract businesses to Dubbo due to the lack of facilities for General Aviation aircraft and associated hangar reserves. This project includes construction of 10 new hangars by private and business customers, taxiways, roads, drainage, stormwater, power water and sewer.

The Aeromedical Patient Transfer Building located within the Royal Flying Doctor Precinct in the General Aviation area of the Airport includes construction of four (4) Aeromedical Patient Transfer Buildings allowing for improved transfer to and from the Royal Flying Doctor Service aircraft. Currently, the transfer occurs in the open air, subjecting critically ill patient to all weather extremes.

Project Timelines

Final design plans are due by 31 October 2017 with tenders to open in November 2017 with construction to commence early in the New Year and completion by 31 December 2018.



Airport GA Upgrade and Aeromedical Facility Plans

**AIRPORT/AIRSTRIP WORKING PARTY  
25 OCTOBER 2017**

**AWP17/2**

RFS Training Facility Development

The Dubbo City Regional Airport Master Plan identified opportunities for further development to support increased air traffic as well as land based developments such as the newly announced RFS Regional Training facility. The NSW Rural Fire Service (NSW RFS) is partnering with the Dubbo Regional Council to build a state of the art training facility for NSW RFS volunteers and staff in Dubbo.

Through a partnership between the NSW RFS and Dubbo Regional Council, the facility will be built at Dubbo Airport, and be established as a 'Centre for Excellence'.

When complete, the Training Facility is to consist of:

Accommodation for 100 persons. A separate apartment is to be provided for each person however the apartments may be individual buildings or multiple apartments per building.

- a) Each apartment is to consist of a king single bed, bathroom, air-conditioning, bar fridge, desk, fire extinguisher and smoke alarm, noise/light reduction suitable for 24hrs sleeping;
- b) Recreation room suitable for 100 persons;
- c) Office building for 30 persons (plus two 6m x 6m meeting rooms);
- d) Site manager's office/reception 4 persons;
- e) Kitchen/mess (cooking capacity of 100 persons and seating capacity of 100 persons);
- f) Laundry room (typical washing/dryers for five day stays);
- g) Storage sheds for vehicles and training props (Two sheds of 18m x 12m with 4 doors along 18m length);
- h) Auditorium/training 130 persons (can be divided into 4 by partition).
- i) IT connections/ Wifi for PCs, projectors and AV etc.;
- j) Gymnasium of a suitable size;
- k) Fire and security;
- l) Pathways and covered awnings;
- m) BBQ areas x 2 and grass;
- n) 3 hard stand areas of 30m x 30m each with sloping and drainage;
- o) 150 car parking spaces; and
- p) any other requirements which may be necessary following consultation with any Authorities.

The facility will provide a variety of environments for emergency service training, whether it be in a classroom or with practical outdoor scenarios.

**Project Timelines**

It is anticipated that Construction on the facility is expected to commence mid 2018 and be completed by 2020. A Development Application is currently being prepared for the demolition of the buildings in the compound area with quotes to be called for such demolition along with that removal of the trees and underground structures.

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The Airport Cottage is to be auctioned on 3 November 2017 on the basis of removal, with negotiations proceeding with other tenants with a view to a clear site being available for the RFS Development.



Artists Impression of proposed RFS Training Facility



RFS Training Facility Location



AIRPORT/AIRSTRIP WORKING PARTY  
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**AWP17/3**



## REPORT: Dubbo City Regional Airport Internal Advertising Partnership Program

**AUTHOR:** Manager Airport Operations  
**REPORT DATE:** 8 October 2017  
**TRIM REFERENCE:** ID17/1761

### EXECUTIVE SUMMARY

At its meeting in May 2016, Council resolved that the Interspace Advertising licence agreement with Dubbo City Regional Airport was not to be renewed and that the sale of advertising at the Dubbo City Regional Airport would be managed in-house.

The Dubbo City Regional Airport Partnership Program will provide regional advertisers an opportunity to market to a captive, affluent audience. The program will be expanded in future years with the initial program offering ten (10) key spaces located in strong pedestrian traffic locations and areas of high dwell time.

The Dubbo City Regional Airport's Partnership Program is intended to generate \$60,000 (minimum) revenue annually; provide marketing value to businesses to encourage investment; ensure asset advertising does not detract from the aesthetic appeal of the site and aligns with the values of Dubbo Regional Council.

Due to installation costs there is an anticipated loss in the first year of the program, with a total profit in excess of \$240,000 in the first five years of operation. The total amount of income received in the five years that the external advertising concession operated, yielded \$55,072.

Quotations from local signwriting companies in Dubbo and Wellington will be sourced, once the concepts are approved. Quotations will be invited through an expression of interest process.

Final partnership costs will be determined once the installation costs are finalised. Advertising sales will commence in November with installation scheduled in late December 2017 and early January 2018.

### ORGANISATIONAL VALUES

Customer Focused: Providing quality images/messaging that best promote businesses and services to consumers who use the Dubbo City Regional Airport

Integrity: Using local suppliers and keeping the income generated from sales and installation in the local economy

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One Team: Utilising skills and services across a variety of functions including local businesses, local suppliers, and Council's Graphic Design, Communications, Airport and City Marketing functions to collaborate and produce a high quality and value advertising images at Dubbo City regional Airport.

**FINANCIAL IMPLICATIONS**

Costs of establishing the program will be funded from the Dubbo City Regional Airport Operations Budget. Income generated from this agreement will also be allocated to be Dubbo City Regional Airport budget.

**POLICY IMPLICATIONS**

There are no policy implications arising from this report.

**RECOMMENDATION**

1. **That the advertising concepts contained within the report of the Manager Airport Operations dated 8 October 2017 be adopted.**
2. **That a prospectus for advertising be developed and partnership opportunities be sold to regional businesses.**

*Jacki Parish*  
Manager Airport Operations

AIRPORT/AIRSTRIP WORKING PARTY  
25 OCTOBER 2017

**AWP17/3**

**BACKGROUND**

In 2006 the former Dubbo City Council resolved to invite an expression of interest for companies that would be interested in a concession/licence to advertise at the Dubbo City Airport. Council received expressions from two interested parties at the time and Interspace Airport Advertising were selected on their experience and on the types of advertising that would complement the newly renovated terminal at the time.

Interspace were offered a 5 x 5 year licence agreement, and Interspace exercised the option of the additional 5 year licence in 2011.

At the Council meeting held in May 2016, it was resolved that the Interspace Advertising licence agreement with Dubbo City Regional Airport was not going to be renewed, instead the role of advertising would be taken in-house.

