



AGENDA

ORDINARY COUNCIL MEETING

26 SEPTEMBER 2016

MEMBERSHIP:

Mr M Kneipp (Administrator).

The meeting is scheduled to commence at 5.30pm.

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 people who are present".

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CCL16/174 CONFIRMATION OF MINUTES (ID16/1733) 4

Confirmation of the minutes of the proceedings of the Western Plains Regional Council Ordinary Council meeting held on 24 August 2016 and the Dubbo Regional Council Extraordinary Council Meeting held on 14 September 2016.

CCL16/175 LEAVE OF ABSENCE (ID16/1747)

CCL16/176 PUBLIC FORUM (ID16/1748)

ADMINISTRATOR MINUTES:

CCL16/177 ADMINISTRATOR APPOINTMENTS (ID16/1728) 30

The Council had before it the Administrator Minute regarding Administrator Appointments

MATTERS CONSIDERED BY COMMITTEES:

- CCL16/178 REPORT OF THE PLANNING AND DEVELOPMENT COMMITTEE - MEETING 19 SEPTEMBER 2016 (ID16/1734)** 35
The Council had before it the report of the Planning and Development Committee meeting held 19 September 2016.
- PDC16/1 DRAFT POLICY FOR THE DEFERRED PAYMENT OF DEVELOPER CONTRIBUTIONS FOR RESIDENTIAL SUBDIVISION - RESULTS OF PUBLIC EXHIBITION**
The Council had before it the report dated 13 September 2016 from the Manager City Strategy Services regarding Draft Policy for the Deferred Payment of Developer Contributions for Residential Subdivision - Results of Public Exhibition.
- CCL16/179 REPORT OF THE WORKS AND SERVICES COMMITTEE - MEETING 19 SEPTEMBER 2016 (ID16/1735)** 38
The Council had before it the report of the Works and Services Committee meeting held 19 September 2016.
- CCL16/180 REPORT OF THE FINANCE AND POLICY COMMITTEE - MEETING 19 SEPTEMBER 2016 (ID16/1736)** 43
The Council had before it the report of the Finance and Policy Committee meeting held 19 September 2016.

REPORTS FROM STAFF:

- CCL16/181 PROGRESS OF MERGER PROJECTS (ID16/1732)** 49
The Council had before it the report dated 20 September 2016 from the Acting Interim General Manager regarding Progress of Merger Projects.
- CCL16/182 DUBBO CITY DELIVERY PROGRAM 2013 -2017, ANNUAL REVIEW 2015/2016 (ID16/1701)** 53
The Council had before it the report dated 12 September 2016 from the Acting Interim General Manager regarding Dubbo City Delivery Program 2013 -2017, Annual Review 2015/2016.

- CCL16/183 WELLINGTON DELIVERY PROGRAM 2013-2017, ANNUAL REVIEW 2015/2016 (ID16/1702)** 180
The Council had before it the report dated 12 September 2016 from the Director Wellington Branch regarding Wellington Delivery Program 2013-2017, Annual Review 2015/2016.
- CCL16/184 APPLICATION PURSUANT TO SECTION 68 OF THE LOCAL GOVERNMENT ACT, 1993 FOR APPROVAL TO OPERATE A CARAVAN PARK AND PRIMITIVE CAMPING GROUND - LAKE BURRENDONG (ID16/1695)** 195
The Council had before it the report dated 14 September 2016 from the Director Environmental Services regarding Application Pursuant to Section 68 of the Local Government Act, 1993 for Approval to Operate a Caravan Park and Primitive Camping Ground - Lake Burrendong.
- CCL16/185 APPLICATION PURSUANT TO SECTION 68 OF THE LOCAL GOVERNMENT ACT, 1993 FOR APPROVAL TO OPERATE A CARAVAN PARK AND PRIMITIVE CAMPING GROUND - MOOKERAWA WATERS HOLIDAY AND RECREATION PARK (ID16/1704)** 224
The Council had before it the report dated 14 September 2016 from the Director Environmental Services regarding Application Pursuant to Section 68 of the Local Government Act, 1993 for Approval to Operate a Caravan Park and Primitive Camping Ground - Mookerawa Waters Holiday and Recreation Park.
- CCL16/186 DUBBO REGIONAL COUNCIL ORGANISATIONAL BRAND (ID16/1708)** 337
The Council had before it the report dated 13 September 2016 from the Acting Interim General Manager regarding Dubbo Regional Council Organisational Brand.
- CCL16/187 COMMENTS AND MATTERS OF URGENCY**



Confirmation of Minutes

Confirmation of the minutes of the proceedings of the Ordinary Council meeting held on 24 August 2016 and the Extraordinary Council meeting held on 14 September 2016.

RECOMMENDATION

The Committee recommends that the minutes of the proceedings of the Ordinary Meeting of Council meeting held on 24 August 2016 comprising pages 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26 and 27 and the Extraordinary Council meeting held on 14 September 2016 comprising pages 28 and 29 of the series be taken as read and confirmed as correct minutes and signed by the Administrator and the General Manager.

Appendices:

- 1 Minutes - Ordinary Council Meeting - 24/08/2016
- 2 Minutes - Confidential Ordinary Council Meeting - 24/08/2016
- 3 Minutes - Extraordinary Council Meeting - 14/09/2016

**WESTERN
PLAINS
REGIONAL
COUNCIL**

Incorporating the former
Dubbo City & Wellington councils

REPORT ORDINARY COUNCIL MEETING 24 AUGUST 2016

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The Interim General Manager, the Director Organisational Services, the Manager Governance and Risk, the Director Corporate Development (N Comber), the Media and Public Relations Coordinator, the Director Technical Services, the Director Environmental Services, the Manager City Strategy Services (S Jennings), the Director Community Services, the Director Parks and Landcare Services, the Director Wellington Branch, the Committees Administration Officer and the Transition Project Leader.

Mr M Kneipp 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. The acknowledgement of country was also read by the Administrator, Mr Kneipp.

CCL16/133 APOLOGIES

There were no requests for leave of absence recorded.

CCL16/134 DECLARATION OF INTERESTS

There were no declaration of interests recorded.

CCL16/135 CONFIRMATION OF ORDER OF BUSINESS

Moved by Mr M Kneipp

MOTION

That the confirmation of order of business for the Ordinary Council meeting held 24 August 2016 be adopted.

CARRIED

CCL16/136 CONFIRMATION OF MINUTES (ID16/1501)

Confirmation of the minutes of the proceedings of the Western Plains Regional Council Ordinary Council meeting held on 27 July 2016.

Moved by Mr M Kneipp (Administrator)

MOTION

That the minutes of the proceedings of the Western Plains Regional Council at the Ordinary Council meeting held on 27 July 2016 comprising pages 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27 and 28 of the series be taken as read, confirmed as correct minutes and signed by the Administrator and the Interim General Manager.

CARRIED

CCL16/137 PUBLIC ACCESS SESSION

The Council reports having met with the following people during Public Access Session:

- Mrs Elizabeth Barker regarding odours from an adjoining septic system and connection to Council's sewer network.
- Mr Frank Barker regarding the keeping of animals on residential blocks in urban areas.
- Mr Bruce Litchfield regarding CCL16/148 Proposed Reclassification of Lot 27 DP 837818, Silkwood Close, Dubbo speaking for the item.

INTERIM GENERAL MANAGER REPORTS:**CCL16/138 PROGRESS OF AMALGAMATION PROJECTS (ID16/1510)**

The Council had before it the report dated 12 August 2016 from the Interim General Manager regarding Progress of Amalgamation Projects.

Moved by Mr M Kneipp (Administrator)

MOTION

That the information contained within the report of the Interim General Manager, dated 12 August 2016 be noted.

CARRIED

ORGANISATIONAL / CORPORATE SERVICES REPORTS:**CCL16/139 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT
(ID16/1490)**

The Council had before it the report dated 8 August 2016 from the Director Organisational Services regarding Investments Under Section 625 of the Local Government Act.

Moved by Mr M Kneipp (Administrator)

MOTION

That the information contained within the report of the Director Organisational Services, dated 8 August 2016 be noted.

CARRIED

CCL16/140 DRAFT COUNCIL POLICY - LOCAL PURCHASING POLICY (ID16/1491)

The Council had before it the report dated 9 August 2016 from the Manager Governance and Risk Services regarding Draft Council Policy - Local Purchasing Policy.

Moved by Mr M Kneipp (Administrator)

MOTION

That the draft Council Policy titled "Local Purchasing Policy" as attached to the report of the Manager Governance and Risk Services, dated 9 August 2016 as Appendix 1 be adopted.

CARRIED

TECHNICAL SERVICES REPORTS:**CCL16/141 APPOINTMENT OF DUBBO STATE EMERGENCY SERVICE UNIT LOCAL
CONTROLLER (ID16/1493)**

The Council had before it the report dated 9 August 2016 from the Director Technical Services regarding Appointment of Dubbo State Emergency Service Unit Local Controller.

Moved by Mr M Kneipp (Administrator)

MOTION

- 1. That pursuant to Section 17 of the State Emergency Service Act 1989, Council recommend the appointment of Ms Fiona Douglas to the position of Local Controller, Dubbo SES Unit.**
- 2. That Council extend its appreciation to outgoing Local Controller Mr Kurt Andrew, for his service in this role.**

CARRIED

CCL16/142 ANNUAL PLANT REPORT 2016 (ID16/1066)

The Council had before it the report dated 8 August 2016 from the Manager Fleet Management Services regarding Annual Plant Report 2016.

Moved by Mr M Kneipp (Administrator)

MOTION

That the information contained within the report of the Manager Fleet Management Services, dated 8 August 2016 be noted.

CARRIED

CCL16/143 PROPOSED TRANSFER OF CROWN LAND AT THE WHYLANDRA WASTE AND RECYCLING CENTRE TO COUNCIL OWNERSHIP (ID16/1507)

The Council had before it the report dated 11 August 2016 from the Manager Civil Infrastructure and Solid Waste regarding Proposed Transfer of Crown Land at the Whylandra Waste and Recycling Centre to Council Ownership.

Moved by Mr M Kneipp (Administrator)

MOTION

- 1. That Council proceed to purchase the redundant road reserves adjoining Lot 1125 in DP880898 (Whylandra Waste and Recycling Centre land) from the Crown at a cost of \$11,615.**
- 2. That any necessary documents be executed under the Common Seal of the Council.**

CARRIED

CCL16/144 DUBBO STAMPEDE RUNNING FESTIVAL 2016 - TEMPORARY ROAD CLOSURE OBLEY ROAD (ID16/1495)

The Council had before it the report dated 9 August 2016 from the Manager Technical Support regarding Dubbo Stampede Running Festival 2016 - Temporary Road Closure Obley Road.

Moved by Mr M Kneipp (Administrator)

MOTION

That the application of the Dubbo Running Festival Committee Incorporated be approved for the undertaking of the Dubbo Stampede Running Event on Saturday 28 August 2016, between 6.15 am and 1.00 pm, on condition of the NSW Police Service and subject to the following conditions of Western Plains Regional Council:

- 1. A temporary road closure will be implemented between 6.15 am and 10.15 am in Obley Road commencing on the southern side of Taronga Western Plains Zoo access**

south to the intersection of Camp Road including the implementation of a Traffic Control Plan and detour via the Newell Highway and Camp Road Intersection. "Zoo local traffic" access only will be available at the intersection of Newell Highway and Obley Road.

2. That temporary road closures be implemented between 6.15 am and 12.00 pm in Tamworth Street west from the intersection of South Street to its conclusion.
3. The submissions of a Traffic Management and Traffic Control Plan to Council for approval in accordance with Australian Standard 1742.3 and the Roads and Maritime Services Guide to traffic control at worksites and prepared by an accredited person. Council's Traffic Control Plan TM 7052 is to be implemented for the event.
4. Traffic Controllers and trained course marshals are to be provided at all road closure points and other locations as identified in the Event Management Plan with restricted access only to emergency and authorised vehicles. All Traffic Controllers are to be specifically authorised for the event with current Roads and Maritime Services certification.
5. Council's Administration Officer must sight a copy of the current Public Liability Insurance Policy for a minimum amount of \$20 million on which Western Plains Regional Council and NSW Police are specifically noted to be indemnified against any action resulting from the event.
6. The applicant is responsible for the provision of all traffic control required for the event in accordance with the traffic control plan.
7. The applicant is responsible for all costs associated with the placement of a public notification and advice to the residents within the closed and affected roads prior to the event advising of the Dubbo Stampede Running Festival.
8. All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Traffic and Event Management Plan.
9. The NSW Police Service consent and conditions for the running of the event as considered necessary.
10. The applicant is to provide Council with a signed/dated copy of the Traffic and Event Management Plan.
11. The applicant is to submit to Council all the appropriate documentation required accepting the above terms and conditions before final approval will be granted.
12. All costs associated with implementing these event conditions are to be met by the Event Organiser.
13. That in the event of the Tamworth Street footbridge being closed to flooding the "Contingency Plan" as detailed in the Event and Traffic Management Plan shall be invoked requiring the closure of Tamworth and South Streets, and the use of Huckel Street in accordance with Appendix 9 and the Traffic Control Plan TM 7052, sheet 3.

CARRIED

ENVIRONMENTAL SERVICES REPORTS:**CCL16/145 BUILDING SUMMARY - JULY 2016 (ID16/1509)**

The Council had before it the report dated 12 August 2016 from the Director Environmental Services regarding Building Summary - July 2016.

Moved by Mr M Kneipp (Administrator)

MOTION

That the information contained in the report of the Director Environmental Services, dated 12 August 2016 be noted.

CARRIED

CCL16/146 PLANNING PROPOSAL - EXISTING HOLDING PROVISIONS FOR DWELLING HOUSES ON LAND ZONED RU1 PRIMARY PRODUCTION - WELLINGTON LOCAL ENVIRONMENTAL PLAN, 2012 (AMENDMENT 3) (ID16/1482)

The Council had before it the report dated 12 August 2016 from the Manager City Strategy Services regarding Planning Proposal - Existing Holding Provisions for Dwelling Houses on Land zoned RU1 Primary Production - Wellington Local Environmental Plan, 2012 (Amendment 3).

Moved by Mr M Kneipp (Administrator)

MOTION

- 1. That Council, in accordance with Section 58(4) of the Environmental Planning and Assessment Act, 1979 request of the Minister for Planning and Environment that the subject Planning Proposal process cease and that no amendment be made on this basis to the Wellington Local Environmental Plan, 2012.**
- 2. That the City Strategy Works Program include an Operational Review of the Wellington Local Environmental Plan, 2012, including consideration of the 'existing holding' provisions.**

CARRIED

CCL16/147 PLANNING PROPOSAL TO REDUCE THE MINIMUM LOT SIZE IN THE RU1 PRIMARY PRODUCTION ZONE - WELLINGTON LOCAL ENVIRONMENTAL PLAN, 2012 (AMENDMENT 6) (ID16/1477)

The Council had before it the report dated 12 August 2016 from the Manager City Strategy Services regarding Planning Proposal to Reduce the Minimum Lot Size in the RU1 Primary Production Zone - Wellington Local Environmental Plan, 2012 (Amendment 6).

Moved by Mr M Kneipp (Administrator)

MOTION

1. That Council, in accordance with Section 58(4) of the Environmental Planning and Assessment Act, 1979 request of the Minister for Planning and Environment that the subject Planning Proposal cease and that no amendment be made on this basis to the Wellington Local Environmental Plan, 2012.
2. That the City Strategy Works Program include an Operational Review of the Wellington Local Environmental Plan, 2012, including a review of planning controls in respect of rural lands.

CARRIED

CCL16/148 PROPOSED RECLASSIFICATION OF LOT 27 DP 837818, SILKWOOD CLOSE, DUBBO (ID16/1504)

The Council had before it the report dated 12 August 2016 from the Manager City Strategy Services regarding Proposed Reclassification of Lot 27 DP 837818, Silkwood Close, Dubbo.

Moved by Mr M Kneipp (Administrator)

MOTION

1. That the classification of public land at Lot 27 DP 837818, Silkwood Close, Dubbo be changed from Community Land to Operational Land under the provisions of Section 32 of the Local Government Act, 1993.
2. That in accordance with Section 32 of the Local Government Act, 1993 the classification of the land be changed from Community to Operational Land because the land is unsuitable for the provision, extension or augmentation of public amenities and public services on account of the following:
 - (a) The overall area of the land of 4,089 square metres does not meet the requirements for a public park under the provisions of Council's Strategic Open Space Master Plan;
 - (b) Public access to the land is limited through a four (4) metre-wide walkway from Silkwood Close only; and
 - (c) The shape of the land is not considered appropriate for public open space as a six (6) metre wide stormwater channel would be required to be constructed through the land to provide for the drainage of stormwater from adjoining lands.
3. That Council's Land Register be amended to reflect reclassification of the land from

Community Land to Operational Land under the Local Government Act, 1993.

4. That Council undertake a dealing to remove the Public Reserve stipulation from the land.
5. That any necessary documents be executed under the Common Seal of the Council.
6. That those who provided submissions be advised of the outcome of Council's considerations and thanked for their submission.

CARRIED

CCL16/149 DRAFT CONTAMINATED LAND POLICY - RESULTS OF PUBLIC EXHIBITION PROCESS (ID16/1485)

The Council had before it the report dated 12 August 2016 from the Manager Environmental Control regarding Draft Contaminated Land Policy - Results of Public Exhibition Process.

Moved by Mr M Kneipp (Administrator)

MOTION

1. That the draft Contaminated Land Policy as attached to the report of the Manager Environmental Control, dated 12 August 2016 as Appendix 1 be adopted.
2. That the person who made the submission be thanked and advised of Council's determination in this matter.

CARRIED

PARKS AND LANCARE REPORTS:

CCL16/150 ADJUSTMENTS TO PARKS AND LANDCARE SERVICES REVENUE POLICY (ID16/1124)

The Council had before it the report dated 26 July 2016 from the Manager Recreation Planning and Programs regarding Adjustments to Parks and Landcare Services Revenue Policy.

Moved by Mr M Kneipp (Administrator)

MOTION

1. That the proposed amendments to the 2016/2017 Revenue Policy be placed on public exhibition for a period of 28 days for public comment with a further report to be presented to Council for adoption.
2. That the Barden Park Athletics Facility (formerly DCL Park) name be changed in the Revenue Policy due to the cessation of annual Sponsorship by Waramungu Pty Ltd trading as DCL (Dubbo City Locksmiths and Security).
3. That the following sporting facilities charges for Dubbo Apex Club Caltex Park are to apply:

Caltex Park Core User	Adopted Fees 2015/2016	Proposed Fees 2016/2017
Function Room Only	\$175.00	\$180.00
Corporate Lounge	\$60.00	\$65.00
Kitchen Only	\$165.00	170.00
Caltex Park Non-Core User	Adopted Fees 2015/2016	Proposed Fees 2016/2017
Function Room Only	\$280.00	\$285.00

4. That the following Barden Park Athletics Facility charges are to apply:

Barden Park – Private Access Yearly Pass	Adopted Fees 2015/2016	Adopted Fees 2016/2017	Proposed Fees 2016/2017
Training Pass – 1 month Adult	\$0	\$21.00	\$21.00
Training Pass – 1 month Child (U16)	\$0	\$21.00	\$16.00
Training Pass – 1 month Family	\$0	\$39.00	\$39.00
Training Pass – 1 month School Relay	\$0	\$39.00	\$39.00
Training Pass – 1 year Adult	\$0	\$0	\$100.00
Training Pass – 1 year Child (U16)	\$0	\$0	\$70.00
Training Pass – 1 year Family	\$0	\$0	\$180.00

Barden Park Coaching	Adopted Fees 2016/2017	Proposed Fees 2016/2017
Club/Association (Amateur) Scheduled per hour	\$12.00	\$0
Club/Association (Amateur) Unscheduled per hour	\$20.00	\$0
Club/Association/School (Amateur) per hour	\$0	\$12.00

5. That the following Dubbo Aquatic Leisure Centre charges are to apply:

Hire of Pool Charge (excluding schools)	Adopted Fees 2016/2017	Proposed Fees 2016/2017
Without Lane Ropes included – normal entrance fees per items (1) and (2) above plus – per hour	\$0	\$80.00

Waterslide Package	Adopted Fees 2016/2017	Proposed Fees 2016/2017
Casual Visit and Unlimited waterslide access	\$0	\$15.00

Pool Party Package	Adopted Fees 2016/2017	Proposed Fees 2016/2017
Admission for 15 children & 2 Adults, 1 hour waterslide pass, exclusive area, BBQ, shelter and tables.	\$0	\$150.00

Major Event Pass	Adopted Fees 2016/2017	Proposed Fees 2016/2017
Adult	\$0	\$4.40
Child	\$0	\$3.10

CARRIED

CCL16/151 PROPOSED CHANGE TO LANE ALLOCATION POLICY - DUBBO AQUATIC LEISURE CENTRE (ID16/1353)

The Council had before it the report dated 3 August 2016 from the Manager Recreation Planning and Programs regarding Proposed Change to Lane Allocation Policy - Dubbo Aquatic Leisure Centre.

Moved by Mr M Kneipp (Administrator)

MOTION

1. That the six (6) lanes be made available to the swimming clubs based at the Dubbo Aquatic Leisure Centre (DALC) from Tuesday to Thursday morning from 6am – 8am only.
2. That for all other times the Dubbo Aquatic Leisure Centre Business Plan defined limits of lane allocations to swimming clubs continue to be enforced.
3. That it be noted that in accordance with the Dubbo Aquatic Leisure Centre Business Plan that the relevant Council staff in conjunction with Dubbo Aquatic Leisure Centre Management have the authority to reduce allocated lanes for swimming clubs should public demand warrant such a decision.
4. That the Dubbo Aquatic Leisure Centre Business Plan be modified in accordance with the resolutions of Council.
5. That a review of the allocation of lanes in accordance with item one (1) above be conducted as part of the preparation of the 2017/2018 Dubbo Aquatic Leisure Centre Business Plan.

CARRIED

CCL16/152 PROPOSED CHANGE TO BUSINESS PLAN AND MANAGEMENT CONTRACT - DUBBO AQUATIC LEISURE CENTRE - OPENING HOURS (ID16/1486)

The Council had before it the report dated 8 August 2016 from the Manager Recreation Planning and Programs regarding Proposed Change to Business Plan and Management Contract - Dubbo Aquatic Leisure Centre - Opening Hours.

Moved by Mr M Kneipp (Administrator)

MOTION

1. That the opening hours of the Dubbo Aquatic Leisure Centre be changed to the following:

Month	Day	Times
September, October, April	Monday – Saturday	5.30am – 6.30pm
September, October, April	Sunday	10am – 6.30pm
November, December, January, February	Monday – Saturday	5.30am – 8.30pm
November, December, January, February	Sunday	10am – 8.30pm

2. That it be noted in accordance with the Dubbo Aquatic Leisure Centre Business Plan that during times of extreme weather conditions these times may be altered at the discretion of the Centre Contractor and/or Manager Recreation Planning and Programs.
3. That the Dubbo Aquatic Leisure Centre Business Plan and Management Contract be modified in accordance with the resolutions of Council.
4. That a review of the opening hours in accordance with item one (1) above be conducted as part of the preparation of the 2017/2018 Dubbo Aquatic Leisure Centre Business Plan.

CARRIED

COMMUNITY SERVICES REPORTS:

CCL16/153 2016 LOCAL GOVERNMENT NSW YOUTH WEEK AWARDS (ID16/1494)

The Council had before it the report dated 9 August 2016 from the Director Community Services regarding 2016 Local Government NSW Youth Week Awards.

Moved by Mr M Kneipp (Administrator)

MOTION

1. That the information contained in the report of the Director Community Services dated 9 August 2016 be noted.
2. That the Dubbo City Youth Council and Council's Youth Development Officer, Jason Yelverton, be congratulated on their outstanding efforts to achieve the 2016 Local Government NSW Youth Week Best On-Going Commitment to Local Youth Week Programs Award.

CARRIED

At this Juncture, the Administrator congratulated the staff on receipt of their 2016 Local Government NSW Youth Week Best On-Going Commitment to Local Youth Week Programs Award and presented the Award to Council's Director Community Services.

CORPORATE DEVELOPMENT REPORTS:

CCL16/154 DUBBO REGIONAL LIVESTOCK MARKETS - ANIMAL WELFARE AWARD (ID16/1483)

The Council had before it the report dated 2 August 2016 from the Director Corporate Development regarding Dubbo Regional Livestock Markets - Animal Welfare Award.

Moved by Mr M Kneipp (Administrator)

MOTION

That the information in the report of the Director Corporate Development, dated 2 August 2016 be noted and the staff at the Dubbo Regional Livestock Markets be congratulated on the attainment of this award.

CARRIED

At this Juncture, the Administrator congratulated the staff on receipt of their Animal Welfare Award and presented the Award to Council's Director Corporate Development.

CCL16/155 DUBBO REGIONAL LIVESTOCK MARKETS SIGNAGE AGREEMENT - MEDIAWIZ (ID16/835)

The Council had before it the report dated 10 August 2016 from the Project Officer regarding Dubbo Regional Livestock Markets Signage Agreement - Mediawiz.

Moved by Mr M Kneipp (Administrator)

MOTION

- 1. That Western Plains Regional Council enter into agreement with Mediawiz in relation to placement of signage at approved locations at Dubbo Regional Livestock Markets (DRLM) for a period of five (5 years).**
- 2. That such signage be approved by Council prior to placement to ensure that it is suitability compatible with the activities of the Dubbo Regional Livestock Markets.**

CARRIED

CCL16/156 CREATION OF EASEMENT FOR ELECTRICITY ON COUNCIL OWNED LOT 14 DP 730849 PEGASUS PLACE (ID16/1487)

The Council had before it the report dated 4 August 2016 from the Manager Commercial Facilities regarding Creation of Easement for electricity on Council owned Lot 14 DP 730849 Pegasus Place.

Moved by Mr M Kneipp (Administrator)

MOTION

1. That Council agree to an easement for electricity burdening Lot 14 DP 730849 to service the development on adjoining Lot 2 DP 1095947.
2. That the developer of Lot 2 DP 1095947 is to incur all costs associated with the installation of electricity works and all costs associated with registering of the easement, including any legal costs incurred by Council.
3. That all necessary documentation in relation to this matter be executed under the Common Seal of the Council.

CARRIED

CCL16/157 DRAFT 2016/2017 LGA ECONOMIC DEVELOPMENT ACTION PLAN (ID16/1508)

The Council had before it the report dated 11 August 2016 from the Manager City Development and Communications regarding Draft 2016/2017 LGA Economic Development Action Plan.

Moved by Mr M Kneipp (Administrator)

MOTION

1. That the 2016/2017 Western Plains Regional Council Economic Development Action Plan be adopted.
2. That progress of the 2016/2017 LGA Economic Development Action Plan be reported on quarterly to Council in December 2016, March 2017, June 2017 and September 2017.

CARRIED

WELLINGTON BRANCH REPORTS:**CCL16/158 SPRINGFEST 2016 – REQUEST FOR APPROVAL TO CONDUCT ROAD CYCLE EVENT – SATURDAY 24 SEPTEMBER 2016 (ID16/1496)**

The Council had before it the report dated 9 August 2016 from the Director Wellington Branch regarding Springfest 2016 – Request for approval to conduct Road Cycle Event – Saturday 24 September 2016.

Moved by Mr M Kneipp (Administrator)

MOTION

1. That the application of the Rotary Club Springfest Committee Cycle Event be approved as conditioned by the NSW Police Service and the following conditions of Western Plains Regional Council:
 - a) Approval for the ride to commence at 10.00am from the Lee Street departure point and initially proceed 4km northwards on the Mitchell Highway (A32) as far as the Cobbora Road turnoff.
 - b) Approval for the route to turn off the Mitchell Highway to access Cobbora Road. Traffic Marshalls will be stationed at this point to ensure all riders give way to oncoming traffic. After turning onto Cobbora Road the ride continues 18km north and then turns left onto the Geurie-Comobella Road.
 - c) Approval after 13.9km for the riders to enter the village of Geurie and for the ride to proceed along Mitchell Street to the Mitchell Highway. Riders then directly cross the Mitchell Highway and continue along Mitchell Street for 750m before taking a slight turn left onto Arthurville Road. A Marshall will be stationed at the junction of Mitchell Street and the Mitchell Highway to ensure riders only cross the highway when it is clear of traffic.
 - d) Approval for the ride to proceed 8.5km to the bridge across the Macquarie River downstream from Ponto Falls. Riders will dismount and walk across this bridge because of gaps between the longitudinal wooden beams of the road surface. Marshall to be stationed at this point to remind riders of this requirement.
 - e) Approval for the riders to continue in a south westerly direction for 7.5km and then turn left onto Zaias Lane. The ride then continues east towards Wellington joining Bushrangers Creek after 8.1km. From there the route continues 8.9km into Wellington joining the Renshaw McGirr Way for 700m before taking the first exit at the roundabout, with the ride finishing a further 210m along the Mitchell Highway where the ride commenced.
2. Submission of Traffic Control Plan to Council for approval to be submitted a minimum of three weeks prior to the first event. All traffic control measures contained in the plan are to be in accordance with Australian Standard AS1742.3 and the Road and Maritime Services NSW Guidelines for Bicycle Road Races and the Guide to Traffic Control at Worksites prepared by an accredited person.
3. All traffic control including the placement and removal of barricades and/or regulation of Traffic is to be carried out by Traffic Controllers appropriately trained in accordance with the requirements of Australian Standard AS1742.3 and the Roads and Maritime services accreditation requirements for Traffic Control Planners or Controllers as required. In this respect there is a requirement that Traffic Controllers and not Marshalls are to be provided at the start/finish to stop all traffic whilst riders are:
 - Starting and finishing within a 60km/h or less speed zone;
 - Assembled on the road carriageway immediately prior to a mass or staggered start.
4. The NSW Police Service consent and conditions for Bicycle races, and a Permit under the NSW Road Transport Act 2013 – Section 115 is required.
5. Council's relevant appointed officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Western Plains Regional Council and NSW Police Service is specifically noted to be indemnified against any

action resulting from the cycle race.

6. The applicant is to submit to Council all the appropriate documentation required accepting the above conditions before final approval is granted.
7. That approval be granted subject to approval from Roads and Maritime Services being received for the event to take part on State Highway and Classified Roads prior to the event with evidence of such approval being distributed to the Committee members of the Local Traffic Committee.

CARRIED

CCL16/159 SPRINGFEST 2016 – REQUEST FOR APPROVAL TO HOLD STREET PARADE – SATURDAY 24 SEPTEMBER 2016 (ID16/1497)

The Council had before it the report dated 9 August 2016 from the Director Wellington Branch regarding Springfest 2016 – Request for approval to hold Street Parade – Saturday 24 September 2016.

Moved by Mr M Kneipp (Administrator)

MOTION

That Council approval be granted to the Springfest Committee to hold its annual Street Parade in 2016, which involves the closure of Percy Street & Nanima Crescent Wellington (being a portion of the Mitchell Highway) and other adjoining streets (refer map), between the hours of 8.00am and 3.00pm, subject to the following conditions set down by the NSW Police Service, the RMS and Western Plains Regional Council;

1. The parade will commence at 10am and move from the Maughan Street roundabout along Percy Street and Nanima Crescent through the Wellington CBD adjacent to Cameron Park. The event is to be undertaken under Police escort in accordance with the requirements of the NSW Police Force and approval documentation forwarded to Council for notation.
2. A submission of Traffic Management and Traffic Control Plans has been submitted to Council and the NSW Police Service prior to the event date. All traffic control measures contained in the plan are to be in accordance with the Australian Standard AS 1742.3, and the RMS Guide to Traffic Control at Worksites and approved by an accredited person. Council's Traffic Control Plan No. 321205883 dated 17/3/2016 will be implemented.
3. The organiser is to provide Council's relevant appointed officer with a copy of the Public Liability Insurance Policy for the amount of at least \$20 million. Such policy is to note that Council and the NSW Police Service is indemnified against any possible action as a result of the parade.
4. Traffic Controllers are to be provided at the nominated road closure points by the SES and shall be specifically authorised for the event and have current RMS certification.
5. The applicant is responsible for all traffic control required for the event in accordance with the approved Traffic Control Plan.
6. The applicant is to provide Council with a formal letter of acceptance of the conditions prior to final approval.

7. The applicant is to ensure that the roadway is clear of any residue that may be deposited by the participants along the parade route.
8. All costs associated with implementing the event conditions are to be met by the Event Organiser.
9. That approval be granted subject to approval from Roads and Maritime Services being received for the event to take part on State Highway and Classified Roads prior to the event with evidence of such approval being distributed to Committee members of the Local Traffic Committee.

CARRIED

CCL16/160 TARWONG LANE MARYVALE – REQUEST FOR CREATION OF A 60KPH ZONE FOR THE FULL LENGTH OF THE LANE (ID16/1498)

The Council had before it the report dated 9 August 2016 from the Director Wellington Branch regarding Tarwong Lane Maryvale – Request for Creation of a 60kph Zone for the Full Length of the Lane.

Moved by Mr M Kneipp (Administrator)

MOTION

That Council requests Roads and Maritime Services to conduct a Speed Zone review of Tarwong Lane at Maryvale with a view to changing the speed limit to 60kph.

CARRIED

CCL16/161 WELLINGTON PRIMARY SCHOOL – REQUEST FOR THE CREATION OF A NO PARKING SCHOOL ZONE (ID16/1499)

The Council had before it the report dated 9 August 2016 from the Director Wellington Branch regarding Wellington Primary School – Request for the Creation of a No Parking School Zone.

Moved by Mr M Kneipp (Administrator)

MOTION

That a No Parking – School Zone be approved for Wellington Primary School at the Percy Street frontage of the school on school days only between 8am to 9.30am and 2.30pm to 4pm.

CARRIED

CCL16/162 BLACK WATTLE FAIR – 2 OCTOBER 2016 – REQUEST FOR ROAD CLOSURE AT BURRENDONG WAY, MUMBIL (ID16/1500)

The Council had before it the report dated 9 August 2016 from the Director Wellington Branch regarding Black Wattle Fair – 2 October 2016 – Request for Road Closure at Burrendong Way, Mumbil.

Moved by Mr M Kneipp (Administrator)

MOTION

To approve part road closure of Burrendong Way on 2 October, 2016 for Black Wattle Fair between 6.30am and 5pm, subject to;

- a. Approval is required from the RMS for the event to close part of Burrendong Way between Cudgegong and Mackerel Streets, with evidence provided to Council of the conditions of approval. In the event that approval is not granted, then the applicant is to advise Council if the event will proceed with a re-designed event course that excludes the crossing of a State Highway.**
- b. The submissions of an Event and Traffic Management Plan and Traffic Control Plans to Council for approval in accordance with Australian Standard 1742.3 and the Roads and Maritime Services Guide to traffic control at worksites and prepared by an accredited person.**
- c. Traffic Controllers and trained course marshals are to be provided at all road closure points and other locations as identified in the Event and Traffic Management Plan with restricted access only to emergency and authorised vehicles. All Traffic Controllers are to be specially authorised for the event with current Roads and Maritime Services certification.**
- d. Council's Administration Officer must sight a copy the current Public Liability Insurance Policy for a minimum amount of \$20 million on which Western Plains Regional Council is specifically noted to be indemnified against any action resulting from the event.**
- e. The applicant is responsible for the provision of all traffic control required for the event in accordance with the traffic control plan.**
- f. The applicant is responsible for all costs associated with the placement of a public notification and advice to the residents within the closed roads prior to the event advising of Black Wattle Fair at Mumbil.**
- g. All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Traffic and Event Management Plan.**
- h. The NSW Police Force consent and conditions for the running of the event as considered necessary.**
- i. The applicant is to provide Council with a signed/dated copy of the Traffic and Event Management Plan.**
- j. The applicant is to submit to Council all the appropriate documentation required accepting the above terms and conditions before final approval will be granted.**
- k. All costs associated with implementing these event conditions are to be met by the Event Organiser.**
- l. That approval be granted subject to approval from Roads and Maritime Services being received for the event to take part on State Highway and Classified Roads prior to the event with evidence of such approval being distributed to Committee members of the Local Traffic Committee.**

CARRIED

ADMINISTRATOR MINUTES:**CCL16/163 ADMINISTRATOR APPOINTMENTS (ID16/1317)**

The Council had before it the report dated 12 August 2016 from the Administrator regarding Administrator Appointments.

Moved by Mr M Kneipp (Administrator)

MOTION

That the information contained in the Administrator Minute be noted.

CARRIED

CCL16/164 OUTCOME OF COMMUNITY CONSULTATION REGARDING THE NAME WESTERN PLAINS REGIONAL COUNCIL (ID16/1492)

The Council had before it the report dated 11 August 2016 from the Administrator regarding Outcome of Community Consultation Regarding the Name Western Plains Regional Council.

Moved by Mr M Kneipp (Administrator)

MOTION

1. That the information contained in this Administrator Minute be noted.
2. That Council make representations to the Minister of Local Government, the Hon Paul Toole, MP to request that any necessary actions be undertaken to rename Western Plains Regional Council to Dubbo Regional Council.

CARRIED

CCL16/164a COMPOSITION OF SISTER CITY ADVISORY COMMITTEE AND DUBBO MULTICULTURAL FESTIVAL COMMITTEE (ID16/1521)

The Council had before it the report dated 23 August 2016 from the Administrator regarding the Composition of Sister City Advisory Committee and Dubbo Multicultural Festival Committee.

Moved by Mr M Kneipp (Administrator)

MOTION

That the composition of the Committees as adopted by Council on 22 June 2016 listed below be as follows:

1. That the number of former Chaperone Members on the Sister City Advisory Committee be increased from one (1) to three (3).
2. That the number of Community Representatives on the Dubbo Multicultural Festival Committee be increased from eight (8) to ten (10).

CARRIED

CCL16/165 QUESTIONS WITHOUT NOTICE

- There were no matters recorded under this clause.

