



AGENDA

ECONOMIC DEVELOPMENT, BUSINESS AND CORPORATE COMMITTEE

12 AUGUST 2019

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

The meeting is scheduled to commence at .

	Page
EDBC19/28 REPORT OF THE ECONOMIC DEVELOPMENT BUSINESS AND CORPORATE COMMITTEE - MEETING 8 JULY 2019 (ID19/1073) The Committee had before it the report of the Economic Development, Business and Corporate Committee meeting held 8 July 2019.	3
EDBC19/29 UPDATES TO THE LOCAL GOVERNMENT ACT (ID19/1062) The Committee had before it the report dated 25 July 2019 from the Executive Manager Governance and Internal Control regarding Updates to the Local Government Act.	7
EDBC19/30 DRAFT - INTERNAL OMBUDSMAN POLICY (ID19/740) The Committee had before it the report dated 1 August 2019 from the Internal Ombudsman regarding Draft - Internal Ombudsman Policy.	12
EDBC19/31 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT - JULY 2019 (ID19/1060) The Committee had before it the report dated 1 August 2019 from the Director Organisational Performance regarding Investments Under Section 625 of the Local Government Act - July 2019.	27
EDBC19/32 RECOGNITION OF REGIONAL TOURISM AWARDS TO DUBBO REGIONAL COUNCIL (ID19/1094) The Committee had before it the report dated 6 August 2019 from the Director Culture and Economy regarding Recognition of Regional Tourism Awards to Dubbo Regional Council.	31

- EDBC19/33 DUBBO SHOWGROUND MASTER PLAN (ID19/1075)** 33
The Committee had before it the report dated 29 July 2019 from the Director Culture and Economy regarding Dubbo Showground Master Plan.
- EDBC19/34 DUBBO CITY CAR CLUB SURRENDER OF DEVELOPMENT CONSENT FOR DRAG STRIP (ID19/1067)** 161
The Committee had before it the report dated 26 July 2019 from the Manager Property Assets regarding Dubbo City Car Club surrender of Development Consent for Drag Strip.



**DUBBO REGIONAL
COUNCIL**

Report of the Economic Development Business and Corporate Committee - meeting 8 July 2019

AUTHOR: Administration Officer - Governance
REPORT DATE: 29 July 2019

The Committee had before it the report of the Economic Development, Business and Corporate Committee meeting held 8 July 2019.

RECOMMENDATION

That the report of the Economic Development, Business and Corporate Committee meeting held on 8 July 2019, be noted.



**REPORT
ECONOMIC DEVELOPMENT, BUSINESS AND
CORPORATE COMMITTEE
8 JULY 2019**

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

ALSO IN ATTENDANCE:

The Chief Executive Officer, the Executive Manager Governance and Internal Control, the Community Support Officer, the Administrative Officer Governance, the Director Organisational Performance, the Director Culture and Economy, the Director Infrastructure (S Colliver), the Director Development and Environment (D Archer) and the Director Liveability.

Councillor G Mohr assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.32pm.

**EDBC19/24 REPORT OF THE ECONOMIC DEVELOPMENT BUSINESS AND CORPORATE
COMMITTEE - MEETING 11 JUNE 2019 (ID19/884)**

The Committee had before it the report of the Economic Development, Business and Corporate Committee meeting held 11 June 2019.

Moved by Councillor S Lawrence and seconded by Councillor V Etheridge

MOTION

That the report of the Economic Development, Business and Corporate Committee meeting held on 11 June 2019, be noted.

CARRIED

EDBC19/25 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT - JUNE 2019 (ID19/886)

The Committee had before it the report dated 1 July 2019 from the Director Organisational Performance regarding Investments Under Section 625 of the Local Government Act - June 2019.

Moved by Councillor A Jones and seconded by Councillor J Diffey

MOTION

That the report from the Director Organisational Performance dated 1 July 2019 be noted.
CARRIED

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

EDBC19/26 LOCAL GOVERNMENT NSW - 2019 ANNUAL CONFERENCE (ID19/762)

The Committee had before it the report dated 13 June 2019 from the Executive Manager Governance and Internal Control regarding Local Government NSW - 2019 Annual Conference.

Moved by Councillor S Lawrence and seconded by Councillor V Etheridge

MOTION

That Councillors V Etheridge, S Lawrence, G Mohr and J Ryan be the nominated delegates and Councillor A Jones be the alternative voting Councillor to attend the Local Government NSW Conference to be held in Sydney at the William Inglis Hotel, Warwick Farm from Monday 14 to Wednesday 16 October 2019 inclusive.

CARRIED

EDBC19/27 LEAVE OF ABSENCE

Requests for leave of absence were received from Councillors D Gumley and B Shields who were absent from the meeting due to the personal reasons.

Moved by Councillor A Jones and seconded by Councillor V Etheridge

MOTION

That such requests for leave of absence be accepted and Councillors D Gumley and B Shields be granted leave of absence from this meeting.

CARRIED

The meeting closed at 5.36pm.

.....
CHAIRMAN



**DUBBO REGIONAL
COUNCIL**

REPORT: Updates to the Local Government Act

AUTHOR: Executive Manager Governance and
Internal Control
REPORT DATE: 25 July 2019
TRIM REFERENCE: ID19/1062

EXECUTIVE SUMMARY

The Local Government Act 1993 has recently been amended through the assenting of the Local Government Amendment Act 2019 on 24 June 2019. A number of provisions came into effect on 25 June 2019 while the remainder will come into effect at a later date by proclamation. This report provides a brief outline of the changes and possible impacts on Council together.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

It may be necessary to review Council policy based on the impacts of the amendments to the Act.

RECOMMENDATION

- 1. That Council note that it resolved at its Ordinary meeting held 25 February 2019 that subject to Council’s approval of the estimate provided by the State Electoral Commissioner, Dubbo Regional Council (“the Council”) resolves that:
 - i. Pursuant to sections 296(2) and (3) of the Local Government Act 1993 (NSW) (“the Act”) and subject to confirmation of estimates as provided by the Electoral Commissioner that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.**
 - ii. Pursuant to sections 296(2) and (3) of the Act, as applied and modified by section 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.**
 - iii. Pursuant to sections 296(2) and (3) of the Act, as applied and modified by section 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council, if required.****
- 2. That Council note that Dubbo Regional Council, as a Council formed in 2016, will have its rate path freeze extended until 1 July 2021, unless it resolves to apply to the Minister to vary the existing rates path freeze determination and the determination is varied.**
- 3. That Council not apply to the Minister for a variation in the rate path freeze away from 1 July 2021.**

Michael Ferguson

Executive Manager Governance and Internal Control

REPORT

The Local Government Act 1993 has recently been amended through the assenting of the Local Government Amendment Act 2019 on 24 June 2019. A number of provisions came into effect on 25 June 2019 while the remainder will come into effect at a later date by proclamation.

The following amendments have been made to the Act and relevant comments have been provided accordingly.

- Councils have until 1 October 2019 to resolve to enter into arrangements with the Electoral Commissioner, or an electoral services provider, to administer the 2020 ordinary council elections, and have until 1 January 2020 to enter into these arrangements.

Comment

This amendment came into effect on 25 June 2019. Council has previously adopted a resolution at its Ordinary meeting held 25 February 2019 to engage the Electoral Commissioner to conduct the 2020 Local Government elections on Council's behalf. It is recommended that Council note that has resolved to engage the Electoral Commissioner to conduct the 2020 Local Government elections on Council's behalf.

- Councils formed in 2016 will have their rate path freeze extended until 1 July 2021, unless they resolve to apply to the Minister to vary the existing rates path freeze determination and the determination is varied.

Comment

This amendment came into effect on 25 June 2019. Council will need to determine whether it wishes to apply to the Minister for a variation in the rate path freeze away from 1 July 2021.

- The tendering threshold, below which councils do not have to undertake a competitive tendering process, has been increased to \$250,000. However, the threshold for contracts involving services provided by council employees at the time of entering the contract remains at \$150,000.

Comment

This amendment came into effect on 25 June 2019. This amendment has little effect on process as Council's Chief Executive Officer has been delegated authority for the acceptance of tenders except where those services are currently provide by staff. Council will have to review its tendering and quotations management policies to bring them in line with the new tendering threshold and may need to revise purchasing delegations to reflect this change in threshold.

- The Public Interest Disclosures Act 1994 has been amended with the intention of allowing councils to report on their obligations under that Act in their own annual reports under the Local Government Act 1993, rather than by the current requirement to table a special report in Parliament. *Councils should also note that further changes to relevant legislation and regulations will be made to facilitate this.*

Comment

This amendment came into effect on 25 June 2019. This amendment has little effect on Council and will only require reporting annually in the annual report rather than biannually directly to the Office of Local Government.

- Councils can procure the services of pre-qualified disability employment organisations approved under the Public Works and Procurement Act 1912, without having to go to tender.

Comment

This amendment came into effect on 25 June 2019. This amendment may provide for additional procurement opportunities without the need to tender when the services are provided by a pre-qualified disability employment organisations approved under the Public Works and Procurement Act 1912.

It was advised by the Office of Local Government that councils should also note that the Minister intends to enable, by a future regulation, councils to access the National Prequalification System for Civil Construction (Roads and Bridges) Contracts after further consultation.

- Councils are able to delegate regulatory functions to another council, and to joint organisations of which they are not a member, with approval of that council or joint organisation. Further, joint organisations will be able to sub-delegate regulatory functions to their committees, in addition to their Executive Officer.

Comment

This amendment is not currently in effect and will commence by proclamation at a later date. It provides an opportunity for Council to provide regulatory services to other Councils however the appetite for this has not been considered.

- Regulations are able to be made to exempt councils from the need to publicly notify fees relating to certain defined commercial activities and from the need to determine those fees based on an adopted pricing methodology. This will ensure councils are not placed at unfair disadvantage during commercial negotiations.

Comment

This amendment is not currently in effect and will commence by proclamation at a later date. This may assist Council in determining fees for particular events without publically disclosing those fees for commercial purposes.

- Regulations are able to be made to prescribe a scheme for mutual recognition of council approvals for regulatory activities issued under section 68 of the Act.

Comment

This amendment is not currently in effect and will commence by proclamation at a later date. Further investigation as to the impact of this amendment is required as it is not entirely clear at this stage.



DUBBO REGIONAL
COUNCIL

REPORT: Draft - Internal Ombudsman Policy

AUTHOR: Internal Ombudsman
REPORT DATE: 1 August 2019
TRIM REFERENCE: ID19/740

EXECUTIVE SUMMARY

This report recommends the adoption of the revised Internal Ombudsman Policy (**Appendix 1**) and the Internal Ombudsman Fact Sheet (for council's website) (**Appendix 2**). The Internal Ombudsman Policy is due for review every three years, or on commencement of a new Internal Ombudsman. While the role has been established for over 12 months, along with the policy, the new incumbent commenced in March 2019.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

This report proposes that the revised Internal Ombudsman Policy be adopted, along with the Internal Ombudsman Fact Sheet.

RECOMMENDATION

That the draft Internal Ombudsman Policy and Fact Sheet, as attached to the report of the Internal Ombudsman dated 12 June 2019, be adopted.

Abbey Rouse
Internal Ombudsman

BACKGROUND

On 18 December 2017 Council carried a motion to establish an Internal Ombudsman position within Dubbo Regional Council. Upon the position being filled in 2018, an Internal Ombudsman Policy was drafted. The policy is due for review every three years, or on commencement of a new Internal Ombudsman; the new incumbent commenced in March 2019.

The Original policy attached the Internal Ombudsman Fact Sheet to the Policy. Those two documents have been separated under this review. The Policy is in line with other Council policies and the Fact Sheet will be used to promote the Internal Ombudsman role to staff and the public, and will appear on Council's website (specific to the Internal Ombudsman page).

The proposed draft Internal Ombudsman Policy contains minor additions and edits throughout, however the intent remains the same as the original. While the major additions are:

- 4.3 – The Internal Ombudsman can refer complaints about the CEO or the Mayor for investigation or review to Council's Panel of Conduct Reviewers.
- 5 – Confidentiality: additional clarification is provided around the protection of complainants and the Internal Ombudsman's reports.
- 9.1 – Review: more specific information is provided about the endorsement of recommendations, as well as the opportunity for review of the Internal Ombudsman's or Conduct Reviewers recommendations.

The proposed changes support the independent nature of the Internal Ombudsman role.

SUMMARY

This report recommends that Council adopts the revised Internal Ombudsman Policy and Internal Ombudsman Fact Sheet.

Appendices:

- 1 [↕](#) Internal Ombudsman Policy
- 2 [↕](#) Internal Ombudsman Policy - Fact sheet for WEB



Internal Ombudsman Policy

Date	June 2019
ESC Resolution Date	xxxx
Clause Number	
Responsible Position	Internal Ombudsman
Branch	Governance & Internal Control
Division	Executive Services
Version	2.0
TRIM Reference Number	xxxx
Review Period	3 years or on commencement of an Internal Ombudsman
Review Date	June 2022
Consultation	Endorsed Consultative Committee xxxx

Document Revision History	
Description	Date
This policy follows the establishment of an Internal Ombudsman at Council, and outlines the purpose and responsibilities of the Internal Ombudsman	July 2018
Notes	

1. PURPOSE

This policy outlines the purpose and responsibilities of the Internal Ombudsman. The Internal Ombudsman is Council's focal point for members of the community, staff, Councillors and other interested parties, should they have a complaint about suspected corruption, misconduct, maladministration by Council staff or Councillors; or if there is a perception that Council has acted in an unethical or partial manner.

2. RELATED LEGISLATION AND POLICIES

- *Public Interest Disclosures Act 1994 (PID Act)*
- *Independent Commission Against Corruption Act 1988 (ICAC Act)*
- *Privacy and Personal Information Protection Act 1998*
- *Government Information (Public Access) Act 2009 (GIPA Act)*
- *Local Government Act 1993*
- *Ombudsman Act 1974*
- *Local Government (State) Award 2017*
- *Dubbo Regional Councils Complaints Management Policy*

3. DEFINITIONS

To assist interpretation of this Policy, the following definitions apply:

Term	Definition
Affected person	Any Council officer who is the subject of a complaint
Corruption / Corrupt conduct	Within the meaning of section 8 of the <i>Independent Commission Against Corruption Act 1988</i> .
CEO	Chief Executive Manager
Executive Manager	Executive Manager – Governance and Internal Control
Internal Ombudsman	The Internal Ombudsman, including any personnel conducting activities associated with, or on behalf of, the Internal Ombudsman.
Maladministration	As per the definition in the <i>Public Interest Disclosures Act 1994</i> .
Procedural Fairness	The rules or principles of natural justice, developed to ensure that decision making is fair and reasonable.

4. APPOINTMENT AND PROTECTION

The Internal Ombudsman will be appointed following a merit based recruitment process.

4.1 SCOPE

This Policy applies to Dubbo Regional Council and to anyone who refers a complaint to Council's Internal Ombudsman. All Council officials are to cooperate fully with the Internal Ombudsman during the conduct of any investigation being carried out, and must comply with any reasonable request of the Internal Ombudsman or associated staff in connection with an investigation.

4.2 OBJECTIVES

The Internal Ombudsman will independently assess and investigate complaints and the administrative processes of the Council or Council staff. The Internal Ombudsman is

responsible for the development and documentation of processes associated with the investigation and reporting of each matter.

Major functions performed by the Internal Ombudsman include:

- Ensuring complaints in relation to Council or Council staff are impartially and objectively managed and investigated;
- Progressively examining the way Council operates and making recommendations to improve accountability, transparency and fairness.
- Providing specialist advice, training and education to staff and management on ethical decision making, how to prevent and react to corrupt conduct, misconduct and/or other unlawful or unethical behaviour.
- Providing education, training and ad-hoc or written probity advice to staff; Councillors; or Council delegates.

4.3 AUTHORITY

In the event that a complaint may be received regarding the Mayor or the Chief Executive Officer, the Internal Ombudsman is Council's Complaints Coordinator and has the delegation to handle such complaints in accordance with Office of Local Government's (OLG) Conduct Review Process. The Internal Ombudsman can also refer complaints regarding the Mayor and CEO for investigation or review to Council's Panel of Conduct Reviewers.

The Internal Ombudsman is Council's designated:

- Disclosures Coordinator dealing with public interest disclosures in accordance with the Public Interest Disclosures Act 1994
- Complaints Coordinator in accordance with Council's Code of Conduct Procedures
- Privacy Officer

The Internal Ombudsman cannot:

- act as a community advocate;
- influence, overturn or amend Council's operational and planning decisions; or,
- support any organisation or body, including Dubbo Regional Council.

4.4 JURISDICTION

The Internal Ombudsman either, on receiving a complaint, or on the Internal Ombudsman's own initiative, may investigate a decision or recommendation, an act done or omitted, a procedure or process relating to a matter of administration or conduct of Council staff; without the need for any prior consent of any person or body against whom the complaint is made.

Council employees shall abide by the Internal Ombudsman's recommendations, once a recommendation has been accepted by the Chief Executive Officer. Nothing in these guidelines prevents Council officers from accessing their lawful rights to appeal under relevant legislation.

In the case of complaints made against specific Council officers, the Internal Ombudsman will inform them of the nature of the allegations and give such person(s) an opportunity to answer any allegations.

The only circumstance where staff won't be informed of allegations against them is if such allegations have been found to be unsubstantiated, if the Internal Ombudsman has determined not to investigate the matter for one of the reasons stated below, or if the complaint is frivolous, vexatious or not made in good faith.

4.5 REFUSAL TO INVESTIGATE

The Internal Ombudsman may refuse to investigate, or cease to investigate a matter where:

- a) a remedy or right of appeal, deemed adequate by the Internal Ombudsman, already exists, whether or not the complainant uses the remedy or right of appeal.
- b) the complaint, in the opinion of the Internal Ombudsman, is frivolous, vexatious or not made in good faith, or concerns a trivial matter;
- c) the complaint relates to a decision, recommendation, act or omission of which the complainant had knowledge for more than one year before making a complaint to the Internal Ombudsman;
- d) the complaint relates to a decision of the Council;
- e) the complaint relates to actions or conduct of the Chief Executive Officer, Mayor and/or Councillors, other than in an administrative capacity;
- f) the complaint relates to decisions of a standing committee of the Council;
- g) the complaint pertains to conduct relating to a matter before a court or a tribunal;
- h) the complaint relates to matters under investigation by the:
 - o Office of Local Government (OLG)
 - o Independent Commission Against Corruption (ICAC)
 - o NSW Ombudsman;
 - o NSW Police
 - o Information and Privacy Commission (IPC)
- i) the complaint relates to the actions or conduct of private individuals, unless such persons were Council officers or Councillors at the time such conduct was alleged;
- j) senior Council staff have not had adequate opportunity to address the complaint;
- k) there is insufficient information available; or,
- l) the complainant declines or refuses to provide further information and/or there are threats made against Council, or an employee or officer of the Council.

5. CONFIDENTIALITY

The Internal Ombudsman, every person carrying out duties in connection to an investigation conducted by the Internal Ombudsman, and any person who becomes aware of an investigation being carried out by the office of the Internal Ombudsman, shall maintain confidentiality in respect of all matters that come to their knowledge.

The identity or personal information of any complainant will not be disclosed without their consent. However, there may be situations where this is not possible or appropriate for the Internal Ombudsman i.e. in relation to procedural fairness or a conciliation setting; or if the Internal Ombudsman deems necessary to investigate the matter effectively. If this is the case, the Internal Ombudsman will confer with the complainant to ensure they are supported and protected from any risk of reprisal, undue publicity or embarrassment.

Investigations and reports by the Internal Ombudsman are confidential. They will only be made public when it is considered to be in the public interest or exceptional circumstances apply, and with the endorsement of the CEO.

6 COMPLAINTS

The role of the Internal Ombudsman does not absolve individual Directors, Managers or Team Leaders of their responsibilities in accordance with the Complaints Management Policy. Unresolved complaints initially managed as Tier 1 and 2 matters considered for Tier 3 escalation to the Internal Ombudsman, require every effort to be made in an attempt to resolve the matter in accordance with Council's complaint management policy.

6.1 REQUIREMENTS

On referring a complaint to the Internal Ombudsman for review, the following will need to be provided;

- full circumstances of the complaint in writing
- all documentation and available evidence for review
- documented attempts made by Council to resolve the complaint
- reasons for escalation to the Internal Ombudsman.

Following a review of the matter, the Internal Ombudsman may;

- provide an independent assessment, advice or recommendation;
- provide general assistance; or,
- accept transfer of the complaint

6.2 REFERRAL BY COUNCIL

Council may refer to the Internal Ombudsman, via the Chief Executive Officer, a matter that is before Council for review. The Internal Ombudsman shall, subject to any special directions of Council, review the matter within their jurisdiction and provide a report to Council.

6.3 COMPLAINT REQUIREMENTS

Complaints to the Internal Ombudsman, must be made in writing, outlining the full circumstances of the complaint. Specific details should be provided including a full description, dates the incident occurred/s, names or positions of persons involved, and any documentation which can support/evidence the allegations made.

When the Internal Ombudsman accepts transfer of a complaint, the following service standards will apply;

- Within five working days the Internal Ombudsman will confirm receipt of the complaint (with the complainant) and indicate whether preliminary inquiries will be undertaken.
- The Internal Ombudsman will provide feedback on preliminary inquiries to the complainant within 10 working days of receiving the complaint.
- If preliminary inquiries reveal evidence supporting the complaint, the matter may then progress to an investigation. The Internal Ombudsman will keep the complainant updated throughout the investigation process.
- At the conclusion of the investigation the complainant will be advised in writing of the outcome of the complaint, including any findings and recommendations made.