There is an anticipated loss in the first year of operation, but a total profit in excess of \$240,000 in the first five years of operation. The total amount of income received in the ten years that the external advertising concession as operated, yielded \$98,031.

**REPORT**

More than 18,000 people arrive and depart Dubbo City Regional Airport each month. Passengers spend an average of 42.5 minutes at the Dubbo City Regional Airport. The Airport Advertising Partnership program provides advertisers an opportunity to deliver detailed messages to a captive audience.

The advertising partnership program will sell ten (10) key spaces located where there is strong pedestrian traffic flow areas and high dwell times.

Advertising guidelines and prospectus will be finalised once the concepts below are approved. Partner price is these will be finalised once formal quotations from local signwriting companies in Dubbo and Wellington are sourced.

The advertising guidelines, developed by Council's Graphic Design Co-ordinator will help frame visually appealing advertising messages and assist in avoiding proliferation of unappealing graphics or messages across the site. Guidelines for partners will be developed in accordance with Council's In-kind and Financial Assistance Policy and included in partnership prospectus and any communications pitching opportunities to business.

Key guidelines will include that the following is not permitted:

- 1) Organisations involved in the manufacture, distribution and wholesaling of tobacco and/or tobacco related products.
  - Organisation is involved in the manufacture, distribution and wholesaling of pornography related products.






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- Organisation whose services or products are injurious to health, and/or are perceived to be in conflict with Council's policies and responsibilities to the community.
- 2) Content that:
- Promotes Political or religious activities/beliefs
  - implies that Council supports excessive alcohol use or gambling
  - denigrate, exclude or may offend minority community groups
  - does not reflect community standards
  - requires or implies the City's or Council's endorsement of commercial products, services, companies or individuals. *Note: whilst all advertising represents a partnership that comes with a level of endorsement from both parties Logo placement with a 'proudly supported by' tag line does not classify as an endorsement of a business. An image of Councillors using the product saying "it is the best" would be seen as endorsement.*
  - personally benefits individual employees/Councillors or their family/friends.
  - implies City endorsement of contentious community issues.

The Airport Partnership Program advertising concepts proposed for the specified areas within the terminal include:

Welcome Partner	Welcome Hall	
Arrivals Partner	Arrivals- Check In	
Welcome Partner	Welcome Wall - Doors	

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Welcome Partner	Welcome Wall - Wall	
Arrivals Partner	Hallway Opposite Hire Cars	
Arrivals Partner	Arrivals (Baggage Collection Area)	
Departures Partner	Departures – Charging Station	
Departures Partner	Departures Lounge	
Departures Partner	Departures Lounge Area	
Departures Partner	Departures Cafe	

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The Dubbo City Regional Airport's Partnership Program is intended to generate \$60,000 (minimum) revenue annually whilst providing value to businesses to encourage investment; and support advertising that does not detract from the aesthetic appeal of the site, and that aligns with the values of the business and the Organisation.

Quotations from local signwriting companies in Dubbo and Wellington will be sourced, once the concepts are approved. Quotations will be invited through an expression of interest notice in the Daily Liberal, and Dubbo Regional Council Website. Advertising costs will be determined once the installation costs are finalised. Advertising sales will commence in November with installation scheduled in late December 2017 and early January 2018.

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**AWP17/4**



## REPORT: Dubbo City Regional Airport Advertising Campaign - 7 Destinations

**AUTHOR:** Manager Airport Operations  
**REPORT DATE:** 4 October 2017  
**TRIM REFERENCE:** ID17/1745

### EXECUTIVE SUMMARY

Dubbo City Regional Airport has developed and is currently implementing an advertising plan to create greater awareness among potential consumers in the Dubbo and Western NSW Region of the direct flight connections that are available from Dubbo City Regional Airport. The campaign aims to inform consumers of the opportunity to fly direct to seven (7) destinations, Sydney, Cobar, Broken Hill, Newcastle, Melbourne, Brisbane, Canberra via the four (4) major airlines, Qantas, Regional Express, FlyPelican and Jetgo.

The advertising plan includes a series of advertisements across print, radio and social media and supporting updates to the Dubbo City Regional Airport website.

Whilst the majority of the activity over a three month period will be generic, aimed at increasing regional consumer awareness, some activity, primarily social media will look at more direct response messaging targeting specific destinations and events available in the respective destinations.

Advertising commenced in September 2017 through a print advertisement in the Western Magazine and is continuing through to December 2017 with radio advertising on 2WEB, Radio 2DU, Hit93.5FM and through Council owned social media profiles.

### ORGANISATIONAL VALUES

Customer Focused: Remaining focused on keeping the consumer informed of the 7 Destinations that are available direct from Dubbo.

Integrity: Ensuring the message is advertising across several mediums at a price point that the best value is achieved.

One Team: Utilising the skills of communication branch and airport staff as one to finalise concepts and get the message into the market place.

### FINANCIAL IMPLICATIONS

The \$10,000 marketing campaign was funded from the Dubbo City Regional Airport and Economic Development budgets.

### POLICY IMPLICATIONS

There are no policy implications arising from this report.

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**RECOMMENDATION**

That the report of the Airport Operations Manager, Dubbo City Regional Airport Advertising Campaign 7 Destination 7 October 2017 be noted.

*Jacki Parish*  
Manager Airport Operations

**AIRPORT/AIRSTRIP WORKING PARTY  
25 OCTOBER 2017**

**AWP17/4**

**BACKGROUND**

Passenger numbers at Dubbo City Regional Airport have continued to grow with the expansion of services to Melbourne, Brisbane, Newcastle and Canberra. Total passenger numbers for 2016/2017 were 217,518.

Maintaining the upward trend in passenger numbers supports the overall objectives of Dubbo City Regional Airport.

In this regard it was decided to use the platforms of visitor, investment and events targeted reasons to FLY.

To support the growth of passenger numbers Dubbo City Regional Airport and the Communications and Stakeholder Engagement branch cooperatively developed an advertising plan to raise regional consumer awareness of direct flights in and out of Dubbo.

**REPORT**

Dubbo City Regional Airport commenced an advertising campaign in September 2017 promoting seven destinations direct from Dubbo.

The majority of advertising activity is aimed at increasing regional consumer awareness of the 7 Destinations that are available direct from Dubbo.

The advertising plan includes a series of advertisements across print, radio and social media and supporting updates to the Dubbo City Regional Airport website.