CONFIDENTIAL MATTERS:

At this juncture the meeting adjourned, the time being 6.27pm.

The meeting recommenced at 6.34pm.

CCL16/170 REPORT AND ADOPTION OF CONFIDENTIAL COMMITTEE

The Director Organisational Services – Dubbo Branch read to the meeting the Report of Closed Committee held on 24 August 2016.

Moved by Mr M Kneipp

MOTION

That the report of the meeting of Closed Committee held on 24 August 2016 be adopted.

CARRIED

The meeting closed at 6.38pm.

.....
CHAIRMAN

**REPORT
CONFIDENTIAL ORDINARY COUNCIL
MEETING
24 AUGUST 2016**

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The Interim General Manager, the Director Organisational Services, the Manager Governance and Risk, the Director Corporate Development (N Comber), the Media and Public Relations Coordinator, the Director Technical Services, the Director Environmental Services, the Manager City Strategy Services (S Jennings), the Director Community Services, the Director Parks and Landcare Services, the Director Wellington Branch, the Committees Administration Officer and the Transition Project Leader.

Mr M Kneipp assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 6.27pm.

CCL16/166 TENDER FOR THE REPLACEMENT OF PLANT 166, A DUAL CONTROL SUCTION SWEEPER (ID16/1344)

The Committee had before it the report dated 22 July 2016 from the Manager Fleet Management Services regarding Tender for the Replacement of Plant 166, a Dual Control Suction Sweeper.

Moved by Mr M Kneipp (Administrator)

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 Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the tender from Rosmech for the supply of a Scarab Merlin dual control street sweeper for the purchase price of \$282,865.45 GST exclusive, be accepted.
2. That plant number 2058, a Scarab Merlin dual control street sweeper located at the Wellington Branch be traded to Rosmech for the sum of \$54,545.45, be accepted.
3. That plant No. 166, (Dubbo Branch Street Sweeper) be relocated to the Wellington Branch.
4. That the documents and considerations in regard to this matter remain confidential to Council.

CARRIED

CCL16/167 TENDER FOR THE SUPPLY AND HIRE FOR LIGHT VEHICLES, PLANT AND EQUIPMENT (ID16/1409)

The Committee had before it the report dated 8 August 2016 from the Manager Fleet Management Services regarding Tender for The Supply and Hire for Light Vehicles, Plant and Equipment.

Moved by Mr M Kneipp (Administrator)

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 Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the conforming tenders received for the Hire of Light Vehicles, Plant and Equipment to Council for the period of September 2016 to December 2017 as annexed hereto be accepted for the purpose of the engagement of contractors to supplement the light vehicle, plant and equipment requirements of Council.
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

CCL16/168 SALE OF LOT 29 DP 1131385 MCGUINN CRESCENT (ID16/1506)

The Committee had before it the report dated 11 August 2016 from the Manager Commercial Facilities regarding Sale of Lot 29 DP 1131385 McGuinn Crescent.

Moved by Mr M Kneipp (Administrator)

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 commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council (Section 10A(2)(d)(ii)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That Council sell Lot 29 DP 1131385 McGuinn Crescent, having an area of 4,000 m², to Dubbo Traffic Control for \$188,000 exc. GST.
2. That the terms of sale include vendor finance by Council for an interest free period of three years whereby the purchaser is required to make three equal annual instalments for Lot 29.
3. That Council retain the Certificate of Title for Lot 29 DP 1131385 until the total amount of \$188,000 exc. GST is paid to Council.
4. That all necessary documentation relating to the matter 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

CCL16/169 SALE OF LAND FOR UNPAID RATES (ID16/1513)

The Committee had before it the report dated 15 August 2016 from the Director Wellington Branch regarding Sale of Land for Unpaid Rates.

Moved by Mr M Kneipp (Administrator)

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 the personal hardship of any resident or ratepayer (Section 10A(2)(b)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the reserve prices for the sale by public auction of land for unpaid rates, to be held on 26 August 2016, be as per detailed in this report.
2. That the Interim General Manager be authorised to negotiate with the highest bidder should bids not reach their respective reserve price.
3. That Council bid with a view to purchasing Lot 62 DP 756866 (Land Parcel in Road Reserve) in the amount as specified in the body of this report and that the Interim General Manager be authorised to take the necessary action.
4. That the Interim General Manager be authorised to sign Sale Contracts on Council's behalf on the day of the Auction being 26 August 2016.
5. That payment of unpaid rates for these properties, as listed, be accepted by cash or bank cheque prior to the auction and that those properties where payment has been made be removed from the auction.
6. That all necessary documentation relating to the matter 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

The meeting closed at 6.34pm.

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CHAIRMAN



REPORT EXTRAORDINARY COUNCIL MEETING 14 SEPTEMBER 2016

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The Acting Interim General Manager (Mr D Dwyer) and the Transition Project Leader.

Mr M Kneipp assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 10am with a prayer for Divine Guidance to the Council in its deliberations and activities. The acknowledgement of country was also read by the Administrator, Mr Kneipp.

CCL16/171 LEAVE OF ABSENCE (ID16/1687)

There were no requests for leave of absence recorded.

CCL16/172 PUBLIC FORUM (ID16/1688)

There were no speakers recorded as part of Public Forum.

REPORTS FROM STAFF:

CCL16/173 INTERIM INTEGRATED ORGANISATIONAL STRUCTURE (ID16/1686)

The Council had before it the report dated 9 September 2016 from the Acting Interim General Manager regarding Interim Integrated Organisational Structure.

Moved by Mr M Kneipp

MOTION

1. That the Interim Integrated Organisation Structure to Divisional Level and the associated functional responsibilities as appended to the report of the Acting Interim General Manager dated 9 September 2016 as Appendix 1 for the Dubbo Regional Council be adopted.
2. That there be six (6) senior staff positions in the Interim Integrated Organisational Structure for the positions of Director Technical Services, Director Corporate Development, Director Organisational Services, Director Community Services, Director Parks and Landcare Services and Director Environmental Services.

CARRIED

The meeting closed at 10.02am.

.....
CHAIRMAN



ADMINISTRATOR MINUTE:

Administrator Appointments

AUTHOR: Administrator
REPORT DATE: 19 September 2016
TRIM REFERENCE: ID16/1728

To the Council
Ladies and Gentlemen

Office of the Administrator
Civic Administration Building
Church Street, Dubbo

16 August 2016

- Participated in weekly Teleconference with Department of Premier and Cabinet along with Council's Interim General Manager, Mark Riley.
- Attended the Launch of the City Guides at the Western Plains Cultural Centre along with Council's Director Community Services, David Dwyer, Director Parks and Landcare Services, Ian McAllister, Director Technical Services, Stewart McLeod and Director Corporate Development, Ken Rogers.

17 August 2016

- Attended meeting with Manager Governance and Risk Services, Michael Ferguson and Supervisor Governance, Susan Wade.
- Attended the August meeting of the Stuart Town Advancement Committee.

18 August 2016

- Met with Department of Premier and Cabinet Implementation Liaison Manager, Ms G Cole.
- Attended meeting with Council's Manager Fleet Management Services, Steve Colliver.
- Attended meeting with Manager Governance and Risk Services, Michael Ferguson.

19 August 2016

- Media interview – ABC – Robyn Herron.
- Attended the Wellington Bicentenary Launch.
- Attended the Official Opening of the Dubbo Ultimate Frisbee Federation.

21 August 2016

- Attended meeting of the Crown Holiday Parks Trust at Lake Burrendong.

22 August 2016

- Attended the Water and Sewer Steering Committee meeting along with Director Technical Services, Stewart McLeod.
- Attended meeting with Director Technical Services, Stewart McLeod.
- Attended the Opening of the Dubbo Branch Library refurbishment along with Deputy Premier and State Member for Dubbo the Hon. Troy Grant MP, Council's Interim General Manager, Mark Riley, Director Technical Services, Stewart McLeod, Director Community Services, David Dwyer and Director Parks and Landcare Services, Ian McAllister.
- Attended meeting with Council staff on Corporate Branding.

23 August 2016

- Attended a meeting with Mumbil residents regarding Mumbil Hall along with Council's Director Community Services, David Dwyer.
- Attended the Wellington Office.

24 August 2016

- Attended meeting with Orana Local Area Command Commander, David Simmons APM and Crime Manager, Detective Inspector Rod Blackman and Council's Interim General Manager, Mark Riley.
- Attended Council Briefing.
- Attended Ordinary Meeting of Council.

25 August 2016

- Media interview – 2DU.
- Media interview – WIN TV.
- Media interview – Mike Coward – Dubbo Community Radio.
- Attended meeting with Minister for Environment and Minister for Heritage, The Hon. Mark Speakman, SC MP and the Minister for Roads, Maritime and Freight, Hon. Duncan Gay, MLC along with Council's Interim General Manager, Mark Riley in Sydney.

26 August 2016

- Attended the Wellington Office.

27 August 2016

- Attended the launch of the Dubbo Sustainable City Expo and Science Festival.
- Attended the Orana Team NSW Rural Fire Service long service medal presentation of the Burrabadine, Eulomogo and Wongarbon Brigades.

28 August 2016

- Attended the launch of the Dubbo Stampede.
- Attended Great Escape Car Rally reception and dinner at Dubbo RSL Club.

29 August 2016

- Attended the “flag off” of the Great Escape Car Rally at the Dubbo Visitors Information Centre.
- Media interview – 2WEB.
- Attended meeting with Council staff on Corporate Branding.
- Attended meeting with Inland Waterways Rejuvenation Association President, Mr M Hansen, Mr J Riley and M J Ryan to discuss a new project to assist Council.
- Attended meeting with Geurie Mountain Bike Club’s, Craig Arms, Council’s Director Parks and Landcare Services, Ian McAllister, Manager Recreation Planning and Programs, Tracey Whillock and Manager City Development and Communications, Natasha Comber to discuss the Dubbo MTB event.

30 August 2016

- Participated in weekly Teleconference with Department of Premier and Cabinet along with Council’s Acting Interim General Manager, David Dwyer.
- Attended meeting with Wellington Developer.
- Attended meeting with the Coordinator General for the Greyhound Transition Taskforce, NSW Department of Justice, Dr John Keniry.

31 August 2016

- Attended meeting with Acting Interim General Manager, David Dwyer, Elizabeth Burke and Andrew Bell from Crown Lands.
- Attended the official opening of the Old Dubbo Gaol’s restored entrance.

1 September 2016

- Attended the official opening of JB Hi-Fi along with Council’s Acting Interim General Manager, David Dwyer.
- Attended the Community Partnership Program presentation evening of Regional Australia Bank.

3 September 2016

- Attended the Wellington Arts and Sculpture Festival.
- Attended James Morrison concert in Wellington.

5 September 2016

- Attended regular meeting with Chamber of Commerce President, Matt Wright and Vice President, John Southwell.
- Attended informal meeting with Steve Bassett, applicant for Community Representative on Audit and Risk Committee.
- Participated in the filming for new website and branding logo.

6 September 2016

- Attended the Wellington Office.
- Participated in teleconference with Infrastructure NSW with Wellington Manager Technical Services, Don Cottee.
- Attended meeting for the Wellington Pool Management.

- Attended meeting with the Wellington Swimming Club.

7 September 2016

- Attended the Wellington Office.

8 September 2016

- Attended meeting with Wellington Council Depot and Administration staff for the launch of the new brand and logo.
- Media launch of the new Council logo for Dubbo Regional Council.
- Attended meeting with Minister for Local Government, The Hon. Paul Toole MP in Sydney.

9 September 2016

- Media interview – 2DU – Richard Perno.
- Media interview – ABC - Dugal Saunders
- Attended the Department of Premier and Cabinet New Council's Implementation meeting in Sydney.

12 September 2016

- Attended regular meeting along with Acting Interim General Manager, David Dwyer with Deputy Premier and State Member for Dubbo, The Hon. Troy Grant MP.
- Attended the 50 year Celebration of Dubbo being proclaimed a City along with Deputy Premier and State Member for Dubbo, The Hon. Troy Grant MP, Council's Acting Interim General Manager, David Dwyer.
- Attended meeting with Dubbo Resident and Director Technical Services, Stewart McLeod.
- Attended the Charles Sturt University Tony McGrane Memorial Scholarship Fund dinner along with Acting Interim General Manager, David Dwyer, Council's Director Technical Services, Stewart McLeod and Director Parks and Landcare Services, Ian McAlister.

13 September 2016

- Attended meeting of the Cobbora Transition Fund along with Acting Interim General Manager, David Dwyer, Council's Director Wellington Branch, Karen Roberts, Acting Civil Services Manager, Don Cottee and Acting DCS/Finance Manager, Darren Whitley.

14 September 2016

- Attended the Wellington Office.
- Attended the Extraordinary Meeting of Council.
- Attended the meeting of the Local Representation Committee.

15 September 2016

- Attended meeting with Council's Director Corporate Development, Ken Rogers.
- Attended meeting with Chief Executive Officer Murray Darling Association, Emma Bradbury, Council's Director Corporate Development, Ken Rogers and City Events Support Officer, City Marketing & Communication, Shannon Star.
- Attended meeting with Wellington Correctional Centre Community Consultation Committee.

16 September 2016

- Attended the Wellington Office.
- Attended the Bodangora Memorial Service.

17 September 2016

- Attended the Local Government NSW Administrator's weekend Seminar in Sydney.

RECOMMENDATION

The information contained in the Administrator Minute be noted.

Michael Kneipp
Administrator



Report of the Planning and Development Committee - meeting 19 September 2016

AUTHOR: Supervisor Governance

REPORT DATE: 20 September 2016

The Committee had before it the report of the Planning and Development Committee meeting held 19 September 2016.

RECOMMENDATION

That the report of the Planning and Development Committee meeting held on 19 September 2016, be adopted.



REPORT PLANNING AND DEVELOPMENT COMMITTEE 19 SEPTEMBER 2016

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The Acting Interim General Manager (D Dwyer), the Director Organisational Services, the Manager Governance and Risk, the Supervisor Governance, the Director Corporate Development, the Corporate Communications Supervisor, the Director Technical Services, the Manager Technical Support, the Manager Civil Infrastructure and Solid Waste, the Manager Fleet Management Services, the Director Environmental Services, the Manager City Strategy Services, the Director Community Services (J Watts), the Director Parks and Landcare Services and the Transition Project Leader.

Mr M Kneipp (Administrator) assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.38pm.

**PDC16/1 DRAFT POLICY FOR THE DEFERRED PAYMENT OF DEVELOPER
CONTRIBUTIONS FOR RESIDENTIAL SUBDIVISION - RESULTS OF PUBLIC
EXHIBITION (ID16/1689)**

The Committee had before it the report dated 13 September 2016 from the Manager City Strategy Services regarding Draft Policy for the Deferred Payment of Developer Contributions for Residential Subdivision - Results of Public Exhibition.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the draft amended Policy for the Deferred Payment of Developer Contributions for Residential Subdivisions provided here in Appendix 1 be adopted.**
- 2. That an advertisement be placed in local print media advising of Council's adoption of**

- the Policy.
3. That the Policy for the Deferred Payment of Developer Contributions for Residential Subdivision commence operation from 6 October 2016.
 4. That the Interim General Manager be delegated the authority to enter into any Deed of Agreement made under this Policy.

CARRIED

The meeting closed at 5.41pm.

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CHAIRMAN



Report of the Works and Services Committee - meeting 19 September 2016

AUTHOR: Supervisor Governance

REPORT DATE: 20 September 2016

The Committee had before it the report of the Works and Services Committee meeting held 19 September 2016.

RECOMMENDATION

That the report of the Works and Services Committee meeting held on 19 September 2016, be adopted.



REPORT
WORKS AND SERVICES COMMITTEE
19 SEPTEMBER 2016

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The Acting Interim General Manager (D Dwyer), the Director Organisational Services, the Manager Governance and Risk, the Supervisor Governance, the Director Corporate Development, the Corporate Communications Supervisor, the Director Technical Services, the Manager Technical Support, the Manager Civil Infrastructure and Solid Waste, the Manager Fleet Management Services, the Director Environmental Services, the Manager City Strategy Services, the Director Community Services (J Watts), the Director Parks and Landcare Services and the Transition Project Leader.

Mr M Kneipp (Administrator) assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.41pm.

WSC16/1 BUILDING SUMMARY - AUGUST 2016 (ID16/1700)

The Committee had before it the report dated 12 September 2016 from the Director Environmental Services regarding Building Summary - August 2016.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained in the report of the Director Environmental Services, dated 12 September 2016 be noted.

CARRIED

WSC16/2 ASBESTOS POLICY (FOR THE FORMER DUBBO LGA) (ID16/1705)

The Committee had before it the report dated 13 September 2016 from the Manager Environmental Control regarding Asbestos Policy (for the former Dubbo LGA).

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the revised Asbestos Policy, as attached as Appendix 1, be adopted.
2. That a review of the former Wellington Council asbestos management documents and processes be undertaken prior to July 2017.

CARRIED

**WSC16/3 PROPOSED RENEWAL OF LEASE OF TELSTRA SCAX SITE AT BALLIMORE
(ID16/1711)**

The Committee had before it the report dated 13 September 2016 from the Manager Civil Infrastructure and Solid Waste regarding Proposed Renewal of Lease of Telstra SCAX Site at Ballimore.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That Council agree to a 4 x 5 year consecutive lease being granted to Telstra Corporation Limited (ACN 051 775 556) in respect of its SCAX site on Lot 5, Section 2 in DP 758046 in Bunyip Street, Ballimore.
2. That the terms of the lease be in accordance with the IPART Review of Rental Arrangements for Communication Towers on Crown Land – July 2013.
3. That all necessary documentation in relation to this matter be executed under the Common Seal of the Council.

CARRIED

WSC16/4 DUBBO STREET TREE MASTERPLAN (ID16/1693)

The Committee had before it the report dated 9 September 2016 from the Director Parks and Landcare Services regarding Dubbo Street Tree Masterplan.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the information contained in the report of the Director Parks and Landcare Services, dated 9 September 2016 be noted.
2. That the Dubbo Street Tree Master Plan be placed on public exhibition for a minimum

28 days to seek submissions from the public regarding the proposed adoption of the plan.

3. That following consideration of submissions received during the Public Exhibition period, a further report be prepared for Council.

CARRIED

**WSC16/5 BOUNDARY ROAD EXTENSION - TREE REMOVAL AND REPLACEMENT
(ID16/1685)**

The Committee had before it the report dated 7 September 2016 from the Director Parks and Landcare Services regarding Boundary Road Extension - Tree Removal and Replacement.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the proposed 2:1 offset planting of the native vegetation identified for removal be deemed appropriate for the Boundary Road extension (Wheeler Lane to Alexandrina Avenue), subject to the findings and recommendations of the Part V assessment.

CARRIED

**WSC16/6 EXTENSION OF LEASE TO CHARLES STURT UNIVERSITY ON LOT 15 DP 1031922
(PREVIOUSLY PT LOT 4 DP 819754 AND PT LOT 5 DP 819754) (ID16/1684)**

The Committee had before it the report dated 7 September 2016 from the Director Parks and Landcare Services regarding Extension of Lease to Charles Sturt University on Lot 15 DP 1031922 (previously Pt Lot 4 DP 819754 and Pt Lot 5 DP 819754).

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the existing lease for the area of land now known as Lot 15 DP 1031922 to Charles Sturt University be extended for a further 21 years at the peppercorn rate of \$1 p.a. and subject to the original lease conditions.
2. That any necessary documents be executed under the Common Seal of the Council.

CARRIED

At this juncture the meeting adjourned, the time being 5.47pm.

The meeting recommenced at 6.08pm.

**WSC16/7 TENDER FOR THE REPLACEMENT OF PLANT 282 AND 284, TWO CCF CLASS 15
MOTOR GRADERS (ID16/1697)**

The Committee had before it the report dated 12 September 2016 from the Manager Fleet Management Services regarding Tender for the Replacement of Plant 282 and 284, Two CCF Class 15 Motor Graders.

Moved by Mr M Kneipp (Administrator)

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 commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council (Section 10A(2)(d)(ii)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- **1. That the tender from Westrac for the supply of two Caterpillar 12M motor graders for the purchase price of \$701,500.00 GST exclusive, be accepted.**
- 2. That the offer of Pickles Auction for the outright purchase for plant numbers 282 and 284, two Caterpillar 120M motor graders for a total value of \$232,727.28 GST exclusive be accepted.**
- 3. That the documents and considerations in regard to this matter remain confidential to Council.**

CARRIED

The meeting closed at 6.12pm.

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CHAIRMAN



Report of the Finance and Policy Committee - meeting 19 September 2016

AUTHOR: Supervisor Governance

REPORT DATE: 20 September 2016

The Committee had before it the report of the Finance and Policy Committee meeting held 19 September 2016.

RECOMMENDATION

That the report of the Finance and Policy Committee meeting held on 19 September 2016, be adopted.



REPORT FINANCE AND POLICY COMMITTEE 19 SEPTEMBER 2016

PRESENT:

Councillors Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The Acting Interim General Manager (D Dwyer), the Director Organisational Services, the Manager Governance and Risk, the Supervisor Governance, the Director Corporate Development, the Corporate Communications Supervisor, the Director Technical Services, the Manager Technical Support, the Manager Civil Infrastructure and Solid Waste, the Manager Fleet Management Services, the Director Environmental Services, the Manager City Strategy Services, the Director Community Services (J Watts), the Director Parks and Landcare Services and the Transition Project Leader.

Mr M Kneipp (Administrator) assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.30pm with an acknowledgement of country being read by the Administrator, Mr Kneipp.

Clause FPC16/4 was brought forward for consideration and was dealt with at this juncture.

**FPC16/4 DUBBO NEIGHBOURHOOD CENTRE BIENNIAL ACTIVITIES REPORT
(ID16/1713)**

The Committee had before it the report dated 13 September 2016 from the Director Community Services regarding Dubbo Neighbourhood Centre Biennial Activities Report. The Committee reports having met with Mrs Tina Reynolds, member of the Dubbo Neighbourhood Centre Management Committee regarding this matter.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained within the report of the Director Community Services, dated 13 September 2016 be noted.

CARRIED

At this juncture the meeting adjourned, the time being 5.38 pm.

The meeting recommenced at 5.47pm.

FPC16/1 2015/2016 OPERATIONAL PLAN - JUNE 2016 QUARTERLY REVIEW (ID16/1698)

The Committee had before it the report dated 12 September 2016 from the Acting Interim General Manager regarding 2015/2016 Operational Plan - June 2016 Quarterly Review.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the Budget Review Statements and the Quarterly Financial Statements as at 30 June 2016, as attached to this report, be adopted and such sums voted for such purpose.
2. That the performance review details for each function for the quarter ended 30 June 2016, be noted.
3. That the Statement of the Responsible Accounting Officers that Council will be in a satisfactory financial position at the end of the financial year, having regard to the changes herewith to the original budget, be noted.
4. That the contracts, consultants, legal expenses and cash and investments information for the Dubbo Branch be noted.

CARRIED

FPC16/2 DISCLOSURE OF INTEREST RETURNS (ID16/1712)

The Committee had before it the report dated 13 September 2016 from the Acting Interim General Manager regarding Disclosure of Interest Returns.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the tabling of the Disclosure of Interest Returns as detailed in the report be noted and the Office of Local Government be advised accordingly.

CARRIED

FPC16/3 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT (ID16/1714)

The Committee had before it the report dated 13 September 2016 from the Director Organisational Services regarding Investments Under Section 625 of the Local Government Act.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained within the report of the Director Organisational Services, dated 13 September 2016 be noted.

CARRIED

FPC16/5 QUARTERLY REVIEW OF THE 2016/2017 DUBBO SOCIAL PLAN (ID16/1679)

The Committee had before it the report dated 7 September 2016 from the Director Community Services regarding Quarterly Review of the 2016/2017 Dubbo Social Plan.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained within the report of the Director Community Services, dated 7 September 2016 be noted.

CARRIED

FPC16/6 QUARTERLY REVIEW OF THE DUBBO DISABILITY INCLUSION PLAN (ID16/1680)

The Committee had before it the report dated 7 September 2016 from the Director Community Services regarding Quarterly Review of the Dubbo Disability Inclusion Plan.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained in the report of the Director Community Services, dated 7 September 2016 be noted.

CARRIED

FPC16/7 QUARTERLY REVIEW OF THE DUBBO AGEING STRATEGY (ID16/1681)

The Committee had before it the report dated 7 September 2016 from the Director Community Services regarding Quarterly Review of the Dubbo Ageing Strategy.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained in the report of the Director Community Services, dated 7 September 2016 be noted.

CARRIED

FPC16/8 AGRICULTURAL TRAILS PROGRAM (ID16/1699)

The Committee had before it the report dated 12 September 2016 from the Economic Development Officer regarding Agricultural Trails Program.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained in the report of the Economic Development Officer, dated 12 September 2016 be noted.

CARRIED

FPC16/9 ASSIGNMENT OF LEASE FOR HANGAR 11 AT DUBBO CITY REGIONAL AIRPORT (ID16/1703)

The Committee had before it the report dated 12 September 2016 from the Airport Operations Manager regarding Assignment of Lease for Hangar 11 at Dubbo City Regional Airport.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That Council approve the request to assign the lease of land for Hangar 11 from Smythes Structural Steel to B & G Pettiford with the existing terms applying to the assigned lease until its expiry on 31 March 2017.**
- 2. That Council agree to enter into 2 consecutive 5 year leases to be executed on 1 April 2017 with the second lease commencing upon the expiry of the first lease, with both leases signed at the commencement of the first lease.**
- 3. That the new lease fee commence at \$1,628.30 and increase by 3% p.a. for the term of the 2 consecutive leases.**
- 4. That the legal fees associated with the preparation of the lease be borne by the lessee.**
- 5. That all necessary documentation in relation to this matter be executed under the Common Seal of the Council.**

CARRIED

FPC16/10 KESWICK ESTATE STAGE 4 RELEASE 3A (ID16/1709)

The Committee had before it the report dated 13 September 2016 from the Manager Commercial Facilities regarding Keswick Estate Stage 4 Release 3A.

Moved by Mr M Kneipp (Administrator)

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 commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council (Section 10A(2)(d)(ii)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the 30 single dwelling residential allotments that form Keswick Estate Stage 4 Release 3A be marketed for sale effective 9.00 am Monday 17 October 2016 at the prices as detailed in Table 1 in this report and further, that the Interim 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 m² (excluding dual occupancy dwellings).
3. That the Interim General Manager be requested and authorised to take the necessary action in respect of the auction sale of Lots 1, 10, 16, 17, 23 and 76 , being dual occupancy lots in the Release, by way of a single auction with such auction not occurring until after registration of the subdivision plan in early 2017.
4. That local real estate agencies be invited to submit proposals to Council to undertake the auctioning of the six dual occupancy lots in a single tranche on behalf of Council, and from these proposals an agent be selected to conduct the auction.
5. Each licensed builder be permitted to buy a maximum of six (6) single residential allotments in the release with no more than two of these allotments, with the same street frontage, adjoining each other.
6. Builders be permitted options to set aside up to six allotments 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.
7. That any necessary documents be executed under the Common Seal of the Council.
8. That the documents and considerations in regard to this matter remain confidential to Council.

CARRIED

The meeting closed at 6.08pm.

.....CHAIRMAN



REPORT: Progress of Merger Projects

AUTHOR: Acting Interim General Manager

REPORT DATE: 20 September 2016

TRIM REFERENCE: ID16/1732

EXECUTIVE SUMMARY

As put before the Ordinary meeting of Council held 24 August 2016, there are a significant number of projects related to the merger that are grouped into the following dominant streams:

- Financial and Operating Systems
- Information Technology
- Organisational Design (includes Human Resources)
- Service Review
- Communication
- Customer Service

The progress of major projects within those streams are:

- Council is continuing to work with the financial and business software system provider Civica in regard to the details related to delivering an integrated financial system by 1 July 2017. Initial estimates provided by Civica are considered cost prohibitive and this is the subject of further negotiation. It should be noted that staff are currently working on a two year program of work with the first step being integration with later stages rolling out best practice elements that require significant business practice changes.
- Council has withdrawn from attempting to place a communications tower on Mt Wellesley within the Mt Arthur Reserve. The difficulty of getting multi-agency approval would have seen a joint communications tower enabling an integrated IT system to be delivered after Christmas 2016. A secondary site has been investigated and has proven feasible with neighbour consultation taking place in late September. A monopole is proposed to be constructed on a Council owned site on Twelve Mile Lane that will enable the establishment of a microwave link between the two administration buildings. The expected completion date is mid-November 2016.
- Council has moved all Wellington based staff to the dubbo.nsw.gov.au email address. This was more cost effective than moving the entire workforce to an alternative such as drc.nsw.gov.au
- Council is developing the technical specifications for the tender for the provision of a digital two way system that enables all vehicles and depots to communicate throughout the Local Government Area (LGA). This is an important emergency management

consideration as during emergencies the mobile network is typically unreliable.

- Council has adopted an integrated organisational structure with 6 Divisions with implementation taking place on 26 September 2016. There has been 4 managerial positions that were contestable with only one application received for each role. Options are being explored for those who do not now fill managerial positions along with four administration positions displaced from their previous roles. Directors are working through the available opportunities with those affected staff. The integrated structure creates efficient reporting lines and groups the appropriate work teams of the former councils together. This will enable the organisation to harmonise business processes and identify opportunities for service improvements. The second stage of organisational redesign shall occur after the completion of the service review.
- Council, with the University of Technology, Centre of Excellence of Local Government, is progressing the development of the service review framework. The high level service mapping and costs to provide that service will be undertaken through September and October. Results arising from this analysis will enable Council to undertake more detailed analysis on areas of service delivery that will create more valuable improvements in efficiencies and effectiveness.
- Under the banner of the Communication stream are projects related to branding and the website. Council successfully delivered the new logo and website on Thursday 8 September 2016. The cost was \$4,400 including design options and targeted community/corporate consultation. Initial estimates for the changing over of logos on existing fleet items and high profile signage is approximately \$130,000 which shall be funded from the \$5 million Merger Implementation funding provided by the NSW Government.
- Council has also participated in the Service NSW proof of concept and how Council can potentially build on Service NSW infrastructure without compromising Council's merger tasks and service to the community.
- Council is currently importing Wellington data into asset management modelling tools enabling long term renewal forecasts. This is to develop a whole of organisational understanding of the asset management works required and long term financial sustainability.
- Council have engaged the services of Mastertek to assist Council develop a new salary administration system that will be delivered when the second stage of organisation structure redesign takes place in February 2017.
- Council has commenced work with staff to develop corporate mission and vision statements and values. Council has engaged a consultant who assisted the NSW Government with the Service NSW change of organisational values and culture. This cost is being funded by the NSW Merger Implementation fund.
- The Transition Project Team has increased from two staff to four with the secondment of a communication position and the former acting General Manager of Wellington. This allocation of staff resources recognises the important bodies of work related to organisational change being undertaken from September 2016 through to June 2017 that require significant staff and community consultation and communication.
- Stronger Communities Fund – Community Grant Program.
The Fund Assessment Panel is meeting on 11 October 2016 to assess 106 applications for the first round of \$350,000. As previously determined, the Panel consists of the Administrator, Local NSW Government MP or representative, Regional Coordinator of

the Department of Premier and Cabinet and an independent probity advisor (Council's auditor).

- Stronger Communities Fund – Major Projects.

Projects must meet the following criteria from the NSW Government:

- Have been through a community consultation process
- Demonstrate social and/or economic benefits to the community
- Consider issues of sustainability and equity across the broader community
- Demonstrate project feasibility and value for money including full lifecycle costs
- Did not have funds allocated by the former councils
- Give consideration to the processes and procedures outlined in the capital expenditure review guidelines issued by the Office of Local Government (OLG)

Council will be using its Capital Works Prioritisation Framework system – the areas staff must address as part of that framework when proposing a project will address the requirements of the Office of Local Government expenditure review guidelines.

The proposed timeline for the Major Projects (\$9 million) is as follows:

- September to October 2016 - Council staff develop a list of projects from previously adopted and/or updated strategies and asset management plans.
- 20 October 2016 presentation to Local Representation Committee.
- 27 October 2016 shortlist of projects put before Extraordinary Council meeting with recommendation for being placed on public exhibition for the purposes of community consultation.
- 27 October to 11 November 2016 Community consultation including the wide range of consultation methodologies.
- From late November to 2 December 2016 – results put before Stronger Communities Fund Assessment Panel.
- 12 December 2016 – recommendations of Assessment Panel put before Council Committee and subsequent Council meeting.
- 19 December 2016 Council notifies Office of Local Government of three year plan to undertake works including governance arrangements and other requirements

FINANCIAL IMPLICATIONS

That merger costs associated with the new organisation logo and subsequent changeover from the previous organisational logos is met by the funding made available by the NSW Government. It should also be noted that the costs associated with the other listed consultancies to assist Council undertake organisational change are also covered by the Merger Implementation funding provided by the NSW Government.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the information contained within this report be noted.

David Dwyer
Acting Interim General Manager



**REPORT: Dubbo City Delivery Program 2013 -2017,
Annual Review 2015/2016**

AUTHOR: Acting Interim General Manager

REPORT DATE: 12 September 2016

TRIM REFERENCE: ID16/1701

EXECUTIVE SUMMARY

The NSW Division of Local Government has implemented an Integrated Planning and Reporting Framework. The framework requires all NSW Councils to integrate all of their plans together with the sole objective of delivering services for the community through streamlining Council operations and thus ensuring optimal use of resources.

A report on progress with respect to the principal activities detailed in the Delivery Program is required to be submitted at least every six (6) months.

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 Annual Review 2015/2016 of the Dubbo City Delivery Program 2013-2017 be noted.

David Dwyer
Acting Interim General Manager

BACKGROUND

Local councils in NSW are required to undertake their planning and reporting activities in accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005.

Council's Integrated Plan is divided into the following sections:

Section A – Community Strategic Plan (25 Years)

- *Community Engagement* – prepare and implement a Community Engagement Strategy based on social justice principles for engagement with the local community in developing the Community Strategic Plan.
- *Community Strategic Plan* – The Community Strategic Plan is the highest level plan. The purpose of the plan is to identify the community's main priorities and aspirations for the future and to plan strategies for achieving these goals. In doing this, the planning process will consider the issues and pressures that may affect the community and the level of resources that will realistically be available to achieve its aims and aspirations.

Section B – Delivery Program (Four Years)

- *Delivery Program* – a statement of commitment to the community from each newly elected council. In preparing the program, Council is accountable for its stewardship of the community's long-term goals, outlining what it intends to do towards achieving these goals during its term of office and what its priorities will be. It is designed as the single point of reference for all principal activities undertaken by Council during its term of office. All plans, projects, activities and funding allocations must be directly linked to this Program.
- *Budget details and statements* – detailed budget for the activities to be undertaken in the 4 year Delivery Program.
- *Capital works Program* – 4 year detailed Capital works program as reported in the budget.

Section C – Resourcing Strategy

- *Long-term Financial Plan* – is used to ensure inform decision making during the finalisation of the Community Strategic Plan and the development of the Delivery Program.
- *Asset Management Strategy* - identifies assets that are critical to the council's operations and outline risk management strategies for these assets. It includes specific actions required to improve council's asset management capability and projected resource requirements and timeframes.
- *Asset Management Policy* - a council endorsed policy which sets the broad framework.
- *Workforce Management Strategy* - developed to address the human resourcing requirements of a council's Delivery Program.

REPORT

Following an extensive community consultation programme, the former Dubbo City Council adopted its integrated planning documents in June 2012 for the period 2012/2013 ongoing. The Local Government Act requires that a Council must review its Planning Documents within 9 months of an Ordinary Council election. Accordingly, this was undertaken for the various components of Council's planning documents, resulting in plans effective 1 July 2013 as follows:

1. Community Strategic Plan
2. A four year Delivery Program (2013-2017)
3. An Annual Operational Plan (2015/2016)
4. Resourcing Strategy comprising:
 - Workforce Management Planning
 - Long Term Financial Planning
 - Asset Management Planning

In respect of Council's Delivery Program, such Program is prepared for a four year period and must:

- Directly address the objectives and strategies of the Community Strategic Plan and appropriate components of the Corporate Strategic Plan so as to identify principal activities that council will undertake in response to the objectives and strategies.
- The Delivery Program must inform, and be informed by, the Resourcing Strategy.
- The Delivery Program must address the full range of council operations.
- The Delivery Program must allocate high level responsibilities for each action or set of actions.
- Financial estimates for the four year period must be included in the Delivery Program.

This report deals with the annual review of the four (4) year Delivery Program (2013-2017) for the 2015/2016 period.

SUMMARY

It is encouraging to note the progress made by council against the performance targets in the Delivery Program and that this is also reflected in the Annual Operational Plan which is reported on to Council on a quarterly basis.

Appendices:

- 1 Delivery Program 2013-2017 - Annual Review June 2016

DUBBO CITY DELIVERY PROGRAM 6 Month Review (June 2016) 2013-2017

OUR PEOPLE

The key elements that will underpin the future development of Dubbo are lifestyle and opportunity in the areas of social, cultural, educational, health and recreational facilities and services and community protection.