6.4 EXTERNAL AGENCIES

Lodging a complaint with Council's Internal Ombudsman does not preclude lodgement with external oversight and law enforcement agencies such as the police, ICAC, NSW Ombudsman, Office of Local Government or the Information and Privacy Commission. However, if a matter has already been or is referred to and/or investigated by one of the external agencies, the Internal Ombudsman may refuse or cease to investigate the matter, or postpone determination until the outcome of an external investigation is concluded.

The Internal Ombudsman may refer a matter to the ICAC, should the matter indicate that there are reasonable grounds to suspect that corrupt conduct has taken or may be taking place, and may liaise with the ICAC regarding the progress of an investigation which may ensue.

6.5 REPORTING

The Internal Ombudsman shall report directly to the Executive Manager – Governance and Internal Control. The Executive Manager / Chief Executive Officer shall receive and consider recommendations from the Internal Ombudsman and their implementation within Council. The exception to this is when the Executive Manager and / or Chief Executive Officer has a conflict of interest in a matter, which he or she will be expected to disclose, at the earliest practicable opportunity after having been made aware of a matter. On such an occasion, the determination shall then be made by the Mayor.

If both the Chief Executive Officer and Mayor have, or are perceived to have, a conflict of interest then the matter shall be referred directly to the Deputy Mayor to address and determine the recommendations.

Once an investigation is finalised, the findings and recommendations will be reported to the complainant in writing at such a time the Ombudsman considers appropriate.

7. REFUSAL TO INVESTIGATE**7.1 COMPLAINTS THAT ARE FRIVOLOUS, VEXATIOUS, TRIVIAL OR NOT MADE IN GOOD FAITH**

Where the Internal Ombudsman has declined to investigate a matter on the basis that it is frivolous, vexatious, trivial or not made in good faith, and the complainant continues to contact Council in relation to that matter, the Internal Ombudsman may provide recommendation to the Executive Manager / Chief Executive Officer for the complainant to be managed in accordance with the Unreasonable Complaint Conduct (UCC) Policy.

7.2 REPORT OF DECISION NOT TO INVESTIGATE

Where the Internal Ombudsman decides not to investigate, or to cease to investigate a complaint, the Internal Ombudsman will, in writing, inform the complainant and any other interested person of the decision, and reasons for the decision.

8. ASSESSMENT**8.1 ACCESS TO INFORMATION**

The Internal Ombudsman will have access to all relevant information upon which to conduct a fair investigation, and will not seek to access any irrelevant information. The actions of the Internal Ombudsman must be accountable and in accordance with the principles of natural justice and procedural fairness.

The Internal Ombudsman may enter and inspect any Council (business) premises and engage in conversations with persons; obtain or create records; make requests for information or records; and remove information or records from Council premises.

8.2 INVESTIGATIONS

An investigation by the Internal Ombudsman shall be conducted in private. Employees retain the right to have a support person (mutually agreed with the Internal Ombudsman) present during any conversation with the Internal Ombudsman. The Internal Ombudsman may determine that it is not appropriate for a certain person to be present if they are implicated in a matter under investigation or otherwise might be compromised.

No simultaneous or parallel investigations are to be conducted into matters being investigated by the Internal Ombudsman.

The Internal Ombudsman may hold meetings, obtain information from any person and make such inquiries as the Internal Ombudsman considers necessary.

8.3 BREACH AND PENALTY

A staff member who wilfully and without justification:

- a) obstructs, hinders or resists the Internal Ombudsman or any other person in the performance of the functions and duties of the Internal Ombudsman under these guidelines;
- b) fails to comply with a reasonable request of the Internal Ombudsman or an employee or delegate of the Internal Ombudsman; or
- c) makes a false statement to, or misleads or attempts to mislead, the Internal Ombudsman or any other person in the exercise or performance of the functions and duties of the Internal Ombudsman under these guidelines, will be guilty of a breach of these guidelines and may be subject to disciplinary action in accordance with Council's Code of Conduct and/or other relevant policies.

In such a case, the Internal Ombudsman will report such matters to the Chief Executive Officer in the final investigation report. The internal Ombudsman may make recommendations as to what action should be taken. The Chief Executive Officer will consider such recommendations and make a determination as to what action is to be taken. The Chief Executive Officer's determination will be in accordance with relevant HR policies.

8.4 OPPORTUNITY TO RESPOND

Before making public a report that may damage the reputation of any person, the Internal Ombudsman will:

- Provide the draft or proposed report to the person or persons who are the subject of the Internal Ombudsman's report or identified in the report;

- Allow the person, or persons, to confirm the accuracy of relevant facts or matters in the draft or proposed report, or to indicate where, and in what respects, they regard any material as erroneous;
- Give the opportunity to the person or persons the subject of the report to provide a written response to the Internal Ombudsman's report and that response is to be made public with the report subject to the provisions of the relevant legislation such as the *Privacy and Personal Information Protection Act 1988*.

The Internal Ombudsman's final report shall contain no new material that has not been provided to the person or persons, subject of the report, allowing them to make a written submission under this clause.

8.5 OPPORTUNITY TO MAKE REPRESENTATION

Where it appears to the Internal Ombudsman that there may be sufficient grounds for making a report that may adversely affect the Council or a person, the Internal Ombudsman may request representations be made by the Executive Manager / Chief Executive Officer or any other person before the report is finalised. The request for this representation is at the discretion of the Internal Ombudsman.

9. OUTCOMES

In making a report, the Internal Ombudsman may recommend to the Executive Manager / Chief Executive Officer, that:

-
- a) disciplinary action be considered;
 - b) an omission or delay be rectified;
 - c) a decision or recommendation by an employee or employees of the Council be revoked or varied;
 - d) a matter be referred to the Chief Executive Officer for further consideration;
 - e) reasons be given by an employee or employees of the Council for a decision;
 - f) a practice or procedure be altered;
 - g) a statute, regulation or by-law be reconsidered;
 - h) Council pay compensation to or otherwise recompense a complainant;
 - i) Council provide a particular service;
 - j) Council amend, or not impose, a charge or condition in relation to a particular service, application or consent;
 - k) Council supply a good or service or undertake any necessary corrective or other work to resolve a complaint;
 - l) Council make an appropriate correction, deletion or addition to a record; and/or,
 - m) such other steps are taken as the Internal Ombudsman considers reasonable and just.

It is the Chief Executive Officer's responsibility to address recommendations made by the Internal Ombudsman and consider their implementation by Council. The exception to this is when a conflict of interest may occur by referring the matter to the Chief Executive Officer, in which case, the matter is referred to the Mayor. If, for some reason, both the Chief Executive Officer and the Mayor are perceived to have a conflict of interest, then the matter is referred to the Deputy Mayor to address the recommendation(s).

Any report on a complaint that involves the Mayor, Chief Executive Officer or a Councillor, in relation to an alleged breach of Council's Code of Conduct, shall be treated in accordance with the *Procedures for the Administration of the Dubbo Regional Council Code of Conduct*.

Council is required to record each recommendation made by the Internal Ombudsman; take appropriate action; and record what action has been taken by Council, by whom and when, for each recommendation made by the Internal Ombudsman.

Where a recommendation is made by the Internal Ombudsman, the Internal Ombudsman may request information regarding Council's action on previous report recommendations. If within a reasonable time after a request is made, no action is taken that is considered reasonable or appropriate, the Internal Ombudsman may escalate the matter for review.

9.1 REVIEW

Once an investigation has been concluded, any executive decisions in relation to findings and recommendations of the Internal Ombudsman require the approval of the CEO or the Mayor (in the case of any findings or recommendations against the CEO), or Council. However, if the CEO/Mayor or Council refuse to endorse or act upon any findings or recommendations, without sufficient reason, the Internal Ombudsman may report the situation directly to the Mayor or to a relevant external agency. If a complainant is not satisfied, the matter can be reviewed by an external agency.

Internal Ombudsman**FACT SHEET****What does the Internal Ombudsman do?**

An Internal Ombudsman provides residents, community members, ratepayers, local businesses, staff, Councillors and other Council Stakeholders with an “independent ear” regarding complaints about:

- administrative conduct
- unethical behaviour by Council
- corrupt conduct
- misconduct
- or maladministration

The Internal Ombudsman role is pro-active and can also assist Councils and staff with policy development and review, training in relation to good governance, probity and administrative conduct and in providing ad hoc advice on such matters.

In summary, Internal Ombudsman has three core functions – prevention, education and improvement.

The Internal Ombudsman will:

- independently assess administrative processes of the Council or Council staff
- investigate complaints that meet the assessment criteria of a Public Interest Disclosure (allegations such as corrupt conduct, serious misconduct, maladministration, contravention of the *Government Information (Public Access) Act 2009*, or Local Government pecuniary interest contravention).
- ensure complaints in relation to Council or Council staff are impartially and objectively managed and investigated, in accordance with best practice, natural justice and the principles of procedural fairness.
- progressively examine the way Council operates and make recommendations to improve accountability, transparency and fairness.
- Provide specialist advice, training and education to staff and management on ethical decision making, how to prevent and react to corrupt conduct, misconduct and/or other unlawful or unethical behaviour.
- Provide ad-hoc or written probity advice to staff; Councillors; or Council delegates.

The Internal Ombudsman cannot:

- act as a community advocate;
- influence, overturn or amend Council’s operational and planning decisions; or,
- support any organisation or body, including Dubbo Regional Council.

How do I make a complaint to the Internal Ombudsman?

Before making a complaint you should take **all reasonable steps** to resolve the matter with Council (via Council's Complaints Management Policy) and allow a reasonable timeframe for a response to your concern or complaint. If after this period the matter has not been reasonably or appropriately resolved by Council, you may forward your complaint in writing to the Internal Ombudsman. Before lodging a complaint with the Internal Ombudsman, it is useful to ask yourself the following questions:

- What has Council or Council staff done wrong in this situation?
- Has Council or Council staff breached a law or policy which they have a duty to uphold?
- Has a process been applied unfairly or discriminatively?
- Has a Council officer done something that is against the law or could be a breach of Council's Code of Conduct?

Complaints can be made to the Internal Ombudsman in writing, marked for the attention of the Internal Ombudsman via Post to PO Box 81, Dubbo, NSW 2830; via email (ombudsman@dubbo.nsw.gov.au), or completion of an online pro forma on Council's website: <https://www.dubbo.nsw.gov.au/I-Want-To/Contact-Council/contact-the-internal-ombudsman>,

What can the Internal Ombudsman investigate?

The Internal Ombudsman can investigate or refer for investigation matters including:

- Council administrative processes
- Any failure to comply with Council's Code of Conduct, policies or procedures
- Public Interest Disclosure allegations (poor administration, maladministration, corruption, or other alleged improper conduct by Council or Council Officials)
- Anonymous complaints if sufficient details are provided
- Matters referred to the Internal Ombudsman by the Chief Executive Officer or external agencies including but not limited to the following agencies: The NSW Independent Commission Against Corruption (ICAC), the NSW Ombudsman or Office of Local Government

What can't the internal Ombudsman investigate?

The Internal Ombudsman is unable to investigate matters that:

- Have not firstly been reviewed or investigated in accordance with Council's relevant complaints handling procedures
- Do not concern Council's functions or business
- Require initial referral to external agencies such as NSW ICAC, NSW Office of Local Government, NSW Ombudsman or the NSW Police Force.

- Where adequate details of the complaint are not available
- Complaints that are frivolous, vexatious, not made in good faith, or are trivial in nature

What does an investigation involve?

A review and assessment of the matter, where consideration will be given to the seriousness, merit and priority. Following this:

- The complainant will have their complaint acknowledged within 5 business days
- Available records and information will be obtained and reviewed in relation to the issues raised
- Interviews with the relevant person(s) will be conducted
- A confidential report to the Chief Executive Officer will be prepared. This will include a review of the evidence available, determinations on the complaint and any recommendations on the matters investigated.
- A letter will be sent to the complainant detailing the results of the investigation, and any actions, if appropriate, and in accordance with relevant legislative / privacy requirements.

The Internal Ombudsman may refer matters to other bodies, internal or external to Council for investigation, due to the nature and/or urgency of the matter.

All matters will be dealt with in a timely manner, however the timeframe for the completion of an investigation will be determined according to the priority of the matter and other work constraints of the Internal Ombudsman.

What outcomes can I expect from an investigation?

If a report from the Internal Ombudsman finds that there has been an act or omission by a Council Official contrary to a policy or procedure and/or good administrative conduct, the Internal Ombudsman can recommend that specific appropriate action be taken.

It is the Chief Executive Officer's responsibility to address recommendations made by the Internal Ombudsman and consider their implementation within Council.

Council is required to record each recommendation made by the Internal Ombudsman, take appropriate action, and record when/what action has been taken by Council.

What about my privacy?

All parties to a matter investigated by the Internal Ombudsman are required to maintain confidentiality. The Internal Ombudsman is to ensure that enquiries are undertaken in private and in a secure location. Personal and private information is managed in accordance with Council's Code of Conduct and the NSW *Privacy and Personal Information Protection Act 1998*.

Council staff and Councillors are also bound by the confidentiality and privacy provisions of Council's Code of Conduct. A complainant's details will not be disclosed unless written consent from the complainant has been provided.

Where can I get more information?

More information is available via the Dubbo Regional Council Internal Ombudsman Policy. The document outlines in greater detail the scope of the Internal Ombudsman, including who can make complaints, what types of complaints will be investigated and how these will be resolved.

To view, go to the Dubbo Regional Council website - <https://www.dubbo.nsw.gov.au/>



DUBBO REGIONAL
COUNCIL

REPORT: Investments Under Section 625 of the Local Government Act - July 2019

AUTHOR: Director Organisational Performance
REPORT DATE: 1 August 2019
TRIM REFERENCE: ID19/1060

EXECUTIVE SUMMARY

As required by Clause 212 of the Local Government (General) Regulation 2005, set out below are the details of all monies that Council has invested under Section 625 of the Local Government Act as at 31 July 2019.

Investments when placed have been done so in accordance with the Local Government Act, Local Government Regulations and Council's Investment Policy and Strategy. Interest on investments for the month of July 2019 has been accounted for on an accrual basis. This report details investments and annualised returns for the month of July 2019.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

FINANCIAL IMPLICATIONS

Interest earned on investments has been included within Council's 2019/2020 Operational Plan, with total income generated from the Investment Portfolio forecast to be in excess of \$5,100,000.

RECOMMENDATION

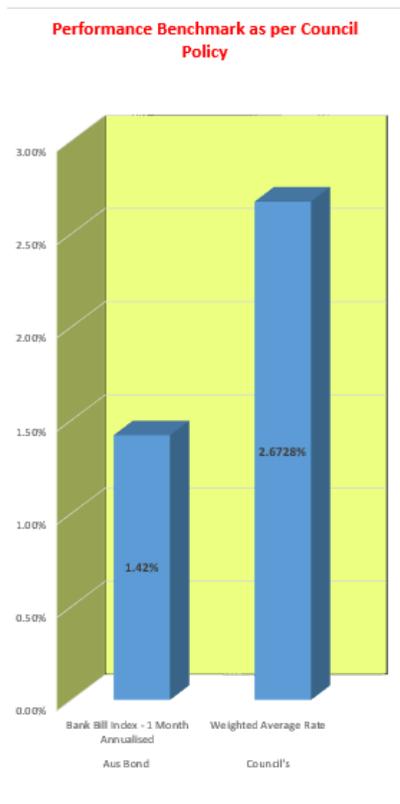
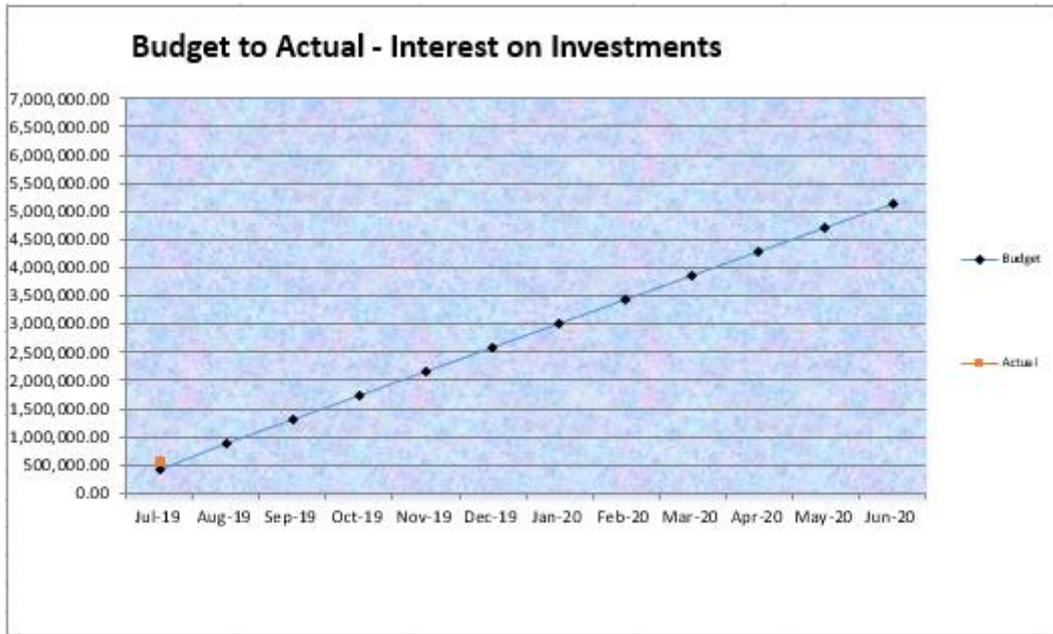
That the report from the Director Organisational Performance dated 1 August, 2019 be noted.

Craig Giffin

Director Organisational Performance

JULY 2019				
	2019 Total	2019 Current	2019 Non-Current	2019 Total
	30/06/2019	Maturity By 30/06/2020	Maturity After 30/06/2020	31/07/2019
Investments				
Cash & Cash Equivalents				
Cash on Hand and at Bank	\$28,700.00	\$28,700.00	\$0.00	\$28,700.00
Cash-Equivalent Assets (1)				
- Deposits At Call	\$47,102,168.31	\$22,255,531.06	\$0.00	\$22,255,531.06
Total Cash & Cash Equivalents	\$47,130,868.31	\$22,284,231.06	\$0.00	\$22,284,231.06
Investments (Note 6b)				
- Long Term Deposits > 3 Months	\$171,330,281.25	\$72,830,281.25	\$118,500,000.00	\$191,330,281.25
- NCD's and FRN's > 3 Months	\$14,000,599.09	\$2,500,000.00	\$10,500,599.09	\$13,000,599.09
- CDO's	\$0.00	\$0.00	\$0.00	\$0.00
Total Investments	\$185,330,880.34	\$75,330,281.25	\$129,000,599.09	\$204,330,880.34
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS	\$232,461,748.65	\$97,614,512.31	\$129,000,599.09	\$226,615,111.40
(1) Those Investments where time to maturity (from date of purchase) is < 3 months				





Investment % Held as per Council Policy

Institution	\$ Invested	% Invested	% Allowable	\$ Allowable
Cash on Hand and at Bank	\$28,700	0.01%		
<i>Cash-Equivalent Assets</i>				
NAB - Sweep Account	\$22,255,531	9.82%	100.00%	\$226,615,111
<i>Direct Investments</i>				
AMP	\$5,000,000	2.21%	20.00%	\$45,323,022
Bank of Queensland	\$19,830,281	8.75%	10.00%	\$22,661,511
Bendigo & Adelaide Bank	\$18,500,000	8.16%	10.00%	\$22,661,511
CBA	\$9,000,000	3.97%	30.00%	\$67,984,533
Macquarie Credit Union	\$1,000,000	0.44%	1.00%	\$2,266,151
NAB	\$56,000,000	24.71%	30.00%	\$67,984,533
St George	\$40,000,000	17.65%	30.00%	\$67,984,533
Suncorp	\$4,000,539	1.77%	20.00%	\$45,323,022
Westpac	\$48,500,000	21.40%	30.00%	\$67,984,533
TOTAL DIRECT INVESTMENTS	\$201,830,880	89.06%		
<i>Grandfathered Investments</i>				
Newcastle Permanent Building Society	\$2,500,000	1.10%		Rated BBB
TOTAL GRANDFATHERED INVESTMENTS	\$2,500,000	1.10%		
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS	\$226,615,111	100.00%		

SUMMARY

Council outperformed the 11am Official Cash Rate market benchmark for 1 month annualised return of 1.00%, with a return of 1.40% for its At Call investments for the month of July 2019. Council also outperformed the 1 month annualised Bloomberg AusBond Bank Bill Index of 1.42% for the month, with an average annualised return of 2.67% for its overall portfolio return, including an average on Term Deposits and Floating Rate Notes of 2.71%.



**DUBBO REGIONAL
COUNCIL**

REPORT: Recognition of Regional Tourism Awards to Dubbo Regional Council

AUTHOR: Director Culture and Economy
REPORT DATE: 6 August 2019
TRIM REFERENCE: ID19/1094

EXECUTIVE SUMMARY

Dubbo Regional Council has been recognised for their success and promotion of tourism within the region being awarded two Gold awards at the Regional Tourism Awards which combined two Destination Network areas of Outback and Country and Riverina Murray. This program rewards businesses that demonstrate significant achievement in tourism products, marketing and businesses delivering outstanding outcomes across NSW. The Regional Tourism Awards winners will progress to the NSW Tourism Awards where they may then progress to the Qantas Australian Tourism Awards.

The Old Dubbo Gaol was awarded Gold in the Cultural Tourism category. This category recognises tourism operations that foster a greater understanding and appreciation of authentic culture, history, heritage and/or the arts.