<b>Dubbo City Regional Airport - Regional Marketing Activity - September to December 2017</b>		
<b>Media</b>	<b>Size</b>	<b>Date</b>
Western Magazine	T24 92mmx260mm	Tuesday 26 September
Western Magazine	T24 92mmx260mm	Tuesday 3 October
Western Magazine	T24 92mmx260mm	Tuesday 10 October
Western Magazine	T24 92mmx260mm	Tuesday 17 October
2WEB Radio	80 X 15 second spots (multiple production linked to destinations)	September, October, November
2DU Radio	81 x 30 second spots (focussed on priority routes)	4 week saturation
Hit 93.5 FM Radio	120 x 30 second spots (All Cities direct from Dubbo)	September, October, November, December
Dubbo City Regional Airport Facebook	Responsive	Dubbo City Regional Airport



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(Sponsored)		
Dubbo City Facebook (Sponsored)	Responsive	90 days (September-November)

**PRINT:** The print advertisement in the Western Magazine (Fairfax media circulating in Western NSW region) is in market for four weeks. (26 September and 3, 10 and 17 October.)

In addition to this, investigations are proceeding in respect of enclosing the print advertisements as below in the next mail out of Councils rate notices.



Print advertisement: 7 Destinations direct from Dubbo

**RADIO:** Complementing the print advertising, a series of radio advertisements will be played across 2WEB (September – December), 2DU (October) and Hit 93.5FM (September – December). These advertisements will feature the tag line Let’s Fly and focus on the destinations that can be reached direct from Dubbo.

**WEBSITE:** In addition to the radio advertising, Dubbo Airport website [www.dubboairport.com.au](http://www.dubboairport.com.au) has been updated to feature the destinations that can be reached direct from Dubbo. The website has links to each airlines web booking pages. The website platform will enable us to measure the Where possible, the success of the advertising plan will be measured through visits to the website and click through to individual airlines. The Dubbo City Regional Airport website has also been updated to include images and information on the destinations available from Dubbo to align with the advertising campaign. The airport website is being used as the primary point of contact to enable all airlines logos to be listed and the opportunity to directly link to airlines booking sites

**SOCIAL MEDIA:** Finally, a social media element utilising our Dubbo Airport facebook page and the Dubbo City facebook page promotes the 7 destinations direct from Dubbo. This will continue from October through to December 2017. Dubbo City Regional Airport will also remain active on sharing airlines and destination offers and events on social media. This activity will also continue to be supported through Council’s ‘tourism’ social media channels – Dubbo City and visitwellington.

AIRPORT/AIRSTRIP WORKING PARTY  
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**AWP17/4**

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**SUMMARY**

Dubbo City Regional Airport commenced an advertising campaign in September 2017 promoting seven destinations direct from Dubbo. Advertising is being undertaken across print, radio and social media specifically targeting communities in Western NSW using the slogan Let's Fly. The campaign will continue to December 2017 with an opportunity to review the reach and success of the advertising plan measured through visits to the website and click through to individual airlines.

The campaign style and the collateral produced will provide other opportunities to advertise and build on partnership opportunities for further promotion and repeating advertising.



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**AWP17/5**



## REPORT: Dubbo City Regional Airport - Cafe License Agreement Renewal

**AUTHOR:** Manager Airport Operations  
**REPORT DATE:** 10 October 2017  
**TRIM REFERENCE:** ID17/1784

### EXECUTIVE SUMMARY

The Dubbo City Airport Terminal Cafeteria Licence Agreement expires 3 February 2018. The review of the cafe current licence agreement and feedback from customers has provided an opportunity for alterations to the current licence agreement.

### ORGANISATIONAL VALUES

Customer Focused: The Dubbo City Regional Airport welcomes over 200,000 travellers annually. The Airport Café is an integral part in ensuring a pleasant and memorable experience is achieved.

Integrity: Customer service levels and variety of menu options must meet industry standards as the Café operations are a reflection on Council.

One Team: The Dubbo City Regional Airport has a number of service providers that each collaborate to deliver positive outcomes to the travelling community of the city and region.

### FINANCIAL IMPLICATIONS

Café rental income and maintenance expenditure is accounted for in the Dubbo City Regional Airport budget.

### POLICY IMPLICATIONS

There are no policy implications arising from this report.

### RECOMMENDATION

1. That amendments to the Airport Café Licence Agreement as detailed herewith be adopted.
2. That the weekly rental of the Café at the Dubbo City Regional Airport be \$300 (ex GST).
3. That Expressions of Interest be invited for the operation of the Café based on a three (3) year licence plus a three (3) year option.

*Jacki Parish*  
Manager Airport Operations

AIRPORT/AIRSTRIP WORKING PARTY  
25 OCTOBER 2017

**AWP17/5**

**BACKGROUND**

The Airport Café has had a number of license agreements with various operators over a period of time. The current licensee's agreement expires 3 February 2018 and have exhausted the original three (3) year + three (3) year option term.

The existing license agreement charges a weekly fee of \$200.00 GST inclusive. With the Airport providing the outgoings, café equipment and maintenance costs, there is little profit margin being achieved for the Airport function.

**REPORT**

A review of the current license agreement and taking on board customer feedback of the current operators, it is proposed that opportunities exist to improve customer service, presentation and revenue for the airport based on industry comparison.

Additions made to the license agreement include the requirement for a commercial hospitality uniform to be supplied and worn at all times at the cost of the licensee. This will provide a professional image for staff, as all other service providers at the Dubbo City Regional Airport wear identified uniforms.

A review of maintenance and supply costs highlights the need for greater responsibility of the Café operator in terms of cleaning and servicing of the Coffee machine and grinder in particular. The new licence agreement proposes that:

*Maintenance and repair of the Licensor's Goods and Equipment is the responsibility of the Licensee for all items.*

Industry Analysis

The airport licence agreement charges a weekly rental amount of \$200 (inc GST) for an approximate area of 230square metres. This equates to the Dubbo Airport Café paying \$41.10 per square metre.

Research conducted via commercial real estate agent in Dubbo has indicated the following:

- Macquarie Street cafes are obtaining rents of between \$300 - \$400 per square metre per annum, and possibly more if they are already fitted out (given that the cost of fitout can be very costly).
- A successful café that is not located in the CBD pays \$230/m<sup>2</sup> p.a. and this did not include the fitout.

It is proposed that the rental amount of the Airport café space be raised to \$300 ex GST per week - this would equate to \$15,600 per annum. This in turn would equate to \$67.83 per square metre and, whilst a figure that remains below market value, it is important that a functioning and viable café operate at the Airport.