PRINCIPAL ACTIVITY AREA(S): COMMUNITY SERVICES/PARKS AND LANDCARE/CITY DEVELOPMENT

OUR PEOPLE OUTCOME 1.1: The health, welfare and education of the community is maintained through effective medical care and a full range of educational opportunities.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.1.1 Dubbo is recognised as the regional medical centre for western NSW.	No incidences of long term vacancies of medical staff at Dubbo Base Hospital. No decrease has been identified.	1.1.1.1 Continue to lobby and support Western NSW Local Health Network to attract general and specialist medical practitioners to Dubbo including community health staff. Lobbying has been undertaken. Councillor Walkom was Council's representative on the Health Council with Councillor Reynolds as the alternative representative prior to proclamation.	Ongoing	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>No decrease in the number of General Practitioners in Dubbo.</p> <p>No decrease has been identified.</p>	<p>1.1.1.2 Lobby the State Government to ensure adequate professional staff are available to service the Dubbo Base Hospital and associated services. The Mayor and General Manager met regularly with Local Member Troy Grant MP to discuss hospital redevelopment progress and personnel resources.</p> <p>1.1.1.3 Monitor the impact on Dubbo of the management/operations of the Western NSW Local Health Network. Dubbo and the Orana Region had a good level of representation on the Local Health Network. No adverse impacts have been identified.</p> <p>1.1.1.5 Concept plans for the redesign of Theresa Maliphant Park into a therapeutic park to service customers of Dubbo Base Hospital shall be adopted by Council Concept plans for the redevelopment of Theresa Maliphant Park into a therapeutic park are being prepared in readiness for consultation with the Dubbo Base Hospital Administrator and are due to be completed by September 2016.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>June 2016</p>	<p>DOCS</p> <p>DOCS</p> <p>DPL</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.1.2 Priorities of all levels of government are aligned and funding is attracted for improved medical facilities and services.	Dubbo Base Hospital is substantially redeveloped. Construction commenced with Stage 1 of the redevelopment completed at the end of 2014 and Stage 2 officially opened on January 2016. No date has been set for stages 3 and 4.	1.1.2.1 Lobby the State and Federal Governments for the ongoing staged development of the Dubbo Base Hospital facility Redevelopment works have been undertaken for Stages 1 and 2. The Master Plan for the future redevelopment has been completed. An announcement of \$150M for stages 3 and 4 of the redevelopment has been made.	Ongoing	DOCS
1.1.3 The availability of health and allied health tertiary courses and training available in the City is increased.	The range of health tertiary courses available in the City is increased. No increase has been identified in 2015/2016.	1.1.3.1 In conjunction with Sydney University and Charles Sturt University lobby the Federal Government for health tertiary courses and training courses and facilities in the City. Discussions have been made with Sydney University and Charles Sturt University in relation to these matters.	Ongoing	DOCS
		1.1.3.2 Hold two (2) meetings per annum between Dubbo City Council and Sydney University to discuss future development and operations of the University's Rural Medical School in the City. The Mayor was a former member of the University of Sydney Community Advisory Board and attended two (2) meetings in 2015/2016.	Sep, Mar annually	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.1.4 An expanded tertiary education curriculum is available that provides additional opportunities for education within the City and region.	500 students are undertaking courses at university campus in Dubbo. 306 students enrolled for 2015, and 270 students enrolled for 2016.	1.1.4.1 Hold three (3) meetings per annum of the Dubbo City Council/ Charles Sturt University Working Party to discuss future development and operations of the Dubbo campus. Three (3) meeting have been held.	Oct, Feb, Jun annually	DOCS
1.1.5 A variety of high quality primary and secondary education and vocational training facilities and opportunities are available in the City.	No examples of the loss of any primary, secondary and vocational training programmes in the City. No examples have been reported.	1.1.5.1 Monitor the position and lobby the State and Federal Governments to provide a variety of high quality primary and secondary education and vocational training facilities and programmes in the City Lobbying has been undertaken with Local, State and Federal Members.	Ongoing	DOCS
		1.1.5.3 Hold an annual meeting with the Dubbo Office of the Department of Education to discuss primary and secondary education in Dubbo. Two (2) meetings have been held in 2015/2016.	Aug annually	DOCS
1.1.6 Dubbo has an appropriately skilled workforce that supports the economic development and growth of the City.	No examples of opportunities to support industry sector recruitment campaigns overlooked. Support has been provided to University of Rural Health's Discovery Bus Tour and major employers across the city were supported with their recruitment activities.	1.1.6.1 Provide support to businesses / agencies endeavouring to recruit skilled workers to the City. 1,275 Jobs have been uploaded to the Dubbo Jobs website from July 2015 – June 2016.	Ongoing	DCD

PRINCIPAL ACTIVITY AREA(S): COMMUNITY SERVICES/ENVIRONMENTAL SERVICES/ORGANISATIONAL SERVICES

OUR PEOPLE OUTCOME 1.2: The community's lifestyle and social needs are supported through the provision of a range of essential social and community services.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.2.1 Childcare facilities, preschools and after hours care meet the needs of the community.	300 children Family Day Care child care places in Dubbo. There were 464 Family Day Care child care places in Dubbo.	1.2.1.1 Actively pursue the recruitment of additional carers in the Dubbo Family Day Care Scheme. There has been an ongoing program to recruit additional carers.	Ongoing	DOCS
	680 long day childcare centre places in Dubbo. 1056 long day childcare centre places were reported for 2015/2016.	1.2.1.2 Report on the provision of and demand for child care places in Dubbo. Report not delivered due to the merger.	Mar annually	DOCS
	740 full day preschool places per week available in the community. There has been no decrease in preschool places.	1.2.1.3 Monitor the availability of State and Federal Government capital and recurrent funding for additional preschool places. All funding opportunities have been monitored.	Ongoing	DOCS
1.2.2 The social services needs of the community are identified and monitored.	100% of needs identified and documented and addressed for provision of social services. 100% of needs have been addressed.	1.2.2.1 Develop and implement on an annual basis a new Social Plan for the Dubbo Local Government Area. A new Social Plan was developed in December 2015.	Mar annually	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
<p>1.2.3 A variety of youth activities and entertainment are available in the City based on input from the youth of the City.</p>		<p>1.2.2.2 Provide financial contribution for the operations of the Dubbo Neighbourhood Centre. 2015/2016 budget accommodates these costs. \$65,500 for a Subsidy along with \$94,500 for rent provided in the 2015/2016 budget.</p>	Jul annually	DOCS
	<p>100% of issues affecting youth resolved by Council with Youth Council input. All issues have been referred to the Youth Council.</p>	<p>1.2.3.1 Implement Council's component of and provide support for the Youth Foundation in the community. Council was a member of the Dubbo Youth Foundation. The Manager Social Services regularly attended meetings.</p>	Ongoing	DOCS
	<p>95% satisfaction rating by young people of the youth services and facilities available in the City. 95% satisfaction rating has been achieved.</p>	<p>1.2.3.2 Develop and deliver youth programmes to meet identified needs in consultation with appropriate youth agencies. The Youth Development Officer developed programs in consultation with agencies. The annual Youth Week program has been undertaken with the assistance of the Dubbo Youth Council.</p>	Ongoing	DOCS
		<p>1.2.3.3 In consultation with the Dubbo Youth Council, develop a prioritised list of future youth services and facilities for consideration by Council. The Youth Council have proposed the employment of a young person to undertake a Certificate 3 in Community Services as part of a twelve month Traineeship on an annual basis.</p>	Dec annually	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.2.4 The needs of older people and people with a disability are monitored to ensure appropriate services and facilities are available in the City and the region.	1,300 young people attend Youth Week activities.	1.2.3.4 Youth Council to submit two reports to Council on its deliberations on youth issues and activities undertaken.	Dec , Jun annually	DOCS
	6,450 young people attended Youth Week in April 2016.	The Youth Council have submitted two (2) reports.		
	All activities and entertainment are planned and organised with the assistance of young people. This has been achieved.	1.2.3.5 Conduct a biennial survey of young people to seek ratings and comments on the quality and range of youth services and facilities in the City. No action survey due July 2016.	Jul 2016 Jul 2018	DOCS
	All new developments in the City comply with the Council's Development Control Plan in respect of Access and Mobility and the Building Code of Australia as required. All new developments have complied with current Access and Mobility requirements.	1.2.4.1 Review biennially the Council's Development Control Plan in respect of Access and Mobility. Procedures are in place to ensure a review is undertaken by December 2016.	Dec 2016 Dec 2018	DEVS
	90% satisfaction rating by older people of the quality and range of aged services and facilities available in the City 94.3% satisfaction rating from last survey conducted in July 2014.	1.2.4.2 Conduct a biennial survey of older people to seek ratings and comments on the quality and range of aged services and facilities in the City. Procedures are in place to ensure a review is undertaken by July 2016.	Jul 2016 Jul 2018	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.2.5 The education, health, employment and economic development opportunities of Aboriginal people are improved.	The unemployment rate of Aboriginal people decreases annually. Dubbo Aboriginal population unemployment was 18.5% - 2011 Census.	1.2.5.1 Make representations to the State and Federal Governments to increase coordinated funding for programmes to improve the education, health, employment and economic development opportunities of Aboriginal people. Council continued to make representations to Government Agencies for increased funding. The Manager Social Services and Aboriginal Liaison Officer regularly attended meetings with key stakeholders.	Ongoing	DOCS
		1.2.5.2 Council continues to have an Aboriginal Liaison Officer to support and assist the Aboriginal Community. The Aboriginal Liaison Officer continues to be a permanent position.	Ongoing	DOCS
		1.2.5.3 Council's Workforce Plan provides opportunities for employment of Aboriginal Trainees and Apprentices. An indigenous employment plan has been developed to ensure Council's workforce demographics match that of the community.	Jul annually	DOS
1.2.6 A variety of cemetery facilities are available in the City to meet the needs of residents.	No more than 3 complaints received annually in regard to Council interment and maintenance programmes. No complaints have been received.	1.2.6.1 Undertake biennial survey of residents and local funeral directors to gauge satisfaction level of cemetery services and seek advice on improvement to service provision. Procedures are in place to ensure a survey is undertaken by July 2016.	Jul 2016 Jul 2018	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.2.7 An Interagency Group is established in the City.	<p>95% satisfaction rating by funeral directors and community of the quality of the Council managed cemeteries. 95% satisfaction rating has been achieved.</p> <p>All major human services providers are committed to and are represented on the Strategic Human Services Interagency Group Forum. Achieved.</p> <p>All strategic decisions affecting the human services of the City are considered by the Strategic Human Services Interagency Group Forum. Achieved.</p>	<p>1.2.7.3 Attend quarterly meetings of the Strategic Human Services Interagency Group Forum.</p> <p>Quarterly meetings have been attended.</p>	Sep, Dec, Mar, Jun annually	DOCS
1.2.8 A central data base for community service information is available and maintained that can be accessed by the community.	<p>Community and Youth Services Directories maintained to 95% accuracy. 95% accuracy has been maintained.</p>	<p>1.2.8.1 Conduct reviews of the Youth Services Directory managed by Dubbo City Council.</p> <p>Youth Development Officer has updated the Youth Services Directory.</p>	Monthly	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.2.9 An Ageing Strategy is developed and implemented to provide appropriate services and facilities which are available for an ageing population.		1.2.8.2 Dubbo Neighbourhood Centre to review the Community On Line Directory monthly and to include the outcomes of the review in the biannual reports to Council on the status of the Directory. The Dubbo Neighbourhood Centre has provided six monthly reports to Council in June 2015 and December 2016.	Jun, Dec annually	DOCS
		1.2.9.1 Annually review and implement the actions of the Ageing Strategy. Ageing Strategy actions have been implemented and reviewed annually. A six monthly report has been provided to Council.	May annually	DOCS

PRINCIPAL ACTIVITY AREA(S): COMMUNITY SERVICES/PARKS AND LANDCARE/CORPORATE DEVELOPMENT

OUR PEOPLE OUTCOME 1.3: The community's lifestyle needs are well catered for through the provision of a range of facilities and services.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.3.1 The high profile of existing cultural services and facilities such as the Western Plains Cultural Centre and the Dubbo Regional Theatre and Convention Centre is maintained.	A minimum of 65,000 visitors to the Western Plains Cultural Centre per annum. 93,239 visitors have been recorded.	1.3.1.1 Undertake an annual survey of residents to gauge satisfaction on the Western Plains Cultural Centre's level of service. Satisfaction rating of 96% has been achieved.	Apr annually	DOCS
	A satisfaction rating of 95% by patrons of the services and facilities of the Western Plains Cultural Centre. 96 % satisfaction rating achieved.	1.3.1.2 Develop and implement appropriate marketing plans and education programmes for schools and the general public for key exhibitions at the Western Plains Cultural Centre. Plans have been developed and implemented on an annual basis.	Jul annually	DOCS
	At least 24 exhibitions held at the Western Plains Cultural Centre during the year. 21 exhibitions have been installed.	1.3.1.3 Develop in advance an exhibition programme for the Western Plains Cultural Centre for each coming financial year that utilises all relevant spaces. Programme developed on an annual basis and has been submitted to WPCC Advisory Board for comment.	Dec annually	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>A minimum of 80,000 visitors to the Dubbo Regional Theatre and Convention Centre per annum. 66,833 visitors recorded for 2015/2016 compared to 68,493 visitors for the same period last year.</p>	<p>1.3.1.4 Develop and implement educational programmes that utilise the capabilities of the Western Plains Cultural Centre's Education Resource Centre. Plans have been developed and implemented on an annual basis.</p> <p>1.3.1.12 Implement a biennial touring program for Western Plains Cultural Centre curated exhibition. The WPCC will tour the series Take Your Best Shot by Emma Thomson in 2017. Galleries that have been consulted about dates are Maitland, Broken Hill, Tamworth and Rockhampton.</p> <p>1.3.1.5 Seek sponsorships for the Dubbo Regional Theatre and Convention Centre. Sponsorships have been secured and include Centre Stage Platinum - Dubbo Jaguar Landrover Top Hat Gold – Laser Electrical Dubbo Top Hat Gold – Astley's Plumbing & Hardware Top Hat Gold – David Payne Constructions Curtain Raiser – Paula O'Leary, Physiotherapy – Sydney Dance Company – Counter move Total = \$67,600.</p>	<p>Dec annually</p> <p>Dec 2015 Dec 2017</p> <p>Ongoing</p>	<p>DOCS</p> <p>DOCS</p> <p>DOCS</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>A satisfaction rating of 95% by patrons of the products and facilities of the Dubbo Regional Theatre and Convention Centre. 86.11% satisfaction rating has been achieved.</p> <p>Dubbo Regional Theatre and Convention Centre used a minimum of 100 days for ticketed performances. A total of 109 days of use achieved compared to 104 days for the same period last year.</p> <p>Dubbo Regional Theatre and Convention Centre used a minimum of 110 days for business/community events. Total of 154 days of events achieved compared with 183 days for the same period last year.</p>	<p>1.3.1.6 Conduct an annual survey of patrons to seek ratings and comments on the Dubbo Regional Theatre and Convention Centre's products and facilities. Annual survey for subscribers was conducted November 2015.</p> <p>1.3.1.7 Develop a capital upgrade programme with cost estimates to modernise the Convention Centre component of the Dubbo Regional Theatre and Convention Centre. Feasibility Study with five phases and cost estimates has been completed.</p> <p>1.3.1.8 Attract and program a diverse range of local, touring and school shows for a wide range of target audiences. Season shows have been selected based on DRTCC's programming policy in addition to attracting a wide variety of hirer/promoter shows.</p> <p>1.3.1.9 Develop an annual Subscription Season Programme for Dubbo Regional Theatre and Convention Centre. A total of 27 shows have been held.</p>	<p>Oct annually</p> <p>July 2015</p> <p>Ongoing</p> <p>Sep annually</p>	<p>DOCS</p> <p>DOCS</p> <p>DOCS</p> <p>DOCS</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.3.2 The Dubbo community participate in and celebrate the high quality cultural services and facilities available in the City.	A minimum of 2,000 people attend public and education programmes and at the Western Plains Cultural Centre. 10,013 people have attended programmes.	1.3.2.1 Develop public and education programmes for the Western Plains Cultural Centre for each financial year. Programmes have been developed and implemented.	Jul annually	DOCS
	The Western Plains Cultural Centre's Community Arts Centre is utilised for a minimum of 2500 hours per annum. 12,625 hours utilised. Western College continued to operate from three rooms in the Community Arts Centre.	1.3.2.2 Continue membership of and fully participate in the activities of Orana Arts. Membership has been maintained. Council staff at DRTCC and WPCC and the Director Community Services have had regular contact with Orana Arts.	Ongoing	DOCS
		1.3.2.3 Continue to conduct workshops, lectures, education programmes and school term and school vacation workshops for children at the Western Plains Cultural Centre. Plans have been developed and implemented.	Ongoing	DOCS
		1.3.2.4 Ensure the Community Arts Centre is made available for venue hire to community and corporate groups at reasonable prices. Hire charges have been adopted within Council's Revenue Policy following public exhibition.	Apr annually	DOCS
		1.3.2.5 Cultural events continue to be included in the Council's weekly "What's On" calendar of events and activities. This has been achieved.	Ongoing	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.3.3 Aboriginal culture is celebrated by the community.	A minimum of one (1) exhibition or public programme per annum is held at the Western Plains Cultural Centre which focuses on Aboriginal culture. Four (4) exhibitions have been held.	<p>1.3.3.1 The Western Plains Cultural Centre Advisory Board continues to hold a position for a member of the Dubbo Aboriginal Community Working Party.</p> <p>The Western Plains Cultural Centre Advisory Board was dissolved in May 2016 as a consequence of the amalgamation of Dubbo City Council and Wellington Council into the Western Plains Regional Council.</p> <p>1.3.3.2 Include Aboriginal culture in the Western Plains Cultural Centre's exhibition and event calendar each year. Inclusion of Aboriginal cultural material indicated in WPCC policy.</p> <p>1.3.3.7 Include a full carved aboriginal trees display at the Western Plains Cultural Centre. The WPCC worked with Dubbo Aboriginal Community Working Party to facilitate the repatriation of cultural material (including carved trees) from the Australian Museum. The return of the trees would provide a more complete exhibition than the trees currently under WPCC ownership can provide.</p>	Ongoing Jul annually Dec 2015	DOCS DOCS DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.3.4 Existing arts and cultural facilities in the City are leveraged to provide and promote complementary facilities and opportunities.	A Forum of Government, private sector and not for profit arts groups meets regularly. Four (4) meetings have been held in 2015/2016.	1.3.3.4 Implement components of the Wiradjuri Park Masterplan including sourcing external funding opportunities. The Wiradjuri Park master plan has been implemented to the extent that funding has allowed.	Ongoing	DPL
		1.3.3.5 Continue to build working relationships with the Terramungamine Reserve Advisory Committee. A burial ground committee has been formed and is expected to form the basis of the Reserve Management Committee. The Manager Landcare Services has been actively involved in developing this Committee and in seeking to extend the Burial Committee membership to consider reserve related issues.	Ongoing	DPL
		1.3.3.6 Undertake consultation with stakeholders when undertaking strategic planning and redevelopment of open space elements to allow for the incorporation of appropriate and community approved indigenous culture focused interpretative material. Stakeholder consultation has been undertaken within all strategic and redevelopment planning.	Ongoing	DPL
		1.3.4.2 The Arts/Cultural Forum meets quarterly to discuss marketing of facilities and services and cooperative/complementary services and activities. This has been achieved.	Quarterly	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.3.5 An iconic event for the City is embraced by the community.	All actions in the Dubbo City Event Strategy are completed each year. All actions have been completed.	1.3.5.1 Review and Implement the Dubbo City Event Strategy as adopted. (City Development Delivery Plan). Event Support and Development Program July 2015 – June 2016 has been completed: 453 events have been promoted and 153 events have been supported.	Dec annually	DCD
1.3.6 The high standard of library facilities and services to the community is maintained to meet the educational, recreational and informational needs of the community.	60% of residents are borrowers at the Macquarie Regional Library. 55.40% of residents were enrolled borrowers.	1.3.6.1 Undertake biennial survey of residents to ascertain requirements of a Library service. Survey to be undertaken in September 2017.	Sep 2016 Sep 2018	DOCS
	A satisfaction rating of 95% by patrons of the services and facilities of the Dubbo Branch Library. Survey to be undertaken in September 2016.	1.3.6.2 Provide input to the Macquarie Regional Library's Corporate Strategic Plan to define the long term library service needs and facility needs for the Dubbo Community. Input has been provided.	Feb annually	DOCS
	A minimum of 230,000 articles borrowed from the library per annum. 192,122 articles were borrowed during 2015/2016.	1.3.6.3 Continue to lobby the State Government for increased recurrent funding for local government library services. No increase in State budget for recurrent per capita funding. Lobbying has continued.	Ongoing	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.3.7 The iconic Old Dubbo Gaol is maintained as a quality tourist attraction from both a historical and entertainment perspective.	50,000 people visit the Gaol per annum. 46,829 visitors, compared to 43,368 visitors for the same period last year.	1.3.6.4 Provide a report on the performance of Macquarie Regional Library in providing a library service to the City. A report was submitted in March 2016.	Mar annually	DOCS
		1.3.7.1 Undertake the development of one (1) new exhibition per annum. Installation of the Faces Of Crime exhibition in the Infirmary Block, Kitchen has been completed.	Jun annually	DOCS
		1.3.7.2 Develop co-operative arrangements with other tourist destinations and businesses with a view to packaging Old Dubbo Gaol products and services. Achieved. Welcome to Dubbo Event Package and Wine and Nourishment Events have been held.	Ongoing	DOCS
		1.3.7.3 Develop and implement an annual Marketing and Promotion Programme for the Old Dubbo Gaol. Marketing and Promotion Programme was adopted as a component of the 2015/16 Business Plan.	Jun annually	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
		<p>1.3.7.4 Implement the actions contained in the 20 year Asset Management Plan to take into account the heritage significance of the site and buildings. Including restoration of the watchtower and sacrificial render of sandstone buildings. Actions have been implemented as per the Asset Management Plan.</p> <p>1.3.7.5 Complete the capital projects funded by the Cobbora Transition Grant \$1M. \$722,232 has been spent to date. Completed projects include</p> <ul style="list-style-type: none"> • Render/Salinity Project • Watchtower Refurbishment and Exhibition • Infirmary Refurbishment and Exhibition • Kitchen (portable) Exhibition • Nosey Bob High Definition Upgrade • Toilet Facilities Upgrade • Security Upgrade (CCTV – Event Space) • WiFi installation (Event Space) <p>Partial Completed Projects include</p> <ul style="list-style-type: none"> • Foyer upgrade including Wooden Block Floor • Main Street Signage Project • Event Space upgrade 	<p>Jul 2015</p> <p>Dec 2015</p>	<p>DOCS</p> <p>DOCS</p>

PRINCIPAL ACTIVITY AREA(S): COMMUNITY SERVICES/PARKS AND LANDCARE/CORPORATE DEVELOPMENT

OUR PEOPLE OUTCOME 1.4: The community has the opportunity to participate in a diverse range of lifestyle, sporting and passive recreational pursuits.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.4.1 Improved access is available to recreation facilities for young people.	95% of young people rate access to recreation facilities and services as satisfactory. 78% satisfaction rating has been achieved.	1.4.1.1 In consultation with the Dubbo City Sports Council and the Dubbo Youth Council, review requirements for the provision of future recreation facilities for young people. Council has facilitated strategic planning by most sporting groups in Dubbo with a number of groups focused on junior development and future infrastructure needs. Community consultation has been held regarding specific asset renewal projects that seek to satisfy the youth market when renewing infrastructure e.g. skate park shade cloth.	Mar annually	DPL
		1.4.1.4 Undertake a Biennial survey regarding how young people rate access to recreation facilities. Survey to be undertaken in July 2016.	Jul 2016 Jul 2018	DOCS
	95% of young people rate public transport to recreational events and facilities as satisfactory. 78% satisfactory rating has been achieved.	1.4.1.5 Ensure the Dubbo Transport Working Group monitors the provision of public transport for young people to recreational events and facilities. Dubbo Transport Working Group has been disbanded.	Ongoing	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
<p>1.4.2 The Sports and Recreation Masterplan for the City promotes efficient use of existing sporting facilities and identifies future recreational facility requirements.</p>	<p>60% of residents participate in recreational activities.</p> <p>Statistics were unavailable at this time. Council continues to work with Break Thru and the swimming and athletics clubs to create access to formal competition for people with a disability. Council is looking into an Active Ageing Program which provides funding to run land based and aquatic activities for people over 50 years of age.</p>	<p>1.4.2.1 In consultation with the Dubbo City Sports Council and other stakeholders, review requirements for the provision of future recreation facilities for all sectors of the Dubbo community e.g. aged, youth, disabled, families and indigenous groups.</p> <p>The Recreation Strategy development included analysis of community demographics. Council is also working with swimming and athletics clubs to create access to formal competition for people with disabilities.</p>	Dec annually	DPL
	<p>90% of residents rate sporting and recreational facilities as satisfactory.</p> <p>Latest results of the community satisfaction survey show close to 90% satisfied with sporting infrastructure. Dubbo sport and recreation groups have participated in strategic planning through the Dubbo Sports Council.</p>	<p>1.4.2.2 Oversee the implementation of the Recreation Strategy for the City.</p> <p>The key outcome in this regard was the strategic planning undertaken by sporting and recreation groups facilitated by Council.</p>	Ongoing	DPL

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>Cost of sports field preparation does not increase above CPI.</p> <p>Achieved.</p>	<p>1.4.2.3 Encourage and foster community awareness, participation and self-help in the development and maintenance of recreation facilities through the Dubbo City Sports Council. In addition to the strategic planning workshops Council has held grant writing workshop for sporting groups in Dubbo.</p> <p>1.4.2.4 Undertake a biennial survey of residents to monitor and understand the recreational needs and levels of participation of the City's population to inform and review the ongoing implementation of the Recreation Strategy. Survey completed, one (1) complaint regarding cleanliness of facilities, no complaints on the standard of sporting fields has been received.</p> <p>1.4.2.5 Ensure input is received from seasonal sportsground users for field preparation requirements. Council has received and processed sporting allocations for winter and summer sports.</p> <p>1.4.2.6 Review costs and programmes associated with sport preparation in regard to achieving efficiencies. Annual Agreed Briefs have been signed between Community Services Division and the Sporting Facilities Function.</p>	<p>Ongoing</p> <p>Jul 2015 Jul 2017</p> <p>Dec annually</p> <p>Feb annually</p>	<p>DPL</p> <p>DOCS</p> <p>DPL</p> <p>DPL</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.4.3 Achievements are celebrated and support is provided for activities that foster cultural diversity, recreational opportunities and community pride.	A 12 month City Development Delivery Plan is developed that celebrates and supports community pride. Achieved.	1.4.3.1 Conduct an annual sports award presentation ceremony to recognise excellence in sporting achievements of Dubbo residents. Dubbo Sports Awards were held in November 2015.	Nov annually	DPL
		1.4.3.3 Implement the City Events Strategy and City Promotions Action Plan. (City Development Delivery Plan). City Development Delivery Plan has been implemented.	Dec annually	DCD
		1.4.3.4 Implement the Corporate Communications Programme. The Corporate Communications Program has been implemented.	Jun annually	DCD

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.4.4 The Strategic Masterplan for the Macquarie River corridor improves the amenity and increases the utilisation of the river corridor for a range of pursuits.	60% of the urban river corridor is developed for passive and active recreational pursuits. With the Regand Park shared pathway completed the 60% target has been met in regards to Council owned and managed lands. Additional improvements have included the installation of steps for triathlon and swimming events, the finalisation of the shared use trail at Dundullimal and the installation of lighting on 1.4km of the river trails.	1.4.4.2 Identify and take advantage of opportunities to add to Council's land portfolio in regard to the "River spine" of the urban area as defined in the Open Space Masterplan and Recreation Strategy. Opportunities have been monitored, and land was acquired adjacent to Sunderlands Park – Smith's Land.	Ongoing	DCD
		1.4.4.3 Identify and source available government assistance programmes as they become available in respect of the river corridor. Assistance has been provided to three (3) community groups in regards to seeking grants to develop recreational infrastructure on the river corridor. Furthermore a review of Carbon Tree planting funding has commenced as a means to externally fund tree planting in reserves.	Ongoing	DPL

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.4.5 High quality (fit for purpose) passive and active recreational open space is available to and used by the community.	No incidences of reported injuries incurred through use of Council's open space and recreation facilities. No injuries were reported in 2015/2016.	1.4.5.1 Review compliance with the response/repair times defined in the adopted Risk Management Plan (Defined Asset Management Plan). Ongoing assessment for compliance has been undertaken.	Ongoing	DPL
	100% of development of Open Space is undertaken in accordance with the Strategic Plans adopted by Council. No examples of inappropriate provision of horticultural, aboricultural or open space has occurred during 2015/16.	1.4.5.3 Review horticultural, aboricultural and open space components of all development applications and provide recommendations for any conditions of approval in accordance with the Open Space Masterplan and Recreation Strategy. All new sub-division Development Applications have been assessed in accordance with the Open Space Master Plan with appropriate recommendations being included in the conditions.	Ongoing	DPL
		1.4.5.6 Implement adopted Section 94 Open Space Contributions Plan. Adopted Section 94 Open Space Contributions Plan has been implemented accordingly.	Ongoing	DPL
		1.4.5.7 Develop Regional RV and Caravanning positioning paper in cooperation with Inland NSW and Destination Management Plan working group Paper listed as priority action for 2016/17 in Destination Action Plan.	Jun 2016	DCD

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.4.6 Dubbo is recognised for its first class sporting facilities, which cater for a wide range of local, regional and state sporting events and opportunities.	The number of high profile sporting events held in the City increases. Fourteen (14) high profile sporting events have been held which is an increase of an additional three (3) events from the previous year.	1.4.6.2 Implement the Dubbo Events Strategy as it relates to sporting associations and potential events. The Events Strategy has been communicated to sporting groups.	Ongoing	DPL
		1.4.6.3 Ensure the incorporation of sporting event requirements into the capital improvements of recreational facilities. Sporting Facilities has worked with user groups of Victoria Park 2 and 3 Ovals to complete the Amenities Building. Sureway Work for the Dole program assisted with fitting out this amenities block which was completed in July 2016. Sporting Facilities Function has worked with the Dubbo Hockey Association with the renewal of the Pioneer Park Amenities to ensure the renewal met the core user's needs. Renewal of the amenities was completed by June 2016.	Ongoing	DPL

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>No significant examples of grant funding opportunities not addressed.</p> <p>There has not been any examples of grant funding that wasn't pursued, that were deemed appropriate, or couldn't be supported by matching funds.</p> <p>Barden Park is the Regional Centre for Athletics in Central West NSW and the Orana Region. Achieved.</p>	<p>1.4.6.4 Identify grant funding opportunities and facilitate preparation of grant applications to support community groups to undertake maintenance and development projects on and for recreational facilities. Applications for grant funding have been made directly or thought the provision of support from community groups.</p> <p>1.4.6.6 Undertake an annual review of sporting association requirements and associated Agreed Briefs for Sporting Preparation. An annual review was carried out in February 2016.</p> <p>1.4.6.20 Implement the Regional Centre of Excellence for Athletics Business Plan. The DCL Park Business Plan has been updated and implemented.</p> <p>1.4.6.17 Review the Barden Park Business Plan. Processes are in place to ensure the review is undertaken by June 2018.</p>	<p>Ongoing</p> <p>Jun annually</p> <p>Ongoing</p> <p>Jun 2018</p>	<p>DPL</p> <p>DPL</p> <p>DPL</p> <p>DPL</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>Victoria Park sporting precinct is capable of holding regional level sporting events/carnivals.</p> <p>Victoria Park Sporting precinct has hosted regional level sporting events and carnivals which included the U/19 Country Cricket Championship and U/13 & U/14 State Cricket Championship.</p> <p>Pioneer Park Hockey Complex is capable of holding regional events.</p> <p>Pioneer Park Hockey Complex is capable of holding low level regional events. The complex will not be able to host high level regional events until a second synthetic field has been constructed.</p>	<p>1.4.6.21 In conjunction with sporting groups seek external funding for the construction of a new cycletrack off Victoria No.1 Oval and the expansion of the Victoria No. 1 Oval turf surface.</p> <p>Council has continued to work with Sporting Groups when external funding has been made available.</p> <p>1.4.6.18 Complete design and documentation for the formalisation of carparking and pedestrian access between Victoria No 2 & 3 Ovals.</p> <p>No action. Processes are in place to ensure action is achieved by December 2017.</p> <p>1.4.6.13 In conjunction with sporting groups seek external funding for the construction of second synthetic field.</p> <p>Council has completed a detailed design and costing for a second synthetic field and applied for grants in this regard. Council will continue to work with Dubbo Hockey Association seeking external funding.</p>	<p>Ongoing</p> <p>Dec 2017</p> <p>Jun 2016</p>	<p>DPL</p> <p>DPL</p> <p>DPL</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.4.7 Aquatic facilities are available and maintained to improve the health and wellbeing of the community.		1.4.6.19 In conjunction with sporting groups seek external funding to assist in the upgrade of tennis facilities to a regional standard Council has worked with Paramount Tennis Club in seeking external funding.	Ongoing	DPL
		1.4.6.15 Source external funds through the application of the Sponsorship policy to regional sporting assets. External funds have been sourced for DCL Park (Barden Park) and Caltex Park (Apex Oval). Targeting for sponsorship now is focused on the Lady Cutler Oval complex given the potential for highway exposure for a sponsor.	Ongoing	DPL
	Apex Oval is acknowledged as the best football facility in regional NSW. Achieved.	1.4.6.16 Implement an Apex Oval sand base profile 'best practice' Maintenance Manual. Best practice is being achieved.	Jul annually	DPL
	More than 90,000 patrons utilise Dubbo Aquatic Leisure Centre for each swimming season. 92,248 patrons have attended the DALC compared to 98,435 patrons this time last year.	1.4.7.1 Pursue grant funding for the upgrade option plan for the Dubbo Aquatic Leisure Centre. Swimming Clubs have been successful in receiving \$15,000 grant funding for upgrades.	Ongoing	DPL

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	90% of patrons rate the services and facilities of the Dubbo Aquatic Leisure Centre as satisfactory. Survey has been postponed.	1.4.7.4 Undertake a statistically valid survey of patrons rating the services offered and delivered at the DALC Survey postponed, a new data base of patrons is being created and will be implemented for the commencement of the season. This will form the basis of the survey.	May 2016	DPL