The Dubbo and Great Western Plains destination marketing campaign delivered through Council's Economic Development and Marketing branch was awarded Gold in the Destination Marketing category.

Both of these awards will now progress to the NSW Tourism Awards automatically finalising. The NSW State Awards will be held in Sydney on 14 November 2019.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

1. That the report from the Director Culture and Economy dated 6 August 2019 be noted.
2. That Council Staff be congratulated on the awarding of the two Gold Awards at the Regional Tourism Awards.

Natasha Comber
Director Culture and Economy



REPORT: Dubbo Showground Master Plan

AUTHOR: Director Culture and Economy
REPORT DATE: 29 July 2019
TRIM REFERENCE: ID19/1075

EXECUTIVE SUMMARY

A Master Plan will set the long term strategic direction for the Dubbo Showground. Council engaged @Leisure consultants to take a well-considered and consultative approach to developing a draft Master Plan with showground users. Further input was then sought from the broader community through a public exhibition. The Final Report - Dubbo Showground Master Plan - July 2019 is attached as **Appendix 1**.

The creation of the draft Master Plan followed a Notice of Motion dated 16 October 2017 from Councillor J Diffey regarding the Master Plan for Dubbo Showground as follows:

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

Funding was allocated and the Master Plan project commenced in October 2018. Consultation in developing the draft Master Plan prior to Public exhibition included a Councillor Workshop, two stakeholder workshops, 30 stakeholder telephone interviews and five email interviews with Showground users and customers.

Based on stakeholder input, a draft plan was presented to the May 2019 Council Meeting. The draft plan was then placed on public exhibition from 28 May 2019 and the community was invited to make submissions. 18 formal submissions were received during the public exhibition period.

A summary of all Master Plan consultation can be viewed within the:

- Dubbo Showground Master Plan (**Appendix 1**) - Stakeholders consulted (page 34)
- Full copy of submissions from Public Exhibition (**Appendix 3**)
- Stakeholder Workshop Notes (**Appendix 4**)

The purpose of this report is to provide background of consultation undertaken to develop the draft plan, and analysis of submissions received during the public exhibition period. The report seeks Council's adoption of the amended Dubbo Showground Master Plan. After adoption by Council the Master Plan will be implemented by the newly established Regional Events Branch.

FINANCIAL IMPLICATIONS

Some projects within the Master Plan will be delivered within the current Showgrounds Operational Budget. Many of the items remain unbudgeted and will rely on Council and Community groups seeking government grants or potential community and Council partnerships to improved key infrastructure. Council has allocated \$250,000 in forward budgets for 2020/2021, 2021/2022 and 2022/2023 financial years to support the implementation of projects identified in the Master Plan. These funds will be used to support the seeking government grants and community partnerships.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That the report from the Director Culture and Economy dated 29 July 2019 be noted.**
- 2. That the Dubbo Showground Master Plan be adopted.**
- 3. That stakeholders and community members be thanked for their contribution.**
- 4. That the Master Plan activities be implemented in accordance with budget allocations, grant opportunities and partnerships with community groups.**

Natasha Comber
Director Culture and Economy

BACKGROUND

The creation of a Dubbo Showground Master Plan was initiated to better prepare the facility with a long term strategic plan and asset development priorities. Development of the plan included a review of product offerings and extensive consultation with Showground users, customers and community groups.

In developing the draft plan a number of formal consultation activities occurred including:

- A Councillor Workshop facilitated by Manager Visitor Experience and Services undertaken on 15 October 2018. Objectives for change identified from the Councillor Workshop included:
 - Enhance visitor appeal.
 - Fill the gap in the market for medium size function centres.
 - Promote Dubbo's strength in livestock production and family entertainment.
 - Improvement in financial and sustainability position of venue.
 - Create greater synergy with the regional tourism and event strategy.
- 30 Telephone interviews and five (5) email interviews with Showground users and key stakeholders. Primary issues identified included pricing, need for facility upgrade and maintenance, reliance on volunteers, lack and nature of access to area with regular harness use, location of net toilet facilities, safety/security, dump point access during events, loading ramp and access.
- Two (2) Stakeholder Workshops held on 20 February 2019. Suggested improvements included, upgrade toilets, complete grandstand as proposed with function room, kitchen, meeting room etc., put stage under new sails between arena and pavilions, upgrade existing pavilions, lighting – loading bays and in general, more and improved wash down bays, provide drainage around pavilions, more stabling and day yards for horses, more shade tree planning required, improve pedestrian access/wayfinding.

REPORT

Following the Council Meeting on 9 May 2019 the draft document was placed on Public Exhibition for community review and feedback for 28 days. Submissions closed on Tuesday, 25 June 2019. From this Public Exhibition 18 responses were received. Copies of formal submissions are included in this report as **Appendix 3**.

A summary of the submissions from the Public Exhibition and responses is included as **Appendix 4**, on page 39, within the Dubbo Showground Master Plan July 2019 (**Appendix 1** of this report).

In considering input from the Public Exhibition, the amended Master Plan has directly addressed approximately 85% of the responses. This included items that were changed due to feedback from the community and items that were clarified in further consultation to increase users understanding of the proposed Plan. Remaining items were issues or concerns that fall outside the project scope or Showground general operations. These submissions have been passed on to relevant stakeholders.

The Dubbo Showground Master Plan includes:

- Site Assessment
- Review of site constraints
- Outline of planning and regulatory controls
- Identify site development opportunities
- Identify external factors that impact potential future use
- Undertake a general assessment of the facilities and make recommended improvements
- Engagement of User Groups
- Consider future risks and opportunities
- Sketch ideas of potential design
- Outline an implantation plan with staging

Included as appendixes within the Master Plan is a summary of consultation undertaken during the development of the draft plan and during the Public Exhibition.

A summary of key proposed key projects identified in the development of the Master Plan is provided below. Projects identified as 'budgeted' refer to current the 2019/2020 operational budget. Many of the items identified in the Master Plan remain unbudgeted and will rely of Council and Community groups seeking government grants or potential community and council partnerships. Council has allocated \$250,000 in forward budgets for 2020/2021, 2021/2022 and 2022/2023 financial years to support the implementation of projects identified in the Master Plan. These funds will be used seek government grants and community partnerships.

As identified in the table below, Short Term Projects are expected to be completed in the current financial year, dependant on successful grant funding where applicable.

Key Proposed Projects for implementation	Actions required	Budgeted	Timing
New Amenities Block	Demolition of rounded maintenance shed (Igloo) Construction of new amenities. See concept attached as Appendix 5.	Yes - Grant Funding	Short Term
New Disable Amenity near Grandstand	Construction of new accessible toilet in partnership with Harness Racing Club and Disability Action Group.	Yes	Short Term
Amenities upgrades	Improvement for existing amenities.	Yes	Short to Medium Term
Upgrades to existing Grandstand Kitchen	Improvements to facilities	No. Harness Racing Club are seeking NSW	Short Term

		Government support. Council provided letter of support	
Refurb Cattle Shed	Flooring resurface to occur in short term. Concrete floor and lighting refurb to undertaken with a view to further development of facility for the longer term.	Yes - for resurface element.	Short Term Long Term
Dubbo Showground Pavilion Lighting	Lighting upgrade to LEDs to Pavilions to improve lighting and reduce costs to users and environment impact.	Yes	Ongoing
Showground Electrical Network	Sideshow Alley power box maintenance. Arena lighting review with Harness Racing Club.	Yes	Short Term
Showground Water Supply	Construction of new irrigation bore and effective utilisation of water license. Replacement of Irrigators	Yes for Irrigators, new Bore to be considered as part of Councils overall water strategy and funding.	Short to Medium Term
Expo Centre Bollards	Bollards to improve user safety near Expo Centre and support landscaping.	No	Short Term
New Grandstand and Function Centre	Feasibility Study Detailed Designs	No. Harness Racing Club currently seeking NSW Government Grant for detailed design. Feasibility Study / designs to be proposed to be funded in 2020/2021 if unsuccessful in obtaining a	Medium to Long Term

		grant.	
New Sheep Shed and Showground Storage (eastern corner)	Development of a new Allan Morris Pavilion and storage areas.	Discussions held with User Group on shared funding approach to Project from forward budgets	Medium Term
Permanent Overnight Horse Stabling	Construction of permanent horse stables and wash bay.	Some Funds available. Current grant in with Crown lands. Planned application to NSW Government in September. Project to be funded from forward budgets.	Medium Term
Tree planting Program	Undertaking tree planting and lawn development in accordance with site developments.	Funds for landscaping around new amenities included. Forward budget allocations.	Short Term and ongoing
Improved pedestrian access and wayfinding	Pathways development in accordance with site development.	Project to be funded from forward budgets.	Long Term
3 phase power to Arena	New infrastructure.	Some operational funds available depending on projects.	Short Term
Vehicle access improvements within and outside the facility.	Wingewarra entrance, Bus parking and new car park. Further studies on parking and transport efficiencies around the facility to be	No. Seek Grant Funding. Timing linked to potential new Grandstand and	Medium to Long Term

	undertaken	Function Centre development.	
Shade landscaping and paving between Centenary and Ray Clarke	Paving for pedestrian, event and vehicle use and Shade sails erected between buildings. See concept attached as Appendix 5.	No. Seek Grant Funding linked with economic development.	Medium Term
New Perimeter fencing	Replace perimeter fencing along Fitzroy and Wingewarra Street	No.	Medium to Long Term
Upgrade and enclosing existing pavilions	Enclosing Pavilions to meet user expectations and increase hire options	No	Medium to Long Term
Boardys Bar and licenced area upgrade.	Further consultation and business case required.	No. Potential opportunity for partnership approach to be developed with user groups.	Medium to Long Term

After adoption by Council the Dubbo Showground Master Plan will be implemented by the newly established Regional Events Branch. Led by the newly appointed Regional Events Manager, the Branch will lead strategic development of the site, actively seek grant opportunities in partnership with community groups and undertake an increase focus on new business development opportunities. This activity is in addition to the efficient day to day facility operations and hire management which is managed by the onsite Showground Coordinator.

SUMMARY

A Master Plan will set the long term strategic direction for the Dubbo Showground. Council engaged @Leisure consultants to develop a draft Master Plan with showground users and seek further input from the broader community through a public exhibition.

Consultation in developing the draft Master Plan included a Councillor Workshop, two stakeholder workshops, 30 Telephone interviews and five email interviews with Showground users and key stakeholders. The draft plan was then placed on public exhibition and attracted 18 submissions which have all been addressed in the body of this report and the Dubbo Showground Master Plan Report.

Many of the items identified in the Master Plan remain unbudgeted and will rely of Council and Community groups seeking government grants or potential community and Council partnerships. After adoption by Council the Master Plan will be implemented by the newly established Regional Events Branch.

Appendices:

- 1 [↓](#) Dubbo Showground Master Plan - Final Report July 2019 - Draft Masterplan Dubbo Showground - @Leisure
- 2 [↓](#) Dubbo Showground Master Plan - Stakeholder Feedback Submission Summary and Response - July 2019
- 3 [↓](#) Copy of Public Exhibition Submissions
- 4 [↓](#) Dubbo Showground Master Plan - Workshop Combined Notes
- 5 [↓](#) Dubbo Showground Master Plan - Concept Drawing

DUBBO SHOWGROUND MASTERPLAN

July 2019





Contents

1. Executive summary
2. Objectives for change
3. Recommendations
4. Concept Schematics
5. Introduction and context
 - 5.1 What is a master plan?
 - 5.2 The project
 - 5.3 Tasks
 - 5.4 The site - Dubbo
 - 5.5 Dubbo Showground
 - 5.6 Planning Context
6. Site analysis
 - 6.1 Site uses
 - Harness track
 - 6.2 Existing conditions
 - Pavillions
 - Indoor arena, outdoor dressage, camping
 - Toilets and amenity blocks
 - Entrances
 - Access and parking
7. Current and future use
 - Licence agreements
 - Example events
 - 7.1 2018 Events per month
 - 7.2 2018 Events types
 - Tables
8. Existing conditions
 - 8.1 Site investigation summary
9. User views
 - 9.1 Methods of engagement
 - 9.2 Strengths and weaknesses
 - 9.3 Issues and suggested improvements
 - 9.4 User priorities
10. Key risks
11. Appendices
 1. Site condition investigation report
 2. Stakeholders consulted
 3. Options
 4. Submission summary from draft



1. Executive summary

Dubbo Showground

The Dubbo Showground is centrally located to the east of the city centre, 500 metres from the Dubbo Railway Station. The Showground is home to the Dubbo Harness Racing Club, Orana Equestrian Club and the Dubbo Show Society. The venue hosts state and national events, predominately agricultural livestock shows, that contribute significant benefits to Dubbo.

There were 117 events over 176 days at the venue in 2018, not including bump in/bump out days. Almost 60% of events involve livestock or animals and many draw people from interstate and overseas.

Key issues

Key issues facing the site are:

- High operational costs
- Aging infrastructure
- Poor layout of facilities
- The site's lack of prominence
- Lack of shade and general landscape amenity
- Some poorly utilized facilities
- Large scale buildings with significant additional potential

Some facilities are no longer fit-for-purpose such as the grandstand, or are in 'poor' condition; including public toilets, the Liberal Pavilion or 'Igloo', the Cattleman's (Boardys) Bar and the Show office. (See Appendix 1 Site Condition Investigation Report).

Options

Eight key options were considered for the future of the site (See Appendix 3.) A staged redevelopment supporting existing uses is considered the best option, over relocation or alternative focuses for the site.

A staged redevelopment is more likely to increase use and value as well as economic benefits through additional events and improvements.

Recommendations

Key recommendations include:

- Developing a function venue for 1500 people / grandstand along Fitzroy St and consolidate all buildings on the west side including show office, toilets and harness club facilities
- Enclose MacInnes and Expo Pavilion
- Open up and enhance views into the venue for a along Fitzroy St and Wingewarra Street
- Improve amenity and aesthetics across the site with tree planting, shade, grading and surface treatments
- Remove the Liberal Pavilion and incorporate activities in upgraded pavilions
- Improve pedestrian connections and outdoor space around Woolpack, Morris, Centenary and Clarke pavilions
- Replace the Morris Pavilion in the long term to better provide for existing shows and displays
- Extend indoor arena to 60m x 80m
- Consider indoor accommodation area for camping, showers/toilets

See Chapter 3 for a full list of recommendations.

2. Objectives for change

1. Enhanced visitor appeal – (aesthetics and functionality of site)
2. Fill the gap in the market for medium sized function centres
3. Promote Dubbo's strength in livestock production and family entertainment
4. Improvement in financial and sustainability position of venue
5. Greater synergy with the tourism and events strategy



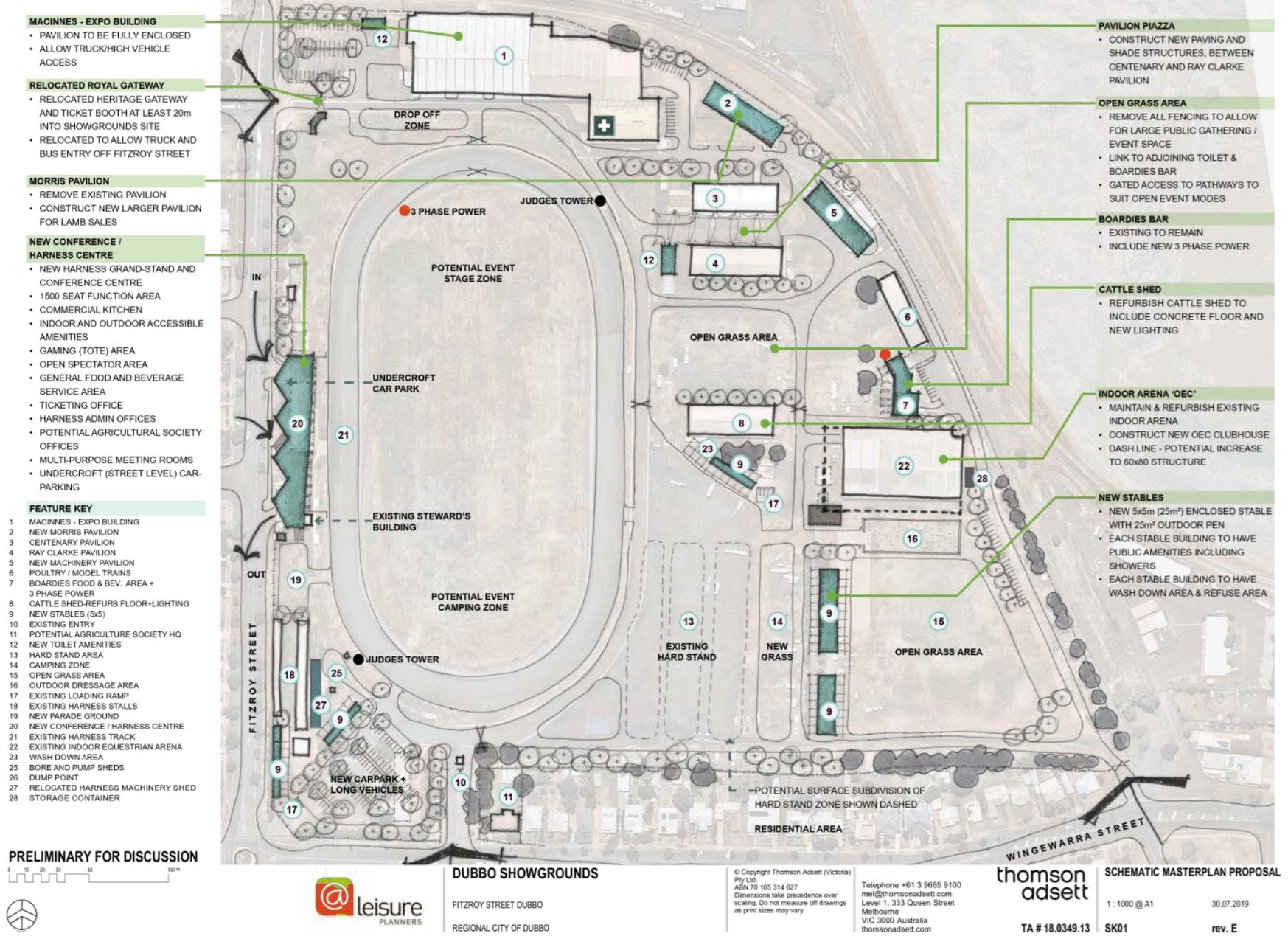
3. Recommendations

Number	Recommendation
Objective 1: Enhanced visitor appeal – (aesthetics and functionality of site)	
1	Open the venue for a better street view along Fitzroy St and Wingewarra St, where possible
2	Develop a tree planting plan to improve shade and the aesthetics of the site
3	Increase formal parking for small and large vehicles
4	Add internal road access on east side replacing loss of access from railway land
5	Improve pedestrian connections and outdoor space around Woolpack, Morris, Centenary and Clarke Pavilions
6	Remove the Liberal Pavilion and relocate activities into existing pavilions
7	Improve links between Centenary and Clarke include shade sails
8	Toilet and amenity blocks to be included in redeveloped facilities and or upgrade existing
9	Redesign Fitzroy St entrance to allow easier access to large vehicles without blocking street
10	Provide more formal parking and a drop off zone
11	Upgrade loading ramp with lighting
Objective 2: Fill the gap in the market for medium sized function centres	
12	Developing a function venue for up to 1500 people / grandstand along Fitzroy St and consolidate all buildings on the west side including show office, toilets and harness club facilities

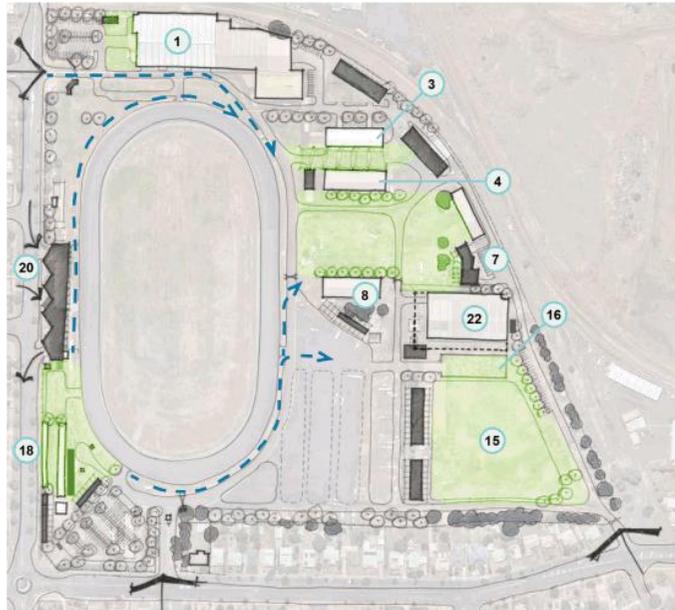
Recommendations (continued)

Number	Recommendation
Objective 3: Promote Dubbo's strength in livestock production and family entertainment	
13	Promote Showground events through Council marketing networks, including electronic signage on Fitzroy and Wingewarra St
14	Promote upgraded pavilions for short term hire to sports and event promotions companies that cater to family entertainment
Objective 4: Improvement in financial and sustainability position of venue	
15	Improve Boardys bar area for a better events space with potential to add stage or sound shell and 3 phase power
16	Enclose MacInnes and Expo Pavilion
17	Consider indoor accommodation area for school groups and large user groups include showers/toilets
18	Make 3 phase power accessible to inside the arena to support lighting and music for large events
19	Replace the Morris Pavilion in line with existing use
20	Update pavilions including power, lighting and plumbing
21	Upgrade wash bays including those at Cattle Pavilion
22	Extend indoor arena to 64m x 80m
23	Retain parking and upgrade power for RVs
24	Add additional stabling and day yards