DUBBO REGIONAL  
COUNCIL

## REPORT: Abolition of Wards and Popularly Elected Mayor

**AUTHOR:** General Manager  
**REPORT DATE:** 31 October 2017  
**TRIM REFERENCE:** ID17/1922

### EXECUTIVE SUMMARY

At the Ordinary meeting of Council held 23 October 2017, Council considered a Notice of Motion on the abolition of wards in the Dubbo Regional Council Local Government Area and the Introduction of a Popularly Elected Mayor. Subsequently, Council resolved:

- “1. That the General Manager be requested to report to the November 2017 Ordinary meeting of Council the process to be followed as specified in the Local Government Act 1993 and associated regulations to potentially abolish wards within the Dubbo Regional Council Local Government Area including the indicative costing and timeframes to pursue the abolition of wards.*
- 2. That the General Manager be requested to report to the November 2017 Ordinary meeting of Council the process to be followed as specified in the Local Government Act 1993 and associated regulations to potentially introduce a popularly elected Mayor in Dubbo Regional Council Local Government Area including the indicative costing and timeframes to pursue any introduction of a popularly elected Mayor.”*

This report addresses the matters resolved above.

It is noted that discussions have been held with the Office of Local Government and advice has been sought from the NSW Electoral Commission and Council’s legal advisors, Booth Brown Legal, in respect of this matter.

### ORGANISATIONAL VALUES

Customer Focused: The abolition of wards would address the issue of confusion of Electors in a ward divided area and allow Electors to vote for any candidate nominated in the Local Government Area. The election of Mayor by Electors allows Electors to vote for the Mayor of the Local Government Area directly.

Integrity: A Constitutional Referendum must be undertaken and approval granted by Electors prior to the implementation of abolishing wards or introduction of a Mayor elected by Electors.

One Team: The proposed changes apply to the entire Local Government Area.

### FINANCIAL IMPLICATIONS

Funds to conduct a constitutional referendum have not been allocated in future budgets.

**POLICY IMPLICATIONS**

There are no policy implications arising from this report.

**RECOMMENDATION**

**That Council determine the course of action to be followed with regard to the abolishing of wards and introduction of a Mayor elected by the Electors.**

*Mark Riley*  
General Manager

## BACKGROUND

Following the merger of the former Dubbo City Council and Wellington Council on 12 May 2016, the newly formed Local Government Area of Dubbo Regional Council was divided into five (5) wards, each ward electing two (2) Councillors to Council. During the September 2017 election, there were reports of voter confusion throughout the area as voters were unfamiliar with the voting procedures involved with the introduction of wards.

With regard to the election of Mayor, each of the former councils conducted the election of the Mayor by the group of Councillors. In accordance with Section 282 of the Local Government Act 1993 (the Act), the Mayor may be elected by the Councillors or by the Electors. It should be noted that the election of the Mayor by Electors is still able to occur if the Local Government Area is divided into wards (Section 282(1) of the Act).

## REPORT

At the Ordinary meeting of Council held 23 October 2017, Council considered a Notice of Motion on the abolition of wards in the Dubbo Regional Council Local Government Area and the Introduction of a Popularly Elected Mayor. Subsequently, Council resolved:

- “1. That the General Manager be requested to report to the November 2017 Ordinary meeting of Council the process to be followed as specified in the Local Government Act 1993 and associated regulations to potentially abolish wards within the Dubbo Regional Council Local Government Area including the indicative costing and timeframes to pursue the abolition of wards.*
- 2. That the General Manager be requested to report to the November 2017 Ordinary meeting of Council the process to be followed as specified in the Local Government Act 1993 and associated regulations to potentially introduce a popularly elected Mayor in Dubbo Regional Council Local Government Area including the indicative costing and timeframes to pursue any introduction of a popularly elected Mayor.”*

Each of the matters shall be addressed separately below.

### **Abolition of Wards**

Section 210 of the Act specifies the options available to Council with regard to wards that includes dividing the area into wards, abolishing all wards, altering ward boundaries or renaming a ward. In responding to Council’s resolution, this report shall concentrate on abolishing of all wards and amending and existing ward. Section 210(5) states that *“a council must not divide an area into wards or abolish all wards unless it has obtained approval to do so at a constitutional referendum.”* This is also described in Section 16(a) of the Act. In accordance with Section 17(1) of the Act, the results of the constitutional referendum are binding upon Council.

It is important to note that Section 210B refers to applying to the Minister to abolish all wards in the Council's area. Section 210B(7) indicates that applications to the Minister under this section may only be made within 5 months from the commencement of this section which was in 2011. Accordingly, under Section 210B of the Act, Council is precluded from applying to the Minister to abolish all wards within the Dubbo Regional Council Local Government area.

The conducting of a constitutional referendum to abolish all wards can occur in two ways. The most cost effective solution for Council is that it is conducted concurrently with the next Ordinary Local Government election, scheduled to occur in September 2020. The NSW Electoral Commission have advised that it is not possible to conduct the constitutional referendum at a State or Federal election as these elections are conducted under different legislation and different boundaries. Alternatively, Council could also engage the NSW Electoral Commission to conduct the referendum prior to the next Local Government election. There is however a significant cost difference in each of these instances. Advice received from the NSW Electoral Commission provides that to conduct a single question constitutional referendum at the next Local Government elections in 2020, the cost would be estimated at approximately 10% more than the cost to conduct the election. Based on the estimated costs of the 2017 election of \$343,000, this would equate to approximately \$35,000 (Note: final invoices have not yet been received from the NSW Electoral Commission for the 2017 election). To conduct a constitutional referendum before the next Local Government election in September 2020, the NSW Electoral Commission has estimated it would be very similar in cost to conduct an Ordinary Local Government election, ie \$343,000.

### **Amending an Existing Ward**

Should Council give consideration to amending the wards currently existing within the Local Government Area, certain criteria are specified within the Act that must be met. Section 210(7) requires that if Council changes the boundaries of a ward, it must not result in a variation of more than 10% between the number of Electors in each ward in the area. Section 280(2) specifies that the same number of Councillors must be elected to each ward. The process required to be followed to amend the existing ward boundaries is detailed in Section 210A of the Act and is included here for information.

“(1) Before dividing a council's area into wards or altering a council's ward boundaries, the council must:

- (a) consult the Electoral Commissioner and the Australian Statistician to ensure that, as far as practicable, the proposed boundaries of its wards correspond to the boundaries of appropriate districts (within the meaning of the *Parliamentary Electorates and Elections Act 1912*) and census districts, and to ensure that the proposed boundaries comply with section 210 (7),” (*this section refers to no more than 10% variance of Electors in each ward*) “and
- (b) prepare and publicly exhibit a plan detailing the proposed division or alteration (the **ward boundary plan**).