PRINCIPAL ACTIVITY AREA(S): HUMAN ENVIRONMENT/COMMUNITY PROTECTION

OUR PEOPLE OUTCOME 1.5: Dubbo is a safe community.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.5.1 The health and safety of the community is ensured through the delivery of appropriate human environment services.	85% of food premises comply with statutory requirements on initial inspection. Approximately 65% of premises inspected complied on first inspection.	1.5.1.2 Review the partnership arrangements with the NSW Food Authority for Council to implement the provisions of the Food Act and Regulations. A review is to be undertaken in late 2016.	Jun annually	DOCS
		1.5.1.3 Undertake at least one (1) inspection of all food premises per year. Achieved.	Mar annually	DOCS
		1.5.1.4 Conduct a food handling seminar biennially. Process in place to ensure seminar will be held in October 2016.	Oct 2016 Oct 2018	DOCS
	100% of public pools and spas inspected meet statutory health requirements. 100% of pools inspected met statutory health requirements.	1.5.1.5 Undertake the annual inspection and water sampling program of all public swimming pools and spas including motels and hotels in November, January and February each year, and indoor pools every two months to ensure water quality standards are maintained. Inspection regime commenced in November 2015 and was finalised in February 2016 for public swimming pools and spas.	Feb annually	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>100% of infants participate in immunisation program. 96% of children have been immunised, which is the same amount compared to 2014/2015.</p> <p>100% of Registered premises comply with statutory requirements on initial inspection. 100% of registered premises complied with statutory requirements on initial inspection.</p>	<p>1.5.1.6 Conduct twelve free immunisation clinics in the City per annum. Achieved.</p> <p>1.5.1.7 Conduct two (2) public health education programs per year. Achieved, 337 participants in total have attended.</p> <p>1.5.1.8 Undertake compliance inspections of all registered private swimming pools. No inspections have been undertaken. A Compliance Officer was recruited and commended in July 2016, but resigned soon after. Recruitment has recommenced.</p> <p>1.5.1.9 Undertake at least one (1) inspection of all registered regulated premises per year. Achieved.</p>	<p>Monthly</p> <p>Dec, Apr annually</p> <p>Ongoing</p> <p>Mar annually</p>	<p>DOCS</p> <p>DOCS</p> <p>DEVS</p> <p>DOCS</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.5.2 High level Police and Ambulance services are available to the community.	No more than a combined number of 2,600 incidents of reported assault, domestic violence, steal from person, break and enter non dwelling, sexual offences, robbery, motor vehicle theft, steal from dwelling and retail store and motor vehicle, fraud and malicious damage. Total offences was 3,008.	1.5.2.1 Meet on a quarterly basis with local senior officials of NSW Police to discuss service provision. Four (4) meetings have been held.	Sep, Dec, Mar, Jun	DOCS
	No complaints to the Liquor Administration Board regarding licensed premises. No complaints have been received.	1.5.2.2 Monitor police numbers in the City. Monitoring has been undertaken.	Ongoing	DOCS
		1.5.2.3 Continue to monitor complaints regarding the operation of licensed premises in the City. Council continued to be a member of the Liquor Accord. The Manager Social Services has attended meetings.	Ongoing	DOCS
		1.5.2.4 Support initiatives developed by the Community Drug Action Team and Dubbo Liquor Accord and support initiatives there from. Council was a member of the Community Drug Action Team and the Liquor Accord. The Youth Development Officer chaired the Community Drug Action Team. The Manager Social Services attended Liquor Accord meetings.	Ongoing	DOCS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.5.3 People and property located within urban area of the City are protected from fire related incidents by Fire and Rescue NSW.	100% satisfaction rating for ambulance services and facilities for the region. Survey completed with 94% satisfaction rating achieved.	1.5.2.5 Review the implementation of the Dubbo Crime Prevention Plan. The 2015-2018 Dubbo Crime Prevention Plan has been submitted to the Department of Justice for approval.	May, Nov annually	DOCS
		1.5.2.6 Continue participation in the Orana Crime Prevention Planning Committee. The Orana Crime Prevention Planning Committee has been disbanded. The activities have been undertaken by the Dubbo Management Group and the Minister's Action Group.	Ongoing	DOCS
	100% of incidents responded to by Fire and Rescue NSW within prescribed State standards. Achieved.	1.5.2.7 Meet with local senior officials of the Ambulance Service to discuss service provision. Meeting held May 2016, and updates to the service provisions were received.	May annually	DOCS
		1.5.3.1 Meet annually with the Regional Manager of Fire and Rescue NSW. Annual meeting was held in May 2016.	Oct annually	DTS
1.5.4 People and property located within the rural area of the City are protected from fire related incidents by a responsive volunteer based rural fire service.	100% of requirements of the Service Level Agreement with the NSW Rural Fire Service (RFS) are met. Achieved.	1.5.4.1 Attend meetings of the Rural Fire Service Dubbo Liaison Committee four (4) times a year. Four (4) meetings have been held in 2015/2016.	Jul, Oct, Feb, Apr annually	DTS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.5.5 The Local Emergency Management Organisation and the Local State Emergency Services are capable of responding to emergencies.	100% of Annual Training Plan is adopted approved and implemented. Achieved.	1.5.4.2 Meet six (6) monthly with Rural Fire Service Orana Zone Manager to review training activity and accommodation/facility needs. Meetings with Orana Team Manager have been held quarterly.	Mar, Sep annually	DTS
	90% of inspections carried out by Rural Fire Service within 5 working days of a request from Council. Achieved.	1.5.4.3 Issue Notification letters and S66 Notices as required and reinspect properties for compliance within set time. No notices have been issued.	Ongoing	DTS
		1.5.4.4 Promote rural fire safety (e.g. firebreaks on rural lots), through media releases and advertisements to all local media outlets. The Rural Fire Service conducted rural fire safety publicity in the lead up to the danger period.	Ongoing	DTS
		1.5.4.5 Implement annual Hazard Reduction Programmes and report activity to Rural Fire Service Zone Manager. Hazard reduction programmes have been completed.	Jun annually	DTS
	100% of emergencies able to be responded to appropriately. Achieved.	1.5.5.1 Review Disaster PLAN (DISPLAN) and Local Emergency Management Sub Plans annually. DISPLAN has been completely redrafted into the new Emergency Management Plan format to comply with the State Emergency Rescue Management Act and has been adopted.	Apr annually	DTS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
		1.5.5.3 Local Emergency Management Committee to meet four times a year. Meetings have been held.	Aug, Nov Feb, May annually	DTS
		1.5.5.4 Meet with the Dubbo State Emergency Services Local Controller six (6) monthly to review recruitment and training programme for the Unit. Activities of the unit have been updated at the quarterly Local Emergency Management Committee.	Nov, May annually	DTS
		1.5.5.5 Continue to seek Government funding to undertake the construction of a new headquarters building for the Dubbo Local State Emergency Services Unit as secondary stage of the new Rural Fire Service Zone Centre development at Dubbo Airport. Funding opportunities have been periodically monitored.	Dec 2019	DTS
		1.5.5.6 Review and update information contained within the document resulting from the 2009 All Hazards Emergency Risk Management Study every five years. This review has been undertaken in conjunction with EMPLAN development of consequent Management Guides.	Oct 2019	DTS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.5.6 The community displays a high level of understanding of and compliance with the legislation in regard to the keeping of and control of companion animals and other animals.	Number of dogs registered under the Companion Animals Act (increased from previous year). For period 1/7/2015 to 30/6/2016 – 42.4% decrease on corresponding period 2014/2015.	1.5.6.1 Undertake an annual review and update the Companion Animals Action Plan. A review has been completed in May 2016.	May annually	DEVS
	Number of cats registered under the Companion Animals Act (increased from previous year). For period 1/7/2015 to 30/6/2016 – 41.9% decrease on corresponding period 2014/2015.	1.5.6.3 Undertake an annual audit of the operation of the Dubbo City Animal Shelter. The annual audit has been undertaken.	Jul annually	DEVS
		1.5.6.4 Undertake an annual review of the adopted Management Procedures manual for the operation of the Animal Shelter in conjunction with the Royal Society for the Prevention of Cruelty to Animals. A review has been undertaken in May 2016.	Apr annually	DEVS
		1.5.6.5 Undertake a review of the contract for the Management of the Dubbo City Animal Shelter and call for tenders / extension of contract for the period following 1 July 2017. The animal shelter has been under Council management effective from 1/7/2014.	Dec 2016	DEVS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
		1.5.6.6 Implement the education program to ensure residents are aware of the requirements for keeping companion animals. An education program has been implemented. A funding application has been submitted for a further education program.	May annually	DEVS
1.5.7 New development within the Macquarie and Talbragar River floodplains is appropriate and does not place the community at risk from flood impacts.	No examples of development within the floodplain that do not comply with Council policy (Local Environmental Plan/Development Control Plan (LEP/DCP)). No examples during the 2015/2016 period.	1.5.7.1 Review Floodplain Management Plan on a five (5) yearly basis. Process in place to ensure review is undertaken in 2020.	Jun 2020	DEVS
1.5.8 The City's stormwater flows are managed and controlled through specific stormwater infrastructure that caters for the continued expansion of the urban area.	At least one drainage deficiency rectified each year, subject to funding. Boronia Place inlet pit has been replaced with a higher inlet capacity.	1.5.8.1 Implement rolling programme to improve known deficiencies in existing drainage schemes. This has been achieved and the rolling program implemented.	Jun annually	DTS
	Number of complaints from property owners as a result of stormwater overflow is no more than 5. No significant instances in the past twelve (12) months.	1.5.8.3 Investigate new drainage complaints regarding stormwater inundation within six months of receipt of the complaint including village areas. This has been achieved as required or as appropriate.	Ongoing	DTS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
<p>1.5.9 Potential pollution from discharges from the drainage network into receiving water is limited.</p> <p>1.5.10 Drainage improvements are provided within the villages and urban area to ensure the risk of inundation is minimised.</p>	<p>100% of proposed developments in urban area able to be serviced by the stormwater drainage system. Achieved.</p>	<p>1.5.8.4 Develop stormwater models for one existing catchment each year within the urban area. Re-defining North Dubbo Catchment has been completed.</p>	<p>Jun annually</p>	<p>DTS</p>
	<p>100% of Department of Environment and Heritage criteria in respect of stormwater discharges met. Achieved.</p>	<p>1.5.8.5 Review Section 94 contributions Plan for Stormwater Drainage. No action to date.</p> <p>1.5.9.1 Implement a programme for maintenance of the City's drainage network. This has been achieved as required or as appropriate.</p>	<p>Jun 2017</p> <p>Ongoing</p>	<p>DTS</p> <p>DTS</p>
		<p>1.5.10.1 Wongarbon Village Drainage Scheme is implemented. A report and funding requirements were submitted to Council July 2015. Due to the estimated cost of \$7.5M the scheme has not proceed at this stage. A revised strategy is currently being investigated.</p>	<p>Dec 2016</p>	<p>DTS</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
1.5.11 Stormwater quality improvement works with Gross Pollutant Traps (GPTs) are provided on most drainage outfalls.	At least one GPT installed annually, subject to funding. No funds were allocated by Council in 2015/2016, however four (4) Developer Contributed GPT have been installed over the past 12 months.	1.5.11.1 Update the ten year programme for the ongoing installation of GPTs every two years. This is currently being reviewed.	Jun 2016 Jun 2018	DTS
1.5.12 Education programmes promote awareness of stormwater issues.	Improve community awareness of the causes and effects of stormwater pollution as a result of urbanisation increases. This has been achieved as much as possible with limited staffing resources.	1.5.12.1 Undertake a biennial survey of community attitudes and understanding regarding stormwater management and pollution. This will be included in conjunction with Community Needs Survey in 2017. 1.5.12.2 Develop and implement a community based Stormwater Education Programme. Program has been delayed due to staff shortages.	Dec 2016 Dec 2018 Jun annually	DTS DTS

OUR PLACE

The key built and natural environment issues that will underpin the future development of Dubbo are environmental management, strategic land use planning and development control and landcare.

PRINCIPAL ACTIVITY AREA(S): BUILT & NATURAL ENVIRONMENT/PARKS AND LANDCARE/ORGANISATIONAL SERVICES/ CORPORATE DEVELOPMENT

OUR PLACE OUTCOME 2.1: Environmental sustainability and management is a priority for the City.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.1.1 The Environmental Management Plan for the City is implemented, monitored and reviewed on an ongoing basis.	The actions of the Environmental Management Plan are met. Draft plan to follow development of Corporate Plan.	2.1.1.1 Review the implementation of and monitor the Dubbo Environmental Management Plan with respect to all identified environmental sectors. Draft Plan waiting on development of Corporate Plan before Environment Management Plan can continue.	Six monthly Nov, Apr	DEVS
		2.1.1.2 Undertake an annual audit of energy consumption across Council activities. Audit completed.	Oct annually	DEVS
		2.1.1.4 Review Council's Energy Strategy and report on the outcomes of the review. Achieved.	Jul annually	DEVS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.1.2 The principles of Ecological Sustainable Development are implemented.	Reduction in electric conductivity (EC) readings in groundwater in specific Dubbo Environmental Management Plan monitoring sites (giving consideration to seasonal conditions). The Annual Urban Salinity Network (USN) report was submitted to February 2016 Council meeting, outlining changes in salinity hazard across the USN in 2015.	2.1.2.2 Monitor Council's groundwater network and report annually. Report completed.	Mar annually	DEVS
		2.1.2.5 Prepare the State of the Environment report in accordance with the requirements of the Local Government Act 1993. Achieved.	Oct annually	DEVS
2.1.3 The community is supported in becoming sustainable.		2.1.2.6 Actively participate in the Central West Salinity and Water Quality Alliance. Achieved.	Ongoing	DEVS
		2.1.2.7 Actively monitor the Local Land Service's Built and Natural environment initiatives and provide input as appropriate Attended Local Government reference group meetings held in November 2015, March and June 2016.	Ongoing	DEVS
		2.1.3.1 Undertake an annual review and update the Education for Sustainability Strategy. Strategy review completed.	Nov annually	DEVS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.1.4 The environmental impact from Council's activities and operations are reduced.	Greenwaste from the Showground, Dubbo Regional Livestock Markets, and Parks and Landcare Services are fully utilised. Achieved.	2.1.3.2 Provide up to date information to the community regarding sustainability initiatives and opportunities. An annual information day has been held. Print and television media have been used where appropriate.	Ongoing	DEVS
	The Organisation off sets 100% of carbon produced by carbon tax liable faculties. The Neutral Drive program has been undertaken. Investigations have commenced as to how Council can take advantage of Commonwealth Emission Reduction Fund.	2.1.4.6 Utilise Council generated greenwaste productively. Mulch has been utilised in City landscaping as deemed appropriate.	Ongoing	DPL
		2.1.4.7 Monitor government initiatives regarding carbon reduction / offset schemes for opportunities. Carbon Tax has now been repealed, with continued monitoring for offset schemes that are financially viable taking place.	Ongoing	DOS

PRINCIPAL ACTIVITY AREA(S): BUILT & NATURAL ENVIRONMENT & PARKS & LANDCARE/CORPORATE DEVELOPMENT

OUR PLACE OUTCOME 2.2: Land use management improves and sustains the City's built and natural environment.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.2.1 Public land management throughout the City ensures that land degradation is minimised and the natural assets of the City are maintained or enhanced and that the land is available for use by the community.	More than 600 hours of community assisted tree planting and maintenance projects. 650 hours of community assisted tree planting and maintenance projects have been conducted with approximately 700 trees planted.	2.2.1.1 Conduct at least four community tree planting activities per year. Three (3) community tree planting activities have been conducted primarily along the river foreshore.	Annually	DPL
	5,000 hours of community involvement in parks, gardens, landcare and sporting facilities development and maintenance. There has been a total of 9,085 community volunteer hours dedicated to Parks & Landcare related activities.	2.2.1.2 Provide support to the Troy Landcare, Clean-up Australia Day, Adopt-a-Park Groups, Friends of the Elizabeth Park and Orchid Society. Support has been provided.	Jun annually	DPL
		2.2.1.3 Work with the community to establish additional adopt-a-park groups. Achieved. Two (2) additional groups have been established in 2015/2016.	Ongoing	DPL

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>100% of landscaping associated with new development is considered to be consistent with the Open Space Masterplan and Recreation Strategy. No examples of inappropriate provision of horticultural, arboriculture or open space have occurred.</p> <p>No more than three (3) hectares of public open space is affected by urban salinity. No increase has been identified. Three (3) hectares of open space remains affected by urban salinity.</p>	<p>2.2.1.4 Actively support the organisers of the Dubbo Clean Up Australia Day. Support has been provided.</p> <p>2.2.1.5 Provide opportunities for the community to participate in environmental programs within the river corridor. Community participation events have been held.</p> <p>2.2.1.6 Review horticultural, aboricultural and open space components of all Development Applications and provide recommendations for any conditions of approval in accordance with the Open Space Masterplan. DAs are assessed with recommendations being provided on biodiversity enhancement within the city with particular focus on fauna and flora listed under Threatened Species legislation.</p> <p>2.2.1.8 Undertake an annual review and quantify impact of salinity on public open space using the data from the groundwater monitoring network. A review of salinity and ground water within the Troy Gully catchment was undertaken to ensure best practice continues to be applied to public land managed by Council.</p>	<p>Mar annually</p> <p>Ongoing</p> <p>Ongoing</p> <p>Jun annually</p>	<p>DPL</p> <p>DPL</p> <p>DPL</p> <p>DPL</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
		2.2.1.9 Monitor opportunities for revegetation projects through agro forestry, carbon sequestration and related programs and target these plantings for 'at risk' sub-catchments. Council partnered with Local Land Services and Greening Australia in securing funding for the revegetation of the Travelling Stock Route alongside the Golden Highway from Mugga Hill.	Jun annually	DPL
		2.2.1.10 Implement the Noxious Weeds/Pest Species Management Programme and Plans. Noxious Weed plans have been implemented.	Jun annually	DPL
		2.2.1.11 Stage at least two (2) noxious weeds displays at appropriate public exhibitions per year. Three (3) displays have been held.	Oct, Mar annually	DPL
		2.2.1.12 Pursue introduction/expansion of remote/mobile computing capability within the Parks and Landcare operating environment. Opportunities were monitored and assessed. Alternative weed mapping software has been assessed following the collapse of support for Council's previous product. A new weed mapping product has been selected and will be funded through the 2016/2017 Weed budget.	Ongoing	DPL
		2.2.1.14 Develop and submit grant funding applications for Noxious and Other Significant Weeds Programme. Grant funding submissions have been submitted.	Jun ongoing	DPL

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.2.2 The management of private lands throughout the City ensures that land degradation is minimised	Less than five (5) Section 18 Noxious Weeds Notices required to be issued. No notices have been issued for 2015/2016.	2.2.2.1 Advise landowners of their responsibilities under the Noxious Weed Act. Landholders have been advised of their responsibilities at every land inspection.	Ongoing	DPL
		2.2.2.2 Implement the programme to encourage landowners to avail themselves of Council's self-help Noxious Weed Control resources. At every inspection landholders were encouraged to utilise Council's self-help resources.	Jun annually	DPL
		2.2.3.1 Undertake an annual review of all Development Policy Codes and Development Control Plan to ensure relevance and compatibility with changing needs and ecologically sustainable development principles. Review rescheduled and dependent on City Strategy resourcing.	Dec annually	DEVS
2.2.3 New development and land uses in the city are of a quality that compliments the existing built environment of the city.		2.2.3.2 Produce annual documentation for the development and construction industries advising of legislative changes including Building Code of Australia (BCA) amendments and variations in Council's policies and requirements. Documentation advising of legislative changes and BCA amendments and variations was produced as circumstances required.	Jul annually	DEVS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.2.4 Dubbo is recognised as a Centre of Excellence for horticultural amenity.	All new development complies with the Development Control Plan (DCP) and Local Environmental Plan (LEP). All new developments in the reporting period comply with the DCP and LEP.	2.2.3.3 Undertake an annual conference with the real estate agents, development and building industries on planning and building issues. Combined with the Mayoral Forums held in August and December 2015 and March and June 2016.	Aug annually	DEVS
		2.2.3.5 Undertake an annual review of the Development Control Plan to ensure relevance and compatibility with changing needs and ecologically sustainable development principles. Review rescheduled and dependent on City Strategy resourcing.	Dec annually	DEVS
		2.2.3.6 Facilitate and Support Mayoral quarterly forum with developers to discuss Council related issues. Quarterly Mayoral Developers Forums have been held.	Sep, Dec, Mar, Jun annually	DOS
	A formal Memorandum of Understanding (MOU) is developed with TAFE Western. No action has been undertaken.	2.2.4.1 Conduct a minimum of three (3) meetings with Advisory Committee and key organisations including: - Kamo Agricultural and Forestry High School - Charles Sturt University - TAFE Western - NSW Nursery Industry Association - Relevant Government Agencies The Centre of Excellence Advisory Committee was not established.	Ongoing	DPL

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>No more than 3 discreet elements of the Shoyoen requiring modification post audit. No significant changes were identified following the annual visit.</p>	<p>2.2.4.5 Continue to develop the 'Specialist Japanese Horticultural Skills' training programme for Parks and Landcare staff and others. Program completed.</p> <p>2.2.4.6 Liaise with Minokamo for advice and assistance in maintaining authenticity of Shoyoen. Minokamo gardener (Kondoh-san) assisted staff in constructing additional Japanese style fencing and carried out an audit on Shoyoen in August 2015. A new viewing deck was designed with the assistance and advice from the Minokamo gardeners. Viewing deck is to be installed during 2016/17.</p> <p>2.2.4.7 Conduct on-site/remote audits of the Shoyoen utilising Minokamo resources. Minokamo gardeners carried out an audit on Shoyoen in August 2015.</p> <p>2.2.4.8 Pursue opportunities for the acquisition of grant support from external sources to aid in the initial activities and development of Regional Botanic Garden. All grant opportunities and other external funding opportunities have been pursued.</p>	<p>Jun annually</p> <p>Jun annually</p> <p>Jun annually</p> <p>Ongoing</p>	<p>DPL</p> <p>DPL</p> <p>DPL</p> <p>DPL</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.2.5 Future mining investment in or adjoining the City is planned for.		2.2.4.9 Develop a Business Plan for the Dubbo Regional Botanic Garden that addresses tourism, education and potential for private/public partnerships including sponsorship. Processes are in place to ensure the Business Plan is prepared by Dec 2017.	Dec 2017	DPL
		2.2.5.1 Provide input to the development of the NSW Regional Landuse Strategy. A meeting was held with the Department of Planning Environment and information has been provided in respect of the Dubbo context.	Ongoing	DEVS
		2.2.5.2 Participate in the regional Mining Working Group. Meetings have been held December 2015 and February 2016.	Ongoing	DEVS
		2.2.5.5 Support the development of the Cobbora Coal Mine project and the Toongi Zirconia Mine project. Support has been provided.	Ongoing	DCD
		2.2.5.9 Develop a mining industry services development strategy. Strategy has been prepared as part of Economic Development Action Plan and implementation will be ongoing.	Aug 2016	DCD
		2.2.5.7 Undertake an annual review of the Urban Land Monitors. Achieved.	Nov annually	DEVS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.2.6 Urban and rural open space areas support increasing biodiversity	<p>The connectivity as defined in the Open Space Master Plan caters for the provision of biodiversity.</p> <p>The focus of the Plan was to provide connectivity to important remnant patches and riverine corridors through the urban open space network.</p>	<p>2.2.5.8 Participate in the DCC / University of New South Wales mining working party to promote Dubbo as a Centre for sustainable mining. This group no longer exists.</p>	Ongoing	DCD
		<p>2.2.6.1 Review horticultural, aboricultural and open space components of all development applications and provide recommendations for any conditions of approval that can enhance biodiversity outcomes. DAs have been assessed and recommendations provided on biodiversity enhancement within the city with particular emphasis on fauna and flora listed under Threatened Species legislation.</p>	Ongoing	DPL
		<p>2.2.6.2 Ensure the provision of drainage reserves in urban areas incorporate biodiversity considerations. A generic biodiversity improvement plan for drainage reserves, showing planting densities, soil levels, planting considerations, etc., has been developed and approved by the Director Parks and Landcare.</p>	Ongoing	DPL
		<p>2.2.6.5 Implement the Open Space Biodiversity Plan as opportunities arise The generic biodiversity enhancement planting plan has been overlaid into the City's stormwater system to identify future planting sites to assist in the creation of biodiversity corridors.</p>	Ongoing	DPL

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.2.7 Sustainable land use practices are implemented to reduce water and energy use and the removal of vegetation.	Examples of civil works programmes not being provided with information regarding threatened species in a timely manner.	2.2.6.6 Implement the Rural Reserves Biodiversity Plan as opportunities arise The rural reserves biodiversity plan has been presented to Executive Staff and further consultation has been undertaken with stakeholders.	Ongoing	DPL
	Information has been provided.	2.2.7.1 Provide flora and fauna information to inform road design and maintenance works and incorporate into a Geographical Information System (GIS) mapping layer to enable forward planning for rural roadside works design and programmes. Information has been made available as requested.	Ongoing	DPL
	Reduction in the reliance on potable water by Open Space and other horticultural elements. In 2015/2016 a 15mL reduction of potable water has been achieved across the Parks and Landcare Division. This result has attributed to an increase of 56ML of non-potable bore, river and backwash and assisted in offsetting the additional recreational space requiring irrigation in Southlakes Estate.	2.2.7.3 Water sensitive urban design elements are incorporated into landscape components of development both internal and external to Council. Water Sensitive Urban Designs (WSUD) have been applied.	Ongoing	DPL

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.2.8 The quality of the environment and life of residents and visitors to Dubbo is enhanced by the provision of regulatory services and education.	Number of incidents of air, noise and water pollution reduced.	2.2.7.4 Continue the roll out of the Centralised Irrigation Control System throughout the Open Space Network. All Sporting Facilities have had the Centralised Irrigation Control System installed.	Ongoing	DPL
	214 incidences of air, noise, water pollution and animal misuse between 1/7/15 and 30/6/2016 compared to 241 incidences for the corresponding previous period.	2.2.8.1 Hold meetings with the Office of Environment and Heritage (OEH) to exchange knowledge and updates on environmental matters including pollution incidents. Meetings have been held.	Oct, Apr annually	DEVS
	Number of littering and rubbish dumping incidents reduced. The number of litter and dumping incidents recorded for the period 1/7/2015 to 30/6/2016 was 147 compared to 181 for the same period last year.	2.2.8.2 Undertake a minimum of three (3) media and/or education campaigns on pollution including litter issues. Three (3) campaigns have been carried out as scheduled.	Mar, July, Nov annually	DEVS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.2.9 New development in the City is facilitated through sound advice and timely determination of land use applications.	<p>Number of stock-related incidents is less than previous year.</p> <p>For the reporting period the number of stock related incidents was 34.8% less than the previous year.</p>	<p>2.2.8.3 Undertake media and/or education campaigns on stock-related incidents in consultation with the Livestock Health and Pest Authority.</p> <p>Consultation with Livestock Health and Pest Authority generally corresponds with extended dry weather periods when stock related incidents occur, there were no stock related incidents in 2015/2016 and therefore no media / education campaigns were required.</p>	Jun annually	DEVS
	Fully documented Applications are processed within the following criteria:	2.2.9.1 Undertake an annual review of the procedure for processing Development Applications. A review was carried out prior to the implementation of the Application Tracker.	Jul annually	DEVS
	(a) 85% within 28 days where advertising/referral is not required; For period 1/7/2015 to 30/06/2016 - 425/461 (92.4%). Total number issued - 629.	2.2.9.2 Continue to implement the adopted Environmental Services Communications Strategy. Implementation undertaken.	Ongoing	DEVS
	(b) 85% within 28 days plus 21 additional days where advertising is required; For period 1/7/2015 to 30/6/2016 – 56/76 (73.6%).	2.2.9.3 Undertake a biennial client survey to determine client satisfaction levels in respect of landuse services. Survey undertaken with satisfaction rating 89% achieved.	Nov 2015 Nov 2017	DEVS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	(c) 70% within 40 working days when referred to statutory authorities; For period 1/7/2015 to 30/6/2016 – 26/32 (81%)	2.2.9.4 Undertake a biannual review of application processing times and numbers. A major review is to be undertaken as part of the Organisation Service Review programed as a result of the merger of Dubbo and Wellington which is scheduled for completion by March 2017.	Mar, Oct annually	DEVS
	(d) 70% within 60 working days when referred to other “approval” authorities as an integrated development under the Environmental Planning and Assessment Act 1979; For period 1/7/2015 to 30/6/2016 – 5/5(100%)	2.2.9.6 Assess land use applications within adopted performance targets. Land use applications have been assessed within adopted performance targets.	Ongoing	DEVS
	(e) 50% within 60 working days where the approval requires the concurrence of another authority (i.e. Crown developments). For period 1/7/2015 to 30/6/2016 - Zero (0) applications in this category which have not been included in above categories.			

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>Fully documented other Applications are processed within the following criteria:</p> <p>(a) 95% of fully documented Construction Certificate applications for which development consent has been issued are processed within 28 days where referral is not required. For period 1/7/2015 to 30/6/2016 - Fully documented 390/422 (92.4%). Total number issued 518.</p> <p>(b) 95% of fully documented Complying Development Certificate applications are processed within ten (10) days. For period 1/7/2015 to 30/6/2016 – 9/10 (90%).</p> <p>(c) 90% of all requests for inspections responded to within a twenty four (24) hour period. For period 1/7/2015 to 30/6/2016 - 100% achieved.</p>			

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>d) 90% of all compliant Building Certificates are issued within fifteen (15) days of request. For period 1/7/2015 to 30/6/2016 – Compliant applications issued – 45/47 95.7% Total number issued 51.</p> <p>(e) 85% of clients satisfied with level of service. Satisfaction level of 85% achieved.</p>			

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>Development applications are able to be lodged electronically with Council.</p> <p>Tracking project implemented November 2015. Department of Planning and Environment held information gathering session in Wagga on 3 August 2015 in respect of developing software for the processing of development applications electronically. E Certificates implementation on hold due to other Information Management priorities in respect of the Merger and also the need to develop a consistent processing system for the new LGA.</p>	<p>2.2.9.7 Implement e-Services project plan to increase the extent of information available electronically.</p> <p>Tracking and e Certificates programmes have been implemented.</p>	Ongoing	DEVS

PRINCIPAL ACTIVITY AREA(S): BUILT & NATURAL ENVIRONMENT/PARKS AND LANDCARE/CORPORATE DEVELOPMENT

OUR PLACE OUTCOME 2.3: Dubbo's rural areas continue to have the capacity to be a significant contributor to the local, regional and national economy.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.3.1 There is adequate land appropriately zoned and managed to promote the ongoing agricultural land use activities.	Strategic landuse strategies for all landuse categories are in place. Achieved.	2.3.1.1 Undertake a review of the Rural Areas Development Strategy on a seven (7) year cycle. Processes are in place to undertake review by June 2017.	Jun 2017	DEVS
2.3.2 The Dubbo Local Environmental Plan (LEP) ensures that there are opportunities available to rural landholders to pursue alternative land uses to support the ongoing productivity of agriculture land.		2.3.2.1 Review the Comprehensive LEP every five years following the five year strategic review. Processes are in place to undertake review by June 2017.	Jun 2017	DEVS
2.3.3 Rural Villages are provided with village services and facilities that support the rural community.		2.3.3.2 Provide Support to the Rural Consultative Working Party as required Undertaken as opportunities have arisen and in accordance with the village beautification plans as put before the Rural Consultative Working Party.	Ongoing	DPL

PRINCIPAL ACTIVITY AREA(S): BUILT & NATURAL ENVIRONMENT/CORPORATE DEVELOPMENT

OUR PLACE OUTCOME 2.4: Sufficient residential, industrial, recreational, commercial and institutional land zones are available to meet business, retail and lifestyle needs.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.4.1 There is adequate land suitably zoned to support the growth of the City and provide adequate retail and investment opportunities.		2.4.1.1 Undertake an annual review of the Urban Land Monitors. Review has been carried out.	Nov annually	DEVS
		2.4.1.2 Undertake updates of the online Economic Profile of the City. Online economic profile has been updated regularly. 2016 investment prospectus is in development and the updated prospectus is to include key elements/factors of the new LGA and due for completion mid-August.	Ongoing	DCD
2.4.2 Strategic land use strategies guide further growth and development of Dubbo and related infrastructure.	Strategic land use strategies for all land use categories are in place. Achieved.	2.4.2.1 Undertake a review of the Urban Areas Development Strategy on a seven (7) year cycle. Processes are in place to undertake review by June 2017.	Jun 2017	DEVS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.4.3 Planning Instruments reflect the intent and direction of the adopted land use strategies and facilitate sustainable development and growth of the City.	No requests for Local Environmental Plan (LEP) amendments or non essential spot rezonings. Three (3) requests have been completed in 2015/2016.	2.4.3.1 Liaise with the NSW Real Estate Institute (Orana), the Dubbo Chamber of Commerce and Industry Inc and development industry on locational demands and development types affecting the City. Mayoral / Administrator Forums have been held to conduct this liaison.	Aug annually	DEVS
		2.4.3.2 Review the Comprehensive LEP every five years following the five year strategic review. Processes are in place to undertake review by June 2017.	Jun 2017	DEVS
		2.4.3.3 Undertake an annual conference with the real estate agents, development and building industries and Chamber of Commerce on planning and building issues. Combined with Mayoral / Administrator Forums which have been held.	Aug annually	DEVS

PRINCIPAL ACTIVITY AREA(S): BUILT & NATURAL ENVIRONMENT & PARKS & LANDCARE

OUR PLACE OUTCOME 2.5: Village amenity is enhanced.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.5.1 Separate Village Improvement Plans are in place for each of the rural villages.	Each Village has a beautification plan. Completed.	2.5.1.2 Provide ongoing support to the Village based Adopt-a-Park Groups. Support has been provided.	Ongoing	DPL
		2.5.1.3 Implement the revised Recreation Strategy Plan as it applies to the Villages. The revised Recreation Strategy does not directly address village needs, however utilising the research included within the Strategy, the Manager Landcare Services has identified areas where additional resourcing should be applied, in particular playgrounds and walking trails such as within the Wongarbon Tank Reserve.	Ongoing	DPL
		2.5.1.5 Implement Village Beautification Plans This was commenced but will be ongoing with these plans being a long term project driven by demand within the villages.	Ongoing	DPL

PRINCIPAL ACTIVITY AREA(S): BUILT & NATURAL ENVIRONMENT**OUR PLACE OUTCOME 2.6: Dubbo is an attractive and vibrant City**

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
2.6.1 Urban design guidelines promote good development.	Landscaping of all new residential, commercial and industrial developments positively contributes to the aesthetic and environmental condition of the City. Achieved.	2.6.1.1 Ensure landscaping of private and public developments maximizes opportunities for low maintenance and environmentally sustainable beautification works. Considered during the DA assessment process.	Ongoing	DEVS
2.6.2 A Public Art Strategy is implemented which includes City entrance statements and thematic public art in strategic locations throughout the City.	One (1) Public Art work installed biennially. Four (4) works have been exhibited.	2.6.2.2 Implement the adopted Public Art Strategy. Second round of nominations for the Public Art Register has been approved and listed on the Public Art Register Website.	Ongoing	DOCS

OUR INFRASTRUCTURE

The key infrastructure elements that will underpin the future development of Dubbo are transport infrastructure, water supply, sewerage services, drainage infrastructure and solid waste management.

Our infrastructure provides the foundation of our community activities, roads, footpaths, water, sewage, stormwater and flood mitigation, transport including the airport, public buildings and street lights are just a few of the essential services we rely on.

PRINCIPAL ACTIVITY AREA(S): - TRANSPORT/PARKS AND LANDCARE/CORPORATE DEVELOPMENT

OUR INFRASTRUCTURE OUTCOME 3.1: The various community and industry sectors can travel in a safe, convenient, efficient and comfortable manner throughout the Dubbo local government area.

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.1.1 Road users within City demonstrate a high level of road safety awareness.	Fewer road accidents occur in the City (decreased from 183). The three (3) year average for road accidents in the Dubbo LGA is 203.	3.1.1.1 Develop and implement an annual Road Safety Plan Strategy. Achieved.	Jun annually	DTS
		3.1.1.2 Prepare an annual Road Safety Action Plan. 2014-2017 Road Safety Action Plan has been prepared and adopted by RMS.	May annually	DTS
3.1.2 Additional traffic management facilities improve safety and efficiency in the road transport network.		3.1.2.1 Complete at least one Road Safety Audit on an Urban and Rural Road per annum. Design and Road Safety Audit has been undertaken on the proposed Keswick/Highway roundabout.	Jun annually	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.1.3 Additional road access over the Macquarie River, including at least one additional flood free access, is provided to provide for the City's growth.	Delays to traffic in peak hours remain acceptable. Achieved.	3.1.3.1 Lobby the State and Federal Government agencies for the need for an additional flood free bridge across the Macquarie River at Dubbo. RMS currently undertaking a 'scoping study' related to this project and State election promise of \$50M for duplication of the LH Ford Bridge.	Ongoing	DTS
		3.1.3.2 Prepare concept plans for a new low level river crossing at Tamworth Street and Purvis Lane. Draft concept plans have been prepared. Project "on hold" as investigations into possible duplication of the LH Ford Bridge progress.	Dec 2015	DTS
3.1.4 The road network meets the City's transport and infrastructure needs in terms of traffic capacity and driver comfort.	Five (5) km of road network construction/reconstruction programme achieved (two lane equivalent). Highway deficiencies were discussed with RMS at the six (6) monthly meetings.	3.1.4.1 Review and establish priorities for urban and rural road construction/re-construction for input into the annual Business Plans. The review has been undertaken.	Feb annually	DTS
		3.1.4.2 Review the Transport Asset Management Plan including the financial strategy to address known deficiencies with current road funding options. The Asset Management Plan has been reviewed and updated.	Dec annually	DTS
		3.1.4.3 Implement the new Road/Rail Interface Agreements with Australian Rail Transport Corporation (ARTC) and the John Holland Group. Negotiations have proceeded.	Ongoing	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
		3.1.4.4 Annually maintain the Road Network Asset Register and undertake a comprehensive qualitative update every five (5) years. Achieved.	Nov annually	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
<p>3.1.5 The rural road network meets the economic and social needs of the rural community.</p> <p>3.1.6 The Rural Bridges and Causeways Improvement Programme is implemented.</p> <p>3.1.7 Railway level crossing upgrades are undertaken based on relative risk at each site.</p>	<p>Six (6) km extension of rural sealed network is achieved by June 2016. 3.1km's of sealed network has been constructed.</p> <p>The overall condition of the rural road network, as periodically assessed, does not deteriorate. The overall condition of the network has deteriorated in localised patches due to the wet winter.</p>	<p>3.1.5.1 Annually review and implement Resealing Programme for rural roads. Resealing programme has been completed.</p>	Apr annually	DTS
		<p>3.1.5.2 Continue to implement Defined Asset Management Policy (DAMP) for rural roads and bridges and monitor compliance. Policy has been implemented to prescribed levels of compliance.</p>	Ongoing	DTS
		<p>3.1.6.1 Conduct a biennial review and establish the relative priority within the Bridge and Causeway Upgrading Programme. Review has been undertaken.</p>	Jun 2016 Jun 2018	DTS
<p>3.1.7.1 Conduct a biennial review and establish the priorities within the Railway Level Crossing Programme. Annual review has been completed.</p>	Dec 2015 Dec 2017	DTS		

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.1.8 The economic life of the road network is maximised.	Flush bitumen seals age reduced to: * urban - 12 years * rural - 14 years The average seal age currently exceeds the target, however the target age was proposed to be increased in line with a review of the asset management strategy.	3.1.8.1 Annually review and implement Resealing Programme for rural and urban roads. Programme has been implemented.	Jun annually	DTS
		3.1.8.2 Monitor increasing water table levels beneath roads and streets for potential increased salinity damage. Bore levels were marginally above the 10yr average at present. Electrical Conductivity levels were normal.	Jun annually	DTS
	At least 160 vehicles intercepted and weighed by Weight of Loads inspectors on the City's road network. Annual performance was 620 intercepts and 12 breaches for 2015/2016.	3.1.8.3 Analyse Weight of Loads Group breach report information on a monthly basis. Data from the North West Weight of Loads Group was analysed at each committee meeting three (3) times per year.	Monthly	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.1.9 State and Federal Governments commit to improvements to State and Federal road and rail facilities.	The overall condition of the road network, as periodically assessed, does not deteriorate. The overall condition of the network was stable with localised patches of increased deterioration due to the wet winter season.	3.1.8.4 Continue to implement Defined Asset Management Policy (DAMP) for roads and bridges and monitor compliance. Policy has been implemented as prescribed.	Ongoing	DTS
	Key regional transport facilities upgraded. Upgrades to the Golden Highway, Bunglegumbie / Mitchell Highway Intersection and Troy Junction Crossing have all been completed.	3.1.8.5 Annually maintain the Road Network Asset Register. Asset register has been updated.	Jun annually	DTS
		3.1.9.1 Lobby for additional turning and overtaking lanes on the Mitchell and Newell Highways. The State Government has allocated substantial funding to upgrade the Newell Highway from proceeds from the sale of poles and wires.	Jun 2016	DTS
		3.1.9.2 Lobby for continuation of the Inland Rail Project. A letter was sent in August 2015 from the Mayor to Mark Coulton, Federal Member for Parkes, continuing support for the Inland Rail.	Ongoing	DTS
3.1.10 High level road and rail transport systems into, out of and within Dubbo are available.	Retention of hub and spoke bus/rail transport facilities to and from Dubbo/ western NSW/Sydney. Achieved.	3.1.10.1 Meet on an annual basis with Railcorp representative(s) to review service provision timetables and to ensure service retained. No meetings have been held.	Dec annually	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
	<p>90% of identified highway deficiencies are rectified by the RTA within 5 years.</p> <p>Highway deficiencies have been discussed with RMS at regular six (6) monthly meetings with upgrades to the Golden Highway and Boothenna / Mitchell Highway Intersection being completed.</p> <p>Freight systems to and from Dubbo are rated as adequate.</p> <p>Achieved.</p>	<p>3.1.10.2 Pursue a commitment from the Roads and Maritime Services (RMS) to continue upgrading of aged and degraded highway infrastructure in the urban area.</p> <p>Current upgrading projects include Victoria/Whylandra intersection and duplication of LH Ford Bridge.</p> <p>3.1.10.3 Continue to support the Dubbo Zirconia Mine's proposal to reopen the Dubbo-Toongi railway line and / or develop sections of Obley Road.</p> <p>Support has continued as and when appropriate.</p> <p>3.1.10.4 Lobby Australian Rail Track Corporation (ARTC)/John Holland to install automated switching through the Dubbo urban area so as to minimise disruption to traffic on key level crossings.</p> <p>Railway triangle has been upgraded.</p> <p>3.1.10.5 Support all opportunities for development of additional road freight terminal/truck interchange/truck stop facilities within the City as they arise.</p> <p>Achieved.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>DTS</p> <p>DTS</p> <p>DTS</p> <p>DTS</p>