4. Concept schematic - Thomson Adsett



PEDESTRIAN FLOW

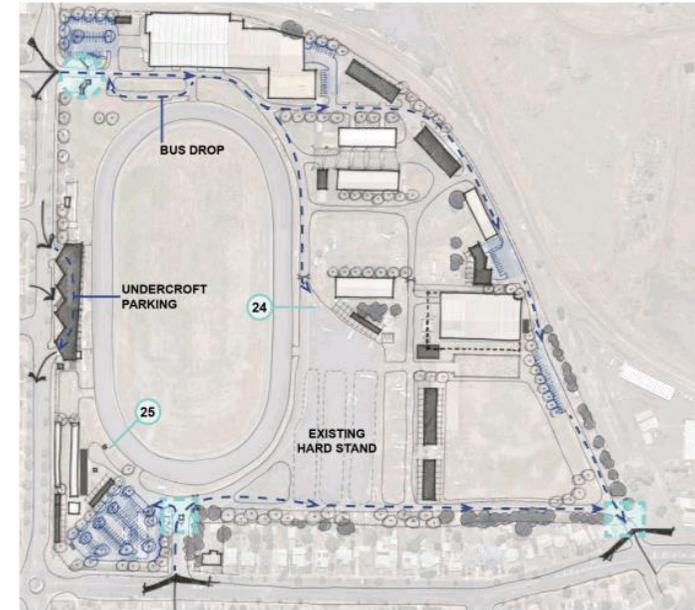


- FEATURE KEY**
- 1 MACINNES - EXPO BUILDING
 - 2 NEW MORRIS PAVILION
 - 3 CENTENARY PAVILION
 - 4 RAY CLARKE PAVILION
 - 5 NEW MACHINERY PAVILION
 - 6 POULTRY / MODEL TRAINS
 - 7 BOARDIES FOOD & BEV. AREA
 - 8 CATTLE SHED
 - 9 NEW STABLES (5x5m)
 - 10 EXISTING ENTRY
 - 11 POTENTIAL AGRICULTURE SOCIETY HQ
 - 12 NEW TOILET AMENITIES
 - 13 HARD STAND AREA
 - 14 CAMPING ZONE
 - 15 OPEN GRASS AREA
 - 16 OUTDOOR DRESSAGE AREA
 - 18 EXISTING HARNESS STALLS
 - 19 NEW PARADE GROUND
 - 20 NEW CONFERENCE / HARNESS CENTRE
 - 21 EXISTING HARNESS TRACK
 - 22 EXISTING INDOOR EQUESTRIAN ARENA
 - 23 WASH DOWN AREA
 - 24 LOADING BAY
 - 25 BORE AND PUMP SHEDS

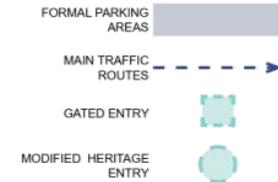
LEGEND



TRAFFIC FLOW



LEGEND



PRELIMINARY FOR DISCUSSION



DUBBO SHOWGROUNDS
 FITZROY STREET DUBBO
 REGIONAL CITY OF DUBBO

© Copyright Thomson Adsett (Victoria) Pty Ltd
 ABN 70 105 314 627
 Dimensions take precedence over scaling. Do not measure off drawings as print sizes may vary

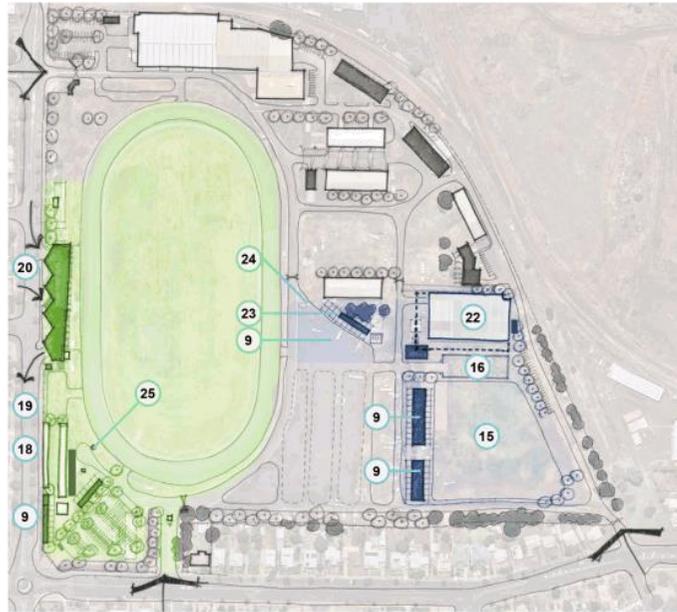
Telephone +61 3 9685 9100
 mel@thomsonadsett.com
 Level 1, 333 Queen Street
 Melbourne
 VIC 3000 Australia
 thomsonadsett.com



MASTERPLAN DIAGRAMS - SHEET 01

1:2000 @ A1 30.07.2019
 TA # 18.0349.13 SK02 rev. D

EQUESTRIAN ZONES

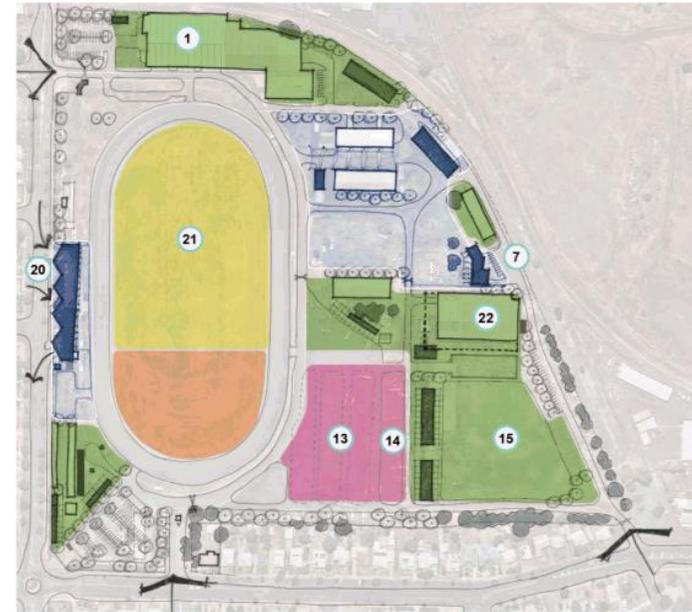


- FEATURE KEY**
- 1 MACINNES - EXPO BUILDING
 - 2 NEW MORRIS PAVILION
 - 3 CENTENARY PAVILION
 - 4 RAY CLARKE PAVILION
 - 5 NEW MACHINERY PAVILION
 - 6 POULTRY / MODEL TRAINS
 - 7 BOARDIES FOOD & BEV. AREA
 - 8 CATTLE SHED
 - 9 NEW STABLES (5x5m)
 - 10 EXISTING ENTRY
 - 11 POTENTIAL AGRICULTURE SOCIETY HQ
 - 12 NEW TOILET AMENITIES
 - 13 HARD STAND AREA
 - 14 CAMPING ZONE
 - 15 OPEN GRASS AREA
 - 16 OUTDOOR DRESSAGE AREA
 - 18 EXISTING HARNESS STALLS
 - 19 NEW PARADE GROUND
 - 20 NEW CONFERENCE / HARNESS CENTRE
 - 21 EXISTING HARNESS TRACK
 - 22 EXISTING INDOOR EQUESTRIAN ARENA
 - 23 WASH DOWN AREA
 - 24 LOADING BAY
 - 25 BORE AND PUMP SHEDS

LEGEND

- HARNESS ZONE
- EQUESTRIAN ZONE

EVENT AREAS



LEGEND

- PUBLIC AREAS
- EVENT AREA
- SIDE-SHOW ALLEY / VEHICLE CAMPING ZONE
- TENT CAMPING IN FESTIVAL / EVENT MODE
- ANIMAL ZONE

PRELIMINARY FOR DISCUSSION



DUBBO SHOWGROUNDS
 FITZROY STREET DUBBO
 REGIONAL CITY OF DUBBO

© Copyright Thomson Adsett (Victoria) Pty Ltd.
 ABN 70 105 314 627
 Dimensions take precedence over scaling. Do not measure off drawings as print sizes may vary

Telephone +61 3 9685 9100
 mel@thomsonadsett.com
 Level 1, 333 Queen Street
 Melbourne
 VIC 3000 Australia
 thomsonadsett.com



MASTERPLAN DIAGRAMS - SHEET 02

1:2000 @ A1
 30.07.2019
 TA # 18.0349.13 SK03 rev. C

5. Introduction and context

5.1 What is a master plan?

A master plan is a blueprint for the future development.

A master plan is an agreed direction by the owner and users about the best way to develop a site or a facility, based on the current demand and condition of facilities.

It is not intended to be a commitment to fund development projects in the short term.

The intent is to be able to direct a complete package of improvements over time and develop components of that plan as and when funds become available, therefore a master plan shows the broad concept and areas for development, rather than specific design details.

5.2 The project

The objective of the project is to provide a long term strategy to transform the current site into something that can deliver more to the residents and visitors of Dubbo.

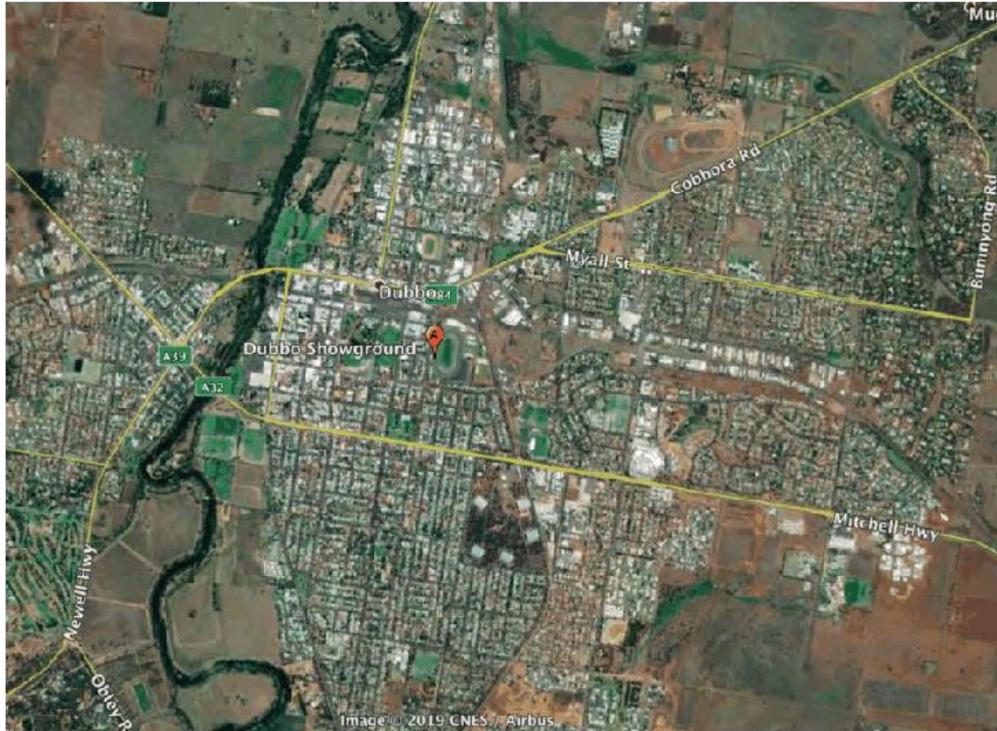
5.3 Tasks

The project brief required the following tasks to be undertaken:

- Complete a site assessment
- Review site constraints
- Outline planning and regulatory controls
- Identify development opportunities
- Identify external factors that impact potential use
- Undertake a general assessment of facilities and make recommended improvements
- Engage user groups
- Consider future risks and opportunities
- Sketch ideas for potential design
- Outline an implementation plan with staging



5.4 The site - Dubbo



Map 1. Aerial view of Dubbo, showing location of Dubbo Showground.

Dubbo is well connected by road and rail with the Mitchell, Newell and Golden Highways intersecting in the town and a direct train link to Sydney. Dubbo is a major road and rail freight hub to other parts of New South Wales. National highways link Dubbo to Brisbane, Sydney, Melbourne and Adelaide. Flights from Dubbo airport connect to Brisbane, Sydney, Melbourne, Canberra, Newcastle, Cobar and Broken Hill. With such key transport connections, Dubbo serves the broader NSW region and is a natural meeting point for agriculture shows, sales and conferences. The Showground is centrally located on the corner of Fitzroy and Wingewarra St east of the CBD.

5.5 Dubbo Showground



Map 2. Site map of Dubbo Showground showing pavilions, harness track and inner road network.

5.6 Planning context

The Showground is Crown Land, managed by the Dubbo Regional Council. The site has significant history as an events centre.

Initially developed in 1876 for the staging of the Dubbo Show and for public recreation uses, the Dubbo Showground has generally been managed by a series of Trusts who have been charged by the State Government with the "care, control and management" of the ground .

Dubbo City Council was appointed Trust Manager on 24 March 1996.

The site has an important role servicing the surrounding agricultural region.

None of building on site are of heritage significance. The original Grandstand built in 1893 was considered significant, following severe storm damage in 2001 it was demolished.

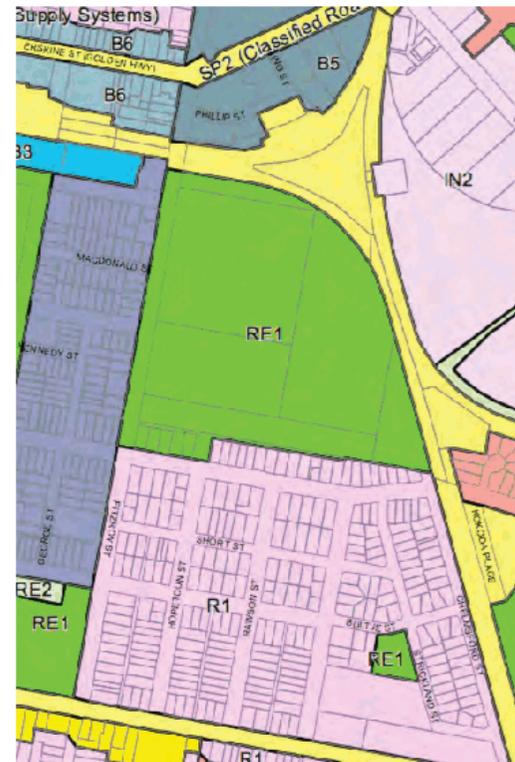
The Dubbo Local Environmental Plan 2011 shows the site is zoned RE1 – Public Recreation. Permitted uses of the zone include camping, community facilities, kiosks, recreation areas, recreation facilities (indoor, major, and outdoor) restaurants or cafes. The site is not in a Flood Planning Area. ¹

The site to the north and east is zoned SP2 – Infrastructure, which is a railway line. This railway land limits access and opportunities to expand the Showground to the north and east if required.

To the south is R1 – General Residential and to the west is B4 – Mixed Use. The Showground backs on to surrounding residential lots which restrict views into the Showground and negatively impact on resident's knowledge of sense of value of the Showground. The lack of prominence impacts on some events such as circuses, that rely on passing traffic to promote their presence.

The size and central nature of the site was highlighted by stakeholders as a key strength of the site.

The site does not feature in Council's Open Space Master Plan 2018.



Map 3. Land zoning map showing Dubbo Showground – RE1.

1 , Flood Planning Map – Sheet FLD 008B

6. Site analysis

6.1 Site uses

The site has hosted the annual Dubbo Show since 1876, holds regular harness racing events conducted by Dubbo Harness Club and numerous agriculture shows, sales, motor shows and social functions. The Showground is home to the Orana Equestrian Club, the Dubbo Show Society, the Dubbo Poultry Club and the Dubbo Model Train Club.

Harness Track

The harness facilities dominate the west and south west corner of the site along Fitzroy St and has the greatest external exposure.

Managed by the Dubbo Harness Club, this area includes:

- A harness racing track of 804.5 metre circumference.
- Lighting which makes the track suitable for night meetings
- A grandstand including office, bar, bookmaker and toilet facilities
- Day stalls, stables to the south of the grandstand

Harness events at the track include 16 race meetings per year plus weekly trials.

A small memorial gazebo sits beside the grandstand. This building features materials from the original grandstand built in 1893 (pictured to the right), which had to be demolished following storm damage.

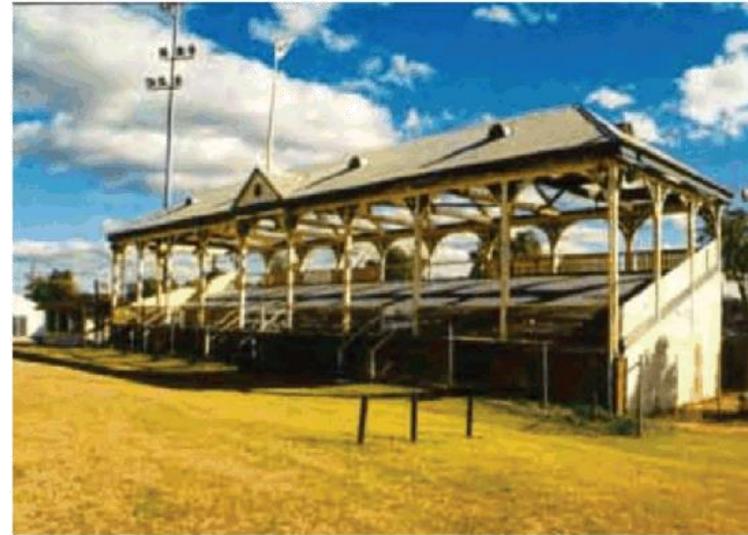


Figure 1. The original Dubbo Showground Grandstand.

The centre of the track is a large grassed area and in the past has been used for horse events, Show activities, exhibitions, sports and displays.

The grass is manually watered and there is some lighting. Events held inside the track need to be scheduled to work in with existing harness training and race meetings.

Large concerts have been held on the arena in the past and could be further encouraged with the addition of 3 phase power.

The arena is underutilised as an event space.

6.2 Existing conditions

Pavilions

To the north and east of the site, backing on to the railway line, are the Show pavilions. The majority have concrete floors and are made of a mix of corrugated iron and Besser brick construction. All pavilions are in some need of upgrading including power, lighting, plumbing or roofing. (See Appendix 1 for Site Condition Summary.)

The pavilions can be accessed by the public from both the Fitzroy Street and Wingewarra Street entries via the internal road network.

There is no dedicated space around each pavilion for pedestrians.

Due to the location of the pavilions at the rear of the site and with out formal road access or designated parking to serve each, access to the pavilions can cause some management issues when multiple events are held at the same time.

Pavilions used for permanent community activities, private functions and celebrations and livestock events are located together and these are activities are not always complementary.

Indoor arena, outdoor dressage and camping

The equestrian facilities are located to the east and south east and are predominately used for dressage and other horse events.

A large sealed asphalt surface area of approximately 10,200 square metres, between the harness track and grass equestrian fields area is used for carnival rides during the annual Show and is also designed for camping with a number of power outlets available.

This same area is used for car parking but spaces are not designated and shade is limited.



Figure 2. Centenary Pavilion.

Existing conditions (continued)

Indoor arena, outdoor dressage and camping (cont'd)

The indoor and undercover sand arena and associated grass fields are predominately used by the Orana Equestrian Club for horse events including dressage, club days, training.

The club also utilises the outdoor sand arena and the grass area south of the indoor arena for warm ups.

The area is also used by the Dubbo Ranch Sorting Club.

A row of trees and shrubs separate the sealed area from the outdoor dressage and grass area. There are no stables in this location to serve equestrian sports activities.

Toilet and amenity blocks

There are five toilet blocks serving the Showground. Most are separate to buildings they serve, are functionally obsolete or require refurbishment. These are imposing structures that generally detract from the aesthetics of the area.

Council have obtained a grant through the NSW State Government Stronger Country Communities Fund which will enable the replacement of one toilet block between the Woolpack Centre and the Centenary Pavilion.

Following community engagement, including meetings and a subsequent survey to 59 stakeholders of the three proposed sites, west of the Ray Clarke Pavilion on the site of the Liberal Pavilion was the preferred location.

Ideally toilets should be integrated into the buildings, which the master plan proposes for future developments.



Figure 3. Female toilet block between Woolpack Function Centre and Centenary pavilion.

Existing conditions (continued)

Entrances

There are four entrances to the Showground. See Map 2.

The entrance off Wingewarra St, at the Hopetoun St intersection, is the most commonly used access point to the Showground. This entrance is set back from a row of houses along the street and not easily viewed from Wingewarra St. However it provides better traffic flow when trucks are entering the site as they do not restrict traffic along Wingewarra St.

The Fitzroy Street entrance is a more formal entrance with attractive wrought iron gates, however due to this location on Fitzroy Street trucks entering the site can restrict access along Fitzroy St during events.

There is also an entrance point in the south east corner of the site which allows direct access to the grass area used by the Orana Equestrian Club.

A fourth gate entrance is used to access pavilions from the railway corridor to the east of the site. This access is likely to be removed once the Regional Rail Fleet Maintenance facility is constructed in the adjoining railway land. Works are scheduled for this facility in 2019.

Access and circulation for vehicles and pedestrians around the site is generally poor.

Access and parking

The site does not have a clear delineation of sealed accessways, grassed areas, pedestrian areas, parking or service zones. The general circulation areas consist of all types of surfaces including rough seal, loose and dusty surfaces and worn grass.

The nature of surfaces and the lack of even grades across the site as well as the absence of a clear layout of accessways, detract from aesthetics, landscape amenity and visitor way finding.