(2) The council must give public notice of the following:

- (a) the place at which the ward boundary plan may be inspected,

- (b) the period for which the plan will be exhibited (being a period of not less than 28 days),
- (c) the period during which submissions regarding the ward boundary plan may be made to the council (being a period of not less than 42 days after the date on which the ward boundary plan is placed on public exhibition).
- (3) The council must, in accordance with its notice, publicly exhibit the ward boundary plan together with any other matter that it considers appropriate or necessary to better enable the plan and its implications to be understood.
- (4) Any person may make a submission to the council regarding the ward boundary plan within the period referred to in subsection (2) (c).
- (5) The council must consider submissions made in accordance with this section.”

Once all these conditions have been met, Council would be required to consider the proposed boundary amendment with any public submissions made and decide on the appropriate course of action through resolution of Council. Council may also choose to rename the existing wards. Should Council resolve to amend the existing wards or rename a ward, it may be done through a Council resolution and then undertaking the necessary notices as required under section 277 of the Local Government (General) Regulation 2005.

#### **Election of Mayor by Electors**

In accordance with Section 282 of the Local Government Act 1993 (the Act), the Mayor may be elected by the Councillors or by the Electors. A Mayor elected by the Electors is commonly referred to as a popularly elected Mayor. It should be noted that the election of the Mayor by Electors is still able to occur if the Local Government Area is divided into wards (Section 282(1) of the Act). Section 16 of the Act describes those matters that Council must receive approval at a constitutional referendum prior to implementation. Section 16(b) indicates that approval at a constitutional referendum is required for Council to change the basis on which the Mayor attains office (that is, by election by the Councillors or by election by the Electors). The costs of conducting a constitutional referendum have been described earlier in this report. Further advice received from the NSW Electoral Commission is that a two question constitutional referendum (ie questions addressing the abolishing of wards and introduction of a popularly elected Mayor) would be an estimated cost to Council of 15% over the cost of holding an Ordinary election, if conducted at the next Ordinary Local Government election. Based on the costs above, a two question constitutional referendum would cost Council approximately \$51,500. Again, the results of the constitutional referendum are binding upon Council.

It should be noted that the term of the Mayor when elected by Electors is the Council term, or 4 years rather than the 2 years when the Mayor is elected by Councillors. It is further noted that there are implications for Council should the position of Mayor be vacated for any reason during the Mayoral term. The vacant position of Mayor of a Council where the Mayor is elected by Electors must be filled through a by-election of the entire Local Government area. As has been mentioned previously, the cost of a by-election throughout the entire Local Government area is significant as it requires similar resources to conducting an Ordinary election, costing approximately \$350,000.

This scenario may be further complicated if a current Councillor is successful in the election as Mayor. Council would now have a vacancy in that Councillor position and would require an additional by-election in the entire Local Government area, or ward if Council retains the ward structure, to fill the vacant Councillor position, again at a significant cost to Council.

### **Election of Mayor by Electors and Wards**

There are a number of matters that must be given due consideration regarding the Mayor being elected by the Electors that relate to wards. Council currently has 10 Councillors, two Councillors being elected from each ward. The introduction of a Mayor being elected by Electors could have a significant effect on Council's ward structure which will be illustrated by the following scenarios.

Should Council retain five wards in the Local Government Area and introduce a Mayor elected by the Electors, the Mayor is selected by a separate vote and is not regarded as a Councillor to be elected from the ward system. This will result in Council having 11 Councillors in total (Mayor and two Councillors being elected from each of the five wards) and requiring Council to conduct a constitutional referendum to increase the number of Councillors by one. Note that in accordance with Section 224(3) of the Act, the constitutional referendum must approve the change in Councillor numbers before determining what the number is to be.

Council may also determine that a revised ward structure is the preferred option with a Mayor elected by Electors. Council is still required to meet the total number of Councillors being 10 and accordingly, an example may be to reduce the number of wards to three in accordance with the Act with three Councillors being elected from each ward (Mayor and three Councillors being elected from each of the three wards).

Alternatively, Council may determine to abolish all wards as detailed earlier in this report and remain with 10 Councillors. Should Council determine to abolish all wards, the election of the Mayor is a separate vote and the remaining nine Councillors would be elected in accordance with the normal Local Government election procedures.

### **Timeframes**

As it has been described above, Council may either conduct a constitutional referendum before or at the next Ordinary Local Government election in 2020. It is common practice for councils to conduct constitutional referendums in conjunction with Ordinary Local Government elections due to the significant cost savings. Should Council resolve to proceed to conduct a constitutional referendum at the next Ordinary Local Government election, this would occur in September 2020. Should approval be granted as part of the constitutional referendum, the proposed changes of abolishing wards and introduction of a Mayor elected by the Electors would occur in the 2024 Ordinary Local Government elections.

It should be noted that Section 17(2) of the Act specifies that decisions made at a constitutional referendum do not apply at by-elections held after the constitutional referendum and before the next ordinary election.



It should be further noted that in the event of a by-election being required to be conducted prior to the next ordinary election, the by-election would only be required for the respective ward. Conducting a constitutional referendum at the same time will incur a significant additional cost as the referendum would occur across all wards.

The NSW Electoral Commission has advised that should Council wish to conduct a constitutional referendum prior to the Ordinary Local Government election in 2020, the decision relating to the basis on how the Mayor is elected would be effected at the 2020 election. The decision relating to the abolishing of wards must be made by 2 Feb 2020 for it to become effective by the 2020 Ordinary Local Government election which is expected to occur 12 September 2020. Accordingly, both matters should be considered in the constitutional referendum prior to 2 February 2020.

Should Council resolve to proceed with conducting a constitutional referendum to address the abolishing of all wards and introduction of a Mayor elected by Electors at the next Ordinary Local Government Elections to be held September 2020, an appropriate motion may be as follows:

1. *That the General Manager be requested to take the necessary action to engage the NSW Electoral Commission to conduct a constitutional referendum on behalf of Council at the September 2020 Ordinary Local Government election addressing the possible abolishing of wards in the Dubbo Regional Council Local Government Area.*
2. *That the General Manager be requested to take the necessary action to engage the NSW Electoral Commission to conduct a constitutional referendum on behalf of Council at the September 2020 Ordinary Local Government election addressing the possible introduction of the Mayor being elected by Electors.*
3. *That a further report be presented to Council detailing the contents of the questions to be considered at the constitutional referendum.*

It is usual practice to refer any questions to be asked as part of a constitutional referendum to the Office of Local Government for review prior to forwarding the final questions to the NSW Electoral Commission to be included in the constitutional referendum to ensure the question is worded appropriately to reflect what Council is proposing to achieve.