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.1.11 Roadside landscaping, street trees and verges are strategically developed and maintained to optimise the standard of the City's presentation.	90% of B Double and road train access route requirements met. Restricted Access Vehicle requirements have generally been met and were considered on a request by request basis under established approval procedures.	3.1.10.7 Incorporate progressive upgrading of designated and proposed B Double and road train routes in annual rolling programme of road re-construction. The Bunglegumbie Road – Troy Bridge Road heavy vehicle bypass was opened to road trains upon completion of the Troy Rail Deviation Project in Boothenba Road in November 2015.	Jun 2016	DTS
	No reasonable criticism is received where roadside landscaping or trees are adversely affecting the transport function or appearance of the road. Roadsides maintenance has met agreed service levels.	3.1.11.1 Implement phase up/phase down provisions as necessary for the maintenance service levels for roadside landscaping in respect of the City's entrances and major sub arterials, including medians in particular. Service levels have not had to be varied. All city's entrances and medians have been maintained.	Jun annually	DTS
		3.1.11.2 Integrate the elements of the "City Park" concept with road redevelopment projects as they occur. Darling Street was upgraded to incorporate "Park Street" elements.	Ongoing	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.1.12 Adequate carparking spaces are available within the Dubbo Central Business District (CBD) to support CBD growth.	No more than 1% of standing street trees are in the category of "hazardous, requiring removal". Achieved with the completion of the removal of the 45 high risk / high consequence hazardous trees.	3.1.12.4 Implement a Maintenance Service Level based inspection regime for trees in road reserves. Maintenance Service Levels Specifications to be developed.	Ongoing	DPL
	The number of car spaces available in the Central Business District (CBD) increases by 507 in accordance with the projected needs as identified in Car Parking Study. Darling St Redevelopment resulted in an additional five (5) car parking spaces.	3.1.12.1 Undertake an annual on-street parking inventory in the Central Business District (CBD). Total CBD on and off street car parking inventory plan has been completed.	Dec annually	DTS
		3.1.12.3 Review the Section 94 Plans for Urban Roads and Carparking. Council at its meeting of 28 September 2015 resolved as an Interim Amendment to exempt all "changes of use" DAs under \$100k from Roads contributions.	Dec 2020	DTS
		3.1.12.4 Monitor on-street truck parking in the urban area and target instances of repeated inappropriate truck parking on city streets. Monitoring has been conducted continuously.	Ongoing	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.1.13 The adopted Strategic Cycleway Plan provides residents and visitors with an extensive network of cycleways throughout the City.	The length of cycleway network is extended annually by 2 kms (Council resolution) Cycleway networks have been extended by 0.4km.	3.1.13.1 Submit an annual application to Roads and Maritime Services for cycleway funding. The application submitted for Troy Creek Cycle path was successful.	Dec annually	DTS
		3.1.13.2 Annually review the long term Strategic Cyclepath Network Development Plan with respect to assigned priorities and funding requirements. A 20 year strategic plan of cycleway development was undertaken with the review of the City Bike Plan completed and scheduled for public exhibition in September 2016.	Jan annually	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.1.14 The public transport system facilitates the mobility of residents and visitors to the City and meets the requirements of the Disability Discrimination Act.	All public transport passenger facilities meet requirements and implementation schedule for Disability Discrimination Act compliance. The Transport Working Group has been temporarily disbanded pending a staffing restructure of Transport NSW.	3.1.14.1 Review the Programme for the provision of public transport infrastructure and consult with the Dubbo Transport Working Group. Public transport facilities review was undertaken directly with relevant stakeholders. The Transport Working Group was temporarily disbanded pending a staffing restructure of Transport NSW.	Dec annually	DTS
	90% of urban area serviced by commuter bus routes. Achieved.	3.1.14.2 Implement the Public Transport Infrastructure Improvement Programme. Programme has been implemented.	Jun annually	DTS
		3.1.14.3 Meet on an annual basis with private bus and taxi company representative(s) to review urban bus and taxi service provision, and public transport linkages generally. The Dubbo Transport Group has ceased to operate, Bus and Taxi Operators have been invited to attend Council's Monthly Traffic Committee Meetings there have been no issues raised.	Dec annually	DTS
3.1.15 All built up areas of the City are lit to agreed standards using the most energy efficient lighting and at a competitive cost.	100% of new street lighting complies with Dubbo Environmental Management Plan objectives. This has generally been achieved.	3.1.15.1 Analyse Sustainability Performance Report on a six monthly basis for street lighting relative to other regional centres. This information has not been available.	Dec 2015 Jun 2016	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
		3.1.15.2 Annually review the street lighting service levels performance report provided by electricity provider. Monthly reports have been submitted by Essential Energy on street light repairs.	Dec annually	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
.1.16 An appropriate level of pedestrian amenity is provided throughout the city.	The length of footpath network extended annually is increased by 1 km by 2016. Network has increased by 1.7km.	3.1.16.1 Implement the Footpath Construction and Reconstruction Programmes. Programmes have been implemented.	Jun annually	DTS
	95% of footpaths meet service level standards. (Condition 3 or better). Achieved.	3.1.16.2 Annually review the long term strategic footpath Network Development Plan with respect to assigned priorities and funding requirements. A consultant has been engaged in preparing a 20 year strategic plan of footpath accessibility improvements (Pedestrian Access and Mobility Plan).	Jan annually	DTS
3.1.17 The Freight Ring Road Transport Strategy provides for the efficient and effective movement of heavy vehicles through the City.	Transport Infrastructure Strategy being actively pursued. Strategy currently under review. Updating 2007 data to 2015 data due to the South East residential area growing in line with West Dubbo.	3.1.17.1 Commence pre-construction of the Northern Freight Ring between Richardson Road and Purvis Lane. The priority of preconstruction for the future Freightway Ring is currently under review with respect to the traffic modelling impact of the LH Ford Bridge duplication.	Jun 2016	DTS
		3.1.17.2 Disseminate and discuss strategies with Roads and Maritime Services to identify potential joint future actions. Council has met with Roads and Maritime Services (RMS) staff six (6) monthly.	Ongoing	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.1.18 The operating systems at the Dubbo Regional Airport support the facility being the premier airport in central NSW.	<p>90% of users are satisfied with the facility and services (as shown by survey).</p> <p>Survey results are due October 2016.</p> <p>Contribute to General Rates and Revenue annually. Achieved.</p> <p>Two airlines service the Dubbo/Sydney/Dubbo RPT route. Achieved. In addition Dubbo now has services to Melbourne and Brisbane via Jetgo and Newcastle via Fly Pelican.</p>	<p>3.1.18.1 Continue to lobby Federal and State Governments and utilise the resources of the Australian Airport Association to ensure continued viable access to Kingsford Smith Airport for regional airlines. Continued access has been achieved.</p> <p>3.1.18.2 Maintain membership of the Australian Airport Owners and Operators Association. Membership has been maintained.</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>DCD</p> <p>DCD</p>

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
	At least 175,000 RPT passengers utilise the Airport on an annual basis. 203,294 passengers to 30 June 2016. This represented a 7.62% growth on 2014/15.	<p>3.1.18.3 Implement the regional promotions program aimed at expanding the user base of the Airport. “Lets Fly” promotions have been implemented.</p> <p>3.1.18.4 Survey users of the Airport facility biennially to obtain satisfaction levels and to ensure facility and services are meeting user and customer needs. Survey to be undertaken in August 2016.</p> <p>3.1.18.5 Undertake a biennial detailed inspection of airside pavements and update 20 year Pavement Maintenance Programme. Inspection to be carried out by a Technical Inspector during the annual technical inspection in August 2016.</p> <p>3.1.18.6 Undertake Safety/Technical Audit utilising Civil Aviation Safety Authority approved auditor. Audit has been undertaken.</p> <p>3.1.18.7 Undertake an annual emergency exercise. Completed.</p> <p>3.1.18.8 Monitor the extent of compliance to the Dubbo City Airport Transport Security Programme. Audit completed.</p>	<p>Ongoing</p> <p>May 2016 May 2018</p> <p>Jun 2016 Jun 2018</p> <p>Sep annually</p> <p>Dec annually</p> <p>Jun annually</p>	<p>DCD</p> <p>DCD</p> <p>DCD</p> <p>DCD</p> <p>DCD</p> <p>DCD</p>

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
		3.1.18.9 Maintain attendance of Regional Infrastructure Consultancy Meeting (RICM) Attendance has been maintained.	Triannually	DCD
		3.1.18.10 Maintain a watching brief on developments with respect to the proposed Badgerys Creek airport Watching brief has been maintained.	Ongoing	DCD

PRINCIPAL ACTIVITY AREA(S): WATER

OUR INFRASTRUCTURE OUTCOME 3.2: The Dubbo community has a high standard of living through the provision of a superior water supply.

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.2.1 Water is available to the Dubbo community.	Water is supplied to all customers at the agreed level of service. Achieved.	3.2.1.1 Post adopted customer service levels on Council's website. Customer Services Standards were available on the website.	Jul biennial	DTS
		3.2.1.2 Implement Council's adopted Drinking Water Quality Management Plan. Drinking water quality plan has been implemented.	Ongoing	DTS
		3.2.1.3 Implement all operations and maintenance procedures within Council's Water Supply Asset Management Plan. All operations and maintenance procedures have been implemented.	Ongoing	DTS
		3.2.1.4 Monitor and respond as necessary to the proposed Murray Darling Basin Plan. Continuing to monitor and respond as necessary.	Ongoing	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.2.2 Additional water sources are developed to secure the future water supply needs of the City.	Increase town water licences beyond existing effective 10,000ML to 15,000ML by 2015 so as to cater for growth. Council remains on the lookout for additional water licenses.	3.2.1.5 Review Council's Section 64 Contributions Policy for Water Supply and Sewerage Services in light of NSW office of Water Guidelines (yet to be released). Council will review when guidelines are released.	Dec 2016	DTS
		3.2.2.1 Seek additional water resources to cater for the growth of the City. Council remains on the lookout for additional water licenses.	Ongoing	DTS
		3.2.2.2 Maintain existing volumetric licences and acquire new licences from time to time. Licenses retained.	Ongoing	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.2.3 Long term options to "drought proof" the City, such as stormwater harvesting, more aggressive demand management and as a worst case scenario direct piping from Burrendong Dam and are pursued.	Ability to supply water to the City without heavy water restrictions in most years. Achieved.	3.2.3.1 Monitor demand and implement management actions as required. Council implemented demand management plans where required.	Ongoing	DTS
3.2.4 An ongoing programme of capital works augmentation is implemented to improve water supply to the urban area and villages.	Assets are built to supply water to the urban area and Villages. Built assets have proceeded with the supply of drinking water to the villages of Eumungerie and Mogrigny.	3.2.4.1 Review Water Supply Strategic Business Plan and Capital Works programme. Strategic Business Plans and Capital Works Programmes have been revised.	Feb annually	DTS
3.2.5 The community has access to a water supply system that has sufficient capacity for current and projected growth requirements.	Water supply system has sufficient capacity to supply water up to annual water licences. Achieved.	3.2.5.1 Maintain a water supply system that is robust enough to cater for growth. Water supply is robust enough to cater for growth.	Ongoing	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.2.6 Water conservation is demonstrated by consumers and encouraged by pricing policies.	75% of respondents to Council's two year Customer Survey are aware of water conservation techniques. Achieved.	3.2.6.1 Ensure water conservation information is readily available to water customers on Council's website. Water conservation information has been available on Council's website.	Ongoing	DTS
		3.2.6.2 Undertake a biennial survey of customers to determine satisfaction levels. 96% satisfaction rating has been achieved.	Dec 2015 Dec 2017	DTS
	Water pricing is set operational so that 75% of revenue or more is raised from usage charges. Achieved.	3.2.6.3 Maintain water charging to ensure 75% or more of operational revenue is generated by usage charges. 75.72% achieved.	Ongoing	DTS

PRINCIPAL ACTIVITY AREA(S): SEWERAGE SERVICES

OUR INFRASTRUCTURE OUTCOME 3.3: The community has a high standard of living through the provision of superior sewerage services.

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.3.1 The community has access to a sewerage system that has sufficient capacity for current and projected growth requirements.	100% of residential, industrial and commercially zoned allotments within the urban area of the City have access to the sewerage system, subject to availability of funds. Achieved.	3.3.1.1 Review and update 20 year programme of augmentation works required to continue to service customers. Review has been undertaken.	Mar annually	DTS
	Less than 138 sewer chokes occurring in the sewerage system per year. 209 Sewer chokes recorded for 2015/2016.	3.3.1.2 Implement the approved annual programme of sewerage augmentation works. Capital works programme has been implemented.	Ongoing	DTS
		3.3.1.3 Record the number of sewer chokes and breaks in the sewerage system each year. The number of chokes and breaks has been recorded.	Annually	DTS
		3.3.1.4 Review Council's Section 64 Contributions Policy for Water Supply and Sewerage Services. To be reviewed once guidelines have been released.	Dec 2016	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.3.2 Sewerage treatment and effluent disposal is managed in accordance with the principles of Ecological Sustainable Development.	Compliance with principles of economic and ecologically sustainable development. Achieved.	3.3.2.2 Ensure that sewage treatment and effluent disposal continues to support the principles of ecological and sustainable development. Sewage treatment and disposal complied with ecological sustainable development.	Ongoing	DTS
3.3.3 The operation of the sewerage treatment system results in a high quality services to customers.	80% of the community rate satisfaction with the operation of the sewerage service as high in two yearly Customer Survey. Customer satisfaction rating of 64% has been achieved.	3.3.3.1 Publicly exhibit Customer Service Levels (CSL) for sewerage services. Customer service standards were available on the website.	Nov 2015 Nov 2017	DTS
3.3.4 All trade waste dischargers in the City are licensed with a charging structure that reflects costs of treatment and encourages onsite treatment of waste.	90% of premises identified as requiring trade waste licensing have current approvals in place. All identified trade waste discharges had current approvals.	3.3.4.1 Continue to pursue non compliant trade waste dischargers. Council pursued non-compliant trade waste dischargers.	Ongoing	DTS

PRINCIPAL ACTIVITY AREA(S): WASTE

OUR INFRASTRUCTURE OUTCOME 3.4: The community has a high standard of living through the provision of superior waste management services.

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.4.1 The Waste Management Strategy for the City is implemented for domestic recycling, greenwaste collection, processing and industry waste reduction plans.	<p>An average recycling bin presentation rate of greater than 85%.</p> <p>Presentation rate of 79% achieved.</p> <p>Domestic recyclables residue in household garbage bins is less than 5%.</p> <p>Bin audit indicated 14% of contents were recyclable materials.</p>	<p>3.4.1.1 Provide a domestic recycling service to all properties serviced by a Council garbage collection service and other commercial and institutional properties on request.</p> <p>Achieved. 16,462 recycling services have been provided each fortnight.</p>	Ongoing	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.4.2 The community exhibits positive waste avoidance and reduction behaviour within the City.	The net per capita disposal rate of total waste entombed in landfill is less than the previous 5 year annual average. The annual per capita disposal rate for 2015/2016 was 1.21 tonnes /capita compared to the 5 year average of 1.12 tonnes/capita.	3.4.2.1 Implement the four (4) year education programme to promote domestic recycling services. Initiatives completed in 2015/2016 include: <ul style="list-style-type: none"> • Recycling updates on Council's website • Childcare Centre / Preschool program presentations • Two staff development sessions • School environment management plan program 	Jun annually	DTS
		3.4.2.3 Conduct a campaign promoting the Whylandra Waste and Recycling Centre services for receipt of low risk household hazardous waste, paint, gas bottles, fluorescent tubes etc prior to their transfer off site for recycling. A three (3) year community engagement campaign has commenced following the official opening of Dubbo Community Recycling Centre on 18 January 2016. Strategies included, media releases, radio ads and flyers delivered with rate notices.	Jun annually	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.4.3 High quality, environmentally sensitive and cost effective waste management services with the capacity to meet current and future growth requirements are provided.	Number of incidences of illegal dumping reported is less than the previous 2 year annual average (150). Achieved.	3.4.2.4 Monitor the number of incidences of illegal dumping on roadsides and reserves. 130 incidences of illegal dumping have been reported in 2015/2016.	Jun annually	DTS
	Conduct a minimum of two waste education activities per year. Achieved.	3.4.2.5 Undertake to partner with other educators such as other branches of Council, NetWaste and local educational institutes and waste industry members in relation to one litter prevention initiative per year. Achieved.	Jun annually	DTS
	Council's Domestic Waste Management Charge is favourably comparable to those for Bathurst, Orange, Wagga Wagga and Tamworth. Achieved.	3.4.2.6 Conduct the Waste 2 Art completion and exhibition launch. Annual competition culminated with an exhibition at the Western Plains Cultural Centre.	Dec annually	DTS
		3.4.3.1 Review annual domestic waste management charge and tipping charges to ensure operating expenses are recovered and capital programs funded over the long term. A review has been undertaken as part of annual operating plan review process for 2016/2017.	Mar annually	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.4.4 Systems are in place to maximise resource recovery at the Whylandra Waste and Recycling Centre.	90% of customers rate the new recycling service as satisfactory or better. Customer satisfaction rate of 91% has been achieved.	3.4.3.2 Conduct biennial customer satisfaction survey. Survey conducted in September 2015, the next customer survey is scheduled for 2017.	Sep 2015 Sep 2017	DTS
	More than 80% of dry recyclables diverted from the domestic waste stream following the introduction of kerbside recycling. (Increase from 30% in 2008/2009). Approximately 70% of dry recyclables was diverted from domestic waste stream as per the Domestic Waste Audit conducted in April 2015.	3.4.3.3 Monitor usage rates of the Rural Transfer Stations and Whylandra Waste and Recycling Centre. The national average monthly throughput for the 3 transfer stations was 79.5t in 2015/2016 compared to 76t in 2014/15.	Monthly	DTS
		3.4.4.1 Monitor quantities of recyclables collected through the kerbside recycling and drop-off centre services. 3,586t has been collected for 2015/2016.	Jun annually	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.4.5 Council is a regional waste management service provider.	More than 20% of commercial waste stream is set aside for reuse or recycling at the Whylandra Waste and Recycling Centre. Diversion rate was 9% for 2015/2016.	3.4.4.4 Develop additional strategies to increase resource recovery from the commercial waste stream. An Environmental Impact Statement has been prepared and a Development Application lodged for the proposed Dubbo Regional Organic Processing Plant development.	Ongoing	DTS
	More than 600 tonnes of garden waste diverted from the domestic waste stream. (Average for previous 2 years = 554 tonnes). 477t has been diverted in 2015/2016.	3.4.4.6 Introduce a kerbside garden/organics waste bin service to all residential properties. Grant funding under the EPA's Waste Less Recycle More program for organics collection infrastructure was formally accepted by Council in March 2016. A three (3) month trial to provide a three (3) bin service incorporating weekly organics collection concluded in April 2016.	Jan 2017	DTS
	100% of councils in the NetWaste Northern subregion are informed of Council's available resource recovery and waste disposal services. Achieved.	3.4.5.1 Servicing capability statements are distributed to councils within the NetWaste region. Services offered at Whylandra & Recycling Centre were effectively promoted through Council's participation in NetWaste.	Mar annually	DTS

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
3.4.6 The Whylandra Waste and Recycling Centre is operated to comply with standards and regulations relating to pollution control and climate change.	100% of Environmental Protection Authority (EPA) licence and Landfill Environmental Management Plan (LEMP) requirements are met. Full licence compliance has been achieved.	3.4.6.1 Undertake a biennial audit of the operations of the Whylandra Waste and Recycling Centre to ensure compliance with the EPA licence and Landfill Environmental Management Plan requirements on a biennial basis. Whylandra Waste & Recycling Centre has been operated in accordance with the EPA licence and (LEMP) as shown by audit.	Jul 2015 Jun 2017	DTS

OUR SUSTAINABILITY

The key elements that will ensure the future sustainability of Dubbo are a strong economic base that reflects competitive advantages and key emerging and developing industry sectors and economic growth that is driven through realising opportunities and increasing awareness of the City's offering. Supporting development of a united and positive image will drive the recognition of Dubbo as the leading regional centre in Australia.

PRINCIPAL ACTIVITY AREA(S): CITY DEVELOPMENT

OUR SUSTAINABILITY OUTCOME 4.1: Through business investment, Dubbo has a strong economic base that reflects competitive advantages in key emerging and developing industry sectors.

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
4.1.1 The Dubbo Economic Development Strategy – “Ten Steps to Economic Success” and adopted Economic Development Action Plan are implemented.	No reasonable criticism of strategy and action plan implementation. No reasonable criticism has been received regarding implementation of the strategy or action plan.	4.1.1.1 Undertake an annual review of the Economic Development Strategy. Review/Strategy has been delayed due to the amalgamation and is now scheduled to be undertaken in August 2016.	Dec annually	DCD
		4.1.1.2 Develop the annual Economic Development Action Plan. Plan to be presented to Council in August 2016 (Delayed due to the amalgamation).	Mar annually	DCD
		4.1.1.3 Implement the annual Economic Development Action Plan. Action Plan has been implemented.	Jun annually	DCD

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
4.1.2 Dubbo is recognised as the 'hub' of central NSW and a leading regional centre in Australia		4.1.2.1 Continue to partner with other regional cities in the "Evocities" programme. Partnership ongoing.	Ongoing	DCD

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
	<p>All promotional activities are utilised to promote Dubbo as a leading regional centre. Achieved.</p> <p>A minimum of 6,895 skilled professionals in the City (increased from 6,157) (measured through the ABS Census). 10,926 Skilled professionals recorded.</p> <p>No major initiative/opportunities are overlooked to support attraction of skilled professionals and visitors. No opportunities have been overlooked.</p>	<p>4.1.2.2 Implement the adopted Marketing and Communication Programme for the City. Achieved.</p> <p>4.1.2.3 Report on progress and performance of current Marketing and Communication Strategy for the City. (City Development Delivery Plan) Reports have been submitted.</p> <p>4.1.2.4 Communicate with industry to provide information on co-operative campaign/promotional opportunities. Monthly communication to industry on campaign and promotional opportunities have been provided.</p> <p>4.1.2.5 City Development activities (web, media, events, sponsorships) support the attraction of skilled professionals. Support has been provided.</p> <p>4.1.2.6 Deliver two (2) major campaigns targeting key tourism markets annually. Achieved. Three (3) campaigns delivered.</p>	<p>Jun annually</p> <p>April, Jul, Oct, Feb annually</p> <p>Ongoing</p> <p>Ongoing</p> <p>Jun annually</p>	<p>DCD</p> <p>DCD</p> <p>DCD</p> <p>DCD</p> <p>DCD</p>

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
4.1.3 A strategic framework exists that maximises the realisation of economic development opportunities for the City and the region.	90% of City Information customers satisfied with service provided (as measured by annual survey).	4.1.2.7 Deliver at least one major campaign/initiative promoting Dubbo City as service/retail centre. Smile It's Christmas was delivered in December 2015.	Jun annually	DCD
		4.1.2.8 Distribute a series of information packages for the various market segments that provide information for the following enquiry types: - events and conferences - visitor - investment - new resident Service has been provided. 629 visitor packs have been distributed.	Ongoing	DCD
	99.5% satisfaction rating for service provided has been achieved.	4.1.2.9 Undertake a monthly rolling City Information Services customer satisfaction survey Surveys have been undertaken.	Monthly	DCD
	The level of development in the City increases as measured by annual Development Application Values. 782 Applications worth an estimated \$197.05 million have been received July 2015 – June 2016.	4.1.3.1 Implement the Economic Development Strategy for the City. Action Plan has been implemented.	Ongoing	DCD
		4.1.3.2 Maintain a current, up to date economic/demographic profile of the City. Online Economic and Community profiles of the City have been maintained.	Ongoing	DCD

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
	<p>All information supplied to prospective investors is accurate, relevant and timely. Achieved.</p>	<p>4.1.3.3 Report quarterly on the implementation of the Economic Development Strategy. Reports have been provided.</p> <p>4.1.3.4 Support and promote local business development activities, such as development programmes, seminars and business awards. Support has been provided.</p> <p>4.1.3.5 Support where necessary initiatives by major investors to establish operations in Dubbo. All enquiries have been responded to appropriately.</p> <p>4.1.3.6 Quarterly Update Programme is implemented to monitor and maintain key statistics and information. Programme completed.</p>	<p>Apr, Jul, Oct, Feb annually</p> <p>Ongoing</p> <p>Ongoing</p> <p>Quarterly</p>	<p>DCD</p> <p>DCD</p> <p>DCD</p> <p>DCD</p>

PRINCIPAL ACTIVITY AREA(S): CITY DEVELOPMENT/CITY MARKETING

OUR SUSTAINABILITY OUTCOME 4.2: Economic growth of Dubbo is achieved through realising opportunities and increasing awareness of the City's offerings.

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
4.2.1 Implement the adopted City Image Marketing Strategy and City Image programme.	100% of identified actions completed. Actions have been completed for 2015/2016.	4.2.1.1 Develop and implement a 12 month City Development Delivery Plan. 2016 plan adopted by Council in December 2015 and has been implemented.	Dec annually	DCD
	Financial support contributed to promotional campaigns by industry. Achieved.	4.2.1.4 Report on the progress and performance of the 12 month City Development Delivery Plan. Quarterly reports have been adopted by Council.	Apr, Jul Oct, Feb annually	DCD
	100% of relevant local, regional and state cooperative promotions opportunities communicated to industry. Achieved.	4.2.1.5 Communicate with industry to provide information on local, regional and state cooperative campaign/promotional opportunities. Opportunities communicated via e-Blast and targeted emails, and specific one on one contact based on campaign and operator offering.	Ongoing	DCD

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
	A minimum of 130 partners involved in the City Partnership Programme. 152 partners in City Development Partnership Program. 33 partners in Visitor Information Centre Partnership Program.	4.2.1.6 Dubbo City Partnerships Programme is maintained. 2016/2017 Dubbo City Development Partnership Program will be launched in August, with the release of the Dubbo Visitors Guide, Dubbo Events Guide and the City's New Residents Guide.	Ongoing	DCD

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
<p>4.2.2 The City Marketing Programme encourages and supports growth across many sectors of the local economy, which focus on four key markets which include:</p> <ul style="list-style-type: none"> • Visitation: Business, Visiting Friends and Relatives (VFR) and Group Tourism • Events: attraction and capitalisation • New residents: skilled professionals • Investment: major development and catchment area 	<p>Visitor Information Centre operates 364 days a year.</p> <p>VIC operated 7 days a week with extended hours on Farmers Market Days.</p> <p>Average commercial accommodation occupancy rate increases by an average of 2% over the average of the past 3 years.</p> <p>Annual accommodation occupancy for 2015/2016 was 66.53%. This is on par with previous 3 year average of 65.02%.</p> <p>80% stakeholder satisfaction with key areas of the Promotions Programme. 100% satisfaction rating received.</p> <p>100% of visitors rate tourism/visitor information services as satisfactory.</p> <p>Current service satisfaction rating of 99.5% achieved. Current quality of information satisfaction rating of 99.7% achieved.</p>	<p>4.2.2.1 Provide an effective City Information service that promotes the City and its various attractions and services. Services have been provided.</p> <p>4.2.2.6 Monitor commercial accommodation occupancy rates for trends. Completed.</p> <p>4.2.2.7 Conduct an annual City Promotions Program Customer Satisfaction Survey. Survey distributed to 220 stakeholders in December 2015.</p> <p>4.2.2.2 Develop and implement a program for all permanent staff and Ambassadors of the Visitor Information Centre (VIC) to spend at least 35 hours p.a. each on familiarisations across all sectors of the City. Program developed and completed.</p>	<p>Ongoing</p> <p>Ongoing</p> <p>June annually</p> <p>Jun annually</p>	<p>DCD</p> <p>DCD</p> <p>DCD</p> <p>DCD</p>

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
	<p>Level one accreditation maintained.</p> <p>Level one accreditation has been maintained.</p> <p>Weekly reviews of the City Promotional website and quarterly reviews of the key promotional materials ensures accuracy, relevance and timeliness.</p> <p>Achieved.</p>	<p>4.2.2.3 Review service levels and Capital Works Programme to ensure that the VIC maintains its Visitor Information Network Accreditation.</p> <p>Services levels and Capital Works Programs have been reviewed.</p> <p>4.2.2.4 Undertake monthly and quarterly reviews and updates of key information and promotional material.</p> <p>Monthly and quarterly reviews have been undertaken.</p> <p>4.2.2.6 Promote community use of the Event Staging and Seating area deck.</p> <p>Achieved, the deck has been regularly utilised by Dubbo Farmers Markets, Riverside Markets, visitors and locals.</p>	<p>Jan annually</p> <p>Ongoing</p> <p>Ongoing</p>	<p>DCD</p> <p>DCD</p> <p>DCD</p>

PRINCIPAL ACTIVITY AREA(S): CITY MARKETING & COMMUNICATIONS

OUR SUSTAINABILITY OUTCOME 4.3: Dubbo is recognised as the leading regional centre in Australia through the development of a united and positive image of the City.

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
4.3.1 The City has a brand that reflects the opportunities available in and the diversity of the City.	80% stakeholder satisfaction with key areas of Promotions Programme. 100% satisfaction from survey respondents has been achieved.	4.3.1.1 All key promotional activities reflect the City Brand and support key brand messages. Achieved.	Ongoing	DCD
4.3.2 The Community demonstrates ownership of and pride in being the home of the Zoo.	All relevant promotional activities within the City Promotions Strategy and Action Plan support local promotion of Taronga Western Plains Zoo (TWPZ). Achieved, no key opportunity to collaborate with the TWPZ has been overlooked.	4.3.2.1 City Promotions Strategy and other associated programmes and strategies to include activities that support local promotion and community pride on being home of the TWPZ. Taronga Western Plains Zoo is integrated wherever possible in City promotions and events.	Ongoing	DCD

PRINCIPAL ACTIVITY AREA(S): CORPORATE BUSINESS

OUR SUSTAINABILITY OUTCOME 4.4: The business activities of Council are an important sector of the local economy and provide financial returns to the community.

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
4.4.1 Business Plans are developed, implemented, monitored on an ongoing basis, that support and direct each of the following corporate businesses: <ul style="list-style-type: none"> Dubbo Regional Livestock Markets Dubbo City Regional Airport Dubbo City Holiday Park Property development programme 	No foreseeable business risks not identified. Nil identified.	4.4.1.1 Business Plans are developed for the Dubbo City Regional Airport, Regional Livestock Markets, Dubbo City Holiday Park and Property Development following discussions with stakeholders. Business plans for 2016/2017 have been completed.	Mar annually	DCD
	No foreseeable business opportunities overlooked. Achieved.	4.4.1.2 Airlines are advised of any changes to fees associated with the adopted Business Plan for the Dubbo City Regional Airport three months prior to the commencement of any change in fees in accordance with International Air Transport Association (IATA) rules. Airlines have been advised.	Mar annually	DCD

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
4.4.2 The development of the City is supported by Council's strategic, best practice and sustainable development of competitively priced residential and industrial land.	20% return on investment (measured by net profit over assets employed, on a commercial accounting basis). Achieved.	4.4.2.1 Maintain a comprehensive database of property market statistics and indicators from which to monitor the Dubbo market for residential and industrial development. Completed.	Ongoing	DCD
		4.4.2.3 Undertake construction of residential allotments based on market conditions. Tender awarded for Keswick Stage 4 Release 3, with target completion date of 31/1/2017. There are 3 remaining lots currently for sale in Keswick Stage 4 Release 2.	Ongoing	DCD
		4.4.2.4 Review and report on Council's property portfolio in respect of property development, acquisitions and disposals. Completed.	Dec 2015	DCD
4.4.3 The infrastructure and operating systems of the Dubbo Regional Livestock Markets support the facility being recognised as the market leader in terms of volume and selling price achieved.	Minimum of 75% of users are satisfied with the operation and facilities (as shown by survey). Survey undertaken 73.43% satisfaction rate achieved.	4.4.3.8 Review and update the Dubbo Regional Livestock Market Asset Management Plan. Reviewed in-line with Business Plan.	May 2016	DCD

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
	<p>No sustained examples of Council not meeting its obligations with regard to statutory 'Chains of Responsibility'.</p> <p>Achieved.</p> <p>Livestock selling facility throughput levels are maintained or increased Cattle: 180,000 Sheep: 1,200,000 Throughput for 2015/2016 Cattle 236,651 Sheep 1,382,335 Goats 12,181</p>	<p>4.4.3.3 Meet regularly with Roads and Maritime Services, Livestock and Bulk Carriers, Selling Agents and Saleyard Operators Association to maintain 'Chain of Responsibility' processes. Roles and Responsibilities of Council, Livestock Markets and Agents have been defined and adopted by Council in June 2015.</p> <p>4.4.3.4 Undertake an annual review of the National Saleyards Quality Assurance Programme and prepare for external audit annually. Audit undertaken in December 2015.</p> <p>4.4.3.5 Undertake an external audit process for user compliance with the Work Health and Safety System every three years. Processes are in place to ensure the audit is undertaken by November 2016.</p>	<p>Ongoing</p> <p>Nov annually</p> <p>Nov 2016</p>	<p>DCD</p> <p>DCD</p> <p>DCD</p>

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
4.4.4 An economically viable caravan park business is operated which meets the contemporary requirements of tourists and visitors to the City.		4.4.3.6 Implement the requirements of the Market's Environmental Management Plan and undertake an independent external audit of implementation every two years. Processes are in place to ensure the Environmental Management Plan is undertaken by November 2016 and external audit undertaken.	Nov 2016 Nov 2018	DCD
		4.4.3.9 Complete staged upgrade of the Cattle Management Facility. Holding Yards component has been completed, Weighbridge and Sale / Draft Pen components have commenced, works are scheduled to be completed by February 2017.	June 2016	DCD
	No examples of reasonable criticism of the operation and/or facilities of the park. Achieved. AAA Tourism rating is four (4) stars. AAA Tourism rating remains at 4 stars.	4.4.4.1 Monitor security breaches and develop strategies where appropriate to ensure Park remains a safe environment for users. A night watchman remains employed at Park by Australian Tourist Park Management. 4.4.4.2 Review the rating criteria developed by AAA Tourism to ensure that the Park's long term Capital Improvement Programme is relevant to achieving a minimum 4 star rating. Completed.	Ongoing Feb annually	DCD DCD

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
4.4.5 A high quality showground facility is provided which meets the demands of a wide range of user groups and the community generally.	70% of users are satisfied with facilities and services. (As shown by survey). Achieved, 71.43% of users have been very satisfied with facilities and services.	4.4.4.4 Implement a promotion programme which includes membership of the Top Tourist Park chain. Developed by Australian Tourist Park Management and approved by Council.	Ongoing	DCD
		4.4.4.5 Review and update the Capital Works Programme to ensure that the Caravan Park remains one of the leading caravan parks in the region. The capital works program adopted by Council has been completed.	Nov annually	DCD
		4.4.4.6 Implement a quality assurance programme for the Park. Australian Tourist Park Managements quality assurance programme has been utilised.	Ongoing	DCD
		4.4.5.1 Survey major event organisers of the Showground facility on an ongoing basis to ensure satisfaction levels retained, and return business achieved. Surveys have been issued at the conclusion of each event.	Nov annually	DCD

Strategy	Performance Target	Actions (What Council Will Do)	By When	Resp.
		<p>4.4.5.2 Implement the marketing programme aimed at increasing the revenue of the facility. Achieved, upgrades include website interaction, review of booking systems, front entrance upgrades and analysis of overnight stabling revenue and feasibility of stabling facility undertaken, all grant opportunities will be utilised for future funding opportunities. 100% of users' surveys would recommend the Dubbo Showground to other event organisers.</p>	Ongoing	DCD
		<p>4.4.5.3 Implement the approved recommendations of the 2014 Strategic Review Complete, strategic activities have been implemented.</p>	Jun 2016	DCD
		<p>4.4.5.4 Develop a Masterplan for the Showground. Completed. The Master Plan was adopted in March 2015 in-line with the Strategic Review that was undertaken.</p>	Jun 2016	DCD

OUR LEADERSHIP

Planning and delivering the future of the Dubbo Local Government Area is a shared responsibility which can only be achieved through focused partnerships and relationships.