Vehicles are able to drive in and around the site with few constraints and during events many floats remain on site in areas where pedestrian activity should be a priority.



Figure 4. The Fitzroy St entrance allows access to the north of the site.

The mix of vehicles, pedestrians and animals moving around the site in its current configuration needs to be resolved.

Pedestrian access to and around the pavilions is not formalised and needs improvement. There is limited directional signage on the site. Stakeholders identified that it is difficult to control access to the site, especially when multiple events are in progress. To improve the viability of the ground, multiple events will need to be held at the same time and better access arrangements and management of entry/exit points, will be needed.

Not all parking requirements can be met on the site and in surrounding streets for large events. Therefore it will be desirable to create some designated off site car parking to service the Showground, close by, such as in the verge along Chelmsford Street and Apex Oval.

7. Current and future use

Contrary to residents understanding, the Showground receive significant use. In 2018, there was an event at the Showground for 70% of the year. Showground management indicates that there were 117 events over 176 days at the venue in 2018. This excludes bump in/bump out days. The time allowed for set up and bump out however may be excessive and need tightening.

Almost 60% of events at the Showground involve livestock or animals. Other events include the Caravan and Camping Show and the Driver Awareness Program.

Those groups who occupy facilities under a licence at the Showground e.g. the Dubbo Show Society, Harness Club, Equestrian Club host around 55% of events held at the venue.

The major competitive strength of the Showground is its ability to host large scale agricultural and livestock events.

A number of agricultural shows are of state and national significance. The National Merino Sheep Show draws people from interstate and overseas and involves 35 Schools from across NSW.

Table 1 following shows that in 2018, August was the peak month for events, with March the month with the least events.

Licence Agreements

- Dubbo Show Society (Expires 30/02/20)
- Dubbo Harness Racing Club (Expires 30/06/20)
- Orana Equestrian Club (Expires 30/06/20)
- Dubbo Poultry Club (Expires 30/05/20)
- Dubbo Model Train Club (Expires 30/06/19)
- Dubbo 3D Archers (Expires 30/6/19)
- Avicultural Society Orana (Expires 30/6/19)

Example Events

- Dubbo Annual Show
- Caravan and Camping Show
- National Shearing Championships
- Australian Road Rescue Championships
- National Merino Ram Sale
- National Shorthorn Show and Sale
- National Red Angus Show
- Rotary Youth Driver Awareness
- Professional Bull Riders
- Beach Rugby Tournament

Example Events

- Memorial Book Fair
- Dubbo Ranch Sorting
- National Herefords Australia Show and Sale
- National Dorper and White Dorper Show and Sale
- Dubbo City Cup, Red Ochre Pacing Championships (Harness)
- OEC Club Championships
- Professional Bull Riders
- Nitro Circus (2017)
- Triple J One Night Stand Concert (2013)



Current and future use (continued)

7.1 2018 – Events per month

Table 1 shows the number of events per month at the Showground in 2018.

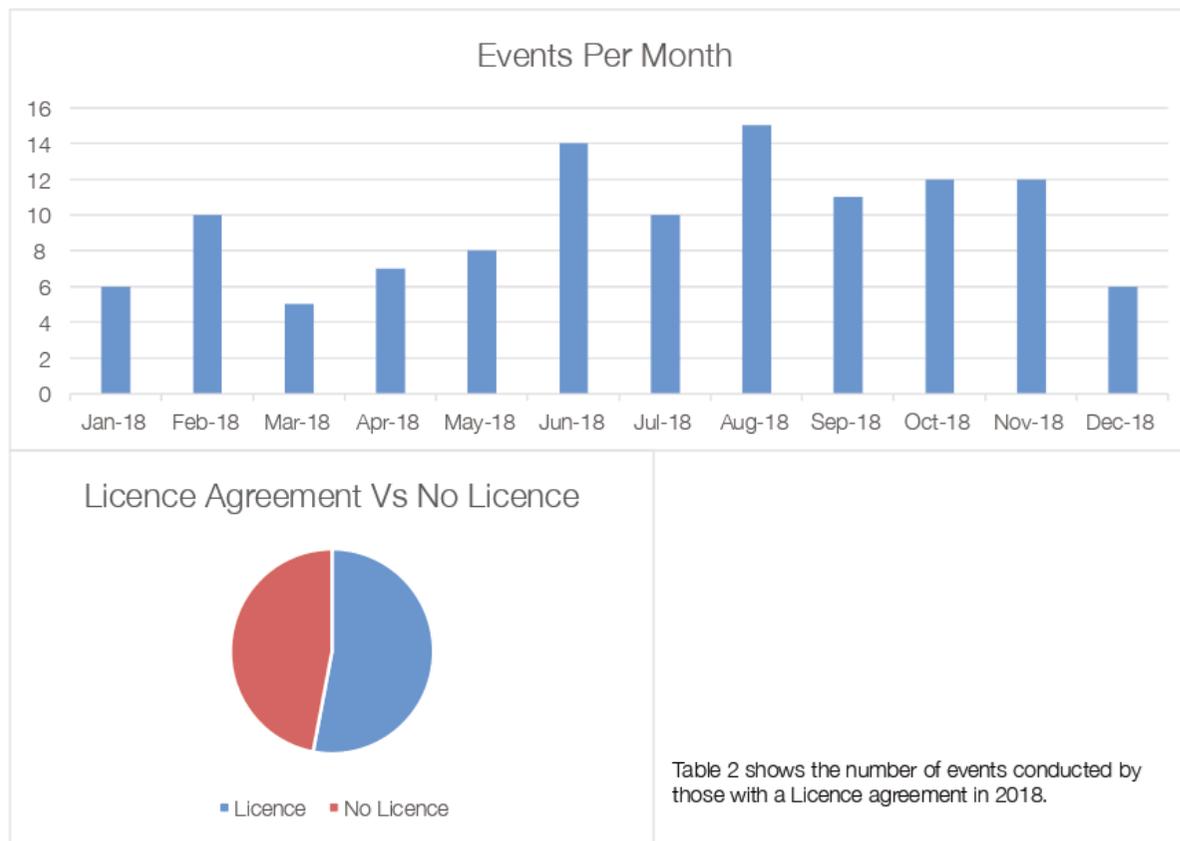


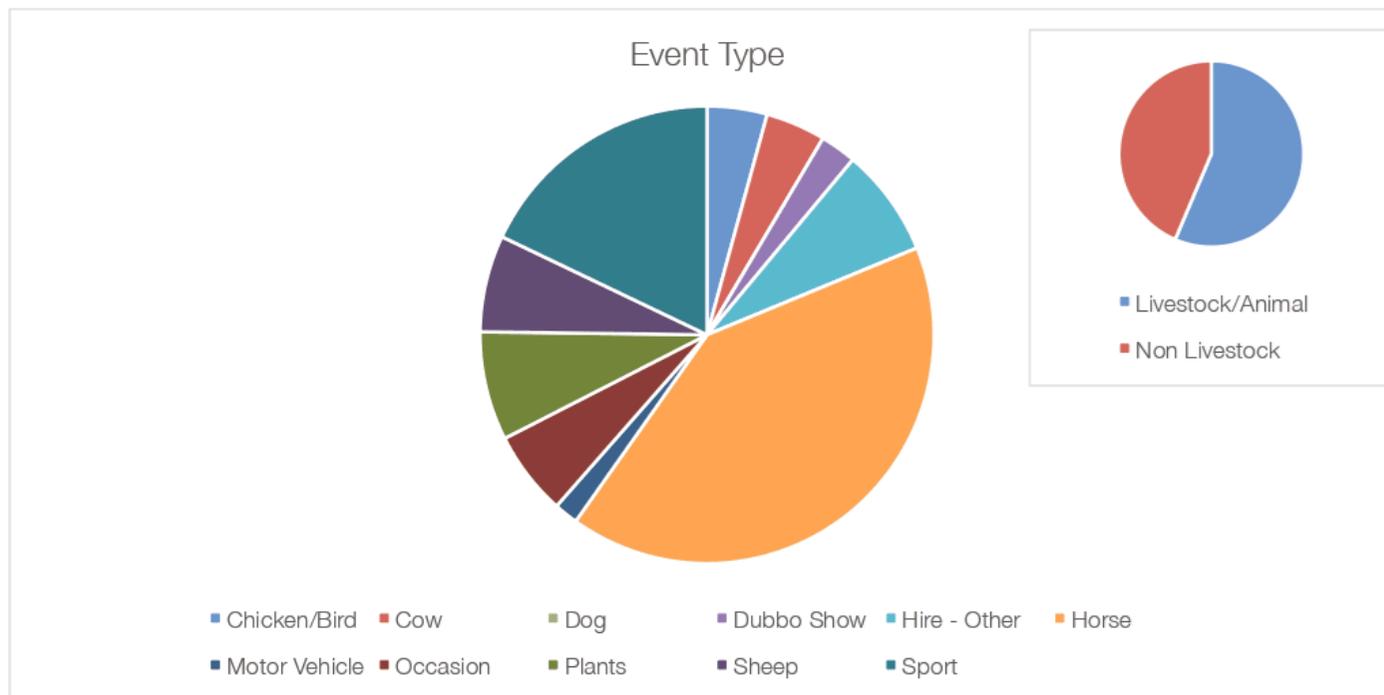
Table 2 shows the number of events conducted by those with a Licence agreement in 2018.

Current and future use (continued)

7.2 2018 – Event types

In 2018, Horse events made up 41% of usage followed by Sport 18%, Plants 8%, Sheep 7% and other events 8%.

Table 3 shows the different types of events held at the Showground in 2018.



Current and future use (continued)

The following table provides a summary of the existing facilities, user groups, current and potential activities at the Showground.

Building/Asset	User group/s	Current / Potential Use	Stakeholder comments suggestions	Owner	Manager	Building developed by who?	Constraints
Harness Track	Dubbo Harness Racing Club	16 race meeting per year, plus weekly trials. Mini trotters	Issue accessing arena when harness horses are training	NSW State Government	Dubbo Regional Council Leased to Dubbo Harness Racing Club	Harness NSW funded track and lighting upgrades. Track redevelopment in 1996 – \$2/3m from Harness NSW, Dubbo harness Club and Dubbo Show Society	Maintenance costs
Grandstand Includes bar and bookmakers ring	Dubbo Harness Racing Club Dubbo Show Society	Used during Harness meetings and Show	Requests for function centre for social events	NSW State Government	Dubbo Regional Council Leased to Dubbo Harness Racing Club	Renovated in 2011	Does not meet DDA or BCA requirements e.g. toilets not accessible Not located at finishing post.
Stables	Dubbo Harness Racing Club	Harness track users Retain for existing harness users and develop new stables for broader use in suitable location/s	More stabling to attract horse and stock events	NSW State Government	Dubbo Regional Council Leased to Dubbo Harness Racing Club	Dubbo Harness Racing Club	Not enough to service large events. Not well located for broader use
Show Secretary's office	Licensed to Dubbo Show Society	Show society office. Incorporate into new grandstand/function centre	Restricted for space	NSW State Government	Dubbo Regional Council Leased to Dubbo Show Society	Not documented	Most likely not compliant to current DDA and BCA access requirements
Main Arena	Show Society Various Hirers	Equestrian events, Concerts, monster truck show, exhibitions	Hard surface during drought /summer	NSW State Government	Dubbo Regional Council	NA	Manual watering system. Access around current harness track usage
Poultry/Model Train Pavilion	Dubbo Poultry Club Model Train Club	Displays, bird shows, model train displays. Trains maybe better suited in another more prominent location in town. Incorporate poultry into another pavilion	Improve toilet facilities	NSW State Government	Dubbo Regional Council Leased to Model Train Club		Club and other users cannot access pavilion during Camping Show

Current and future use (continued)

Building/Asset	User group/s	Current / Potential Use	Stakeholder comments suggestions	Owner	Manager	Building developed by who?	Constraints
Grandstand Memorial				NSW State Government	Dubbo Regional Council	Dubbo Regional Council. Built to recognise heritage grandstand	
Indoor Arena	Orana Equestrian Club (OEC) and Dubbo Ranch Sorting	Equestrian events, clinics, coaching	Need more stabling and day yards for horses and cattle.	NSW State Government	Dubbo Regional Council	In 2003/2004, Council contributed some \$150,000 towards additional 3 bays of pavilion and skillion, irrigation and lighting. Top dressed in July 2017 by Ranch Sorting, OEC and Council	Require more stables and day yards
Grassed Areas Inc outdoor Dressage	Orana Equestrian Club and Dubbo Ranch Sorting and other equine groups	Equestrian events, clinics, coaching, dog shows	Need more stabling and day yards	NSW State Government	Dubbo Regional Council	Arena was resurfaced in September 2017 by OEC	Quality of grass area, lack of stables and day yards User vehicle traffic on perimeter
Cattleman's Bar (Boardy's)	Show Society	Annual show. Could service more outdoor concerts/ events on grass area		NSW State Government	Dubbo Regional Council Leased to Dubbo Show Society	Upgraded in 2009 by Show Society	Compliance to current standards and codes
Loading bay	Truck and animal shows	Shows and sales	Improve lighting	NSW State Government	Dubbo Regional Council		Lack of lighting
Cottage	Leased for residential purposes	Residential lease. Potential office space for Show society		NSW State Government	Dubbo Regional Council Leased privately		
Liberal Pavilion (Igloo)	Animal nursery during Show.	Storage. Remove and incorporate current activities into existing pavilions	Remove	NSW State Government	Dubbo Regional Council		Past useful life
Toilets	All	Various hirers. Include new toilets as part of any future building developments redevelopments	Remove or upgrade. Not enough and in wrong locations	NSW State Government	Dubbo Regional Council	Portable amenities were installed in 2016/2017 next to cattle Pavilion	Compliance – disabled access. Location and quality
Storage Sheds / Shipping containers	Regular site hirers	Storage to be included in any future building works	Consolidate where possible	Various	Various	Show society shed renovated in 1996	Reduces quality of site presentation

Current and future use (continued)

Building/ Asset	User group/s	Current / Potential Use	Stakeholder comments suggestions	Owner	Manager	Building developed by who?	Constraints
Woolpack Function Centre	Show Society Multiple Hirers	Weddings, conferences, meetings and functions.	Needs renovation. (Renovations completed April 2019)	NSW State Government	Dubbo Regional Council	Built in 1988	Limited to 200 people
Expo Pavilion Inc wash down for 5 animals	Show Society Multiple Hirers	Sheep and horse shows, sales, exhibitions, markets, entertainment	Needs facelift. Upgrade wash down bays (Guttering and matting recently installed. LED lighting installed Sept 2018)	NSW State Government	Dubbo Regional Council	Dubbo Regional Council	Exposed to weather on north and east sides.
Macinnes Pavilion Inc wash down for 10 animals	Show Society Multiple Hirers	Hosts national cattle and sheep shows/sales and truck displays, markets, stabling	Fully enclose. Include mezzanine floor for accommodation toilets, showers. New lighting. Upgrade wash down bays	NSW State Government	Dubbo Regional Council		Semi enclosed. Open to weather – cold and wet in winter. Condensation drips from roof.
Centenary Pavilion	Show Society Dubbo 3D Archers Other Hirers	Archery, craft shows, retail, exhibitions Storage for Show Society	Shade sails to link Clarke and increase usage	NSW State Government	Dubbo Regional Council	Repainted in 2013 by Dubbo Regional Council	
Clarke Pavilion	Show Society Multiple Hirers	Used for truck displays, exhibitions, animal and bird shows and sales	New lighting	NSW State Government	Dubbo Regional Council		
Morris Pavilion (Sheep pavilion)	Show society, hirers for agricultural shows	Sheep shows	Needs upgrade Requires all weather surface outside	NSW State Government	Dubbo Regional Council		
Cattle Pavilion	Show Society Multiple Hirers Cattle shows	Cattle shows	Needs upgrade Include new wash down bays. Floor level to be raised	NSW State Government	Dubbo Regional Council		Dirt floor is uneven and difficult to clean between events. Drainage

Current and future use (continued)

Upgrading of the pavilions and further marketing/promotional support is likely to see the retention of the existing agriculture shows and sales that are currently the key business drivers at the venue.

In addition to the current strong usage of the Showground by agricultural and livestock events, there are opportunities for the Showground to develop areas suitable for live music and entertainment.

To improve the current financial position of the venue more events need to be attracted to the Showground and the design needs to be able to cater for multiple events at the same time.

While expanding livestock and agricultural events, the Showground can be further developed as a functions and events precinct.

Currently functions are held at the Woolshed Function Centre but are limited to seating for approximately 200 people.

In the past, outdoor music events have been held in front of Boardys bar and inside the Showground arena.

The area near Boardys bar hosts annual music performances as part of the Dubbo Show.

In 2013, 18,000 attended the Triple J One Night Stand concert held on the Showground arena.

The Showground is ideal as a concert venue due to the potential of multiple stage locations, both indoor and outdoor, camping potential, proximity to the railway station, external fencing around the site restricting access, pavilions available for support services and general lighting.

There is a clear gap in the market with large indoor function space not available in Dubbo. The proposed development of function space as part of the grandstand at the Showground was frequently raised by stakeholders. A venue space for up to 1500 people would be utilised by existing Showground hirers and would attract new events.

The addition of three phase power to the main arena would be attractive to large event promoters.

The area adjacent to Boardys bar can also be further improved as an outdoor concert venue.

Aesthetic improvements and tree planting will improve its appeal to potential users.



8. Existing conditions

8.1 Site investigation summary

A site review was conducted on February 19, 2019 by Sean Stone from Thompson Adsett. See Appendix 1. The following table provides a summary of the findings.

Area	Visual Condition	Summary Comment
External Works including perimeter fence lines + entries	Fair	Most of the external boundary fence line is in a fair condition however not aesthetically pleasing or 'inviting'
MacInnes Pavilion (part of Expo Pavilion)	Good	A very flexible space in good condition
Expo Pavilion	Reasonable	Appears to be tired and may require a refurbishment (general clean)
Wool Pack Function Centre	Reasonable	Building undergoing renovation at time of visit
Allan Morris Pavilion	Fair	Structurally (including cladding) appears in a fair to reasonable condition
Centenary Pavilion	Good	Area between the Ray Clarke Pavilion and Centenary Pavilion is ideal for a piazza style 'forecourt or structure
Ray Clarke Pavilion	Good	No evidence of roof skylights and natural ventilation (cows) to roof
Public Amenities – Multiple Buildings	Poor	Majority of all male and female toilets facilities require a complete refurbishment. Current BCA requirements for accessible facilities and ambulant facilities, door widths, landings and graded paths to these blocks are not to code or evident

Site investigation summary (continued)

Area	Visual Condition	Summary Comment
General Grounds + Roadways + Parking	Fair	Majority of parking not formalised. 'Ring road' connection creates a division between the pavilions and arena
Animal Nursery / Igloo	Poor	Appears tired and beyond its intended life span
Cattle Shed	Good	Building is in a reasonable to good condition
Model Railway Pavilion + Pigeon and Poultry Pavilion	Reasonable	Large 'fence off area' at frontage of pavilion may restrict pedestrian access to and from building
Boardy's Bar	Poor	
Indoor Equestrian Centre – Dressage Arena	Reasonable	Evidence of steel corrosion to steel beams
Outdoor Dressage Arena	Poor	
Harness Racing Club - Grandstand	Fair	Due to the age of this facility – several components (amenities, doorways, landings and general access would not be considered compliant current DDA and BCA requirements
Harness Track + Grounds	Good	
Harness – Grandstand rotunda	Reasonable	
Agricultural Society Building	Poor	Building is aged and most likely not compliant to current DDA and BCA access requirements
Harness – Day Stalls	Reasonable	Probably the best aesthetically looking building from the street frontage perspective
Harness – Horse Wash Down facility	Good	These appear to fit be for purpose
Harness Stables	Reasonable	These appear to fit be for purpose

9. User views

9.1 Methods of engagement

Table 4 shows the range of engagement and number of people contacted as part of the study.

Engagement Method	Contacts	Completed/ Submitted
Inception meeting	1	1
Telephone calls	84	30
Emails sent	5	5
Submissions received		4
Workshops		2



9.2 Strengths and weaknesses

The following strengths and weaknesses of the Showground were provided by key stakeholders during interviews and workshops.

Strengths

- Location In town, close to highways
- Expo centre - catering option
- Truck parking
- Undercover arena
- Grandstand
- Harness racing track quality
- External fence – provides control
- Number of livestock shows currently at site
- Economic benefit
- Event camping
- Could accommodate venue of 900+

Weaknesses

- Lack of on site accommodation
- Lack of designated parking
- Lack of on site parking for large events
- Fence - locks people out, does not encourage use
- Site is always 'open' – difficult for management to control access
- Needs more seating
- Lacks street appeal. Events not visible to street
- Requires more shade
- Annual operating loss



9.3 Issues and suggested improvements

The following issues and suggested improvements were raised by key stakeholders during interviews and workshops.

Issues

- Pricing
- Need for facility upgrade
- Reliance on volunteers
- Lack and nature of access to arena with regular harness use
- Location of toilet facilities
- Truck show – and access to venue at start of show when cars are coming out
- Will lose back entrances with railway upgrade
- Safety/security
- Dump point access during events
- Loading ramp and access. No other local facilities
- 3 phase power to arena perimeter
- Lack of power outlets outdoors (Morris/Woolpack/Centenary area)
- Stables offer poor aesthetics from street. Westside unattractive.