## **REPORT: Dubbo City Regional Airport - Australian Airport Association - Airport Innovation and Excellence Awards**

**AUTHOR:** Director Economic Development and  
Business

**REPORT DATE:** 20 November 2017

**TRIM REFERENCE:** ID17/2020

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### **EXECUTIVE SUMMARY**

The Dubbo City Regional Airport was presented with two industry awards for Airport Innovation and Excellence – an Operations Award and a Technology Award, at the 2017 Australian Airports Association Annual Conference Gala Dinner held 15 November 2017 at Adelaide Convention Centre.

### **ORGANISATIONAL VALUES**

Customer Focused: Dubbo City Regional Airport is committed to providing a first class facility with a focus on efficiency, risk mitigation and knowledge sharing.

Integrity: Cost efficiencies and risk mitigation strategies as well as information sharing with regional airports supports industry leadership.

One Team: Council works collaboratively with the Australian Airport Industry and our regional competitors to better serve our communities.

### **FINANCIAL IMPLICATIONS**

There are no financial implications arising from this report.

### **POLICY IMPLICATIONS**

There are no policy implications arising from this report.

### **RECOMMENDATION**

**That the report of the Director Economic Development and Business dated 20 November 2017 be noted and that past and present staff of Dubbo City Regional Airport as well as the staff who have contributed to the preparation and delivery of the Runway Strengthening and Lighting Upgrade project be congratulated on the attainment of these awards.**

*Natasha Comber*

Director Economic Development and Business

## REPORT

The Australian Airport Association hold an annual conference which enables the industry to meet, network, and discuss a range of topics relevant to airport business, development, operations and activities.

The former Airport Operations Managers of Dubbo and Orange developed the Aerodrome Reporting Officers' Network Forum, which enabled the Aerodrome Reporting Officers at regional airports to meet on a biannual basis to discuss work processes, maintenance issues, compliance and other operational industry topics.

Today these forum meetings have grown and are attended by Dubbo, Orange, Bathurst, Parkes, Scone, Armidale, Tamworth and Narrabri. Following the Aerodrome Reporting Officers' Forum meeting held earlier this year, it was discussed that the forum would be a suitable nominee for the Airport Industry Innovation and Excellence Award - Regional Airport Operations due to the collaborative approach now established and practised. The core group of Councils including Dubbo, Orange, Parkes and Scone submitted the nomination in July 2017.

Dubbo, Parkes, Orange and Scone were recognised for the industry success of this collaborative approach supporting regional airports by being presented the Airport Industry Innovation and Excellence Award - Regional Airport Operations at the Australian Airports Association Annual Conference in Adelaide November 2017.

Furthermore the Airport Industry Innovation and Excellence Award – Regional Airport Technology Award was awarded to Dubbo City Regional Airport and Whitsunday Coast Airport for the development of a performance based Airport Asphalt Specification that has been developed with the assistance of the University of the Sunshine Coast and Pavement Specialist Dr Greg White. This will be used to deliver the Runway Strengthening projects being undertaken by both Councils. This specification aims to increase construction efficiency and ensure the contractor warrants the performance guarantee of the asphalt surface by designing the asphalt mix, allowing for risk reduction and cost efficiencies for the Council and Airports, rather than to use the traditional prescriptive recipe based specification.



## **REPORT: Rail Maintenance Facility - agreement with Transport for NSW to acquire Council owned land at Lot 100 DP 710487, White Street**

**AUTHOR:** Manager Property Assets  
**REPORT DATE:** 21 November 2017  
**TRIM REFERENCE:** ID17/2027

### **EXECUTIVE SUMMARY**

The NSW Government has announced the establishment and operation of a rail maintenance facility in Dubbo to service the new generation of trains to replace the XPT and other 'rolling stock'.

The proposed site for the facility is on land owned by Transport for NSW (TfNSW) at White Street Dubbo, and the adjoining Council owned land which is currently used for storm water detention basins.

TfNSW are seeking to enter into an agreement with Council that will permit TfNSW to utilise Council land to form part of the rail maintenance facility due to the alignment of the existing rail tracks. This agreement would be on the basis that the stormwater detention basins are duplicated in the same vicinity to ensure capacity and functionality is at least of the same standard, and at nil cost to Council.

### **ORGANISATIONAL VALUES**

Customer Focused: Council staff have been actively assisting TfNSW to ensure the project investigation proceeds quickly.

Integrity: The acquisition of Council land will be undertaken in accordance with the relevant legislation.

One Team: Planning with TfNSW has involved Council's property branch and engineering division to ensure Council's assets and interests are protected.

### **FINANCIAL IMPLICATIONS**

TfNSW will pay Council a \$10,000 contribution towards legal and consultancy fees it may incur negotiating an agreement to formalise these terms and throughout the Development. This amount will be paid to Council within 28 days of execution of an agreement and receipt of an invoice from Council.

**POLICY IMPLICATIONS**

There are no policy implications arising from this report.

**RECOMMENDATION**

- 1. That the Terms Sheet attached to this report as Appendix 2, between Transport for NSW and Council, be approved and executed.**
- 2. That all necessary documentation in relation to this matter be executed under the Common Seal of the Council.**

*Simon Tratt*  
Manager Property Assets

## BACKGROUND

Transport for NSW (TfNSW) is a NSW Government agency established pursuant to the Transport Administration Act 1988.

In August 2017, the NSW Government announced it would replace all trains operating on the regional network including 60 XPTs and more than 50 XPLOER and Endeavour trains. The new regional NSW fleet will replace the ageing XPT, XPLOER and Endeavour trains for passengers who travel between Sydney, Canberra, Melbourne, Brisbane and major regional centres.

A new maintenance facility for these trains will also be built in regional NSW. The NSW Government's August 2017 announcement confirmed Government owned land in Dubbo as the preferred location to build the new maintenance facility, subject to planning approval.

TfNSW has been selected by the NSW Government as the delivery authority for the new maintenance facility at Dubbo.

TfNSW intends to design and construct, at its cost, a new Regional Rail Maintenance Facility at White Street, Dubbo.

Construction of the Development is subject to TfNSW obtaining all approvals, consents, permits, licences, certificates, and authorities as are required by Law with respect to the design, development and construction and use of the Development.