PRINCIPAL ACTIVITY AREA(S): CORPORATE SERVICES

OUR LEADERSHIP OUTCOME 5.1: Dubbo is a proud city.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
5.1.1 There is demonstrated unity throughout the Community.	Number of volunteers involved in Council activities increased.	5.1.1.2 Undertake an annual review of the number of volunteers available to Council activities and the number of volunteered hours contributed. Review completed.	Nov annually	DOCS
	294 volunteers contributing 10,297.5 hours.			
	Cultural Festivals and Events are held in the City. Multicultural Festival held was in September 2015, DREAM Festival in October 2015 and Eisteddfod was held in June 2016.	5.1.1.3 Council supports Festivals and Events within the City that promote culture and harmony. Support has been provided.	Ongoing	DOCS
		5.1.1.4 The Dubbo 2036 Champions Group report annually on the progress against the identified community Performance Indicators. Complete, 2036 group met in September 2015.	Jul annually	DCD

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
		<p>5.1.1.5 An annual report is provided to the Community on Council's progress in the delivery of Dubbo 2036. Annual Report was completed November 2015.</p> <p>5.1.1.6 Continue to administer the City of Dubbo Hall of Fame and invite nominations each February for inductees. Consideration of round one nominees has been deferred.</p>	<p>Sep annually</p> <p>Feb annually</p>	<p>DCD</p> <p>DOCS</p>

PRINCIPAL ACTIVITY AREA(S): CORPORATE SERVICES/ALL

OUR LEADERSHIP OUTCOME 5.2: Dubbo City Council is a representative and responsive government.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
5.2.1 The community acknowledge that Dubbo Council is a representative and responsive Council.	Overall satisfaction with the performance of elected Councillors (measured biennially – target 85%). Satisfaction rating of 68.5% achieved.	5.2.1.1 Undertake a community survey to determine community satisfaction levels of the elected Councillors. Community survey was undertaken in July 2015.	Apr 2017	DOS
5.2.2 The outcomes and strategies of the Dubbo Community Strategic Plan – Dubbo 2036 are implemented through Council's adopted Delivery Program and Operational Plan.	100% of adopted actions within both the Delivery Program and Operational Plan are achieved. Actions largely achieved.	5.2.2.1 Implement the adopted actions within both the Delivery Program and Operational Plan. The adopted actions within the Delivery Program and Operational Plan are achieved in 2015/2016.	Jun annually	All Directors
		5.2.2.3 Report on the progress with the Community Strategic Plan, Delivery Program and Resourcing Strategy. Currently reports are submitted December and June on Delivery Program progress and Annual Report submitted on Community Strategic Plan achievements. Processes are in place to ensure timeframes are met for the development of the next Four (4) year Delivery program.	Jun 2017	DCD

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
		5.2.2.4 An annual Report is provided to the Community on Council's progress in the delivery of Dubbo 2036. Annual report has been provided.	Sep annually	DCD
		5.2.2.5 Report on the progress with the Delivery Program. Reports have been provided.	Biannually	DCD

PRINCIPAL ACTIVITY AREAS: CORPORATE SERVICES

OUR LEADERSHIP OUTCOME 5.3

Sound management of the resources of Council is undertaken.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
5.3.1 The organisation displays the elements of sound management and strategic planning.	100% of statutory requirements of the Local Government Act in respect of management planning and financial reporting are met. Achieved.	5.3.1.1 Co-ordinate Council's Integrated Planning and Reporting requirements. Achieved.	Jun annually	DCD
		5.3.1.2 Operational Plan (including Budget) adopted in June each year. Achieved.	Jun annually	DOS
		5.3.1.3 Complete Annual Financial Statements and other statutory reports and returns as required. Achieved.	Oct annually	DOS
		5.3.1.4 Finalise Annual Review of Workforce Plan, Asset Management Strategy and Long Term Financial Plan. Achieved.	Mar annually	DOS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
	<p>Current Assets (excluding externally and internally restricted cash and investments) less current creditors maintained at between \$1.5M and \$2.5M. Achieved.</p> <p>Debt service ratio (measure of extent of the impact of debt service on operating revenue) is below twelve (12) percent. Debt service ratio was 9.0%.</p>	<p>5.3.1.5 Operational Plan (including budget) review undertaken by Council on a quarterly basis. Reviews have been completed.</p> <p>5.3.1.6 Update the Councillors' Notebook annually and incorporate any requirements under the Local Government Act or other legislation applicable to the elected representatives. Notebook has been updated and circulated to Councillors July 2015.</p> <p>5.3.1.7 Provide funding to permit Councillors to undertake individual training programmes. Funding has been provided in budget.</p> <p>5.3.1.8 Review the Enterprise Risk Management Strategy to determine its effectiveness in managing risk. New strategy has been adopted.</p>	<p>Oct, Feb Apr, Aug annually</p> <p>Nov annually</p> <p>Jul annually</p> <p>Jun annually</p>	<p>DOS</p> <p>DOS</p> <p>DOS</p> <p>DOS</p>

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
		5.3.1.10 Monitor the Corporate wide planning, oversight and performance of Asset Management for functional areas of the Organisation. Corporate Asset Management Plan was adopted by Council in July 2015.	Ongoing	DCD
		5.3.1. 11 Monitor the use of the zero based budgeting framework by the Organisation. Zero based budgeting has been monitored and utilised.	Ongoing	DOS
		5.3.1.12 Update Council's long term financial planning model annually. Completed.	Feb annually	DOS
		5.3.1.13 Provide a cost effective supply, contract administration purchasing, storage and distribution facility. Achieved.	Ongoing	DOS
		5.3.1.15 A review of the Community Strategic Plan, to develop the rolling 4 year Delivery Program, Operational Plan and Resourcing Strategy documents are adopted by Council. Due to the amalgamation this action is now required by 1 July 2018. Processes in place to complete by the revised due date.	Jun 2017	DCD

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
5.3.2 The system of raising revenue is regarded as equitable and revenue from grants and other income sources is maximised.	25% of total revenue is from user charges. Achieved.	5.3.2.1 Review each year the marketing strategies contained in the Business Plans. Business plans have been completed.	Mar annually	DCD
		5.3.2.2 Provide relevant information to Directors and Managers in regard to accessing grant funding. Information has been provided.	Ongoing	DOCS
		5.3.2.3 Monitor the level of State and Federal Government grants payable to local government including Financial Assistance Grants (FAGs) and make any necessary submissions. The current year grant has been reduced due to no advance payments.	Ongoing	DOS
		5.3.2.4 Complete an annual review of rating structure. Review has been completed.	Mar annually	DOS
		5.3.2.5 Council funds are invested in accordance with legislative provisions and Council's adopted Investment Policy and Strategy. All funds were invested in accordance with policy.	Ongoing	DOS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
5.3.3 The Organisation's information management capability meets the requirements of the organisation and the community.	All staff to have access to required systems, applications, support and training. Achieved.	5.3.3.1 Implement actions within the adopted Information Management Strategy. Achieved.	Jun annually	DOS
		5.3.3.2 Undertake a full review of the Information Management Security Controls. Security Audit conducted by independent security specialist with resulting actions being implemented.	Jun annually	DOS
		5.3.3.3 Undertake a review of mobile alternatives for remote access to Council's systems. Mobile alternatives currently available for remote access to Council's systems include Apple iPads, Motion tablet devices, Getac devices and terminal services.	Jan 2017 Jan 2019	DOS
5.3.4 Council's ability and capacity to deliver services and respond to emergencies is enabled by the utilisation of a modern and efficient plant fleet that meets operational needs.	85% utilisation rate for major plant items. Utilisation rate of 100.72% was achieved.	5.3.4.1 Review the makeup of the fleet to ensure operational requirements are being met in a cost effective manner. Achieved.	Sep annually	DTS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
5.3.5 Council strives for transparency and is an organisation that values two way communication with stakeholders and the broader community.	90% availability of major plant items. Availability rate of 95.67% was achieved.	5.3.4.2 Provide a quarterly and annual Plant Report to Motor Vehicle and Plant Committee. Quarterly and Annual Plant reports were provided within Corporate timeframes.	Oct, Feb, Apr, Aug annually	DTS
	55% utilisation rate for specialised plant items. Utilisation rate of 64.32% was achieved.	5.3.4.3 Monitor and take appropriate action in respect of motor vehicle accidents involving Council vehicles. Crash information was recorded on an ongoing basis and action regarding crashes is as per the policy.	Jun annually	DTS
	Community satisfaction with the current level of communication with the community (target - 85%, current level is 62%). 70% satisfaction rating achieved as per Community Needs Survey.	5.3.5.1 Implement Community Consultation procedures in line with Council's Community Engagement Policy. Procedures have been implemented.	Jun annually	DCD
		5.3.5.2 Review the adopted Social Media Policy. Applicable policies related to communications are subject to review as part of the transition to Western Plains Regional Council.	Sep annually	DCD
		5.3.5.3 Conduct a biennial Community Needs Survey. Processes are in place to ensure survey is undertaken by April 2017.	Apr 2017 April 2019	DCD

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
5.3.6 A corporate culture with an emphasis on quality customer service and community engagement is demonstrated by the Organisation.	100% of customer service level criteria met. Achieved.	5.3.6.1 Review and update the implementation of the Customer Service. Review has been undertaken.	Mar annually	DOS
		5.3.6.2 Review, test and update annually the Civic Administration Building Disaster Response Plan. Plan updated and regular testing has been undertaken.	Mar annually	DOS
5.3.7 A highly skilled and motivated workforce is maintained.	Labour turnover is less than 10%. Turnover for 2015/2016 was 9.26%.	5.3.7.1 The Equal Employment Opportunity (EEO) Management Plan is developed biennially. EEO Management Plan 2014-2016 is in place.	Jul 2016 Jul 2018	DOS
		5.3.7.2 Implement actions within the adopted Workforce Management Strategy. Projects have been actioned as per timeframe.	Jun annually	DOS
		5.3.7.3 Implement and monitor the annual Safety Systems Development plan to ensure the organisation meets its legislative requirements. 2015/2016 Workplace Health and Safety Plan has been developed and implemented.	May annually	DOS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
		5.3.7.4 Undertake a biennial Organisation wide Staff Climate Survey. My Say Survey was undertaken in August 2015.	Dec 2015 Dec 2017	DOS
		5.3.7.5 A Corporate Training Programme is developed and implemented. Achieved.	Dec annually	DOS
		5.3.7.6 Implement an audit programme that ensures that Work Safe Management Systems are being implemented an enable the organisation to meet the requirements of the Work Health and Safety Act. Completed organisational wide self audit.	Mar annually	DOS
		5.3.7.11 Implement Councils employment brand and value proposition. Processes are in place to ensure implementation by December 2016.	Dec 2016	DOS
		5.3.7.12 Develop and implement Corporate succession plans. Process are in place to ensure plans are in place by December 2016.	Dec 2016	DOS

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
5.3.8 Council addresses the recommendations and issues identified in the Prof. Percy Allan Sustainability Review and ensures Council's ability and capacity to maintain infrastructure and deliver services at the adopted service levels as identified by the Community.	100% of initiatives completed in response to the Percy Allan review. Achieved.	5.3.8.3 Oversee the five adopted projects which together represent the organisations response to the Financial Sustainability Review and the implementation. Achieved.	Dec 2015	DOS

PRINCIPAL ACTIVITY AREA(S): CORPORATE SERVICES

OUR LEADERSHIP OUTCOME 5.4: Statutory requirements are met and services are provided to the organisation in a cost effective and timely manner.

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
5.4.1 The Organisation structure maximises the competitive provision of services and is adaptable to potential growth of the Organisation.	No reasonable criticism of Council's organisation structure by Council's customer base. No criticisms have been received.	5.4.1.1 Divisional structures, including people skills and numbers, are formally reviewed annually. Reviewed in line with the Interim Structure requirements of the Department Premier and Cabinet.	Aug annually	DCD
		5.4.1.2 Pursue opportunities for strategic alliances and/or resource sharing with neighbouring councils. Opportunities have been monitored.	Ongoing	DCD
		5.4.1.3 Implement an annual Strategic Internal Audit Programme based on resource sharing model involving Bathurst/Orange/ Dubbo Councils. Audit program has been implemented up until proclamation.	Jun annually	DCD
		5.4.1.5 Monitor the Local Government Reform Agenda and report to Council on issues, opportunities and threats. Completed.	Ongoing	DCD

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
5.4.2 The Organisation meets all statutory requirements.	No breaches of statutory requirements. No breaches have been recorded.	5.4.2.1 Maintain an up to date database of Council's statutory requirements. No database is currently being maintained, investigations into an alternative have been undertaken with the solution to be implemented by March 2017.	Ongoing	DOS
5.4.3 Council is recognised as a relevant, well managed, cost effective, and operationally efficient and customer focussed organisation that connects with all of its stakeholders.	Overall satisfaction with the performance of Council (measured biennially - target 85%, current is 53%). Satisfaction rating of 82% achieved.	5.4.3.1 Review, update and submit to Council a draft Corporate Communications Strategy. Following Council merger Interim Corporate Communications Strategy July –December 2016 was adopted by Executive staff July 2016.	Jun annually	DCD
		5.4.3.2 Implement as required and report to Council annually on the achievements in implementing the adopted Corporate Communications Strategy. Strategy superseded following the merger of the Dubbo and Wellington councils. Current reporting against Department of Premier and Cabinet requirements.	Jun annually	DCD
		5.4.3.3 Provide communications support for major projects. Support has been provided.	Ongoing	DCD

Strategy	Performance Target	Actions (Statement of Means)	By When	Resp.
		5.4.3.4 Review, update and implement the Internal Communications Strategy. Review has been completed and strategy implemented.	Ongoing	DCD



**REPORT: Wellington Delivery Program 2013-2017,
Annual Review 2015/2016**

AUTHOR: Director Wellington Branch

REPORT DATE: 12 September 2016

TRIM REFERENCE: ID16/1702

EXECUTIVE SUMMARY

The NSW Division of Local Government has implemented an Integrated Planning and Reporting Framework. The framework requires all NSW Councils to integrate all of their plans together with the sole objective of delivering services for the community through streamlining Council operations and thus ensuring optimal use of resources.

A report on progress with respect to the principal activities detailed in the Delivery Program is required to be submitted at least every six (6) months.

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 Annual Review 2015/2016 of the Wellington Delivery Program 2013-2017 be received and noted for information.

Karen Roberts
Director Wellington Branch

BACKGROUND

The former Wellington Council in accordance with the Local Government Act, 1993, adopted the following suite of documents in June 2012; to meet its Integrated Planning and Reporting obligations.

Community Strategic Plan developed by the local community.

Delivery Program detailing the principal activities to be undertaken by the council to implement the strategic outcomes established by the community strategic plan within the resources available under the resourcing strategy.

Operational Plan details the activities to be engaged in by the council during the year as part of the delivery program covering that year.

Resourcing Strategy includes in the Long Term Financial Plan, Workforce Plan and Asset Management Strategy

REPORT

This report deals with the annual review of the four (4) year Delivery Program (2013-2017) for the 2015/2016 period.

SUMMARY

To the best of the former Wellington Council's ability, the majority of the performance measures within the Delivery Program have been achieved.

Appendices:

- 1 Annual Report - Integrated Planning and Reporting



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Q4, 2015/2016

: Growth, Prosperity and Employment

A thriving tourism industry including building on our Aboriginal culture and heritage

DP Action	Action Code	Action	Comment
A thriving tourism industry including building on our Aboriginal culture and heritage	1.2.1	Update tourist publications	Joint advertising of the Wellington Caves and Caravan park Complex and Wellington Golf Club Monthly Whats On distributed Advertising in Discover magazine Participation in regional advertising
A thriving tourism industry including building on our Aboriginal culture and heritage	1.2.3	Implementation of new websites for Tourism, Caves and Council.	Wellington Caves Complex website launched Visit Wellington Website updated, to be reviewed post merger New Council website cancelled post merger
A thriving tourism industry including building on our Aboriginal culture and heritage	1.2.4	Ongoing participation in Western Plains and Central NSW Tourism Initiatives	Education packages prepared for school education visits to Wellington Caves Complex.
A thriving tourism industry including building on our Aboriginal culture and heritage	1.2.5	Develop an Aboriginal Cultural Strategy	The Aboriginal Cultural Strategy has been prepared, but not endorsed by Executive Staff. This will be reviewed post merger.

Improved employment opportunities for all ages and sectors of the community.

DP Action	Action Code	Action	Comment
Improved employment opportunities for all ages and sectors of the community.		Continue to explore opportunities to employ apprentices	Council did not recruit new or additional trainees and apprentices up to the 30 June.
Improved employment opportunities for all ages and sectors of the community.		Support local schools with work experience placement	One work experience placement was accepted within the Information Technology Area.

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DP Action	Action Code	Action	Comment
Improved employment opportunities for all ages and sectors of the community.	1.1.1	Support the Wellington Learning Community	Community Services Council staff have continued to attend, participate and contribute to the Wellington Learning Community.

A diverse and sustainable business sector, with the skills and business acumen to develop, grow and prosper

DP Action	Action Code	Action	Comment
A diverse and sustainable business sector, with the skills and business acumen to develop, grow and prosper	1.3.3	Develop prospectus for attraction and retention of industry and residents	Council was unable to complete actions in this area as it did not have a dedicated resource for this area.
A diverse and sustainable business sector, with the skills and business acumen to develop, grow and prosper	1.3.4	Review existing Economic Development Plan and establish clear and identifiable linkages with Orana Regional Action Plan.	Council participated in: Love the Live You Live Campaign Small Business Friendly Council Campaign Local and Regional Procurement

A recognized "Wellington" brand that promotes the opportunities and benefits of living, working or visiting the local government area.

DP Action	Action Code	Action	Comment
A recognized "Wellington" brand that promotes the opportunities and benefits of living, working or visiting the local government area.	1.4.2	Develop promotion plan for Wellington targeted at the attraction of residents and major project relocations	Council was unable to complete actions in this area as it did not have a dedicated resource for this area.
A recognized "Wellington" brand that promotes the opportunities and benefits of living, working or visiting the local government area.	1.4.3	Community economic development projects	Council was unable to complete actions in this area as it did not have a dedicated resource for this area.

: Build and Improve Community Infrastructure

A range of aged facilities, respite and crisis accommodation options across the local government area.

DP Action	Action Code	Action	Comment
A range of aged facilities, respite and crisis accommodation options across the local government area.	2.1.1	Provide and maintain the Wellington Senior Citizen Centre.	Maintenance, cleaning and payment of utilities funded from budget. Fees and charges reviewed taking into consideration the communities capacity to pay.

An attractive and well maintained Central Business District

DP Action	Action Code	Action	Comment
An attractive and well maintained Central Business District		CBD Beautification Project	The Wellington Central Business District Beautification Program is being reviewed post merger with the Administrator. It is still the Council's expectation that the project will be undertaken.
An attractive and well maintained Central Business District	2.2.1	Continue to maintain the CBD within Council's Maintenance and Renewal budgets	Wellington town streets, community facilities, public amenities, parks, gardens and sporting fields cleaned and maintained in accordance with adopted budget.

Attractive and well maintained villages that showcase their heritage

DP Action	Action Code	Action	Comment
Attractive and well maintained villages that showcase their heritage	2.3.1	Maintenance and improvements to villages within Council's Maintenance and Renewal budgets	Village town streets, community facilities, public amenities, parks, gardens and sporting fields cleaned and maintained in accordance with adopted budget.

Attractive and well maintained parks, recreation and sporting facilities.

DP Action	Action Code	Action	Comment
Attractive and well maintained parks,		Rygate Park Development	Lighting upgrade project to be completed by 30 July 2016

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DP Action	Action Code	Action	Comment
recreation and sporting facilities.			Playing Surface Upgrade to be completed by 31 August 2016 Current works completed within grant funded budget
Attractive and well maintained parks, recreation and sporting facilities.	2.4.1	Maintenance and improvement to parks and recreational areas within Council's Maintenance and Renewal budgets in conjunction with community sporting and facilities groups.	Wellington and village parks, gardens and sporting fields cleaned and maintained in accordance with adopted budget.

Councils infrastructure maintained and improved to meet the needs of our community

DP Action	Action Code	Action	Comment
Councils infrastructure maintained and improved to meet the needs of our community	2.5.1	Systematic improvement of councils rural and town road network.	Wellington and village town streets maintained in accordance within adopted budget. Annual grading program across LGA completed within adopted budget
Councils infrastructure maintained and improved to meet the needs of our community	2.5.2	Review Plant Replacement Programme.	Plant and equipment assets maintained in accordance within adopted budget and 10 year financial plan. Plant hire rates reviewed in accordance with adopted Fees and Charges.
Councils infrastructure maintained and improved to meet the needs of our community	2.5.3	Commit funds to plant modernisation.	Plant and equipment assets maintained in accordance within adopted budget and 10 year financial plan. Plant purchased in accordance with adopted Plant Replacement Program
Councils infrastructure maintained and improved to meet the needs of our community	2.5.4	Buildings maintained in accordance with Asset Management Plans.	Community facilities and council buildings maintained in accordance within adopted budget. Council sold its residential and commercial property portfolio with the funds being put into the Uncommitted Asset Management Reserve Capital works undertaken at the Wellington Caves Complex, Rygate Park.

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DP Action	Action Code	Action	Comment
Councils infrastructure maintained and improved to meet the needs of our community	2.5.5	Water and Sewer infrastructure maintained in accordance with Asset Management Plans.	Water and sewer infrastructure maintained in accordance within adopted budget and 30 year financial plan.

Medical and specialist services are available and accessed across the local government area

DP Action	Action Code	Action	Comment
Medical and specialist services are available and accessed across the local government area	2.6.1	Support programmes which assist in attracting medical professionals to the local government area.	Council was unable to complete actions in this area as it did not have a dedicated resource for this area.
Medical and specialist services are available and accessed across the local government area	2.6.3	Support in programmes that promote a healthy lifestyle.	Yoga, Tia Chi ran weekly, including programs addressing mobility issues such as fall prevention completed.

Provision of Community Transport in Wellington

DP Action	Action Code	Action	Comment
Provision of Community Transport in Wellington		Provision of Community Transport for Wellington LGA through existing community transport funding from Transport for NSW.	Programs including Wellington Community Transport, Taxi Vouchers, My Aged Care referrals completed and delivered to the community and surrounds.

Provision of Ageing & Disability position within Council

DP Action	Action Code	Action	Comment
Provision of Ageing & Disability position within Council		Community Services Coordinator position is provided in Council's organisational structure.	Program actions completed included but were not limited to: 1. Management of the Wellington Community Transport Scheme 2. My Aged Care 3. Liaison with local stakeholders 4. Facilitation of programs, activities and assistance

: Show Leadership in Governance and Community Engagement

Mentoring programmes are available and used across the community.

DP Action	Action Code	Action	Comment
Mentoring programmes are available and used across the community.		Support the Communities for Children Coordinator role in conjunction with supporting the mentoring programs run with Centacare and other appropriate organisations.	Activities completed during the year included, but were not limited to: 2. Intensive family Support (working one on one with families who are at risk) 3. Parent Education – Fortnightly programs 4. Afterschool activities – school holiday planning, Walker Crs projects, Boys Group – weekly. 5. Early Years Support – Little learners (weekly) 6. Collaboration & coordination – working with other service (daily) 7. School Holiday activities attended 8. Mums to mentors
Mentoring programmes are available and used across the community.	3.1.1	Work in partnership with education providers and business on programmes to develop employment skills.	Council hosted 1 work placement during the period.

Young people have the facilities and opportunities to be engaged in recreation, learning and community life.

DP Action	Action Code	Action	Comment
Young people have the facilities and opportunities to be engaged in recreation, learning and community life.		Communities for Children Coordinator to provide activities for children aged 0-12 years	Activities completed during the year included, but were not limited to: 2. Intensive family Support (working one on one with families who are at risk) 3. Parent Education – Fortnightly programs 4. Afterschool activities – school holiday planning, Walker Crs

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DP Action	Action Code	Action	Comment
Young people have the facilities and opportunities to be engaged in recreation, learning and community life.	3.2.1	Support Indigenous Youth Development Programs.	<p>projects, Boys Group – weekly.</p> <p>5. Early Years Support – Little learners (weekly)</p> <p>6. Collaboration & coordination – working with other service (daily)</p> <p>7. School Holiday activities attended</p> <p>8. Mums to mentors</p> <ul style="list-style-type: none"> • Meetings at TAFE attended regarding Aboriginal specific courses to be run at Wellington, so that students do not have to travel to Dubbo and Orange • Promotion of Aboriginal language – supports and attends meetings at Yaradamarra Centre in Dubbo when invited. Updates of Wiradjuri Language programs. Able to direct community members where Wiradjuri language is taught <p>3. Member of TRRA – Three Rivers Regional Assembly – Monthly</p>

Safe community and reduced levels of crime.

DP Action	Action Code	Action	Comment
Safe community and reduced levels of crime.	3.3.1	Continue maintenance of the CCTV network and its capability.	Standard operating procedure endorsed and used by NSW Police. Licence agreements executed between the parties.
Safe community and reduced levels of crime.	3.3.2	Support Crime Prevention Committee.	<p>Crime Prevention Plan adopted by the Crime Prevention Committee and forwarded to Attorney General Department for adoption.</p> <p>Participated with local service providers including Gungahlin origin for:</p> <ol style="list-style-type: none"> 1. Family Invest Model: 2. Restorative Practices: 3. Circle of Sentencing: 4. Youth Koori Court:

Capable and self-sufficient communities engaged in decision making about issues that affect them

DP Action	Action Code	Action	Comment
Capable and self-sufficient	3.4.1	Community representations on Council	Crime Prevention, Community Facilities, Festival and Events

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DP Action	Action Code	Action	Comment
communities engaged in decision making about issues that affect them		Section 355 Committees.	Committee and Community Services Committee consisted of interested community members meeting on a bi-monthly basis. Committees endorsed Rygate Park upgrade plans, Crime Prevention Plan and Community Events Calendar
Capable and self-sufficient communities engaged in decision making about issues that affect them	3.4.2	Encourage and support volunteer involvement across the community.	Communities engaged in working parties for events such as the Bi-Centenary, Australia Day
Capable and self-sufficient communities engaged in decision making about issues that affect them	3.4.3	Engage in Community Consultation Meetings across the Wellington Local Government Area.	Council adopted a Community Engagement Strategy. Council distributed its rates newsletter, community flyer, notices to residents, community meetings and surveys during the reporting period.

Council is well managed, meeting its statutory and operational requirements.

DP Action	Action Code	Action	Comment
Council is well managed, meeting its statutory and operational requirements.	3.5.1	Ensure council decision making processes are transparent, ethical and accountable.	Council continued to meet all of its statutory and legislative timeframes
Council is well managed, meeting its statutory and operational requirements.	3.5.2	Ensure council meets its statutory requirements.	Council continued to meet all of its statutory and legislative timeframes
Council is well managed, meeting its statutory and operational requirements.	3.5.3	Ensure the long term financial sustainability of council.	Council met all of its statutory and legislative requirements
Council is well managed, meeting its statutory and operational requirements.	3.5.4	Ensure the continuity of council's functions and minimise risks associated with such activities.	Business Continuity and Disaster Recovery Plans updated Risk management action plan completed and audited annually

: Community Participation in the Arts and Culture

Community cooperation, participation and coordination around arts and cultural activities.

DP Action	Action Code	Action	Comment
Community cooperation, participation and coordination around arts and cultural activities.	4.1.2	Continued support and promotion of local events	Supported the following events: Wellington Boot, Wellington Show Wellington Vintage Fair Wellington Eistedfodd Geurie Campdraft

Develop arts and cultural programmes

DP Action	Action Code	Action	Comment
Develop arts and cultural programmes	4.2.1	Support the delivery of arts and cultural events within the local government area	Council completed its agreement with Wellington Arts for the provision of an Arts and Culture Program in Wellington

Indigenous culture is valued, recognised and celebrated.

DP Action	Action Code	Action	Comment
Indigenous culture is valued, recognised and celebrated.	4.3.1	Support the promotion of Indigenous culture.	Meetings at TAFE attended regarding Aboriginal specific courses to be run at Wellington, so that students do not have to travel to Dubbo and Orange • Promotion of Aboriginal language – supports and attends meetings at Yaradamarra Centre in Dubbo when invited. Updates of Wiradjuri Language programs. Able to direct community members where Wiradjuri language is taught 3. Member of TRRA – Three Rivers Regional Assembly – Monthly

A contemporary community website that helps build participation in the arts

DP Action	Action Code	Action	Comment
A contemporary community website that helps build participation in the arts	4.4.1	Councils website provide links to cultural activities and events	Website updated as required.

: Grow Agricultural, Energy & the Environment

A strong agricultural sector with increased value adding of locally produced commodities

DP Action	Action Code	Action	Comment
A strong agricultural sector with increased value adding of locally produced commodities	5.1.2	Support and encourage a strong agricultural sector	Council was unable to complete actions in this area as it did not have a dedicated resource for this area.

Increased production and use of renewable energy

DP Action	Action Code	Action	Comment
Increased production and use of renewable energy	5.2.1	Recognise and examine the potential to produce renewable energy within Wellington Council activities	The Gas Powered Fire Station project was withdrawn by the developer The Bodangora Windfarm Project has not progressed to construction

Increased use of our river assets for leisure activities

DP Action	Action Code	Action	Comment
Increased use of our river assets for leisure activities	5.3.1	Secure grant funding to provide improved ancillary recreation activities, signage, seating, boat ramps	Council was unable to complete actions in this area as it did not have a dedicated resource for this area.
Increased use of our river assets for leisure activities	5.3.2	Support community and government groups to improve river habitat at recreational areas	Council was unable to complete actions in this area as it did not have a dedicated resource for this area.

All natural resources are managed sustainably.

DP Action	Action Code	Action	Comment
All natural resources are managed	5.4.1	Support the local Catchment Management	Council was unable to complete actions in this area as it did not

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DP Action	Action Code	Action	Comment
sustainably.		Authorities to improve land and water management	have a dedicated resource for this area.
All natural resources are managed sustainably.	5.4.5	Seek government commitment of ongoing funding for continued management of noxious weeds	The new Weed Action Program Grant for 2015-2020 received. Council obtained a Crown land grant for \$4,356 for Noxious and environmental weeds on the Wellington Caves reserve



**REPORT: Application Pursuant to Section 68 of the
Local Government Act, 1993 for Approval
to Operate a Caravan Park and Primitive
Camping Ground - Lake Burrendong**

AUTHOR: Director Environmental Services

REPORT DATE: 14 September 2016

TRIM REFERENCE: ID16/1695

EXECUTIVE SUMMARY

Garret Barry Planning Services Pty Ltd (GBPS) were engaged by Council to assess and report on an application from the NSW Crown Holiday Parks Trust for an approval to continue operation of the existing Lake Burrendong caravan park and primitive camping grounds.

Detailed assessment and inspection of the grounds and existing structures has been undertaken and this report recommends approval subject to a number of conditions included in **Appendix 1**. It is also recommended that Council proceed to request the concurrence of the Director General of Planning to objections under Section 82 of the Local Government Act to the application of the current Regulation, to apply to identified sites in the park as detailed in **Appendix 2**.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

1. That approval to operate a caravan park and primitive camping grounds at Lake Burrendong pursuant to Section 68 of the Local Government Act, 1993 be granted subject to the conditions of consent included in Appendix 1.
2. That Council support the objections raised by the applicant pursuant to Section 82 of the Local Government Act, 1993 as included in Appendices 2 and 3 and seek the concurrence of the Department of Planning and Environment to those objections.
3. That approval be granted for a period of ten (10) years.
4. That, subject to receipt of the concurrence of the Director General in accordance with 2 above, Council issue the approval.

Melissa Watkins

Director Environmental Services

BACKGROUND

In accordance with Section 68(1) of the Local Government Act, 1993 approval is required from Council to operate a caravan park, camping ground or a manufactured homes estate.

Lake Burrendong is a long-established park which was last granted an approval to operate in 2011 for a period of five (5) years.

Some significant issues in the past management and regulation of the Park prior to the 2011 approval lead to a number of major actions being required in the 2011 approval to 'regularise' widespread non-compliance with the regulation applying to the operation of a caravan park, namely the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation, 2005.

A Schedule of Works was imposed as a condition on the 2011 approval to require various compliance actions and the Director General of Planning in granting concurrence to the 2011 objections to full application of the Regulation; the approval specified a wide range of compliance actions to be undertaken.

There are three caravan parks on reserves adjoining Lake Burrendong. This report relates to the Lake Burrendong Caravan Park and Primitive Camping Area.

Since the NSW Crown Holiday Parks Trust assumed management of the three caravan parks at Lake Burrendong, there has been a more professional approach to management and a commitment to bring the parks into reasonable compliance with the Regulation.

Lake Burrendong is a long-established park which was most recently granted an approval pursuant to Section 68 of the Local Government Act, 1993 to operate in 2011 for a period of five (5) years by the former Wellington Council. This approval expired on 2 February 2016.

Section 107 of the Local Government Act only permits an approval to be renewed if it is subject to the same conditions and within three (3) months after the approval lapses.

The subject application was lodged with Council on 7 April 2016 and while within the three month period specified for renewal, the applicant is seeking approval of new objections to the Regulation and there is a need to update the conditions applying to the approval. Accordingly, a new approval is required.

REPORT

Council is in receipt of an application to operate a caravan park and primitive camping ground at Lake Burrendong pursuant to Section 68 of the Local Government Act, 1993.

Lake Burrendong is a long-established park which was granted approval most recently in 2011 as shown in **Appendix 4**.

The subject application seeks approval to operate as follows:

- 150 primitive camp sites (a maximum number of 150 caravans, campervans or tents are to use the primitive camping areas at any one time); and
- 180 short term van sites (151 are for self-contained moveable dwellings and 29 sites reserved for travelling tourists).

Division 3 of the Local Government Act also specifies a number of matters that Council must be satisfied of before granting an approval, namely:

i. Fees

A valid application must be accompanied by the relevant fee. The application was lodged on 7 April 2016 and the appropriate fee has been paid.

ii. Section 82 objections

Section 82 of the Local Government Act, 1993 permits an applicant to object to the application of aspects of the Regulation. In the case of a caravan park, the relevant regulation is the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation, 2005.

If the Council supports the objection it can determine that that the aspect of the Regulation not apply or apply with such modification as specified in the approval however, before Council can approve an objection under Section 82 it must obtain the concurrence of the Director General (or equivalent Executive Director) for Planning.

The 2011 approval was subject to a large number of Section 82 objections, given many of the sites in the caravan park had been developed in the past in ways that do not fully comply with the current Regulation. The Council was satisfied with the objections in 2011 and supported an application to the Director General of Planning to grant concurrence to the use of Section 82 of the Local Government Act. Such concurrence was obtained.

The applicant now seeks Council's support and approval of the same objections from the 2011 approval but also seeks approval of some additional objections relating to further non-conformities discovered since the 2011 approval.

Appendix 2 includes the applicant's objections with reasons. **Appendix 3** is a concise table of all objections.

Garret Barry Planning Services (GBPS) were engaged by Council to assess and report on an application from the NSW Crown Holiday Parks Trust for an approval to continue operation of the existing Lake Burrendong caravan park and primitive camping ground.

GBPS has reviewed the objections and has recommended support for them in the form submitted in **Appendix 3** and for Council to seek the concurrence of the Director of Planning.

GBPS has examined a sample of engineers' reports and site plans required in the 2011 Director's Concurrence and found compliance in most cases with some minor actions to be finalised. A condition is recommended for the Approval to ensure all requirements of the Director General are finalised within one (1) year of granting approval and for full electronic copies of the documents and engineer certification to be furnished to Council.

iii. Matters Council must consider before granting approval

Section 89 of the Act specifies the following matters to be considered by Council before granting an approval:

- (1) *In determining an application, the council:*
 - (a) *must not approve the application if the activity or the carrying out of the activity for which approval is sought would not comply with the requirements of any relevant regulation, and*
 - (b) *must take into consideration any criteria in a local policy adopted under Part 3 by the council which are relevant to the subject-matter of the application, and*
 - (c) *must take into consideration the principles of ecologically sustainable development.*

- (2) *If no requirements are prescribed for the purposes of subsection (1) (a), and no criteria are adopted for the purposes of subsection (1) (b), the council in determining an application:*
 - (a) *is to take into consideration, in addition to the principles of ecologically sustainable development, all matters relevant to the application, and*
 - (b) *is to seek to give effect to the applicant's objectives to the extent to which they are compatible with the public interest.*

- (3) *Without limiting subsection (2), in considering the public interest the matters the council is to consider include:*
 - (a) *protection of the environment, and*
 - (b) *protection of public health, safety and convenience, and*
 - (c) *any items of cultural and heritage significance which might be affected.*

With regard to Section 89(1):

- There is non-compliance with the Regulation however the appropriate Section 82 objections have been lodged and are recommended for Director General's concurrence (**Appendices 2 and 3**).
- There is no specific local policy for caravan parks in force.

The proposal is considered to reasonably meet the objectives of ecologically sustainable development. The development in the main is many years old and as such it would be unreasonable to impose additional requirements on site holders to further improve environmental performance. The park development over the years has seen some improvement to the local native vegetation of the reserves. There has been a focused improvement in sewerage and water services in recent years which will have environmental and safety benefits.

Notwithstanding, if additional development should be proposed, such new development can reasonably be expected to be required to achieve higher environmental performance.

With respect to Section 89 (3):

- (a) The protection of the environment for the existing park is considered reasonable.
- (b) The recommended conditions of approval and requirements relating to Section 82 objections, will ensure reasonable protection of public health, safety and convenience as follows (**Appendix 1**):
 - There has been significant investment in additional fire protection measures and the specifications of the Emergency Management Plan and Bushfire Management Plan and risk assessment are being implemented. A condition has been included in **Appendix 1** requiring a review within one year of the approval of the implementation of the fire and emergency plans.
 - Similarly there have been improvements and further planned for potable water and sewerage services. Conditions have been included in **Appendix 1** requiring ongoing water testing and Council will continue to monitor the improvements to the sewerage system.
- (c) There are no items of cultural or heritage significance that will be further affected by this approval. The development exists and there is no evidence of adverse impacts on cultural or physical heritage.

iv. Matters arising from the previous approval

Nil.

v. Matters that warrant conditions on the approval

Appendix 1 contains the recommended conditions of approval. In summary, the conditions are as follows:

- Condition 1 would require compliance with the Regulation unless a departure was part of a supported Section 82 objection.
- Conditions 2 and 3 relate to measures to ensure a safe and adequate water supply.
- Conditions 4 and 5 are required to apply to the approval by the Regulation.
- Condition 6 requires improvements to the park map. The current map does not adequately define the limits of the primitive camping areas and needs the site boundaries to be plotted to better comply with the definition of *community map* in the regulation. It is proposed to allow two (2) years for the applicant to upgrade the map.
- Condition 7 is for risk management purposes and seeks to ensure all requirements of the Director General's Concurrence are met and that evidence of such is provide for Council's records and displayed on the affected vans and annexes. It is proposed to allow one (1) year for all these requirements to be met and evidence filed with Council.
- Condition 8 is a procedural condition.