Suggested Improvements

- Consolidate buildings on west side
- Upgrade toilets. Provide more showers
- Provide more cattle yards
- Complete grandstand as proposed with function room, kitchen, meeting room, etc.
- Meter power for users and charge for use not flat rate
- Put stage under new sails between arena and pavilions
- Lighting on paths to amenities
- Move to Greenfields site (500 acres available)
- Upgrade existing pavilions
- Lighting – loading bays and in general
- More and improved wash down bays
- Provide drainage around pavilions
- More stabling and day yards for horses
- More shade. Tree planting required
- Improved pedestrian access / wayfinding
- 3 phase power to arena perimeter
- Combine storage and remove containers



9.4 User priorities – not in order

The following priorities were listed by key stakeholders during interviews and workshops:

- Tree and landscape plan for site
- Shade/landscaping between Centenary and Clarke
- Function Venue on west side consolidating all buildings
- Undercover Sand Arena (64m x 80m)
- Permanent yards (50 x 5m x 5m)
- Permanent stables
- Perimeter fencing along Fitzroy and Wingewarra St
- Upgrade existing pavilions
- Curb and guttering
- Loading bays with lighting
- Toilet amenity/showers
- Enclose MacInnes/Expo Pavilion



10. Key risks

Number	Risk	Action
1	Operational costs at Showground continue to increase	<ul style="list-style-type: none"> Actively promote Showground events and facilities Focus on the retention and growth of agricultural/livestock shows and sales Commence master plan to upgrade facilities Target commercial event operators for hiring venue Review bump in/bump out procedures to allow more time for other events
2	Harness racing ceases at the Showground	<ul style="list-style-type: none"> Support Harness events through Council marketing networks Provide financial management and strategic planning support to club if required
3	Volunteer contributions from clubs / associations decline affecting number of events	<ul style="list-style-type: none"> Actively promote all Showground events through Council marketing networks Council to provide advice, training and support to clubs and associations Increase financial management and strategic planning support
4	Buildings and facilities continue to deteriorate	<ul style="list-style-type: none"> Commence master plan to upgrade facilities
5	Major incident due to unsafe facilities / grounds	<ul style="list-style-type: none"> Implement and review risk management plans with all events Complete regular inspection and testing of all plant and equipment Contractor management procedures including procurement, selection, scope Implement and practice emergency management plan Document and review incidents
6	Livestock standstill order	<ul style="list-style-type: none"> Prepare local response plan

11. Appendices

- Appendix 1. Site Condition Investigation Report – Thomson Adsett
- Appendix 2. Stakeholders Consulted
- Appendix 3. Options
- Appendix 4. Submission summary from draft report - May 2019

Appendix 1. Site condition investigation report – Thomson Adsett

Meibourne

Level 1,
333 Queen Street
VIC 3000 Australia
Telephone +61 3 9685 9100
Facsimile +61 7 3252 1201

Thomson Adsett (Victoria) Pty Ltd
ACN 105 314 627
thomsonadsett.com

Dubbo Showgrounds Feasibility Site Investigation Report - 001

Subject: Site Investigation Report of Dubbo Showgrounds 20.02.2019
Project No: 18.0349.13
Date: 16 May 2019
Owner: Dubbo Regional Council
Client: @Leisure Recreation Planners
Architect: ThomsonAdsett – Sean Stone
Attention: Sally Jeavons
Distributed By: Newforma / Email
Total Pages: 17

thomson
adsett

This Site Investigation Report is based on the reference material (listed below), and a physical "visual" inspection only of the nominated site. Any assumptions noted within this report are based on evidence of similar projects – with reference to the Aged of the Facility, its condition, site conditions and nature of its construction. ThomsonAdsett (Victoria) Pty Ltd will not make any assumptions to any elements relating to the nominated site which can't be observed (i.e. underground) or relating to any building service which the company is not specialised to undertake (such as any electrical review).

Reference documents:

(Which can be read in conjunction to this report)

1. National Construction Code Series – Volume 1. Building Code of Australia 2014- Class 2 to Class 9 buildings
2. Australian Standard 1428.1-2009: Design for access and mobility - General requirements for access - New building work
3. Disability (Access to Premises – Buildings) Standards 2010;
4. Australian Standard AS1428.2 (1992) - 'Design for Access and mobility Part 2: Enhanced and additional requirements—Buildings and facilities



Image from Grandstand across Harness Track

Legend:

- 🍏 Poor – Item which is damaged, beyond repair and requires replacing. Conditions due to rust, rot, settlement, cracking etc. (requires immediate replacing – approx. 1 month to 1 year). Or is not compliant to current Building Code Regulations and / or current Australian standards (such as disability access requirements AS1428)
- 🟡 Fair – Item which is damaged, and possibly requires replacing / refurbishment within 2- 3 years (at a minimum)
- 🟢 Reasonable – Item which can remain and possibly requires remedial 'spot' repairing / conditioning, over the next 2 to 5 years.
- 🟠 Good – Item which is in a reasonable condition which does not require any remedial work, over the next 3 years.

Site Investigation:

Nominal Aerial Image of the investigated site.



Source: Near Maps

Site Description:

General Building Description:

Overall the Dubbo Showgrounds and Harness Racing Facility are in a well-managed condition. From reports the facilities and grounds are well utilised.

Area: External Works including perimeter fence lines + entries						
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair	X	Reasonable	Good
Comments:						
<ul style="list-style-type: none"> Most of the external boundary fence line is in a fair condition however not aesthetically pleasing or 'inviting' on behalf of the Harness Racing Club and showgrounds. The original 'Royal' entry is of historical importance to the township. However, the frontage doesn't provide enough car parking (at gate frontage) from street. It would be recommended for the gate including brick structure (gate house) to be removed and relocated (re-conditioned) within the boundary of the site, so to allow sufficient/ compliant road access and easement from Fitzroy Street. Majority of fence line is Chainwire and is in a fair condition. Secondary (Main traffic) entry to show grounds. Well set back from the road. This allows ample car spaces lining up at gates. Metal (colour bond) fencing adjoining the residential areas doesn't provide suitable acoustic (noise) separation during events. Several entries around the perimeter of the show grounds are poor in visual connection and 'passive' security. Areas such as the Harness Racing entry is not secure, and any party could enter the site at this point. This entry is no visually pleasing / inviting from Fitzroy Street. The street frontage along the Harness Track side of the showgrounds is no aesthetically pleasing. The corner junction between Fitzroy and Wingewarra Street – street frontage is poor and doesn't 						

thomson
adsett

invite or promotes the Showgrounds. This corner needs to have a significant 'wayfinding' or landscape 'node' treatment to identify the site and promote.

Photos



Image 1: Historical Royal Gates from Fitzroy Street.



Image 2: Existing Gate House and Royal Visit – 1956 Plaque.



Image 3: Existing gate house to be utilised and renovated



Image 4: Secondary (Main traffic) entry to show grounds. Well set back from the road.



Image 5: Access gates in good condition and reflect the design intent of the heritage gates.



Image 6: Typical residential adjoining fence to showgrounds – solid metal sheet – not aesthetically pleasing.



Image 7: Several electrical kiosks located along Fitzroy street



Image 8: Majority of fence line is Chainwire and is in a fair condition.



Image 9: Several entries around the perimeter of the show grounds are poor in visual connection and 'passive' security.



Image 10: This entry is no visually pleasing / inviting from Fitzroy Street.



Image 11: The street frontage along the Harness Track side of the showgrounds is no aesthetically pleasing.



Image 12: The corner junction between Fitzroy and Wingewarra Street – street frontage is poor and doesn't invite or promote the Showgrounds.



Image 13: Signage/ Wayfinding to be improved at street corner.



Image 14: Rear boundary fence along railway easement soon to be nonassessable



Image 15: Rear access along existing Railway easement will soon be nonassessable due to future railway works.

Area: MacInnes Covered Display Area (part of Expo Pavilion)

General visual condition <i>(see definitions on cover page)</i>	Poor	Fair	Reasonable	Good	X
---	------	------	------------	------	----------

Comments:

- Overall in good condition.
- A very flexible space that could be utilised for indoor agricultural events, trade shows and even indoor sport such as futsal, go carts, bmx and potential covered hardcourt sports such as netball.
- Lighting appears to be LED.
- Vehicle access suitable for trucks – including height access.
- Great visual connection to main harness track / event space.
- Cattle wash area adjoining facility.

Photos



Image 1: Overall in good condition and space ideal for multiple events



Image 2: Vehicle access suitable for trucks – including height access.



Image 3: A very flexible space that could be utilised for indoor agricultural events, trade shows and even indoor sporting such as futsal, go carts, bmx and hardcourt sports such as netball.



Image 4: Great visual connection to main harness track / event space.



Image 5: Direct vehicle access



Image 6: Cattle wash area adjoining facility.

Area: Expo Pavilion							
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair		Reasonable	X	Good
Comments:							
<ul style="list-style-type: none"> Overall in reasonable condition, it appears to be tired and may require a refurbishment (general clean etc) Large open space – ideal for mixed events like the adjoining MacInnes Building. Lighting appears to be LED. 							
Photos							
							
Image 1: Building able to be opened towards the Harness track and provide flexibility for access.	Image 2: Large open space – ideal for mixed events like the adjoining MacInnes Building.	Image 3: blank					

Area: Expo Centre – Wool Pack (?)							
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair		Reasonable	X	Good
Comments:							
<ul style="list-style-type: none"> Building under renovation at time of inspection. Building suitable for indoor seated events / functions. Several rooms not accessible including amenities due to construction works. Accessible facilities not inspected. Restricted car parking to building frontage. Not enough to cater functions. Direct internal access into Expo Spaces ideal for events and inclement weather. 							
Photos							
							
Image 1: Main function room being renovated. Flooring being replaced.	Image 2: Building suitable for indoor seated events / functions.	Image 3: Restricted car parking to building frontage. Not enough to cater functions.					

Area: Allan Morris Pavilion (5)							
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair	X	Reasonable		Good
Comments:							
<ul style="list-style-type: none"> Building not inspected at time of site walk. Waiting on internal images from council. Pavilion is located along the northern boundary of the site. Structurally (including cladding) appears in a fair to reasonable condition. Floor condition was not inspected at the time. 							

- Pavilion is utilised for the purpose of sheep / lambs show and sales.
- Adequate space allocated to western side of building for parking / vehicle turning circle and loading.
- Rear (eastern side) of building utilised as a storage facility.

Photos



Image 1: Structurally (including cladding) appears in a fair to reasonable condition. Floor condition was not inspected at the time



Image 2: Pavilion located along northern boundary of the site.



Image 3: External storage area located was eastern side of pavilion.

Image 4:

Image 5:

Image 6:

Area: Centenary Pavilion (7)

General visual condition

(see definitions on cover page)

Poor

Fair

Reasonable

Good

X

Comments:

- Building not inspected at time of site walk.
- Overall external condition of building is good
- Waiting on internal images from council.
- Building well accessible by transport and pedestrian.
- Roofing appears to be refurbished recently, and in good condition. However there appears to be no roof safety anchors or ladder bracket for safe access.
- Area between the Ray Clarke Pavilion and Centenary Pavilion is ideal for a piazza style 'forecourt or structure.
- No evidence of roof skylights.

Photos



Image 1: Historic Entry to pavilion and well signage.



Image 2: Pavilion easily accessible by both pedestrians and vehicles,



Image 3: Area between the Ray Clarke Pavilion and Centenary Pavilion is ideal for a piazza style 'forecourt or structure.

Image 4:

Image 5:

Image 6:

Area: Ray Clarke Pavilion (8)						
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair		Reasonable	Good X
Comments:						
<ul style="list-style-type: none"> • Building not inspected at time of site walk. • Overall external condition of building is good • Waiting on internal images from council. • Building well accessible by transport and pedestrian. • Area between the Ray Clarke Pavilion and Centenary Pavilion is ideal for a piazza style forecourt or structure. • No evidence of roof skylights and natural ventilation (cows) to roof. • Storage at rear of pavilion made up of containers. Safety issues with fencing located above containers and access. 						
Photos						
						
Image 1: Overall in good condition	Image 2: Building well accessible by transport and pedestrian.	Image 3: Storage at rear of pavilion made up of containers. Safety issues with fencing located above containers and access.				
Image 4:	Image 5:	Image 6:				

Area: Public Amenities – Multiple Buildings						
General visual condition <i>(see definitions on cover page)</i>	Poor	X	Fair		Reasonable	Good
Comments:						
<ul style="list-style-type: none"> • Overall in poor condition • Majority of all male and female toilets facilities require a complete refurbishment • Due to the age of most of these facilities – current BCA requirements for accessible (unisex) facilities and ambulant facilities, door widths, landings and graded paths to these blocks are not to code or evident. • Nominal number of fixtures and fittings not compliant for overall occupancy of showgrounds. Temporary facilities would have to be required. Several units currently located around grounds. • Several toilet blocks have been nominated for removal and new facilities are planned to be provided. 						
Photos						
						
Image 1: Overall in poor condition	Image 2: Majority of all male and female toilets facilities require a complete refurbishment	Image 3: Nominal number of fixtures and fittings not compliant for overall occupancy of showgrounds				



Image 4: Due to the age of most of these facilities – current BCA requirements for accessible (unisex) facilities and ambulant facilities, door widths, landings and graded paths to these blocks are not to code or evident.



Image 5: Indoor Equestrian Area - Fixtures and Fittings numbers are low to BCA standards for potential populations / occupancy during show/ events including no accessible or ambulant facilities.



Image 6: Harness Area - Fixtures and Fittings numbers are low to BCA standards for potential populations / occupancy during show/ events including no accessible or ambulant facilities.

Area: General Grounds + Roadways + Parking						
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair	X	Reasonable	Good
Comments:						
<ul style="list-style-type: none"> • Overall the road system around the showgrounds is in a fair to reasonable condition. • Majority of carparking / truck parking is not formalised – so actual numbers could be confirmed or allow for safe dedicated parking areas. • Majority of truck access is via Wingewarra Street and via railway road easement. Note – it has been noted that this railway access will no longer be viable due to future railway redevelopment works. • Loading facilities for livestock appear poor and maybe not to WH+S requirements? • Extensive paved (asphalt) area for showgrounds with minimal drainage and services connection. • extensive 'ring road' connection around Harness Track – creates a division between the pavilions and arena. 						
Photos						
Image 1: extensive 'ring road' connection around Harness Track – creates a division between the pavilions and arena.	Image 2: extensive 'ring road' connection around Harness Track – creates a division between the pavilions and arena.	Image 3: vehicle access to majority of pavilions not formalised and no designated division between pedestrian and vehicle access.				
Image 4: Expo Pavilion - Majority of carparking / truck parking is not formalised	Image 5: Harness Entry - Majority of carparking / truck parking is not formalised	Image 6: Harness Entry - Majority of carparking / truck parking is not formalised				



Image 7: no formal parking / loading facilities to Stable area.



Image 8: Extensive paved (asphalt) area for showgrounds with minimal drainage and services connection.



Image 9: Loading facilities for livestock appear poor and maybe not to WH+S requirements?

Area: Animal Nursery / Maintenance 'round' shed						
General visual condition <i>(see definitions on cover page)</i>	Poor	X	Fair	Reasonable	Good	
Comments:						
<ul style="list-style-type: none"> Corrugated metal structure appears tired and beyond its intended life span. Building used a general storage area (non-show days) and the animal nursery during the Show. Have been advised that building can be removed. 						
Photos						
						
Image 1: Building used a general storage area (non-show days) and the animal nursery during the Show.	Image 2: Direct access from main roadway towards the Ray Clarke Pavilion	Image 3: Corrugated metal structure appears tired and beyond its intended life span.				

Area: Cattle Shed (14)						
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair	Reasonable	Good	X
Comments:						
<ul style="list-style-type: none"> Overall this building is in a reasonable to good condition. Building not accessible during site walk. It's a Fit for Purpose facility – dedicated for catering for livestock / horses. Well ventilated building – with nib walls allowing for cross circulation. No skylights to roof (may to minimise heat load) All stable bays are temporary structures. Should consider permanent units to be planned and constructed. Dirt floor, which is uneven. Consider installation of concrete floor 						
Photos						

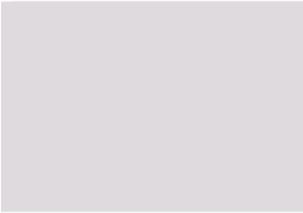


Area: Model Railway Pavilion + Pigeon and Poultry Pavilion						
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair		Reasonable	Good
Comments:						
<ul style="list-style-type: none"> • Buildings not accessible during site walk. • Located along the eastern boundary and adjacent to the railway easement. • Vehicle access and parking zone (un-formalised) located along fence line. Near 'rear access gate'. • Waiting on internal images from council. • General appearance of building appears it's in a reasonable condition. • Large 'fence off area' at frontage of pavilion restricts pedestrian access to and from building. 						
Photos						
Image 1: General appearance of building appears it's in a reasonable condition.	Image 2: Large 'fence off area' at frontage of pavilion restricts pedestrian access to and from building.	Image 3:				

Area: Boardy's Bar						
General visual condition <i>(see definitions on cover page)</i>	Poor	X	Fair		Reasonable	Good
Comments:						
<ul style="list-style-type: none"> • Building not accessible during site walk. • Waiting on internal images from council. • Food and Beverage area not inspected. Interior area may require a further inspection with regards 						

<p>to safe food handling and health department guidelines.</p> <ul style="list-style-type: none"> Large 'fence off area' at frontage of pavilion restricts pedestrian access to and from building, however may be required for liquor licence requirements.
<p>Photos</p>  <p>Image 1: Boardys Bar - Large 'fence off area' at frontage of pavilion restricts pedestrian access to and from building, however may be required for liquor licence requirements.</p> <p>Image 2: _____</p> <p>Image 3: _____</p>

Area: Indoor Equestrian Centre – Dressage Arena						
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair		Reasonable	Good
X						
Comments:						
<ul style="list-style-type: none"> Indoor Equestrian centre in reasonable condition. There is evidence of steel corrosion to steel beams – this may be due to the watering of the surface. Facility directly adjoining the outdoor dressage area and potential marshalling area for vehicles / floats and horses. An admin office and public amenities are located on the western side of the indoor centre. Ideally could be removed and built in a location that may better suit the operation of this arena. 						
Photos						
						
Image 1: Indoor Equestrian centre in reasonable condition.	Image 2: surface is watered for events via roof mounted sprinklers	Image 3: evidence of steel corrosion to steel beams – this may be due to the watering of the surface.				
						
Image 4: Facility directly adjoining the outdoor dressage area and potential marshalling area for vehicles / floats and horses.	Image 5: an admin office and public amenities are located on the western side of the indoor centre.	Image 6: An admin office and public amenities are located on the western side of the indoor centre.				

Area: External – Outdoor Dressage Arena						
General visual condition <i>(see definitions on cover page)</i>	Poor	X	Fair	Reasonable	Good	
Comments: <ul style="list-style-type: none"> Outdoor Dressage Area is a large grassed area with a section allocated for dressage (sand based) Overall area is segregated between the rest of the show grounds by the indoor arena and a treed drive way. 						
Photos						
						
Image 1: Overall area is segregated between the rest of the show grounds by the indoor arena and a treed drive way.	Image 2: The outdoor dressage area would be used for marshalling area for vehicles / floats and horses.	Image 3: vegetated driveway along western boundary of outdoor dressage area and rest of show grounds.				
						
Image 4: Designated outdoor dressage area	Image 5: blank		Image 6: blank			

Area: Harness Racing Club - Grandstand						
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair	X	Reasonable	Good
Comments: <ul style="list-style-type: none"> Overall the grandstand appears in a fair to reasonable condition. Due to the age of this facility – several components (amenities, doorways, landings and general access would not be considered compliant current DDA and BCA requirements. Building not accessible during site walk. Street frontage (presence) not aesthetically pleasing. Sight lines of grandstand to harness track and arena are good. Clear visual connection to the entire showgrounds. The grandstand component of the building is in a good condition and fit for purpose. Access, Ramps, Stairs and Pathways to and around this building are not to code / grade for BCA / DDA / AS 1428 						
Photos						



Image 1: Overall the grandstand appears in a fair to reasonable condition.



Image 2: The grandstand component of the building is in a good condition and fit for purpose.



Image 3: Access, Ramps, Stairs and Pathways to and around this building are not to code / grade for BCA / DDA / AS 1428



Image 4: Due to the age of this facility – several components (amenities, doorways, landings and general access would not be considered compliant current DDA and BCA requirements.



Image 5: building in need of refurbishment / redevelopment



Image 6: building in need of refurbishment / redevelopment



Image 4: Street frontage (presence) not aesthetically pleasing.



Image 5: Sight lines of grandstand to harness track and arena are good. Clear visual connection to the entire showgrounds.

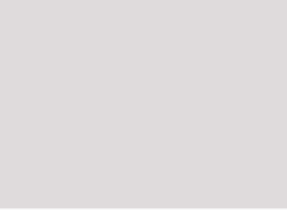


Image 6: wasted space between building and street frontage.