Council is the owner of land on Welchman Street, Dubbo (Lot 100 in Deposited Plan 710487) that is currently used for storm water detention. Council is the Roads Authority for the unmade portion of Welchman Street, Dubbo that is to the south of the junction of White and Welchman Streets.

The Development is intended to be constructed on land owned by TfNSW, part of the Main Western Railway corridor, the Council Land and the Unmade Road.

## REPORT

TfNSW and Council have agreed in principle that TfNSW will compulsorily acquire the Council Land and Unmade Road from Council pursuant to Land Acquisition (Just Terms Compensation) Act 1991. Compulsory acquisition is the preferred method of acquisition because it is an efficient way for the transfer to be effected given the Council Land is classified as 'community land' and the Unmade Road is a public road. Council is unable to deal with either parcel of land.



Image 1. Council storm water detention basins highlighted in blue, adjoining TfNSW site

TfNSW will construct and meet all its costs associated with the design and construction of new storm water detention basins of the same capacity and functionality as Council's existing system which is currently located on the Council Land, and TfNSW will transfer ownership of the New Storm Water Detention Basin and the land accommodating it to Council after the Development is completed. A plan of the stormwater network in this area is provided in **Appendix 1**.

If the existing storm water detention basin is disturbed before the New Storm Water Detention Basin is constructed, TfNSW will (subject to hydrological engineering advice) put in place temporary measures to minimise the impact to the surrounding area, and accepts all risks associated with the disturbance of the existing detention basin on downstream properties.

Upon completion of the Development, TfNSW will be responsible for subdividing its land to provide a lot suitable for transfer to Council. This lot will contain the New Storm Water Detention Basin and must have direct access to, or a right of carriageway providing it with access to a public road.

Should the Development not proceed or be deferred indefinitely, TfNSW will transfer the Unmade Road and Council Land back to Council (at no cost to Council).

**SUMMARY**

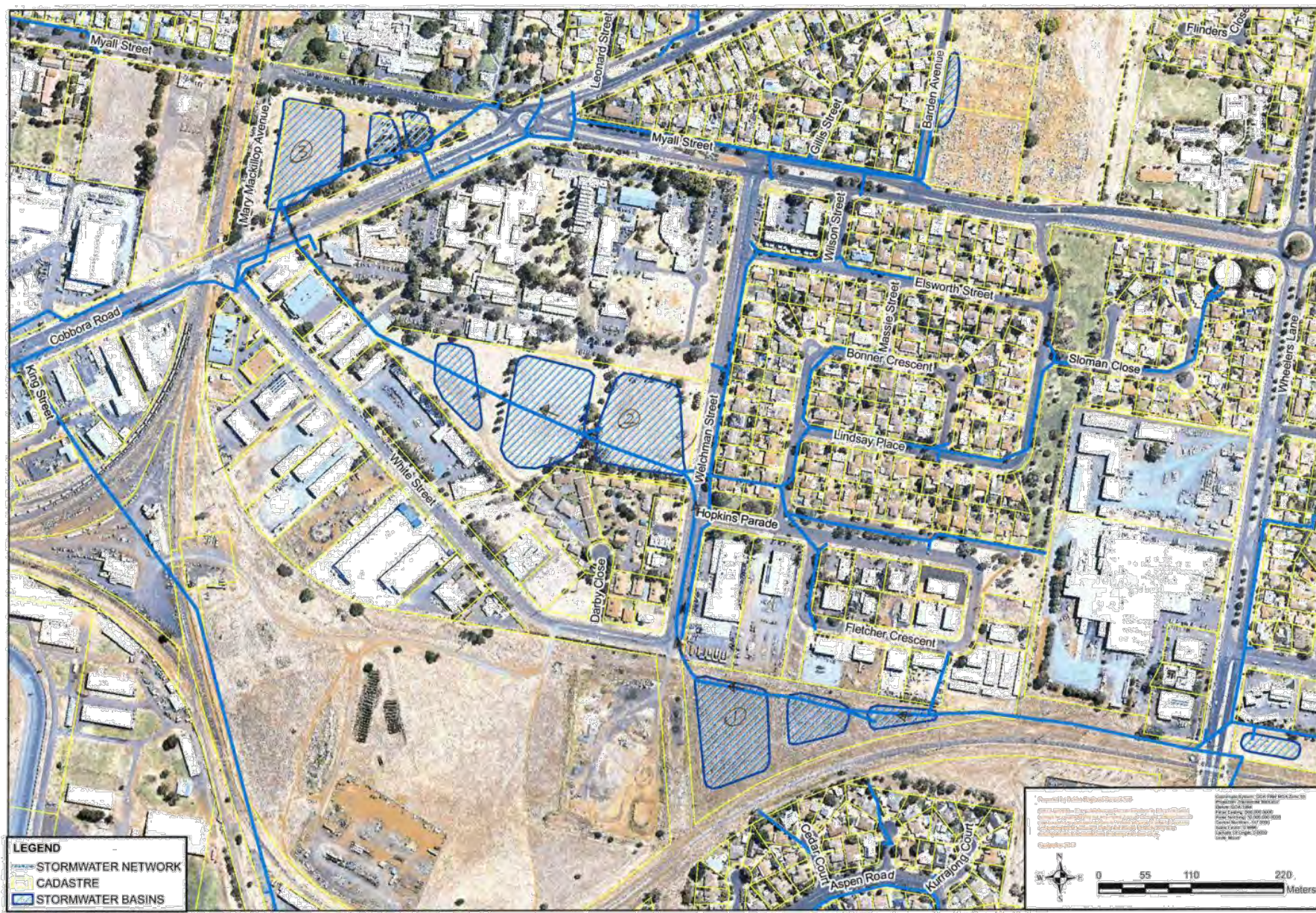
The construction and operation of the new rail maintenance facility at White Street would provide ongoing employment opportunities for Dubbo residents and is funded on an ongoing basis by a NSW government organisation.

The realignment of the stormwater detention basins to accommodate the rail maintenance facility is deemed a suitable option on the basis that the basin capacity and functionality would be retained at the existing standard as a minimum.