- Condition 9 applies to the requirements of the Director General's concurrence to the approval.
- Condition 10 requires a report on compliance with the 2015 bushfire risk assessment within one (1) year of approval so Council can have confidence the requirements are being adequately progressed.
- Condition 11 requires a report on the review of the Emergency and Evacuation Management Plan within one (1) year of the approval.
- Condition 12 requires the display of the Approval onsite.
- Condition 13 highlights that Council may undertake periodical inspections of the site.

SUMMARY

The Approval to Operate pursuant to Section 68 of the Local Government Act, 1993 for the Lake Burrendong expired on 2 February 2016. An application to renew the approval was lodged with Council on 7 April 2016. Detailed inspections of the park and review of the previous approval with the park operator and members of the Trust have been undertaken. The review has identified a number of additional matters of non-compliance. Accordingly, a new Approval to Operate is required for the site.

This report recommends that approval be granted subject to a number of conditions included in **Appendix 1** and that Council proceed to request the concurrence of the Director General of Planning to objections under Section 82 of the Local Government Act to the application of the current Regulation, to apply to identified sites in the park as detailed in **Appendix 2**.

It is also recommended that the Approval be granted for a period of ten (10) years.

Appendices:

- 1 Conditions of Approval
- 2 Section 82 Objections (Detailed)
- 3 Summary of Site Exemptions (Concise)
- 4 Lake Burrendong Map

CONDITIONS – LAKE BURRENDONG

1. The Caravan Park is to be designed, constructed, maintained and operated in accordance with the relevant requirements of Part 3 Division 3 Subdivisions 1-9 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation, 2005 except where modified by the following conditions of consent and any concurrence issued pursuant to Section 82 of the Local Government Act, 1993.
2. A potable water supply must be maintained onsite at all times. If tank water is utilised, the use of the tanks must comply with the NSW Department of Health and Aging (Guidance on the use of rain water tanks).
3. The water supply will require a monitoring program to be implemented and carried out by a micro biological analysis by a NATA registered laboratory on a monthly basis to ensure compliance with the Australian Drinking Water Guidelines published by the National Health and Medical Research Council. The results of those analyses must be forwarded to Council upon request and be available onsite.
4. A person must not be permitted to stay in a moveable dwelling that occupies a short-term site or camp site for a total of more than 150 days in any 12 month period, unless the moveable vehicle is a holiday van and the person is the owner of that holiday van.
5. The owner of a holiday van that occupies a short-term site or camp site must not be permitted to stay in the holiday van for a total of more than 180 days in any 12 month period.
6. The Park Map be revised to show at large scale the limits of all areas used for primitive camping and to show the boundaries of short-term sites. A copy of this revised Park Map to be supplied to Council and displayed in a prominent position onsite.
7. That the following actions be completed within 12 months of this Approval:
 - a. An electronic file be provided to Council containing all engineering reports and certification as to compliance for those sites the subject of Section 82 objections where the Director General has specified a need for such certification.
 - b. An electronic file be provided to Council containing the detailed site plans for all sites the subject of Section 82 objections where the Director General has requested such site plans.
 - c. That the required engineering certification plate be attached to the exterior of the van or annex listed in the Director General's certification in (b) above, in a publicly visible position.

8. In accordance with the Local Government Act 1993 Council maintains the right to revoke or modify this approval if this approval is not adhered to/complied with by the Trust or any site holder.
9. The concurrence of the Director General for Planning granted under Section 82 of the Local Government Act, 1993 on 2016) (attached) forms part of this Approval and it is a condition of this Approval that the actions required in the concurrence be achieved and advised to Council within one year of this approval.
10. The applicant will continue to implement the requirements of the Bushfire Risk Assessment (Kleinfelder 2015) and report to Council within one (1) year of this Approval as to the compliance and completion of recommended measures.
11. Emergency and Evacuation Management Plan - The applicant will effect a review of this plan within one (1) year of the date of this Approval and provide a report to Council as to the findings and any actions proposed to achieve any recommended improvements .
12. This Approval shall be prominently displayed on a part of the approved site where it may be seen by all residents. Display shall be accompanied by the Park Map.
13. Council may undertake an annual inspection of the Park to ensure compliance with the act and the relevant Regulation.
14. That in accordance with the Local Government Act, 1993 Council maintains the right to revoke or modify this Approval if this Approval is not adhered to/complied with by the Trust, Park Manager or any site holder.

Amended Section 82 Objections - 16 January 2016

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
1.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
2.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
3.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
4.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
5.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
5a.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
6.	Caravan	Awning	Nil		
7.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
8.			Nil		
9.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
10.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
11.			Nil		
12.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
13.			Nil		

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
14.			Nil		
15.			Nil		
16.			Nil		
17.			Nil		
18.			Nil		
19.			Nil		
20.			Nil		
21.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
22.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
23.			Nil		
24.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
25.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					structures that are within 1m of an access road be permitted.
	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
26.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
27.			Nil		
28.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
29.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
30.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
31.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
32.			Nil		
33.			Nil		
34.			Nil		
35.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
36.	Caravan	Awning / Annex	No useable onsite parking.	162 (2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
37.	Caravan	Awning / Annex	No useable onsite parking.	162 (2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
38.			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
39.	Caravan	Van	1. Awning on side too close to neighbours van.	91	That as the awning is made of a non-flammable material, that the awning pend no fire hazard and be deemed compliant.
		Awning / Annex	No useable onsite parking.	162 (2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
40.			Nil		
41.			Nil		
42.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					structures that are within 1m of an access road be permitted.
	Caravan	Awning / Annex	No useable onsite parking.	162 (2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
43.	Caravan	Awning / Annex	No useable onsite parking.	162 (2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
44.			Nil		
45.	Caravan	Awning / Annex	No useable onsite parking.	162 (2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.
46.			Nil		
47.			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
48.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
	Caravan	Awning / Annex	No useable onsite parking.	162 (2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
49.	Caravan	Awning / Annex	No useable onsite parking.	162 (2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
50.			Nil		
51.			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
52.			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
53.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
54.			Nil		
55.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
56.	Caravan	Awning / Annex	No useable onsite parking.	162 (2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.
57.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
	Caravan	Awning / Annex	No useable onsite parking.	162 (2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.
58.	Caravan	Awning Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
			No useable onsite parking.	162(2)	As the Holiday Park has over 400acres of free form parking, the occupant of this site can park in the adjacent free form camping area.
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
59.			Nil		
60.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					structures that are within 1m of an access road be permitted.
61.			Nil		
62.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
63.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
64.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
65.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
66.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
67.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
68.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
69.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
70.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
71.	Caravan	Awning / Annex	Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.
	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
72.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
73.			Nil.		
74.	Caravan	Awning / Annex	Structures too close together	91(1)	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			Awning too close to road edge.	161	As vehicle speeds within the Park are less than 15km/h, the risk of vehicles hitting structures is considered small. An exemption is sought that all structures that are within 1m of an access road be permitted.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
72.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
75.	Caravan	Awning Annex	Structures too close together	91 (1)	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
76.	Caravan	Awning Annex	Structures too close together	91 (1)	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
77.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
78.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
79.			Nil		
80.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
81	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
82..			Nil		
83.			Nil		
84.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
85.			Nil		
86.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
87.			Nil		
88.			Nil		
89.			Nil		
90.			Nil		
91.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
92.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
93.	Caravan	Awning Annex	Structures too close together	91 (1)	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
94.			Nil		
95.			Nil		
96.			Nil		

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
97.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
98.			Nil		
99.			Nil		
100.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
101.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
102.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
103.			Nil		
104.			Nil		
105.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
106.			Nil		
107.			Nil		
108.			Nil		
109.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
110.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
111.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
112.	Cabin		Nil		
113.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
114.			Nil		
115.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
116.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
117.	Caravan	Awning / Annex	Awning / annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
118.	Cabin		Nil		
119.	Cabin		Nil		

Lake Burrendong Inland Waters Holiday Park

Summary of S.82 site exemptions relating to S.68 Approval - July 2016

✓ denotes exemption required

Condition attached in Sch.1 of S.68 Approval	2	3	4	5	6	7	8
Relevant Regulation	138(a)	139(1)	143	144	159	160(1)	160(3)
Description	Setback <1m from access road	Floor area >66% site m ²	Relocatable home & rigid annex certified by a practising structural engineer to be structurally sound	A relocatable home must be designed to resist wind gust loads as determined	A compliance plate must be attached	Written notice of the installation of a relocatable home or associated structure within 7 days after the completion	Notice accompanied by engineers cert and drawings

Cabin/Relocatable Home Site No.	2	3	4	5	6	7	8
1			✓	✓	✓	✓	✓
2	✓		✓	✓	✓	✓	✓
3	✓		✓	✓	✓	✓	✓
4	✓		✓	✓	✓	✓	✓
5	✓		✓	✓	✓	✓	✓
6			✓	✓	✓	✓	✓
7			✓	✓	✓	✓	✓
8			✓	✓	✓	✓	✓
9			✓	✓	✓	✓	✓
10			✓	✓	✓	✓	✓
11			✓	✓	✓	✓	✓
12			✓	✓	✓	✓	✓
13			✓	✓	✓	✓	✓
14 (formerly 61A)			✓	✓	✓	✓	✓
15 (formerly 62A)			✓	✓	✓	✓	✓
16 (formerly 63A)			✓	✓	✓	✓	✓
17			✓	✓	✓	✓	✓
18			✓	✓	✓	✓	✓
19			✓	✓	✓	✓	✓
20			✓	✓	✓	✓	✓
21			✓	✓	✓	✓	✓
22 (compliant)							

Summary of site exemptions for S68 approval 160720

Cabins

Lake Burrendong Inland Waters Holiday Park

Summary of S.82 site exemptions relating to S.68 Approval - July 2016

✓ denotes exemption required

Condition attached in Sch.1 of S.68 Approval	1	9	10	11	12	13	14	15	16
Relevant Regulation	91(1)(b)	161(a)	162	166	167	169(1)	172	173(1)	173(3)
Description	Separation distances <2.5m	Setback <1m from access road	Floor area >66% site m ²	Rigid annexe certified by a practising structural engineer to be structurally sound	A rigid annexe must be designed to resist wind gust loads as determined	Enclosed floor area of all annexes that are attached to a caravan not to exceed the enclosed floor area of the caravan	A compliance plate must be attached	Written notice of the installation of a rigid annexe within 7 days after the completion	Notice accompanied by engineers cert and drawings

Holiday Caravan Site No.	1	9	10	11	12	13	14	15	16
1		✓		✓	✓	✓	✓	✓	✓
2		✓		✓	✓	✓	✓	✓	✓
3		✓		✓	✓	✓	✓	✓	✓
4				✓	✓	✓	✓	✓	✓
5		✓		✓	✓	✓	✓	✓	✓
5a		✓		✓	✓	✓	✓	✓	✓
6				✓	✓	✓	✓	✓	✓
7		✓		✓	✓	✓	✓	✓	✓
8				✓	✓	✓	✓	✓	✓
9				✓	✓	✓	✓	✓	✓
10		✓		✓	✓	✓	✓	✓	✓
11				✓	✓	✓	✓	✓	✓
12		✓		✓	✓	✓	✓	✓	✓
13				✓	✓	✓	✓	✓	✓
14				✓	✓	✓	✓	✓	✓
15				✓	✓	✓	✓	✓	✓
16				✓	✓	✓	✓	✓	✓
17				✓	✓	✓	✓	✓	✓
18		✓		✓	✓	✓	✓	✓	✓
19		✓		✓	✓	✓	✓	✓	✓
20		✓		✓	✓	✓	✓	✓	✓
21		✓		✓	✓	✓	✓	✓	✓
22				✓	✓	✓	✓	✓	✓
23		✓		✓	✓	✓	✓	✓	✓
24				✓	✓	✓	✓	✓	✓
25				✓	✓	✓	✓	✓	✓
26				✓	✓	✓	✓	✓	✓
27		✓		✓	✓	✓	✓	✓	✓
28		✓		✓	✓	✓	✓	✓	✓
29		✓		✓	✓	✓	✓	✓	✓
30				✓	✓	✓	✓	✓	✓
31				✓	✓	✓	✓	✓	✓

Lake Burrendong Inland Waters Holiday Park

Summary of S.82 site exemptions relating to S.68 Approval - July 2016

✓ denotes exemption required

Condition attached in Sch.1 of S.68 Approval Relevant Regulation	1	9	10	11	12	13	14	15	16
	91(1)(b)	161(a)	162	166	167	169(1)	172	173(1)	173(3)
Description	Separation distances <2.5m	Setback <1m from access road	Floor area >66% site m ²	Rigid annexe certified by a practising structural engineer to be structurally sound	A rigid annexe must be designed to resist wind gust loads as determined	Enclosed floor area of all annexes that are attached to a caravan not to exceed the enclosed floor area of the caravan	A compliance plate must be attached	Written notice of the installation of a rigid annexe within 7 days after the completion	Notice accompanied by engineers cert and drawings

Holiday Caravan Site No.	1	9	10	11	12	13	14	15	16
32				✓	✓		✓	✓	✓
33		✓		✓	✓	✓	✓	✓	✓
34				✓	✓		✓	✓	✓
35				✓	✓	✓	✓	✓	✓
36				✓	✓	✓	✓	✓	✓
37				✓	✓	✓	✓	✓	✓
38		✓		✓	✓	✓	✓	✓	✓
39		✓		✓	✓	✓	✓	✓	✓
40				✓	✓		✓	✓	✓
41		✓		✓	✓	✓	✓	✓	✓
42		✓		✓	✓	✓	✓	✓	✓
43		✓		✓	✓	✓	✓	✓	✓
44				✓	✓		✓	✓	✓
45	✓	✓		✓	✓	✓	✓	✓	✓
46		✓		✓	✓	✓	✓	✓	✓
47		✓		✓	✓	✓	✓	✓	✓
48		✓		✓	✓	✓	✓	✓	✓
49		✓		✓	✓	✓	✓	✓	✓
50				✓	✓		✓	✓	✓
51		✓		✓	✓	✓	✓	✓	✓
52		✓		✓	✓	✓	✓	✓	✓
53		✓		✓	✓	✓	✓	✓	✓
54				✓	✓	✓	✓	✓	✓
55		✓		✓	✓	✓	✓	✓	✓
56		✓		✓	✓	✓	✓	✓	✓
57		✓		✓	✓	✓	✓	✓	✓
58		✓		✓	✓		✓	✓	✓
59				✓	✓		✓	✓	✓
60		✓		✓	✓	✓	✓	✓	✓
61		✓		✓	✓		✓	✓	✓
62		✓		✓	✓		✓	✓	✓
63				✓	✓	✓	✓	✓	✓

Lake Burrendong Inland Waters Holiday Park

Summary of S.82 site exemptions relating to S.68 Approval - July 2016

✓ denotes exemption required

Condition attached in Sch.1 of S.68 Approval	1	9	10	11	12	13	14	15	16
Relevant Regulation	91(1)(b)	161(a)	162	166	167	169(1)	172	173(1)	173(3)
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Holiday Caravan Site No.									
64		✓		✓	✓		✓		
65		✓		✓	✓	✓	✓		
66		✓		✓	✓	✓	✓		
67		✓		✓	✓	✓	✓		
68				✓	✓	✓	✓		
69		✓		✓	✓	✓	✓		
70		✓		✓	✓	✓	✓		
71		✓		✓	✓	✓	✓		
72		✓		✓	✓	✓	✓	✓	✓
73 (compliant)									
74	✓	✓		✓	✓	✓	✓	✓	✓
75	✓	✓		✓	✓	✓	✓	✓	✓
76	✓	✓		✓	✓	✓	✓	✓	✓
77				✓	✓	✓	✓	✓	✓
78				✓	✓	✓	✓	✓	✓
79				✓	✓	✓	✓	✓	✓
80				✓	✓	✓	✓	✓	✓
81				✓	✓	✓	✓	✓	✓
82				✓	✓	✓	✓	✓	✓
83				✓	✓	✓	✓	✓	✓
84				✓	✓	✓	✓	✓	✓
85				✓	✓	✓	✓	✓	✓
86				✓	✓	✓	✓	✓	✓
87				✓	✓		✓	✓	✓
88				✓	✓		✓	✓	✓
89				✓	✓	✓	✓	✓	✓
90				✓	✓	✓	✓	✓	✓
91				✓	✓	✓	✓	✓	✓
92				✓	✓	✓	✓	✓	✓
93	✓			✓	✓	✓	✓	✓	✓
94				✓	✓	✓	✓	✓	✓
95				✓	✓	✓	✓	✓	✓

Lake Burrendong Inland Waters Holiday Park

Summary of S.82 site exemptions relating to S.68 Approval - July 2016

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Condition attached in Sch.1 of S.68 Approval	1	9	10	11	12	13	14	15	16
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Holiday Caravan Site No.									
96		✓		✓	✓	✓	✓	✓	✓
97		✓		✓	✓	✓	✓	✓	✓
98				✓	✓	✓	✓	✓	✓
99				✓	✓	✓	✓	✓	✓
100				✓	✓	✓	✓	✓	✓
101				✓	✓	✓	✓	✓	✓
102				✓	✓	✓	✓	✓	✓
103				✓	✓	✓	✓	✓	✓
104				✓	✓	✓	✓	✓	✓
105				✓	✓	✓	✓	✓	✓
106				✓	✓	✓	✓	✓	✓
107				✓	✓	✓	✓	✓	✓
108				✓	✓	✓	✓	✓	✓
109				✓	✓	✓	✓	✓	✓
110				✓	✓	✓	✓	✓	✓
111						✓			
112 (compliant)									
113				✓	✓	✓	✓	✓	✓
114				✓	✓	✓	✓	✓	✓
115				✓	✓	✓	✓	✓	✓
116				✓	✓	✓	✓	✓	✓
117				✓	✓	✓	✓	✓	✓
118 (compliant)									
119 (compliant)									



Lake Burrendong



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**REPORT: Application Pursuant to Section 68 of the
Local Government Act, 1993 for Approval
to Operate a Caravan Park and Primitive
Camping Ground - Mookerawa Waters
Holiday and Recreation Park**

AUTHOR: Director Environmental Services
REPORT DATE: 14 September 2016
TRIM REFERENCE: ID16/1704

EXECUTIVE SUMMARY

Garret Barry Planning Services Pty Ltd (GBPS) were engaged by Council to assess and report on an application from the NSW Crown Holiday Parks Trust for an approval to continue operation of the existing Mookerawa Waters Holiday and Recreation Park caravan park and primitive camping grounds.

Detailed assessment and inspection of the grounds and existing structures has been undertaken and this report recommends approval subject to a number of conditions included in **Appendix 1**. It is also recommended that Council proceed to request the concurrence of the Director General of Planning to objections raised by the applicant under Section 82 of the Local Government Act to the application of the current Regulation, to apply to identified sites in the Park as detailed in **Appendix 2**.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That approval to operate a caravan park and primitive camping grounds at Mookerawa Waters Holiday and Recreation Park pursuant to Section 68 of the Local Government Act, 1993 be granted subject to the conditions of consent included in Appendix 1.**
- 2. That Council support the objections raised by the applicant pursuant to Section 82 of the Local Government Act, 1993 as included in Appendices 2 and 3 and seek the concurrence of the Department of Planning and Environment to those objections.**
- 3. That approval be granted for a period of ten (10) years.**
- 4. That, subject to receipt of the concurrence of the Director General in accordance with 2 above, Council issue the approval.**

Melissa Watkins

Director Environmental Services

BACKGROUND

In accordance with Section 68(1) of the Local Government Act, 1993 approval is required from Council to operate a caravan park, camping ground or a manufactured homes estate.

Mookerawa Waters Holiday and Recreation Park is a long-established park which was last granted an approval to operate in 2011 for a period of five (5) years.

Some significant issues in the past management and regulation of the Park prior to the 2011 approval lead to a number of major actions being required in the 2011 approval to 'regularise' widespread non-compliance with the regulation applying to the operation of a caravan park, namely the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation, 2005.

A Schedule of Works was imposed as a condition on the 2011 approval to require various compliance actions and the Director General of Planning in granting concurrence to the 2011 objections to full application of the Regulation; the approval specified a wide range of compliance actions to be undertaken.

There are three caravan parks on reserves adjoining Lake Burrendong. This report relates to the Mookerawa Waters Holiday and Recreation Park.

Since the NSW Crown Holiday Parks Trust assumed management of the three caravan parks at Lake Burrendong, there has been a more professional approach to management and a commitment to bring the parks into reasonable compliance with the Regulation.

Mookerawa Waters Holiday and Recreation Park is a long-established park which was most recently granted an approval pursuant to Section 68 of the Local Government Act, 1993 to operate in 2011 for a period of five (5) years by the former Wellington Council. This approval expired on 26 July 2016.

Section 107 of the Local Government Act only permits an approval to be renewed if it is subject to the same conditions and within three (3) months after the approval lapses.

The subject application was informally lodged with Council on 27 May 2016 and while lodged prior to the approval expiring, the applicant is seeking approval of new objections to the Regulation and there is a need to update the conditions applying to the approval. Accordingly, a new approval is required.

REPORT

Council is in receipt of an application to operate a caravan park and primitive camping ground at Mookerawa Waters Holiday and Recreation Park pursuant to Section 68 of the Local Government Act, 1993.

Mookerawa Waters Holiday and Recreation Park is a long established park which was granted approval most recently in 2011.

The request seeks approval to operate as follows:

- Number of long-term sites	Nil
- Number of short-term sites	190
- Number of camp sites	<u>24</u>
Total sites	<u>214</u>
- Number of short-term sites containing moveable dwellings	8

Division 3 of the Local Government Act also specifies a number of matters that Council must be satisfied with prior to granting an approval, namely:

i. Fees

A valid application must be accompanied by the relevant fee. The application was informally lodged on 27 May 2016 and the appropriate fee was paid on 19 August 2016.

ii. Section 82 objections

Section 82 of the Local Government Act, 1993 permits an applicant to object to the application of aspects of the Regulation. In the case of a caravan park, the relevant regulation is the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation, 2005.

If the Council supports the objection it can determine that that aspect of the Regulation not apply or apply with such modification as specified in the approval however, before Council can approve an objection under Section 82 it must obtain the concurrence of the Director General (or equivalent Executive Director) for Planning.

The 2011 approval was subject to a large number of Section 82 objections, given many of the sites in the caravan park had been developed in the past in ways that do not fully comply with the current Regulation. The Council was satisfied with most of the objections in 2011 and supported an application to the Director General of Planning to grant concurrence to the use of Section 82 of the Local Government Act. Such concurrence was obtained.

The applicant seeks Council's support and approval of the same objections from the 2011 approval but also seeks approval for some additional objections relating to 44 sites where they include masonry work in their development and a number of further non-conformities discovered since the 2011 approval.

The 44 sites with masonry work were not approved in the 2011 approval and this situation cannot be left unresolved in the new approval assessment. Following detailed review it is

recommended that these sites should also be included in the consideration of the Section 82 objection.

Accordingly the applicant seeks Council's support and approval of the same objections from the 2011 approval but also seeks approval of some additional objections relating to further non-conformities discovered since the 2011 approval.

Appendix 2 includes the applicant's objections with reasons. **Appendix 3** is a concise table of all objections.

Garret Barry Planning Services (GBPS) were engaged by Council to assess and report on an application from the NSW Crown Holiday Parks Trust for an approval to continue operation of the existing Mookerawa Waters Holiday and Recreation caravan park and primitive camping ground.

GBPS has reviewed the objections and has recommended support for them in the form submitted in **Appendix 3** and for Council to seek the concurrence of the Director General of Planning.

GBPS has examined a sample of engineer's reports and site plans, required in the 2011 Director's Concurrence and found compliance in most cases with some very minor actions to be finalised. Only 5 sites, the subject of objections and Director General's requirements from the 2011 approval have not received a certification from a structural engineer. Conditions have been included in **Appendix 1** to ensure all requirements of the Director General are finalised within 1 year of granting approval and full electronic copies of the documents and engineer certification be furnished to Council.

iii. Matters Council must consider before granting approval

Section 89 of the Local Government Act, 1993 specifies the following matters to be considered by Council before granting an approval:

- “(1) In determining an application, the council:*
 - (a) must not approve the application if the activity or the carrying out of the activity for which approval is sought would not comply with the requirements of any relevant regulation, and*
 - (b) must take into consideration any criteria in a local policy adopted under Part 3 by the council which are relevant to the subject-matter of the application, and*
 - (c) must take into consideration the principles of ecologically sustainable development.*
- (2) If no requirements are prescribed for the purposes of subsection (1) (a), and no criteria are adopted for the purposes of subsection (1) (b), the council in determining an application:*
 - (a) is to take into consideration, in addition to the principles of ecologically sustainable development, all matters relevant to the application, and*

(b) is to seek to give effect to the applicant's objectives to the extent to which they are compatible with the public interest.

(3) Without limiting subsection (2), in considering the public interest the matters the council is to consider include:

(a) protection of the environment, and

(b) protection of public health, safety and convenience, and

(c) any items of cultural and heritage significance which might be affected."

With regard to Section 89(1):

- There is non-compliance with the Regulation however the appropriate Section 82 objections have been lodged and are recommended for Director General's concurrence.
- There is no specific local policy for caravan parks in force.

The proposal is considered to reasonably meet the objectives of ecologically sustainable development. The development in the main is many years old and as such it would be unreasonable to impose additional requirements on site holders to further improve environmental performance. The Park development over the years has seen some improvement to the local native vegetation of the reserves. There has been a focused improvement in sewerage and water services in recent years which will have environmental and safety benefits.

Notwithstanding, if additional development should be proposed, such new development can reasonably be expected to be required to achieve higher environmental performance.

With respect to Section 89 (3):

(a) The protection of the environment for the existing park is considered reasonable.

(b) The recommended conditions of approval and requirements relating to Section 82 objections, will ensure reasonable protection of public health, safety and convenience as follows (**Appendix 1**):

- There has been significant investment in additional fire protection measures and the specifications of the Emergency Management Plan and Bushfire Management Plan and risk assessment are being implemented. A condition has been included in **Appendix 1** is recommended requiring a review after one year from granting of approval of the implementation of the emergency plans and a condition has been included in **Appendix 1** requiring a progress report on the implementation of recommended additional fire protection measures by December 2016 to ensure maximum protection for the coming fire season.
- Similarly there have been improvements and further planned for potable water and sewerage services. Conditions are recommended to require ongoing water testing and Council will continue to monitor the improvements to the sewerage system.

- (c) There are no items of cultural or heritage significance that will be further affected by this approval. The development exists and there is no evidence of adverse impacts on cultural or physical heritage.

iv. Matters arising from the previous approval

Compliance with requirements of the Director General from the 2011 approval

There was a large number of sites prior to 2011 which contained development that conflicted with the Regulation. Of greatest concern were the large number of sites where unauthorised building work had taken place.

The Director General recognised this serious issue and required that sites with uncertified development which did not meet the Regulation be the subject of engineering assessment/report/correction of any substandard work and finally achieve certification from a qualified engineer as to meeting the necessary structural safety standards.

The new Trust has taken a very professional approach to the regularisation of these unauthorised and non-compliant works and have insisted on the site owners progressing the required reports, works and certification. The Trust simplified the process for the site holders by setting up a system of assessment and reporting.

The result is that as at August 2016, all except five (5) of the sites requiring report and certification by an engineer in the 2011 Director General's concurrence, have achieved certification and the five outstanding sites all have engineering reports but have some outstanding works/actions to achieve certification.

Accordingly, it is recommended that these five site holders be required to complete certification within 12 months and that a Council inspection be performed at that time to ensure completion. An appropriate condition has been included in **Appendix 1** to reflect this requirement.

Justification for accepting S82 objections for sites with masonry in their structure

In the 2011 approval, the then Council refused to approve 44 developed sites, principally because the annex contained masonry. It is understood from Council's records that the position of the then Council seems to have been that such structures could never achieve the intent of the Regulation which defines an annex as being " ... capable of being erected or removed within 24 hours".

It is accepted it is the likely intent of the Regulation that a caravan park site with a moveable dwelling should be made of elements capable of quick erection and removal. Most annexes in caravan parks are made of prefabricated modular materials that are engineered to be relocatable with relative ease. However masonry walls clearly do not meet the intent of the Regulation.

Notwithstanding, some equity considerations are appropriate in the case of Mookerawa Waters. It is clear that management before the 2011 Approval permitted site owners to effect a wide range of works outside of what was exempt from requiring approval under the

legislation. In addition, some of the current site occupiers with masonry work, purchased the works in good faith with no indication from the former management of there being any issue. In addition, some of the works may even predate the 1993 Act and 2005 Regulation flowing from it.

The Trust has required the owners of masonry work to obtain structural engineering reports and in almost all cases these have been completed and a certification achieved to the effect the work is now structurally sound. Some follow up inspection and completion is required but could be readily completed within 12 months.

The lack of an approval for these sites has caused some hardship for the site holders in that, without approval, their developments are difficult to on-sell and indeed the Trust has been reluctant to approve sales in the circumstance of no approval.

GBPS researched the issue as to whether masonry walls in an annex were in fact prohibited by the Regulation, including discussion with Department of Planning staff with experience in the Section 82 approvals process. The conclusion drawn is that it would not be appropriate for an approval authority or caravan park manager to allow a site holder to build a new masonry annex. However, given these works exist and were allowed by the then management and approval authorities to be erected, and given there is no specific statement in the Regulation prohibiting masonry (just a requirement for 24 hour removal), it is recommended that the Section 82 objections be supported on the grounds of equity and subject to an understanding that no new masonry or other substantial non-compliance with the Regulation will be tolerated. Appropriate conditions have been included in **Appendix 1** to reflect this requirement.

Need for full records of engineering reports and site certification

The Park management have provided an electronic file of all engineering certification related to the 2011 Director General's requirements received to date and it indicates all except five (5) sites have obtained such certification.

The Park also holds copies of the engineering reports. GBPS examined a sample of these reports – including all five sites without certification - and a sample of sites with both an engineering report and certification. GBPS both reviewed the reports and certificates and undertook an inspection of the sites.

No anomalies of any significance were observed. The sites with certification, on inspection, appeared to have completed all required works or at worst had insignificant departures. Of the five sites without certification, only two (2) had more significant works still outstanding and all showed evidence of actions to attempt to comply.

For good risk management practice, a condition has been included in **Appendix 1** requiring the Trust to furnish digitised copies of the full reports as well as certification to Council, including any further requirements the Director General may specify in granting the new Section 82 concurrence, within 12 months of the new Approval.

Bushfire and emergency planning

Moorerawa Waters is sited in an area with limited access and high bushfire rating. As such it is important that the Park has adequate plans and measures for hazard reduction and protection of people, assets and the natural environment.

The Park has both bushfire and emergency plans.

Appendix 1 includes a condition requiring a progress report from the Trust within 12 months of approval with regard to implementation of the plan and evidence of having conducted a trial emergency practice event, to test procedures.

The Trust has provided a copy of a Fire Services Assessment Report by Priority 1 Fire Consulting, dated January 2016. This report provides a detailed review of the Park's fire hydrant and hose reel system. Overall the report identifies the substantial progress made on improvements to those services since 2011 but does make a number of recommendations for further improvement. The improvement ranges from lower priority actions such as better weather protection for hose reels, through to matters of higher priority such as an identified need for an additional hydrant and hose reel and for better general identification of hydrant location.

A condition has been included in **Appendix 1** requiring action in accordance with the recommendations of the Priority 1 Report. It is understood that the Trust is well-advanced in some of these actions but the condition calls for a progress report to be provided to Council on resolution of the recommendations by the end of November 2016 so that Council can be assured the measures are in place to maximise protection for the upcoming fire season.

A significant amount of under-scrubbing has been undertaken by the Trust and from the overview, it appears to be addressing the recommendations of the bushfire plan. A further condition has been included in **Appendix 1** seeking a report by December 2016 to the effect that Asset Protection Zones have been improved to the standard specified by the Rural Fire Service (RFS).

Need to regularise nine sites

There are nine (9) sites in the Park that do not appear on the Park Map approved in 2011.

The Trust has advised and it is apparent from observation that four of these sites have been in operation for many years and are sited at the eastern end of the Park to the north of the Spur 1 area. The sites are used for powered camping and appear to be in general compliance with the Regulation. It appears they have been inadvertently left off the previous map and are recommended for inclusion and regularisation in this Approval.

Separately, the Trust has taken up five (5) of the proposed sites in Spur 1 with new cabins for short-term letting to tourists. These sites are now fully developed and appear compliant with the Regulation. It is recommended that these five (5) sites be added to the Park Map as indicated in red on Map One attached in **Appendix 4**.

Accordingly, the recommended sites for approval are as follows:

• Long-term sites	Nil
• Short-term sites (Eight (8) sites are recommended for approval as dwelling sites as required for identification by the Regulation)	190
• Camp sites	<u>24</u>
Total sites	<u>214</u>

Water and sewer monitoring

Good standards of drinking water and sewage disposal are essential. Procedures are in place for gradual improvements to these services and ongoing monitoring. It is recommended that Council implement a regular inspections regime for the next five (5) years to encourage the progress and ensure maintenance of adequate monitoring for public health.

Community Map

The Trust proposes to upgrade the Community Map and this is supported. A condition has been included in **Appendix 1** seeking that the map be upgraded within 12 months of approval but in the interim the approval will be issued based on Map One (**Appendix 4**) including the amendments in red.

Site numbering

While most sites have the site number written on places such as the power box, numbering is generally difficult to readily identify and as such could cause loss of precious time in the event of an emergency. In addition, in some sections of the Park, site holders have taken it upon themselves to set street numbers different to the site numbers which is highly confusing, particularly in the event of an emergency.

The Regulation requires all short-term sites in a caravan park be clearly numbered and given the higher fire risk at Mookerawa, this requirement becomes all the more important.

A condition has been included in **Appendix 1** allowing two (2) years for the Park to effect comprehensive numbering so that all sites have a clear number visible from either direction on the access road and with all devices for the number being of the same type and standard. For example, a fire-proof pole brightly displaying the number be erected for each site. Preferably, the number would be reflective for night time location.

Term of approval

The Trust has requested Council consider issuing an approval for 10 years instead of five. It is understood the reason for the previous five year Approval related to a past policy of Crown Lands only permitting five year terms. It is now understood that that requirement is no longer enforced.

The issue of a 10 year approval is supported, based on the following:

- There is clear evidence since the NSW Crown Holiday Parks Trust assumed responsibility for the management of Mookerawa, that there is a professional approach to

management and a commitment to address past non-compliance with the Regulation and to ensure that new development is compliant.

- Given there is a large percentage of sites at Mookerawa with development that will need the ongoing Section 82 concurrence of the Minister and, given that development is supportable now and it has been certified as safe and given much of that development appears to have an economic life in excess of 10 years, it is time-consuming and inefficient to have to seek a new approval and Director General's concurrence every five years now that almost full regularisation is being achieved.
- The Local Government Act and the Regulation allow Council to effect periodic inspections for a fee to cover Council's costs and this is seen as a preferable way of follow-up and for ensuring incremental but timely completion of outstanding matters. The recommendations and draft conditions in this report set up an appropriate inspection regime.

v. Matters that warrant conditions on the approval

Appendix 1 contains the recommended conditions of approval. In summary, the conditions are as follows:

- Condition 1 is a standard condition requiring compliance with the Act and Regulation.
- Condition 2 requires a potable water supply and Condition 3 relates to the monitoring of the quality of that supply.
- Conditions 4 and 5 are mandatory conditions that state that regulation specifies time limits be included in an approval.
- Condition 6 is a statutory requirement.
- Condition 7 relates to ensuring there is continuing progress in the implementation and improvement of emergency procedures.
- Condition 8 relates to a need to ensure progress is maintained to satisfactory levels regarding the implementation of the recommendations from the 2016 Fire Services Assessment Report.
- Condition 9 relates to a need to improve site identification numbering in the Park.
- Condition 10 relates to a need to ensure the five remaining sites without a full certification from a structural engineer, proceed to complete certification within a reasonable time.
- Condition 11 relates to the need for improvements to the Park.
- Condition 12 relates to a new Park Map.
- Condition 13 requires a progress report by December 2016 on the improvement of the Bushfire Asset Protection zones so Council can be assured the recommended protection measures are in place for the coming fire season.
- Condition 14 requires the display of the Approval onsite.
- Condition 15 highlights that Council may undertake periodical inspections of the site.
- Condition 16 highlights Council's right to revoke the Approval in the event that the approval is not being complied with.

SUMMARY

The Approval to Operate pursuant to Section 68 of the Local Government Act, 1993 for the Mookerawa Waters Holiday and Recreation Park expired on 26 July 2016. An informal application to renew the approval was lodged with Council on 27 May 2016 and formally on 19 August 2016. Detailed inspections of the Park and review of the previous Approval has been undertaken. The review has identified a number of new matters of non-compliance. Accordingly, a new Approval to Operate is required for the site.

This report recommends that approval be granted subject to a number of conditions included in **Appendix 1** and that Council proceed to request the concurrence of the Director General of Planning to objections under Section 82 of the Local Government Act to the application of the current Regulation, to apply to identified sites in the Park as detailed in **Appendix 2**.