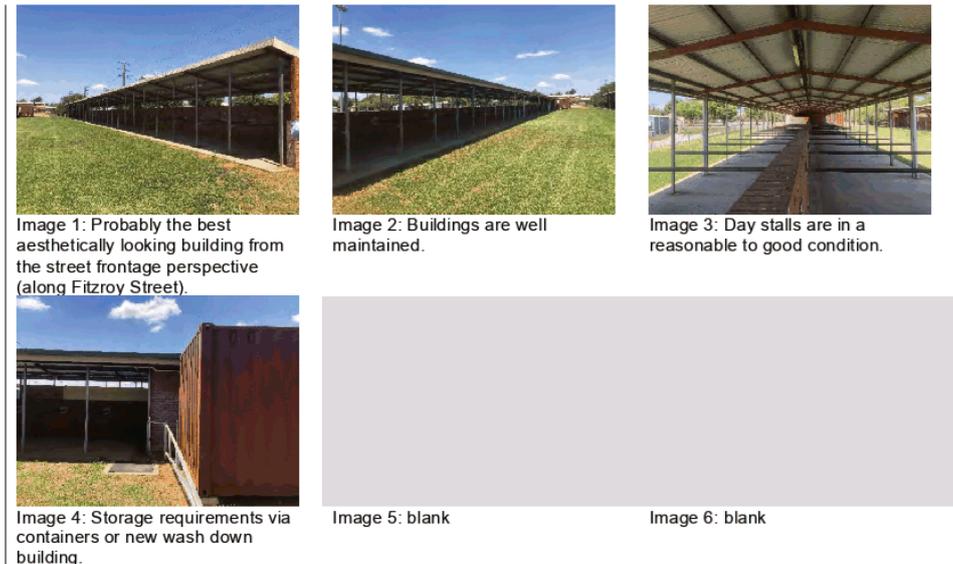
Area: Harness Track + Grounds							
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair		Reasonable	Good	X
Comments:							
<ul style="list-style-type: none"> • Harness track is in a good condition and utilised throughout the year. Well maintained. • Open space within the track area is utilised for events including equestrian events. • May not be suitable to refurbish as a sports field due to equestrian events and insurance. • Stewards building was not inspected on the day of the site walk. Overall the building appears in a good condition. Access may be not compliant to current requirements. • External buildings are in a reasonable condition, however not aesthetically pleasing from the street. • Food and Beverage areas may not be complaint to current Health standards. 							
Photos							



Area: Harness – Grandstand rotunda						
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair		Reasonable	Good
Comments:						
<ul style="list-style-type: none"> • Overall in rotunda and 'grandstand memorial' is in a reasonable to good condition. • Its location would be ideal for a new grandstand / function facility along the main side of the track. 						
Photos						
Image 1: Overall in rotunda and 'grandstand memorial' is in a reasonable to good condition.	Image 2: grandstand memorial'	Image 3: Its location would be ideal for a new grandstand / function facility along the main side of the track.				

Area: Agricultural Society Building						
General visual condition <i>(see definitions on cover page)</i>	Poor	X	Fair	Reasonable	Good	
Comments:						
<ul style="list-style-type: none"> Historically significant building to the Showgrounds history and for the Agricultural Society, however this building is not fit for purpose for current operation. Building is aged and most likely not compliant to current DDA and BCA access requirements including doorways, landings and amenity requirements for a Class 5 (office) building. Society requires a fit for purpose facility to cater for staff and storage requirements. 						
Photos						
						
Image 1: Historically significant building to the Showgrounds history and for the Agricultural Society	Image 2: rear of building	Image 3: Building is aged and most likely not compliant to current DDA and BCA access requirements including doorways, landings and amenity requirements for a Class 5 (office) building.				
						
Image 4: Society requires a fit for purpose facility to cater for staff and storage requirements.	Image 5: Only wayfinding / location sign evident on site at time of inspection	Image 6: blank				

Area: Harness – Day Stalls						
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair	Reasonable	X	Good
Comments:						
<ul style="list-style-type: none"> Day stalls are in a reasonable to good condition. Probably the best aesthetically looking building from the street frontage perspective (along Fitzroy Street). Buildings are well maintained. Staff amenities not inspected at time of site walk. Amenities may not to be current BCA / DDA standard. Storage requirements via containers or new wash down building. 						
Photos						



Area: Harness – Horse Wash Down facility							
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair		Reasonable	Good	X
Comments:							
<ul style="list-style-type: none"> • Horse Wash down facility recently built by Harness Club. • A fit for purpose facility. 							
Photos							
Image 1: Horse Wash down facility recently built by Harness Club.	Image 2: A fit for purpose facility.					Image 3: good storage requirements.	

Area: Harness Stables							
General visual condition <i>(see definitions on cover page)</i>	Poor		Fair		Reasonable	Good	X
Comments:							
<ul style="list-style-type: none"> • The stables appear to be a reasonable to good condition. • These appear to fit for purpose. • No formalise driveway or carparking within this area. • Outdoor 'stall' fencing in a good condition. • Area well maintained. • Directly accessible to harness track and day stalls. 							
Photos							



For your review and action,

Sean Stone
 Architect.
 Distribution: Client

Document History + Status

Revision type	Date Complied	Prepared by	Reviewed & Approved by	Date approved

thomson
adsett

Appendix 2. Stakeholders consulted

Name of Organisation / Group	Position	Status of Interview (Meeting, phone or face to face)
SHOWGROUND CONTACTS		
Annual Dubbo Show, Secretary		Completed
Annual Dubbo Show, President		Completed
Advisory Group, X 2		Completed
DUBBO COUNCIL		
Dubbo Regional Council, Manager Recreation & Open Space		Completed
Dubbo Regional Council, Councillor		Completed
Dubbo Regional Council, Councillor		Completed
Dubbo Regional Council, Councillor		Completed
Dubbo Regional Council, Councillor		Spoke briefly
Dubbo Regional Council, Councillor		Left message
SPECIFIC STATE AND REGIONAL SPORTING / RECREATION ORGANISATIONS		
Harness NSW, Manager - Industry Development		Left message

Stakeholders consulted (continued)

Name of Organisation / Group	Status of Interview (Meeting, phone or face to face)
CURRENT USERS - SPECIFIC KEY SHOWGROUND RECREATION ORGANISATIONS	
Central West Charity Tractor Trek group	Completed
Central West Performance Horse	Completed
Charolais Society of Australia	Completed
Belowrie Spring Ram Sale	Left message
Dorper Sheep Society of Australia	Number doesn't work
Dubbo and District Kennel Club President	Left message
Dubbo and District Show Horse Society	Completed
Dubbo 3D Archers	Completed
Dubbo Embroidery Guild President	Completed
Dubbo Macquarie RLFC Secretary	Completed
Dubbo Model Railway Club Inc	Completed
National Merino Sheep Show President	Completed
Dubbo Poultry Club Secretary	Left message
Dubbo Ranch Sorting	Completed
Dubbo Rhinos Rugby Club Inc	Not able to discuss
Elders - Stud Border Leicester Show and Sale	Left message
Golden Oldies Truck Club Inc	Completed
Dubbo Harness Racing Club, President	Completed
Dubbo Harness Racing Club, Secretary	Completed
Herefords Australia National Show and Sale Dubbo	Left message

Stakeholders consulted (continued)

Name of Organisation / Group	Status of Interview (Meeting, phone or face to face)
CURRENT USERS - SPECIFIC KEY SHOWGROUND RECREATION ORGANISATIONS	
Highveld International Pty Ltd President)	Left message
Independent Miniature Horse Registry Inc (IMHR)	Left message
Red Angus Society of Australia	Completed
Previous Showground coordinator	Left message
Ex Show committee	Completed
Landmark Dubbo	No answer
Body Options (Gym workouts / Sports)	Completed
Double Dans Horsemanship Clinic	Incorrect number
Lions Club of Dubbo Macquarie Inc	Left message
National All Breeds Junior Heifer	Completed
National Australian White Sheep Society	Completed
Orana Equestrian Club (OEC)	Completed
Professional Bull Riders Australia Pty Ltd	Sent email
Rural Scene Promotions Pty Ltd	Person away
The Master Builders Association of NSW	Left message
Monkey Bar	Sent email
Dubbo Camp Drafters	Completed
Mudgee Field day	Completed
AgQuip - Gunnedah	No answer
Henty Field Day	No answer

Appendix 3. Options

	Option	Realistic Option?
	<p>1. Business as usual</p>	<p>No. Current situation where aesthetics and functionality need improvement and site isn't meeting its potential, needs to change.</p>
	<p>2. Move the site to large green field site suitable for major events</p>	<p>No. Cost of land and development would be considerable. The major strength of the existing site is centrality. A new site would leave the site in its current condition - needing work or divestment and a need to move harness to another site. A new site would create another problem having to charge more to cover additional costs.</p>
	<p>3. Staged redevelopment with existing uses</p>	<p>Yes. Some really good facilities. Increase use, and perceived value by the community and some economic benefits through additional events and improvements. Fits better with the events strategy – family entertainment and rural livestock, no other site sells this. Opportunity to unite townies and rural residents.</p>
	<p>4. Relocate harness to create a more flexible space for events</p>	<p>No. Harness activate site and contribute financially to operating costs. The poor visual quality of facilities can be addressed through landscaping and redevelopment.</p>

Options (continued)

	Option	Realistic Option?
	<p>5. Redevelop as a regional equestrian centre</p>	<p>No. Low financial benefit. Low willingness to pay. Can upgrade equestrian in staged redevelopment however not as single focus.</p>
	<p>6. Lease half for commercial recreation venue (trampoline, indoor archery, futsal, shooting, climbing, paint ball, ice skating, BMX centre etc.)</p>	<p>No. Would reduce flexibility for events. Could program part of the site for commercial recreation during school holidays and weekday nights and still free up spaces when they are needed for major events, e.g. the Show.</p>
	<p>7. Sell site or remove infrastructure from the site</p>	<p>No. No evidence of alternative better use. Would need to find alternative facilities for harness and existing equestrian, model trains and Show. No advantages.</p>
	<p>8. Develop as a more tourism focussed theme park</p>	<p>No. No specific character to build on (like example Waco Silos). Already have a good range of visitor attractions in Dubbo which Showground could add to.</p>

Appendix 4. Submissions summary following draft report - May 2019

No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
1	June 6 2019	Songwriters & Original Musicians Association Dubbo Inc.	Aim to support live music and original musicians in Dubbo with the ultimate goal of making Dubbo a 'Music City'. Want a facility for 500 people for weddings, functions and events. Want outdoor events to have capacity of 1,500 people with a venue at reasonable hire cost and ability to run multiple elements (bar, art, stage, food) Want to attract larger events to Dubbo Support three-phase power to the inside of the racetrack, parking, improved amenities blocks, tree shade and general site upgrades.	It is anticipated that the master plan can bring additional events and activities to the Showground. Location of 3-phase power will be noted on the final plan.
2	June 6 2019	Dubbo Slot Car Racing Club	Wants shed space to operate a slot car track for public use and currently trying to start a junior track. Space required 10 x 30m for 2 tracks. Access to toilets and power are only other requirements.	Future pavilion upgrades will incorporate services to make them more multipurpose.
3	June 11 2019	Dubbo resident	In the past there has been complaints from the residents in regard to sillage entering their property that came from the show vans. Vans are parked behind the residences long Bulje St It would be advantages if a drain was provided to allow the sillage from the vans to go to sewer or a holding tank to be pumped out on completion of the show. The latter option would incur ongoing costs whereas the drain to sewer would only require the initial cost of installation.	@leisure followed up to confirm location. No response as at 29 7 19. Council and Show Society to note issue.
4	June 12 2019	Past President & Book Fair Coordinator The Rotary Club of Dubbo Macquarie	The Showground must remain affordable for community groups to access. Access by the public to events within the Showgrounds such as our Book Fair where people need to drive close to the (Centenary) pavilion because of the weight of books when they buy and mobility (or lack thereof) of our patrons. Query re parking if area between Clarke and Centenary pavilions is pedestrian only New toilet facilities in close proximity to the Ray Clarke and Centenary Pavilions as identified in the draft plan is a great idea and would make the whole experience of utilising the Showground more enjoyable.	Cars will have access to pavilions as part of event bump in/bump out. Pathways to be implemented as part of landscape plan.

Appendix 4. Submissions summary following draft report - May 2019 continued

No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
5	June 12 2019	IMHR Central West	Hoping to hold our state show there and wondering if there will be enough stables. Have had interest from Miniature Horse Exhibitors from Queensland, Victoria and South Australia wanting to attend. Dubbo is very central for all of the other states.	Some 64 additional stables are proposed as part of the master plan. The implementation and time frame is still to be confirmed.
6	June 17 2019	Model T Ford National Rally	The enclosing of the Expo Pavilion and the MacInnes Pavilion would greatly enhance these spaces for events such as ours. We are considering a sit down meal in the Expo Pavilion for 300 people serviced from the Woolpack centre. As future users we strongly support the closing in of the Expo Pavilion and the MacInnes Pavilion.	Enclosing the two pavilions is a priority for a number of user groups, which will increase the usability of the space and comfort level for users.
7	June 25 2019	Orana Equestrian Club	Items 16 & 22. Outdoor Dressage arena - Equestrian Australia states that the distance between 2 arenas must be no less than 10 meters. Items 12 & 17. Proposed new facilities and pavilion - where will the parking of horse floats and riders be moved to? Item 9. New stables and yards - are they for permanent stabling or for overnight and daily use? Item 26. New ranch sorting area – What infrastructure will this include?	Noted. Existing user groups will be consulted prior to the completion of detailed design plans. Items 12 and 17 (south east corner of Showgrounds) have been removed from draft master plan following user feedback. New stables and yards can be used as per management requirements. Proposed ranch sorting area will be deleted from draft master plan following user feedback.

Appendix 4. Submissions summary following draft report - May 2019 continued

No	Date received	Stakeholder group	Stakeholder comments - summary	Response
7 cont	June 25 2019	Orana Equestrian Club	<p>Existing outdoor Arena - it was noted that the existing outdoor sand arena was in poor condition. The Orana Equestrian Club have recently injected \$31,000 to upgrade this arena.</p> <p>Existing container (leased) used for storing arena equipment - is this being relocated or removed, if so what will be put in place to house our equipment?</p>	<p>Noted</p> <p>Non permanent containers are not noted in draft master plan</p>
8	June 24 2019	Showmans Guild	<p>Stressed economic importance of Show to area and impact to regional Shows if Dubbo is compromised</p> <p>Stables (9) have been placed within this area and between the stables and ringside there has been access created to the ring which with proper consultation it will be realized that horses and livestock don't mix when it comes to the noises and activity of amusement rides!</p> <p>Trees ironically have been placed near the ring where amusements are situated but nowhere else around the entire ring perimeter?</p> <p>Trees and toilets (12) have been placed where amusements are presently situated ...also extra trees along the 'Wingewarra street' fence line making it impossible to put the bigger rides there.</p>	<p>Stables and toilet amenities shown immediately south of cattle pavilion will be moved closer to cattle pavilion to reduce impact on hard stand area.</p> <p>Trees north of 'new grass area 14' were indicative only and will not progress in that location. A future landscape plan will show more specific location and type of trees to address shade concerns.</p> <p>New toilet amenities and trees, to right of Wingewarra St entrance, will be deleted from draft master plan.</p>

Appendix 4. Submissions summary following draft report - May 2019 continued

No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
9	June 25 2019	Golden Oldies Truck Club	<p>By relocating the main entrance/gates off Fitzroy Street would change the historical significance of the original entrance to the Showground.</p> <p>Fully enclosing the pavilion would prevent access to high trucks with tall exhausts or cab over trucks as the only access to the pavilion is via the west side opening of the pavilion.</p> <p>Access to the Emergency Access to the centre of Trotting Track needs to be retained, as we use this access for vehicle movements to and from the MacInnes Pavilion.</p> <p>At present the dump point is located near the current loading ramp. There is no mention of a dump point in the Dubbo Showground Concept Design Plan.</p> <p>The current loading bay/ramp is located where the proposed new stables (ref. 9) are to be located. This current site is ideal for our use as it allows 19 metre vehicles to turn and reverse up to the loading bay/ ramp to unload with ease</p> <p>The proposed new location (ref. 24) will not be practical or work. There is insufficient access to loading bay for multiple vehicles at once.</p> <p>The addition of increased shaded areas is great but access to the eastern end of the Ray Clarke Pavilion and Centenary Pavilion is to be greatly restricted due to proposed Pavilion Plaza.</p> <p>Proposed new stables (ref. 9) on near grassed area (ref. 15) would reduce available parking areas.</p>	<p>The historical significance of the gates/ entrance is noted. Changes to the facade will only occur with input from heritage advisors.</p> <p>Noted. Trucks /high vehicles will be accommodated with doors that open to a height that allows easy access.</p> <p>Emergency access to trotting track will be retained and noted on plan.</p> <p>The dump point for existing Showground hirers will be retained in a similar location and noted on final plan.</p> <p>The area containing proposed stables, existing loading ramp and existing wash down area will be reconfigured following user group feedback.</p> <p>See above.</p> <p>Shading proposed in draft master plan will be reduced and will not extend to 'New machinery pavilion /show society shed' – 5.</p> <p>Proposed stables running north-south will be inside current tree line and should not reduce parking.</p>

Appendix 4. Submissions summary following draft report - May 2019 continued

No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
9	June 25 2019	Golden Oldies Truck Club	<p>There is no proposed location for first aid room or dedicated Ambulance Parking. We have First Aid Officers on site during the Truck Show.</p> <p>The proposed event camping zone would not work as a camping zone during our Truck Show. This area, including the whole grassed area within the Trotting Track, is utilised as truck, semi-trailer, tractor and stationary engine parking/display area.</p> <p>This entrance may allow unrestricted and unauthorised access to events not hosted by the Trotting Club. We lost proceeds taken from gate admissions through unauthorised access through unmanned gates on Fitzroy Street that were unlocked by other users of the Showground when our Truck Show was being held.</p> <p>As we are owners of large, long and high vehicles, the proposed ring road on east side of Showground requires consideration of access and turning room for these types of vehicles Proposed trees may cause concern to Harness Racing due to birds flying from trees as horses go past. This sudden action of the birds taking wing may spook the horses on the track resulting in injury to horse and driver.</p>	<p>First Aid facilities will continue to be available in Woolpack pavilion.</p> <p>The proposed camping area will not include infrastructure that restricts other uses within trotting track.</p> <p>Access to Showgrounds during events will continue to be managed by hirer in cooperation with Showgrounds management.</p> <p>Noted.</p> <p>Noted. Landscape plan to confirm tree location.</p>
10	June 25 2019	Golden Oldies Truck Club	<p>We use the Wingewarra St entrance for all vehicle access during our Truck Show. This access works well most times but we find a lot of congestion turning into the Showground with large trucks with trailers off Wingewarra St. It does not take much to back up traffic to the Fitzroy St/Wingewarra St roundabout due to slow and long moving vehicles. If the ticket box on Wingewarra St was moved into the Showground further multiple lanes of traffic could be directed off Wingewarra St quickly and safely.</p>	Noted

Appendix 4. Submissions summary following draft report - May 2019 continued

No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
11	June 25 2019	Dubbo Harness Racing Club	<p>The Dubbo Harness Racing Club support the concept of the new Showground with respect to the areas affected by the Harness Racing Club but would like to point out the following items for further consideration:</p> <p>Stewards towers – I am assuming they are still on the showground plans in the positions they are now placed.</p> <p>SKY channel wiring near the tower and around the edge of the racetrack – needs to be considered when rebuilding.</p> <p>The new on course stables block would need to have incorporated a feed shed for each stable built.</p> <p>Truck parking and off-loading ramps for horses need to be in the vicinity of the race day stables.</p> <p>At present the Dubbo Harness Club lease the track, parking area and on course stables as well as the area of the grandstand. It is considered vital for the running of race meetings that these facilities are set out appropriately.</p> <p>On the plans the race track is not included in the Club's zone.</p> <p>The DHRC have a machinery shed which is not listed. This shed is vital for the storage of all our track gear, water trucks, rollers, drags etc. A clear area around this shed is also required.</p> <p>In the near future the height of the fence around the harness racing track will have to be increased to 1.2 metres.</p> <p>The car parking area is not sufficient for our trainers. We need to have room to park trucks and floats attached to cars.</p>	<p>Existing towers to be noted on final plan.</p> <p>Noted.</p> <p>Noted.</p> <p>Noted. To be marked on final plan.</p> <p>Noted. Existing user groups will be consulted prior to future detailed design.</p> <p>Noted. Will include in final plan.</p> <p>Noted. Will include in final plan.</p> <p>Noted.</p> <p>Final plan to show parking that includes truck and float parking.</p>

Appendix 4. Submissions summary following draft report - May 2019 continued

No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
12	June 25 2019	Ranch sorting Dubbo	Ranch Sorting Dubbo currently uses the undercover OEC arena (area 22) for our events which we intend to continue to use. We have been designated an area 26 which we feel is not suitable for Ranch Sorting Dubbo. We feel the money would be better spent on improvements to the OEC undercover arena!	Noted.
13	June 25 2019	Resident	I am opposed to the removal of the Liberal Pavilion without a clear indication of where the Animal nursery will be relocated to. The Animal nursery has been a very popular exhibit at the Dubbo Annual Show for many decades and the Liberal Pavilion provides a perfect 'animal shed' setting for the exhibit. I would like to know where the animal nursery is proposed to be relocated within the new showground layout. The nursery cannot easily be relocated into an existing pavilion as suggested in the masterplan due to the space required and animal care needs. Will a new pavilion be built to accommodate the animal nursery? I am also very disappointed that no representative of the animal nursery was consulted in the development of the master plan.	The Animal Nursery will be accommodated in the Morris Pavilion. A representative was involved at the community workshop.
14	June 25 2019	Peter Milling & Company, Livestock and Property Agents	I have been associated with the Dubbo Showground as a Stock and Station Agent in the conduct of cattle, sheep and horse sales for the past seventy years. These sales have, over the time, have attracted enormous publicity for our centre with both vendors and buyers from all parts of Australia attending. Dubbo has benefited from these events in all sorts of ways, including extra retail activity, accommodation for attendees, business for produce merchants together with the Australia wide exposure of our great city. "Dubbo has become synonymous with the sale of high quality livestock". The showground, in no small way, has projected our centre to a huge agricultural population right across Australia with the obvious beneficial result.	Noted. It is anticipated that the master plan allows Dubbo Showgrounds to continue to be a key location for livestock sales in the long term.
15	June 25 2019	Community Member, ex Interim Trust member, Involvement with livestock shows/sales	Outlined economic importance of showgrounds to agriculture industry and Dubbo as key regional agricultural centre.	Noted.