Appendices:

- 1 [↓](#) Stormwater network aerial plan for White Street precinct - North Dubbo
- 2 [↓](#) Rail Maintenance Facility - draft Terms Sheet - White Street storm water detention basins







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**TERMS SHEET: ACQUISITION OF LAND AND CONSTRUCTION AND TRANSFER OF  
STORMWATER DETENTION BASINS**

**Parties:**

**Transport for NSW ABN 18 804 239 602** of Level 5, Tower A Zenith Centre 821 Pacific Highway NSW 2067 ("**TfNSW**")

**And**

**Dubbo Regional Council ABN 53 539 070 928** of Corner Church & Darling streets, Dubbo NSW 2830 ("**Council**")

**Subject Matter:** Regional Rail Maintenance Facility at Dubbo

Term	Particulars
Background	<p>A. TfNSW is a NSW Government agency established pursuant to the Transport Administration Act 1988.</p> <p>B. In August 2017, the NSW Government announced it would replace all trains operating on the regional network including 60 XPTs and more than 50 XPLOER and Endeavour trains. The new regional NSW fleet will replace the ageing XPT, XPLOER and Endeavour trains for passengers who travel between Sydney, Canberra, Melbourne, Brisbane and major regional centres.</p> <p>C. A new maintenance facility for these trains will also be built in regional NSW. The NSW Government's August 2017 announcement confirmed Government owned land in Dubbo as the preferred location to build the new maintenance facility, subject to planning approval.</p> <p>D. TfNSW has been selected by the NSW Government as the delivery authority for the new maintenance facility at Dubbo.</p> <p>E. TfNSW intends to design and construct, at its cost, a new Regional Rail Maintenance Facility ("<b>Development</b>") at White Street, Dubbo.</p> <p>F. Construction of the Development is subject to TfNSW obtaining all approvals, consents, permits, licences, certificates, and authorities as are required by Law with respect to the design, development and construction and use ("<b>TfNSW Approvals</b>") of the Development.</p> <p>G. Council is the owner of land on Welchman Street, Dubbo (Lot 100 in Deposited Plan 710487) that is currently used for storm water detention ("<b>Council Land</b>").</p> <p>H. Council is the Roads Authority for the unmade portion of Welchman Street, Dubbo that is to the south of the junction of White and Welchman Streets ("<b>Unmade Road</b>").</p> <p>I. The Development will be constructed on land owned by TfNSW, part of the Main Western Railway corridor, the Council Land and the</p>

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Term	Particulars
	Unmade Road.
Acquisition of Land by TfNSW	<p>J. TfNSW and Council have agreed TfNSW will compulsorily acquire the Council Land and Unmade Road from Council pursuant to <i>Land Acquisition (Just Terms Compensation) Act 1991</i>. Compulsory acquisition is the preferred method of acquisition because it is an efficient way for the transfer to be effected given the Council Land is classified as 'community land' and the Unmade Road is a public road. Council is unable to deal with either parcel of land.</p>
Compensation	<p>K. In accordance with sections 204 to 206 (inclusive) of the <i>Roads Act 1993</i> nil compensation will be payable by TfNSW to Council for the acquisition of the Unmade Road.</p> <p>L. TfNSW and Council have agreed that Council will be compensated pursuant to <i>Land Acquisition (Just Terms Compensation) Act 1991</i> for acquisition of the Council Land in the following manner:</p> <ol style="list-style-type: none"> <li>a. TfNSW will <u>construct and</u> meet all <u>its</u> costs associated with the design and construction of a new storm water detention basin (<b>New Storm Water Detention Basin</b>) of the same capacity and functionality as Council's existing system which is currently located on the Council Land, and</li> <li>b. TfNSW will transfer ownership of the New Storm Water Detention Basin and the land accommodating it to Council after the Development is completed.</li> </ol> <p>Council and TfNSW acknowledge that the Development is in the very early stages of due diligence and options development. TfNSW is not able to define the area that the New Storm Water Detention Basin will be located. It is however likely to be located on land including Council's Land, the Unmade Road, parts of the existing railway corridor and other land owned by TfNSW including Lot 1 in Deposited Plan 1185204. TfNSW will consult with Council throughout the option and design process. The final location and design of the New Storm Water Detention will be determined by TfNSW, subject to the requirements of (a) above.</p> <p>If the existing storm water detention basin is disturbed before the New Storm Water Detention Basin is constructed, TfNSW will (subject to hydrological engineering advice) put in place temporary measures to minimise the impact to the surrounding area. and accepts all risks associated with the disturbance of the existing detention basin on downstream properties.</p> <p>Upon completion of the Development, TfNSW will be responsible for subdividing its land to provide a lot suitable for</p>

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Term	Particulars
	<p>transfer to Council. This lot will contain the New Storm Water Detention Basin and must have direct access to, or a right of carriageway providing it with access to a public road.</p> <p>It is noted that achieving the same detention volume and functionality are the key requirement of the New Storm Water Detention Basin area. The land area may differ from the Council Land.</p> <p>M. TfNSW will pay Council a \$10,000 contribution towards legal and consultancy fees it may incur negotiating an agreement to formalise these terms and throughout the Development. This amount will be paid to Council within 28 days of execution of an agreement and receipt of an invoice from Council.</p>
Concept Design	<p>N. A concept design has not yet been developed. TfNSW will make the final determination on the design and specifications for the Development.</p>
Timing	<p>O. TfNSW will seek approval to compulsory acquire the Unmade Road and Council Land as soon as it is able after the execution of an agreement with Council.</p>
Delay or Cancellation of Development	<p>P. Should the Development not proceed or be deferred indefinitely, TfNSW will transfer the Unmade Road and Council Land back to Council (at no cost to Council).</p>
Maintenance of Council Land and Unmade Road	<p>Q. Council will continue to maintain the Council Land and Unmade Road until advised by TfNSW that it needs possession of the land to start construction of the Development. TfNSW will grant a licence to Council to effect this arrangement.</p>
Council Assistance	<p>R. Council agrees to provide all landowner's consents and other items as reasonably requested by TfNSW in connection with TfNSW's applications and requests for the TfNSW Approvals;</p> <p>S. Council will permit access to the Council Land by TfNSW and its Authorised Persons for the carrying out of surveying, soil testing and other inspections or assessments in connection with the proposed Development. TfNSW will use all reasonable efforts to minimise any inconvenience to Council;</p> <p>T. Council agrees to act co-operatively and in good faith in facilitating the advancement of the TfNSW Approvals by TfNSW.</p>
TfNSW Representative:	<p>Project Director, Regional Fleet: Phone: [insert] Email: [insert]</p>

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<b>Term</b>	<b>Particulars</b>
Council Representative:	[insert name & contact details of Council's General Manager]
Instructions to Lawyers	The parties confirm that this Terms Sheet will form the basis of instructions to TfNSW's lawyers to draft a Deed of Agreement to cover the subject matter set out herein.

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