It is also recommended that the Approval be granted for a period of ten (10) years.

Appendices:

- 1 Conditions of Approval
- 2 Objections (Detailed)
- 3 Section 83 Objections (Concise)
- 4 Map - Mookerawa Waters Caravan Park

CONDITIONS – MOOKERAWA WATERS

1. The Caravan Park is to be maintained and operated in accordance with the relevant requirements of Part 3 Division 3 Subdivisions 1-9 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation, 2005 except where modified by the following conditions of consent and any concurrence issued pursuant to Section 82 of the Local Government Act, 1993.
2. A potable water supply must be maintained onsite at all times. If tank water is utilised, the use of the tanks must comply with the NSW Department of Health and Aging (Guidance on the use of rain water tanks).
3. The water supply will require a monitoring program to be implemented and carried out by a micro biological analysis by a NATA registered laboratory on a monthly basis to ensure compliance with the Australian Drinking Water Guidelines published by the National Health and Medical Research Council. The results of those analyses must be forwarded to Council upon request and be available onsite.
4. A person must not be permitted to stay in a moveable dwelling that occupies a short-term site or camp site for a total of more than 150 days in any 12 month period, unless the moveable vehicle is a holiday van and the person is the owner of that holiday van.
5. The owner of a holiday van that occupies a short-term site or camp site must not be permitted to stay in the holiday van for a total of more than 180 days in any 12 month period.
6. The concurrence of the Director General for Planning granted under Section 82 of the Local Government Act, 1993 on 2016 (attached) forms part of this Approval and it is a condition of this Approval that the actions required in the concurrence be achieved and advised to Council within one year of this approval.
7. The applicant is to furnish Council with a progress report relating to compliance with the Emergency Management Plan for the Park including the results of a trial emergency procedure. Such report to be furnished to Council within 12 months of this Approval.
8. The applicant is to furnish Council with evidence of progress in implementation of the recommendations in the Fire Services Assessment Report of January 2016 prepared by Priority 1 Fire Consulting. Such evidence is to be provided to Council by 1 December 2016.
9. All sites are to be distinctly numbered in a consistent manner and style with a single number and the number prominent from the caravan park road in both directions. Such numbering is to be fireproof material and to be effected within two (2) years

of the date of this Approval. The numbers are to be reflective so as to be visible in vehicle headlights at night.

10. Letters of compliance from a structural engineer certifying that all requirements of the engineering report have been addressed to be supplied for sites 14, 150, 164, 167 and 201 within 12 months of the date of this Approval. (Council notes that compliance letters have already been supplied for all remaining sites.)
11. That the following actions be completed within 12 months of this Approval:
 - a. An electronic file be provided to Council containing all engineering reports and certification as to compliance for those sites the subject of Section 82 objections where the Director General has specified a need for such certification.
 - b. An electronic file be provided to Council containing the detailed site plans for all sites the subject of Section 82 objections where the Director General has requested such site plans.
 - c. That the required engineering certification plate be attached to the exterior of the van or annex listed in the Director General's certification in (b) above, in a publicly visible position.
12. The approved Park Map is attached to this Approval and stamped by Council, including notations in red. A revised Park Map will be provided to Council within 12 months of this Approval indicating the revised sites for cabins and additional sites developed north of Spur 1. The revised map will also more clearly define the site numbering, location of fire hydrants, hose reels and related infrastructure. The map is to be of a scale large enough so as to clearly depict road names, site numbering and location of services.
13. The applicant is to furnish a report to Council by December 2016 advising of progress in achieving compliance with the recommended bushfire Asset Protection Zones.
14. This Approval shall be prominently displayed on a part of the approved site where it may be seen by all residents. Display shall be accompanied by the Park Map.
15. Council may undertake an annual inspection of the Park to ensure compliance with the act and the relevant Regulation.
16. That in accordance with the Local Government Act, 1993 Council maintains the right to revoke or modify this Approval if this Approval is not adhered to/complied with by the Trust, Park Manager or any site holder.

Amended Section 82 Objections List - 16 January 2016

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
3.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design, and gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
	Caravan	Awning / Annex	No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172.
4.	Caravan	Awning / Annex	Brick Fireplace		
5.	Caravan	Awning / Annex	Brick Fireplace		
7.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Brick fireplace		
8.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
			No Notice of installation	173	That information submitted on the compliance plate be granted as

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					outlined in the objection on Clause 172.
10.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
12.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
13.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an
14.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ul style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					<p>associated structure exceeds 41ms.</p> <p>3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division.</p> <p>4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.</p>
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172.
15.	Caravan	Annex	No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <p>1. Year of inspection from the structural engineer.</p> <p>2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms.</p> <p>3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division.</p> <p>4. Other information required on the compliance plate will include the name of the</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
17.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
18.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
20.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
23.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<p>3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types.</p> <p>4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code:</p> <p>5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions.</p> <p>6. AS.NZS 1170.2:2002 Wind action.</p> <p>7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads.</p> <p>8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.</p>		<p>submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
24.	Caravan	Awning / Annex	Brick Fireplace		
27.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
29.	Caravan	Awning / Annex	Brick Fireplace		
31.	Caravan	Awning / Annex	Brick Fireplace		
32.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an

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34.	Caravan	Awning / Annex	Brick Fireplace		
35.	Caravan	Awning / Annex	Brick Fireplace		
36.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

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		Awning / Annex	Brick Fireplace		
37.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
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Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
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		Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
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					request for an exemption be granted on an existing structure prior to 2010.
41.	Caravan	Awning / Annex	Brick Fireplace		
42.	Caravan	Awning / Annex	Brick Fireplace		
43.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
44.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					file for that purpose, and that under Clause 167 , the structure will be considered compliant.
46.	Caravan	Awning / Annex	Brick Fireplace		
48.	Caravan	Awning / Annex	Brick Fireplace		
49.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
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Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.		Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167 , the structure will be considered compliant.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
50.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only:

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					<ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172.
51.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<ol style="list-style-type: none"> 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 		<p>sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
53.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
54.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
55.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
56.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
57.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					exemption be granted on an existing structure prior to 2010.
59.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
60.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
61.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.		Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167 , the structure will be considered compliant.
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					outlined in the objection on Clause 172.
62.	Caravan	Awning / Annex	Brick fireplace		
63.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
64.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
66.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
67.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer.	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<ol style="list-style-type: none"> 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 		<p>sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 5. Year of inspection from the structural engineer. 6. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 7. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 8. Other information required on the compliance plate will include the name of the

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
68.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
69.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
	Caravan	Awning / Annex	Structures too close together	91 (1)	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
70.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
71.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
72.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Brick Fireplace	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
74.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
75.	Caravan	Awning Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<ul style="list-style-type: none"> 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 		<p>submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ul style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
77.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
78.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
79.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex	Annex floor area exceeds van area by 1.3m.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
80.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166 , the structure be considered compliant.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<p>4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code:</p> <p>5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions.</p> <p>6. AS.NZS 1170.2:2002 Wind action.</p> <p>7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads.</p> <p>8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.</p>		An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167 , the structure will be considered compliant.
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
81.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					Clause 167 , the structure will be considered compliant.
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
82.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
88.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
89.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					file for that purpose, and that under Clause 167 , the structure will be considered compliant.
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
90.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
92.		Annex / associated structures	<p>8. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer.</p> <p>9. No certificates have been issued with regards to compliance.</p> <p>10. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types.</p> <p>11. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code:</p> <p>12. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions.</p> <p>13. AS.NZS 1170.2:2002 Wind action.</p> <p>14. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads.</p> <p>8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.</p>	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only:

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					<ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172.
113.	Caravan	Awning / Annex	Brick Fireplace		
116.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
119.	Caravan	Awning / Annex	Structures too close together	91 (1)	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					<p>associated structure exceeds 41ms.</p> <p>3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division.</p> <p>4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.</p>
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
120.	Caravan	Awning Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<p>4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code:</p> <p>5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions.</p> <p>6. AS.NZS 1170.2:2002 Wind action.</p> <p>7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads.</p> <p>8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.</p>		<p>Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
122.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
123.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 , Clause 167 , Clause 172 and Clause 173 , then a request for an

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
			Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					<ol style="list-style-type: none"> 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172.
124.	Caravan	Awning / Annex	Brick Fireplace		
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166 , the structure be considered compliant.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<p>4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code:</p> <p>5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions.</p> <p>6. AS.NZS 1170.2:2002 Wind action.</p> <p>7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads.</p> <p>8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.</p>		An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167 , the structure will be considered compliant.
		Annex	Annex floor area exceeds van area by 1.3m.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
125.	Caravan	Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
126.		Annex / associated structures	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer.	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<ol style="list-style-type: none"> 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 		<p>structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
127.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<p>6. AS.NZS 1170.2:2002 Wind action.</p> <p>7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads.</p> <p>8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.</p>		structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167 , the structure will be considered compliant.
		Annex	Annex floor area exceeds van area by	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
128		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
130.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
131.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
132.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
133.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 , Clause 167 , Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
134.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
135.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
136.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
137.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
139.	Caravan	Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166 , the structure be considered compliant.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.		An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167 , the structure will be considered compliant.
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
141.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
142.		Awning Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<p>7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads.</p> <p>8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.</p>		structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167 , the structure will be considered compliant.
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
		Awning Annex	No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
143.	Caravan	Awning Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning Annex	No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
149.	Caravan	Awning	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
150.	Caravan	Awning Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning Annex	No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
151.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
			No Compliance Plate	172	
			No Notice of installation	173	
152.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					exemption be granted on an existing structure prior to 2010.
153.	Caravan	Awning / Annex	Brick fire place	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only:

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					<ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
154.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
155.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
156.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					<p>associated structure exceeds 41ms.</p> <p>3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division.</p> <p>4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.</p>
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172.
157.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
158.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 	166 167	

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<ul style="list-style-type: none"> 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 		
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ul style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			No Notice of installation	173	
			Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
159.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent , imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
160.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
161.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
164.	Caravan	Awning / Annex	No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					<p>2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms.</p> <p>3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division.</p> <p>4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.</p>
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
165.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<p>4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code:</p> <p>5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions.</p> <p>6. AS.NZS 1170.2:2002 Wind action.</p> <p>7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads.</p> <p>8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.</p>		<p>Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
167.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
168.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
		Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
169.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					<p>3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division.</p> <p>4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.</p>
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
170.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
171.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			<p>3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types.</p> <p>4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code:</p> <p>5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions.</p> <p>6. AS.NZS 1170.2:2002 Wind action.</p> <p>7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads.</p> <p>8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.</p>		<p>submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
172		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.		submitted to the Trust and placed on file for that purpose, and that under Clause 167 , the structure will be considered compliant.
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
175.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
176.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
177.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
178.	Caravan	Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
179.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
180.	Caravan	Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
181.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
182.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
183.		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
185.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
186.	Caravan	Awning / Annex	Brick Fireplace	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
187.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
188.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
189.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
192.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
194.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 	166 167	An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166 , the structure be considered compliant.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
			5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads.		An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167 , the structure will be considered compliant.
	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
195.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					Clause 167 , the structure will be considered compliant.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
196.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
197.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only:

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					<ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
199.	Caravan	Awning / Annex	Fire Place	4 Definitions – annexe (c)	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
200.	Caravan	Awning / Annex	Fire Place	4 Definitions – annexe (c)	That if the site is compliant with Clause 166 and Clause 167 , then a

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					request for an exemption be granted on an existing structure prior to 2010.
		Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
201.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – annexe (c)	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
202.	Caravan	Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
		Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
203.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166, Clause 167, Clause 172 and Clause 173 , then a request for an exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
		Awning / Annex	Annex exceed the floor area of van.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted on an existing structure prior to 2010.
			No Compliance Plate	172	That an exemption be granted for the compliance plate to read only: <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172 .
204.	Caravan	Awning / Annex	Site has an annexe built from material (brick and or masonry products) unable to be erected or removed within 24 hours.	4 Definitions – <i>annexe (c)</i>	That if the site is compliant with Clause 166 , Clause 167 , Clause 172 and Clause 173 , then a request for an

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					exemption be granted on an existing structure prior to 2010.
		Annex / associated structures	<ol style="list-style-type: none"> 1. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer. 2. No certificates have been issued with regards to compliance. 3. There are no specifications with respect to footings, tie-down systems, and design gust wind speed and soil types. 4. There is no documented evidence that any rigid annex or associated structure has been designed by a structural engineer for the following code: 5. AS/NZS 1170.1:2002 Structural design actions Part 1 Permanent, imposed and other actions. 6. AS.NZS 1170.2:2002 Wind action. 7. AS1170.3-1990 Minimum design loads on structures Part 3: Snow Loads. 8. AS1170.4-1993 Minimum design loads on structures Part 4: Earthquake loads. 	166 167	<p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 166, the structure be considered compliant.</p> <p>An exemption is sought that if a structure is assessed by a practising structural engineer and that the structure is found to be structurally sound to the standard of the Regulations, then designs will be submitted to the Trust and placed on file for that purpose, and that under Clause 167, the structure will be considered compliant.</p>
		Annex	Annex floor area exceeds van area.	169	That if the site is compliant with Clause 166 and Clause 167 , then a request for an exemption be granted.
			No Compliance Plate	172	<p>That an exemption be granted for the compliance plate to read only:</p> <ol style="list-style-type: none"> 1. Year of inspection from the structural engineer. 2. That the design wind speed gust of the rigid annex or

Site Number	Type of site	Asset	Area of Non compliance	Relevant Clause	Exemptions sought
					associated structure exceeds 41ms. 3. That a statement of effect that the rigid annex and associated structure complies with the requirements of this Division. 4. Other information required on the compliance plate will include the name of the practising structural engineer by whom the engineers certificate has been issued with respect to the rigid annex or associated structure.
			No Notice of installation	173	That information submitted on the compliance plate be granted as outlined in the objection on Clause 172.
1.	Cabin				
2.	Cabin				
3.	Cabin				

Mookerawa Waters Holiday Park										
Summary of S.82 site exemptions relating to S.68 Approval - August 2016										
Condition attached in Sch.1 of S.68 Approval	4 Annex Definition	9	10	11	12	13	14	15	16	
Regulation	91(1)(b)	161(a)	162	166	167	169(1)	172	173(1)	173(3)	
Description	Annex (Annex) capable of being erected or removed within 24 hours.	Separation distances < 3.2m	Setback: 1m from access road	Floor area > 66% site m ²	Rigid annex certified by a practicing structural engineer to be structurally sound	A rigid annex must be designed to resist wind gust loads as determined	Enclosed floor area of all annexes that are attached to a caravan not to exceed the enclosed floor area of the caravan.	A compliance plate must be attached	Written notice of the initiation of a rigid annex within 7 days after the completion	Notice accompanied by engineers cert and drawings
Holiday Caravan Site No.										
1	✓	✓	✓	✓	Exempt	✓	✓	Exempt	Exempt	
2	✓	✓	✓	✓	Exempt	✓	✓	Exempt	Exempt	
3	Apply	✓	✓	Apply	Apply	Apply	✓	Apply	Apply	
4	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
5	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
6	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
7	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
8	Apply	✓	✓	Apply	Apply	✓	✓	Apply	Apply	
9	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
10	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
11	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
12	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
13	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
14	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
15	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
16	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
17	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
18	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
19	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
20	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
21	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
22	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
23	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
24	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
25	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
26	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
27	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
28	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
29	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
30	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt	
31	Apply	✓	✓	Exempt	Exempt	Exempt	✓	Exempt	Exempt	
32	Apply	✓	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt	

Attachment 2

Holiday Vans

Mookerawa Waters Holiday Park									
Summary of S.82 site exemptions relating to S.68 Approval - August 2016									
Condition attached in Sch.1 of S.68 Approval	4 Annex Definition	9	10	11	12	13	14	15	16
Relevant Regulation	91(1)(b)	161(a)	162	166	167	169(1)	172	173(1)	173(3)
Description	Separation distances <2.5m	Setback -2m from access road	Floor area <85% 100 m ²	Rigid annexes certified by a practising structural engineer to be structurally sound	A rigid annex must be designed to resist wind just loads as determined	Enclosed floor area of all annexes that are not to exceed the enclosed floor area of the caravan	A compliance plan must be attached	Written notice of the installation of a rigid annex within 7 days after the completion	Notice accompanied by engineers cert and drawings
Holiday Caravan Site No.									
65	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
66	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
67	Apply	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
68	✓	✓	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt
69	Apply	Apply	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
70	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
71	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
72	Apply	✓	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt
73	✓	✓	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt
74	Apply	✓	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt
75	Apply	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
76	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
77	Apply	✓	✓	Exempt	Exempt	Exempt	✓	Exempt	Exempt
78	Apply	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
79	Apply	✓	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt
80	Apply	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
81	Apply	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
82	Apply	✓	✓	Exempt	Exempt	Exempt	✓	Exempt	Exempt
83	Apply	✓	✓	Exempt	Exempt	Exempt	✓	Exempt	Exempt
84	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
85	✓	✓	✓	Exempt	Exempt	Exempt	✓	Exempt	Exempt
86	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
87	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
88	Apply	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
89	Apply	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
90	Apply	✓	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt
91	Apply	✓	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt
92	✓	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
93	No site								
94	No site								
95	No site								
96	No site								

Mookerawa Waters Holiday Park										
Summary of S.82 site exemptions relating to S.68 Approval - August 2016										
Condition attached in Sch. 1 of S.68 Approval	4 Annex Definition	1	9	10	11	12	13	14	15	16
Relevant Regulation	Definition	91(f)(b)	151(a)	162	165	167	169(f)	172	173(f)	173(g)
Description	Annex / (Awning) capable of being erected or removed within 24 hours.	Separation distances <3.5m	Setback <3m from access road	Floor area >65% site m	Rigid annex certified by a practising structural engineer to be structurally sound	A rigid annex must be designed to resist wind gust loads as determined	Enclosed floor area of all annexes that are attached to a caravan not to exceed the enclosed floor area of the caravan	A compliance plate must be attached	Written notice of the installation of a rigid annex within 7 days after the completion	Notice accompanied by engineers cert and drawings
Holiday Caravan Site No.										
97	No site									
98	Cabin Site									
99	No site									
100	Cabin Site									
101	Cabin Site									
102	No site									
103	No site									
104	No site									
105	No site									
106	No site									
107	No site									
108	No site									
109	No site									
110	No site									
111		✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
112	No site									
113	Apply	✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
114		✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
115		✓	✓	✓	Exempt	Exempt	✓	✓	Exempt	Exempt
116		✓	✓	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt
117		✓	✓	✓	Exempt	Exempt	Exempt	✓	Exempt	Exempt
118		✓	Exempt	✓	Exempt	Exempt	Exempt	✓	Exempt	Exempt
119	Apply	Apply	✓	✓	Apply	Apply	✓	✓	Apply	Apply
120	Apply	✓	✓	✓	Apply	Apply	✓	✓	Apply	Apply
121		✓	Exempt	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt
122	Apply	✓	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
123	Apply	✓	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
124	Apply	✓	✓	✓	Exempt	Exempt	Apply	✓	Exempt	Exempt
125		✓	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
126	Apply	✓	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
127	Apply	✓	✓	✓	Apply	Apply	Apply	✓	Apply	Apply
128	Apply	✓	✓	✓	Apply	Apply	Apply	✓	Apply	Apply

Holiday Vans®

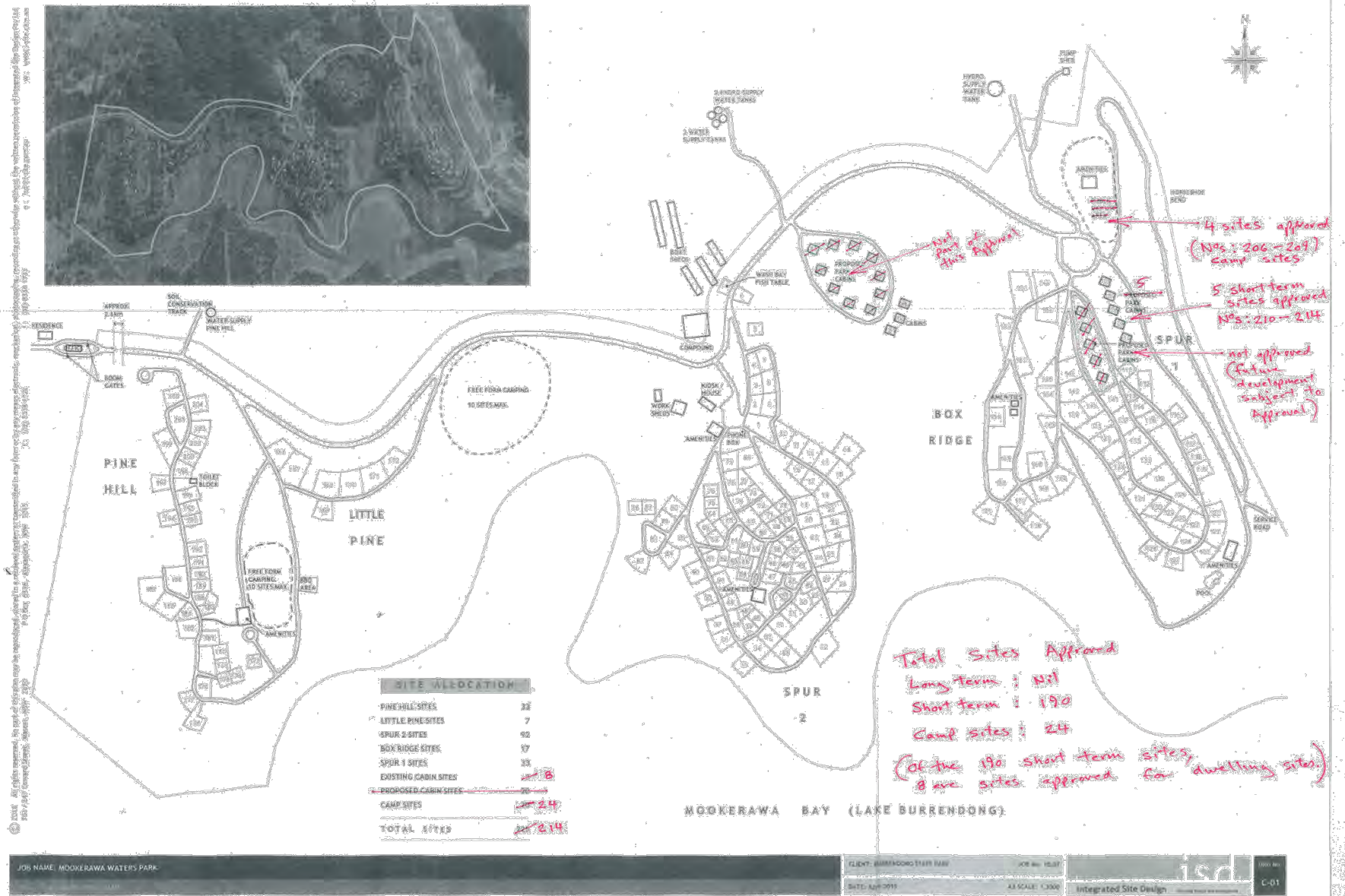
Mookerawa Waters Holiday Park										
Summary of S.82 site exemptions relating to S.68 Approval - August 2016										
Condition attached in Sch.1 of S.68 Approval	Relevant Regulation	1	9	10	11	12	13	14	15	16
Description	91(1)(b)	161(a)	162	166	167	169(1)	172	173(1)	173(3)	
Annex / (awning) capable of being erected or removed within 24 hours.	Separation distances <2.3m	S setback ~1m from access road	Flow area >60% site m ²	Rigid annexe certified by a practicing structural engineer to be structurally sound	A rigid annexe must be designed to resist wind gust loads as determined	Enclosed floor area of all annexes that are attached to a caravan not to exceed the enclosed floor area of the caravan	A compliance plate must be attached	Written notice of the installation of a rigid annexe within 7 days after the completion	Netize accompanied by engineers cert and drawings	
Holiday Caravan Site No.										
129	✓	✓	✓	✓	Exempt	Exempt	✓	Exempt	Exempt	Exempt
130	✓	✓	✓	✓	Exempt	Exempt	✓	Exempt	Exempt	Exempt
131	Apply	✓	✓	✓	Exempt	Apply	✓	Exempt	Exempt	Exempt
132	Apply	✓	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
133	Apply	✓	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
134	Apply	✓	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
135	Apply	✓	✓	✓	Exempt	Exempt	✓	Exempt	Exempt	Exempt
136	Apply	✓	✓	✓	Exempt	Exempt	✓	Exempt	Exempt	Exempt
137	Apply	✓	✓	✓	Exempt	Apply	✓	Exempt	Exempt	Exempt
138	No site	✓	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
139	✓	✓	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
140	No site	✓	✓	✓	Exempt	Exempt	✓	Exempt	Exempt	Exempt
141	Apply	✓	✓	✓	Exempt	Apply	✓	Apply	Apply	Apply
142	Apply	✓	✓	✓	Apply	✓	✓	Apply	Apply	Apply
143	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
144	No site	✓	✓	✓	✓	✓	✓	✓	✓	✓
145	No site	✓	✓	✓	✓	✓	✓	✓	✓	✓
146	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
147	No site	✓	✓	✓	✓	✓	✓	✓	✓	✓
148	No site	✓	✓	✓	✓	✓	✓	✓	✓	✓
149	Apply	✓	Exempt	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
150	Apply	✓	✓	✓	Exempt	Exempt	✓	Apply	Apply	Apply
151	Apply	✓	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
152	Apply	✓	✓	✓	Exempt	Exempt	✓	Exempt	Exempt	Exempt
153	Apply	✓	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
154	Apply	✓	✓	✓	Exempt	Exempt	✓	Exempt	Exempt	Exempt
155	Apply	✓	✓	✓	Exempt	Exempt	✓	Exempt	Exempt	Exempt
156	Apply	✓	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
157	Apply	✓	✓	✓	Exempt	Exempt	✓	Exempt	Exempt	Exempt
158	Apply	✓	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
159	Apply	✓	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
160	Apply	✓	✓	✓	Exempt	Exempt	✓	Exempt	Exempt	Exempt

Attachment 2

Holiday Vans

Mookerawa Waters Holiday Park									
Summary of S.82 site exemptions relating to S.68 Approval - August 2016									
Condition attached in Sch. 1 of S.68 approval	9	10	11	12	13	14	15	16	Compliant
Relevant Regulation	91(1)(b)	161(a)	165	167	169(j)	172	173(i)	173(e)	Application for new S82
Definition	Separation distances <2.5m	Setback <5m from access road	Road annex certified by a practicing structural engineer to be structurally sound	A rigid annex must be designed to resist wind gust loads as determined	Enclosed floor area of all annexes that are attached to a caravan not to exceed the enclosed floor area of the caravan	A non-tilt plate must be attached	Written notice of the installation of a rigid annex within 7 days after the completion	Notice accompanied by engineers civil and drawings	
Annex / (Annexes) capable of being erected or removed within 24 hours	✓	✓	✓	✓	✓	✓	✓	✓	
Discretion	Apply	Apply	Apply	Apply	Apply	Apply	Apply	Apply	
Holiday Caravan Site No.									
161	✓	✓	✓	Apply	✓	✓	Apply	Apply	Apply
162	✓	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
163	✓	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
164	✓	✓	✓	Exempt	✓	✓	Apply	Apply	Apply
165	Apply	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
166	✓	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
167	Apply	✓	✓	Exempt	✓	✓	Apply	Apply	Apply
168	Apply	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
169	Apply	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
170	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
171	Apply	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
172	Apply	✓	✓	Apply	Apply	✓	Apply	Apply	Apply
173	✓	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
174	✓	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
175	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
176	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
177	Apply	✓	✓	Exempt	✓	✓	Apply	Apply	Apply
178	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
179	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
180	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
181	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
182	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
183	Apply	✓	✓	Exempt	✓	✓	Apply	Apply	Apply
184	✓	✓	✓	✓	✓	✓	✓	✓	✓
185	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
186	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
187	Apply	✓	✓	Exempt	✓	✓	Apply	Apply	Apply
188	Apply	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
189	Apply	✓	✓	Exempt	✓	✓	Apply	Apply	Apply
190	✓	✓	✓	Exempt	✓	✓	Exempt	Exempt	Exempt
191	Vacant Site								
192	✓	✓	✓	Exempt	✓	✓	Apply	Apply	Apply

Holiday Vans





REPORT: Dubbo Regional Council Organisational Brand

AUTHOR: Acting Interim General Manager

REPORT DATE: 13 September 2016

TRIM REFERENCE: ID16/1708

EXECUTIVE SUMMARY

On 7 September 2016 Dubbo Regional Council was proclaimed by the Governor of NSW as the name for the Council formed by the merger of the former Dubbo City and Wellington councils. With the name formally proclaimed, Council needs to develop and establish a new corporate identity for the organisation, this includes development of a new corporate brandmark.

Attached as **Appendix 1** is the draft Brand Guidelines for Dubbo Regional Council.

Council staff are currently in the process of trademarking the brandmark.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

The final brand guidelines will be included in the updated Corporate Image Policy for Dubbo Regional Council.

RECOMMENDATION

That the Brand Guidelines for Dubbo Regional Council, attached as Appendix 1, be adopted.

David Dwyer
Acting Interim General Manager

BACKGROUND

On 12 May 2016, Western Plains Regional Council was proclaimed by the NSW Governor based on the geographic boundaries of the former Dubbo City Council and Wellington Council Local Government Areas (LGAs). Some sections of the new Local Government Area Community expressed concerns that the name Western Plains Regional Council was considered inappropriate for a variety of reasons.

At the Ordinary Meeting of Council held on 24 August 2016 it was resolved that Council make representations to the Minister of Local Government, the Hon Paul Toole, MP to request that any necessary actions be undertaken to rename Western Plains Regional Council to Dubbo Regional Council.

On 7 September 2016 Dubbo Regional Council was proclaimed by the Governor of NSW as the name for the Council formed by the merger of the former Dubbo City and Wellington councils.

On 8 September 2016 a media briefing was held and the new brandmark for Dubbo Regional Council was launched.

The organisation is proceeding with trademarking of this newly adopted brandmark. Updating of Council assets will be occurring in the coming months based on a prioritisation schedule.

REPORT

Attached as **Appendix 1** is the draft Brand Guidelines for the Dubbo Regional Council brand.

The brand utilises the acronym of Dubbo Regional Council rather than pictures to represent the organisation. It is a contemporary approach and is a fresh new style for a new Council.

Dubbo Regional Council brandmark is modern, vibrant, and will work well wherever the organisation is represented including signage, vehicles, uniforms, websites, posters and documents.

Once established, the brandmark will be recognisable and memorable and a completely new look from the former Council's brands.

SUMMARY

On 7 September 2016 Dubbo Regional Council was proclaimed by the Governor of NSW as the name for the Council formed by the merger of the former Dubbo City and Wellington councils.

Draft brand guidelines have been developed for the new Council brandmark.

Appendices:

- 1 Dubbo Regional Council brand guidelines for Council meeting



**DUBBO REGIONAL
COUNCIL**

BRAND GUIDELINES

FURTHER INFORMATION

Dubbo Regional Council's Corporate
Design and Production Coordinator
(02) 6801 4126
graphic.design@dubbo.nsw.gov.au



INTRODUCTION

The Dubbo Regional Council identity comprises a symbol, colours and a typeface. By constantly reinforcing these elements the identity will strengthen and gain greater recognition in the public domain.

The approach taken by any individual or organisation granted authority to use the identity is vital, for without the appropriate treatment the identity falls into misuse. The rules and recommendations of this manual should be referred to as often as needs be.

Using correct artwork is also a must in maintaining the integrity of the identity. Altering the existing artwork is not permitted and is immediately detrimental to Dubbo Regional Council's image.

Whilst it attempts to be a 'fail-safe' for almost any graphic or printing situation, this manual should not stifle your ideas or imagination.

If some aspect of using the identity is not covered in this manual please contact the Corporate Development Division of Dubbo Regional Council.



THE SYMBOL

The structure of the DRC symbol is derived from the red earth (d), Macquarie River (r) and natural landscapes (c) across the region.

Each letter overlaps to represent a single organisation.

The symbol will always appear in conjunction with the wordmark and can NEVER be used by itself.



THE WORDMARK

The wordmark of the Dubbo Regional Council identity has been set using the DIN Medium (horizontal version) and DIN Bold typeface (stacked version).

Spaces between the letters, their size and proportion to the symbol have been set specifically for the Dubbo Regional Council identity.

The wordmark will always appear in conjunction with the symbol and can NEVER be used by itself.

The wordmark should never be replicated, approximated, modified or substituted. Only digital artwork should be used for reproduction.

**DUBBO
REGIONAL
COUNCIL**

**DUBBO REGIONAL
COUNCIL**

LOGO FAMILY

LOGOS – FULL COLOUR

The full colour logo can be reproduced using PANTONE® inks or the four-colour process. There are two different files available for the full colour logo. The first (DRC_H_PMS.eps) is only for PANTONE® reproduction. The second (DRC_H_CMYK.eps) is only for four-colour reproduction. It provides a CMYK equivalent of the PANTONE® colours. Please ensure that the correct artwork is always used.

Colour logo - reversed text

The colour logo - reversed text version is used when the logo appears on a black background.

GREY TEXT



DRC_H_PMS.EPS
DRC_H_CMYK.EPS



DRC_S_PMS.EPS
DRC_S_CMYK.EPS

REVERSED TEXT



DRC_H_PMS_WHITE_TEXT.EPS



DRC_S_PMS_WHITE_TEXT.EPS

LOGOS – B&W

The B&W logo should commonly be used on inter-office communication such as faxes, memos and in newspaper advertising where no colour is available. It is recommended for smaller sizes. It can be used as per the one-colour versions - for one or two-colour print work or at minimum size in four-colour print work.

Reversed logo

Reversed version is used when the logo appears on a black background. The logo should commonly be used on inter-office communication such as faxes, memos and in newspaper advertising where no colour is available. It is recommended for smaller sizes. It can be used as per the one-colour versions - for one or two-colour print work or at minimum size in four-colour print work.

BLACK



DRC_H_MONO.EPS



DRC_S_MONO.EPS

REVERSED



DRC_H_WHITE.EPS



DRC_S_WHITE.EPS

LOGOS - ONE COLOUR VERSIONS

The Dubbo Regional Council logo may be printed in one-colour when printing or media limitations restrict use of the full colour version of the logo (such as forms).

The one-colour versions should generally be used for one or two-colour print work.

PANTONE 166C



PANTONE 7408C



PANTONE 3125C



PANTONE 376C



**LOGOS - ONE COLOUR VERSIONS
- REVERSED**

When printing or media limitations restrict full colour printing, the Dubbo Regional Council logo can be reversed white out of a solid background, provided there is sufficient contrast to ensure quality results.

PANTONE 166C



PANTONE 7408C



PANTONE 3125C



PANTONE 376C



CLEAR SPACE

To ensure clarity and impact, ample clear space should be given to the logo whenever it is used.

The logo should always be placed clear of other graphic elements such as text and photography.

Breaching this space is not permitted.

Leaving enough clear space is easy. The width should be that of the 'D' stem. Do not let other graphics or text come within the space defined by 'x'. This measurement is only the minimum requirement for clear space.

Giving more space is even easier. Simply be generous with space around the logo. This will ensure the desired clarity and impact.



Stem – A straight vertical stroke (or the main straight diagonal stroke in a letter which has no verticals).

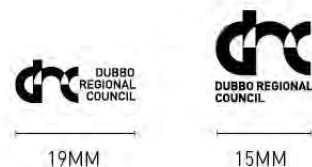
MINIMUM SPACE

It is recommended that the full colour and black versions should appear no less than 19mm (horizontal) and 15mm (stacked) across.

The reversed logo should appear no less than 22mm (horizontal) and 15mm (stacked) across. Reproduction at smaller sizes risks loss of legibility of the Dubbo Regional Council wordmark.

Any version of the logo can appear at any size larger than its minimum requirement.

FULL COLOUR & BLACK



REVERSED



COLOUR PALETTE

These are the PANTONE®, CMYK, RGB & HTML specifications for the Dubbo Regional Council logo colour palette. Specifications for all reproduction must match as closely as possible to the PANTONE® colours.

Each colour breakdown has been created to best represent the PANTONE colour through each platform. Minor fluctuations in accuracy are expected across platforms. Please always try and match the PANTONE® reference as often as possible.



PANTONE 166C

C - 0 R - 222
M - 80 G - 82
Y - 95 B - 6
K - 0

HTML #E05206



PANTONE 7408C

C - 0 R - 253
M - 80 G - 185
Y - 95 B - 22
K - 0

HTML #FAB916



PANTONE 3125C

C - 74 R - 0
M - 17 G - 172
Y - 4 B - 201
K - 0

HTML #00ACC9



PANTONE 376C

C - 50 R - 122
M - 0 G - 184
Y - 100 B - 0
K - 9

HTML #7AB800



85% TINT BLACK

R - 77
G - 77
B - 79

HTML #4D4D4F

FONTS

DIN is the corporate font.
Calibri is to be used internally.

DIN BOLD

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m n o p q r s t u v w x y z

DIN REGULAR

A B C D E F G H I J K L M
N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m n o p q r s t u v w x y z

CALIBRI

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
a b c d e f g h i j k l m n o p q r s t u v w x y z

DESIGN EXAMPLES

The logo elements can be used as a design element, in digital and print, but must always be used in conjunction with the full logo.



EXAMPLES



ANIMATION



DESIGN EXAMPLES

The logo can be used on images, but must always be clear and easy to read, see examples.

EXAMPLES



DESIGN EXAMPLES - THE COLUMN

The Column is an element of the logo which can be used for supporting the DRC logo on signage, documents and other collateral as a purely design element.

The Column must always be used with the logo, never on it's own (see examples).

Use of the Column must always be approved.



DRC_COLUMN_CMYK.EPS

EXAMPLES