Appendix 4. Submissions summary following draft report - May 2019 continued

No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
16	June 25 2019	Dubbo Show Society	<p>The following items summarise those that the Show Society disagrees with. All other proposed changes are agreed.</p> <p>Relocate Royal Gateway. Disagree where bus zone inside Showgrounds as proposed. Would agree if bus zone was on the south side of the Heritage Gates to Grandstand on Fitzroy St, outside the Showground. Concerns with safety. The site mentioned by the Show Society keeps the buses outside of the Showground for drop off and pick up and away from pedestrians inside the Showgrounds.</p> <p>Morris Pavilion – Disagree to remove existing pavilion. This pavilion needs to stay regardless. Refer to existing plan through refurbishment through the Prime Lamb Section.</p> <p>7. Boardys Bar – Disagree. Leave as is. Built by volunteers with donated material.</p> <p>8. Cattle Shed – cement floor, needs to be multi functional.</p> <p>9. Stables – Disagree – against location (9). Will eat into the area for the Showmans Guild. If the size of the area is reduced, the Guild members will by – pass Dubbo and go direct to Queensland.</p> <p>10. Existing Entry – Leave as is.</p> <p>12. New toilet amenities. Disagree – will affect the Showmans Guild as to what area they can use and what equipment they will provide for the Annual Dubbo Show. Reduce the area and it will give the Guild members more reason to by pass Dubbo and go direct to Queensland.</p>	<p>Bus zone' to be termed 'Drop off zone' and to be used for small events. A bus parking zone south of the Fitzroy St entrance to be considered for large events e.g. Dubbo Annual Show.</p> <p>Morris Pavilion to be rebuilt in long term to accommodate lambs, animal nursery and other events outside of annual Show.</p> <p>Boardys Bar to be left as is, with further consultation to be undertaken.</p> <p>Noted.</p> <p>Stables and toilet amenities shown immediately south of cattle pavilion will be moved closer to cattle pavilion to reduce impact on hard stand area.</p> <p>Noted</p> <p>New toilet amenities – (12) and trees, to right of Wingewarra St entrance, will be removed from draft master plan so as area is not reduced.</p>

Appendix 4. Submissions summary following draft report - May 2019 continued

No	Date received	Stakeholder group	Stakeholder comments - summary	Response
16 cont	June 25 2019	Dubbo Show Society	<p>12 – Proposed toilet block replacing the Igloo Pavilion – Disagree – This should be a green area if the Igloo is demolished. Toilets should not be in the centre of the Showground, should be at the side or rear of the buildings. Recommended position behind the Clarke Pavilion which would suit once the Sails are put up between the Centenary and Clarke Pavilion or where the previous toilets are situated.</p> <p>13 - Hard stand area leave as is.</p> <p>17. Multi Purpose Pavilion. Disagree – Gate 5 needs to be fully operational – Stock Entry, Emergency services entry. Operational and safety issues.</p> <p>23. Wash down area. Disagree. Not practical-needs to be retained at original site and upgrade. Directly in traffic flow.</p> <p>24/ Loading Bay. Disagree Not practical - needs to be retained at the original site and upgrade.</p> <p>26. Ranch Sorting area. Disagree Obstructs Gate 5.</p> <p>Internal fencing needs to remain. Defines area. Licenced area needs to be fenced. Approved for safety reasons. Fencing allows areas to be defined for hiring out for events.</p>	<p>Decision regarding location has been confirmed.</p> <p>Improvements to hardstand will not impact use of Show.</p> <p>Noted. Items 12 and 17 (south east corner of Showgrounds) have been removed from draft master plan.</p> <p>The area containing proposed stables, existing loading ramp and existing wash down area will be reconfigured following user group feedback.</p> <p>Ranch sorting area deleted from draft master plan and will continue to use the indoor arena.</p> <p>Noted. Licence area to be confirmed.</p>

Appendix 4. Submissions summary following draft report - May 2019 continued

No	Date received	Stakeholder group	Stakeholder comments - summary	Response
17	4 July 2019	Community Member, ex Interim Trust member, Involvement with livestock shows and sales	Further to submission on June 25, 2019, an outline of the wide media coverage received for Dubbo through the publicity of agricultural shows and sales held at the Dubbo Showground was provided. Highlighted importance of such events to the local economy. State and national media coverage totalling nine pages was received through publications including The Land, Queensland Country Life and Victorian Stock and Land, in June 2019.	Noted
18	10 July 2019	Dubbo Poultry Club Inc	Response to suggestion to 'move or combine the poultry section with another pavilion'. Outlined difficulty in moving fixed cages and fit for purpose lighting designed into current pavilion.	Noted. No plans to relocate Poultry from current location.



Rear 534 Mt Alexander Road Ascot Vale VIC 3032 Australia
+61 3 9326 1662 info@atleisure.com.au www.atleisure.com.au

Dubbo Stakeholder Feedback Submission Summary and Response – July 2019

No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
1	June 6 2019	Songwriters & Original Musicians Association Dubbo Inc.	Aim to support live music and original musicians in Dubbo with the ultimate goal of making Dubbo a 'Music City'. Want a facility for 500 people for weddings, functions and events. Want outdoor events to have capacity of 1,500 people with a venue at reasonable hire cost and ability to run multiple elements (bar, art, stage, food) Want to attract larger events to Dubbo Support three-phase power to the inside of the racetrack, parking, improved amenities blocks, tree shade and general site upgrades.	It is anticipated that the master plan can bring additional events and activities to the Showground. Location of 3-phase power will be noted on the final plan.
2	June 6 2019	Dubbo slot car racing club	Wants shed space to operate a slot car track for public use and currently trying to start a junior track. Space required 10x30m for 2 tracks.	Future pavilion upgrades will incorporate services to make them more multipurpose. @leisure to confirm specific requirements.
3	June 11 2019	Dubbo resident	In the past there has been complaints from the residents in regard to sillage entering their property that came from the show vans. Vans are parked behind the residences long Bulje St It would be advantages if a drain was provided to allow the sillage from the vans to go to sewer or a holding tank to be pumped out on completion of the show. The latter option would incur ongoing costs whereas the drain to sewer would only require the initial cost of installation.	@leisure to follow up and confirm location.
4	June 12 2019	Past President & Michael Egan Memorial Book Fair Coordinator The Rotary Club of Dubbo Macquarie	The Showground must remain affordable for community groups to access. Access by the public to events within the Showgrounds such as our Book Fair where people need to drive close to the (Centenary) pavilion because of the weight of books when they buy and mobility (or lack thereof) of our patrons. Query re parking if area between Clark and Centenary pavilions is pedestrian only New toilet facilities in close proximity to the Ray Clarke and Centenary Pavilions as identified in the draft plan is a great idea and would make the	Cars will have access to pavilions as part of event bump in/bump out. Pathways to be implemented as part of landscape plan.



No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
			whole experience of utilising the Showground more enjoyable.	
5	June 12 2019	IMHR CENTRAL WEST	Hoping to hold our state show there and wondering if there will be enough stables. Have had interest from Miniature Horse Exhibitors from Queensland, Victoria and South Australia wanting to attend. Dubbo is very central for all of the other states.	Some 64 additional stables are proposed as part of the master plan. The implementation and time frame is still to be confirmed.
6	June 17 2019	Model T Ford National Rally, Martin Whitehouse	The enclosing of the Expo Pavilion and the MacInnes Pavilion would greatly enhance these spaces for events such as ours. We are considering a sit down meal in the Expo Pavilion for 300 people serviced from the Woolpack centre. As future users we strongly support the closing in of the Expo Pavilion and the MacInnes Pavilion.	Enclosing the two pavilions is a priority for a number of user groups, which will increase the usability of the space and comfort level for users.
7	June 25 2019	Orana Equestrian Club	<p>Items 16 & 22. Outdoor Dressage arena - Equestrian Australia states that the distance between 2 arenas must be no less than 10 meters.</p> <p>Items 12 & 17. Proposed new facilities and pavilion - where will the parking of horse floats and riders be moved to?</p> <p>Item 9. New stables and yards - are they for permanent stabling or for overnight and daily use?</p> <p>Item 26. New ranch sorting area – What infrastructure will this include?</p> <p>Existing outdoor Arena - it was noted that the existing outdoor sand arena was in poor condition. The Orana Equestrian Club have recently injected \$31,000 to upgrade this arena.</p> <p>Existing container (leased) used for storing arena equipment - is this being relocated or removed, if so what will be put in place to house our equipment?</p>	<p>Noted. Existing user groups will be consulted prior to the completion of detailed design plans.</p> <p>Items 12 and 17 (south east corner of Showgrounds) have been removed from draft master plan.</p> <p>New stables and yards can be used as per management requirements.</p> <p>Proposed ranch sorting area will be deleted from draft master plan.</p> <p>Noted.</p> <p>Non permanent containers are not noted in draft master plan</p>
8	June 24 2019	Showmans Guild	<p>Stressed economic importance of Show to area and impact to regional Shows if Dubbo is compromised</p> <p>Stables (9) have been placed within this area and between the stables and</p>	Stables and toilet amenities shown immediately south of cattle pavilion will be moved closer to cattle pavilion to reduce impact on hard stand area.



No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
			<p>ringside there has been access created to the ring which with proper consultation it will be realized that horses and livestock don't mix when it comes to the noises and activity of amusement rides!</p> <p>Trees ironically have been placed near the ring where amusements are situated but nowhere else around the entire ring perimeter?</p> <p>Trees and toilets (12) have been placed where amusements are presently situated ...also extra trees along the 'Wingewarra street' fence line making it impossible to put the bigger rides there.</p>	<p>Trees north of 'new grass area 14' were indicative only and will not progress in that location. A future landscape plan will show more specific location and type of trees to address shade concerns.</p> <p>New toilet amenities and trees, to right of Wingewarra St entrance, will be deleted from draft master plan.</p>
9	June 25 2019	Golden Oldies Truck Club	<p>In August 2018, the Golden Oldies Truck Club held their Bi annual Show. We used the Centenary Pavilion for the Quilt Show of which approximately 300 Quilts were on display.</p> <p>As a Showground user, in regard to the Dubbo Showground Concept Design Plan, I bring to your attention items that would cause disruption and safety concerns to pedestrians and vehicle movement/flow within the Showground.</p> <p>By relocating the main entrance/gates off Fitzroy Street would change the historical significance of the original entrance to the Showground.</p> <p>Fully enclosing the pavilion would prevent access to high trucks with tall exhausts or cab over trucks as the only access to the pavilion is via the west side opening of the pavilion.</p> <p>Access to the Emergency Access to the centre of Trotting Track needs to be retained, as we use this access for vehicle movements to and from the MacInnes Pavilion.</p> <p>At present the dump point is located near the current loading ramp. There is no mention of a dump point in the Dubbo Showground Concept Design Plan.</p> <p>The current loading bay/ramp is located where the proposed new stables (ref.</p>	<p>The historical significance of the gates/entrance is noted. Changes to the facade will only occur with input from heritage advisors.</p> <p>Noted. Trucks and other high vehicles will be accommodated with doors that open to a height that allows easy access.</p> <p>Emergency access to trotting track will be retained and noted on plan.</p> <p>The dump point for existing Showground hirers will be retained in similar location and noted on final plan.</p> <p>The area containing proposed stables, existing loading</p>



No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
			<p>9) are to be located. This current site is ideal for our use as it allows 19 metre vehicles to turn and reverse up to the loading bay/ramp to unload with ease</p> <p>The proposed new location (ref. 24) will not be practical or work. There is insufficient access to loading bay for multiple vehicles at once.</p> <p>The addition of increased shaded areas is great but access to the eastern end of the Ray Clarke Pavilion and Centenary Pavilion is to be greatly restricted due to proposed Pavilion Plaza.</p> <p>Proposed new stables (ref. 9) on near grassed area (ref. 15) would reduce available parking areas.</p> <p>There is no proposed location for first aid room or dedicated Ambulance Parking. We have First Aid Officers on site during the Truck Show.</p> <p>The proposed event camping zone would not work as a camping zone during our Truck Show. This area, including the whole grassed area within the Trotting Track, is utilised as truck, semi-trailer, tractor and stationary engine parking/display area.</p> <p>This entrance may allow unrestricted and unauthorised access to events not hosted by the Trotting Club. We lost proceeds taken from gate admissions through unauthorised access through unmanned gates on Fitzroy Street that were unlocked by other users of the Showground when our Truck Show was being held.</p> <p>As we are owners of large, long and high vehicles, the proposed ring road on east side of Showground requires consideration of access and turning room for these types of vehicles</p>	<p>ramp and existing wash down area will be reconfigured following user group feedback.</p> <p>See above.</p> <p>Shading proposed in draft master plan will be reduced and will not extend to 'New machinery pavilion /show society shed' – 5.</p> <p>Proposed stables running north-south will be inside current tree line and should not reduce parking.</p> <p>First Aid facilities will continue to be available in Woolpack pavilion.</p> <p>The proposed camping area will not include infrastructure that restricts other uses within trotting track.</p> <p>Access to Showgrounds during events will continue to be managed by hirer in cooperation with Showgrounds management.</p> <p>Noted.</p>



No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
			Proposed trees may cause concern to Harness Racing due to birds flying from trees as horses go past. This sudden action of the birds taking wing may spook the horses on the track resulting in injury to horse and driver.	Noted. Landscape plan to confirm tree location.
10	June 25 2019	Golden Oldies Truck Club	We use the Wingewarra St entrance for all vehicle access during our Truck Show. This access works well most times but we find a lot of congestion turning into the Showground with large trucks with trailers off Wingewarra St. It does not take much to back up traffic to the Fitzroy St/Wingewarra St roundabout due to slow and long moving vehicles. If the ticket box on Wingewarra St was moved into the Showground further multiple lanes of traffic could be directed off Wingewarra St quickly and safely. We direct trucks to take the "left lane" coming in to the Showground so they could turn left and enter the grassed area within the Trotting Track or kept left and travel direct to the current loading ramp area to unload. All spectator vehicles are directed through manned gate area and are directed right to be ushered to the "spectator parking area". All spectator vehicles are directed to leave via the gate near the railway line off Wingewarra St. This ensures one way traffic in and out of the Showground during our Show.	Noted
11	June 25 2019	Dubbo Harness Racing Club	<p>The Dubbo Harness Racing Club support the concept of the new Showground with respect to the areas affected by the Harness Racing Club but would like to point out the following items for further consideration:</p> <p>Stewards towers – I am assuming they are still on the showground plans in the positions they are now placed.</p> <p>SKY channel wiring near the tower and around the edge of the racetrack – needs to be considered when rebuilding.</p> <p>The new on course stables block would need to have incorporated a feed shed for each stable built.</p>	<p>Existing towers to be noted on final plan.</p> <p>Noted.</p> <p>Noted.</p>



No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
			<p>Truck parking and off-loading ramps for horses need to be in the vicinity of the race day stables.</p> <p>At present the Dubbo Harness Club lease the track, parking area and on course stables as well as the area of the grandstand. It is considered vital for the running of race meetings that these facilities are set out appropriately.</p> <p>On the plans the race track is not included in the Harness Club's zone.</p> <p>The DHRC have a machinery shed which is not listed. This shed is vital for the storage of all our track gear, water trucks, rollers, drags etc. A clear area around this shed is also required.</p> <p>In the near future the height of the fence around the harness racing track will have to be increased to 1.2 metres.</p> <p>The car parking area is not sufficient for our trainers. We need to have room to park trucks and floats attached to cars.</p>	<p>Noted. To be marked on final plan.</p> <p>Noted. Existing user groups will be consulted prior to future detailed design.</p> <p>Noted. Will include in final plan.</p> <p>Noted. Will include in final plan.</p> <p>Noted.</p> <p>Final plan to show parking that includes truck and float parking.</p>
12	June 25 2019	Ranch sorting Dubbo	Ranch Sorting Dubbo currently uses the undercover OEC arena (area 22) for our events which we intend to continue to use. We have been designated an area 26 which we feel is not suitable for Ranch Sorting Dubbo. We feel the money would be better spent on improvements to the OEC undercover arena!	Noted.
13	June 25 2019	Resident	I am opposed to the removal of the Liberal Pavilion without a clear indication of where the Animal nursery will be relocated to. The Animal nursery has been a very popular exhibit at the Dubbo Annual Show for many decades and the Liberal Pavilion provides a perfect 'animal shed' setting for the exhibit. I would like to know where the animal nursery is proposed to be relocated within the new showground layout. The nursery cannot easily be relocated into an existing pavilion as suggested in the masterplan due to the space required and animal care needs. Will a new pavilion be built to accommodate the animal nursery? I am also very disappointed that no representative of the	The Animal Nursery will be accommodated in the Morris Pavilion.



No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
			animal nursery was consulted in the development of the master plan.	A representative was involved at the community workshop.
14	June 25 2019	Peter Milling & Company, Livestock and Property Agents	I have been associated with the Dubbo Showground as a Stock and Station Agent in the conduct of cattle, sheep and horse sales for the past seventy years. These sales have, over the time, have attracted enormous publicity for our centre with both vendors and buyers from all parts of Australia attending. Dubbo has benefited from these events in all sorts of ways, including extra retail activity, accommodation for attendees, business for produce merchants together with the Australia wide exposure of our great city. "Dubbo has become synonymous with the sale of high quality livestock". The showground, in no small way, has projected our centre to a huge agricultural population right across Australia with the obvious beneficial result.	Noted. It is anticipated that the master plan allows Dubbo Showgrounds to continue to be a key location for livestock sales in the long term.
15	June 25 2019	Community Member, ex Interim Trust member, Involvement with livestock shows and sales	Outlined economic importance of showgrounds to agriculture industry and Dubbo as key regional agricultural centre.	Noted.
16	June 25 2019	Dubbo Show Society	The following items summarise those that the Show Society disagrees with. All other proposed changes are agreed. Relocate Royal Gateway. Disagree where bus zone inside Showgrounds as proposed. Would agree if bus zone was on the south side of the Heritage Gates to Grandstand on Fitzroy St, outside the Showground. Concerns with safety. The site mentioned by the Show Society keeps the buses outside of the Showground for drop off and pick up and away from pedestrians inside the Showgrounds. Morris Pavilion – Disagree to remove existing pavilion. This pavilion needs to stay regardless. Refer to existing plan through refurbishment through the	Bus zone' to be termed 'Drop off zone' and to be used for small events. A bus parking zone south of the Fitzroy St entrance to be considered for large events e.g. Dubbo Annual Show. Morris Pavilion to be rebuilt in long term to accommodate lambs, animal nursery and other events



No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
			<p>Prime Lamb Section.</p> <p>7. Boardys Bar – Disagree. Leave as is. Built by volunteers with donated material.</p> <p>8. Cattle Shed – cement floor, needs to be multi functional.</p> <p>9. Stables – Disagree – against location (9). Will eat into the area for the Showmans Guild. If the size of the area is reduced, the Guild members will by – pass Dubbo and go direct to Queensland.</p> <p>10. Existing Entry – Leave as is.</p> <p>12. New toilet amenities. Disagree – will affect the Showmans Guild as to what area they can use and what equipment they will provide for the Annual Dubbo Show. Reduce the area and it will give the Guild members more reason to by pass Dubbo and go direct to Queensland.</p> <p>12 – Proposed toilet block replacing the Igloo Pavilion – Disagree – This should be a green area if the Igloo is demolished. Toilets should not be in the centre of the Showground, should be at the side or rear of the buildings. Recommended position behind the Clarke Pavilion which would suit once the Sails are put up between the Centenary and Clarke Pavilion or where the previous toilets are situated.</p> <p>13 - Hard stand area leave as is.</p> <p>17. Multi Purpose Pavilion. Disagree – Gate 5 needs to be fully operational – Stock Entry, Emergency services entry. Operational and safety issues.</p>	<p>outside of annual Show.</p> <p>Boardys Bar to be left as is, with further consultation to be undertaken.</p> <p>Noted.</p> <p>Stables and toilet amenities shown immediately south of cattle pavilion will be moved closer to cattle pavilion to reduce impact on hard stand area.</p> <p>Noted New toilet amenities – 12 and trees, to right of Wingewarra St entrance, will be removed from draft master plan.</p> <p>Decision regarding location has been confirmed.</p> <p>Improvements to hardstand will not impact use for Show.</p> <p>Noted. Items 12 and 17 (south east corner of Showgrounds) have been removed from draft master plan.</p>



No.	Date received	Stakeholder group	Stakeholder comments - summary	Response
			<p>23. Wash down area. Disagree. Not practical-needs to be retained at original site and upgrade. Directly in traffic flow.</p> <p>24/ Loading Bay. Disagree Not practical - needs to be retained at the original site and upgrade.</p> <p>26. Ranch Sorting area. Disagree Obstructs Gate 5.</p> <p>Internal fencing needs to remain. Defines area. Licenced area needs to be fenced. Approved for safety reasons. Fencing allows areas to be defined for hiring out for events.</p> <p>Note decline in turnover at stock sales over the last 3 years.</p>	<p>The area containing proposed stables, existing loading ramp and existing wash down area will be reconfigured following user group feedback.</p> <p>Ranch sorting area deleted from draft master plan and will continue to use the indoor arena.</p> <p>Noted. Licence area to be confirmed.</p>





**Songwriters & Original Musicians
Association Dubbo Inc.**
7 Brian Hambly Pl
Dubbo NSW 2830
admin@somad.org.au
ABN 99 781 794 077

06 June 2019

SOMAD Submission on Draft Showground Master Plan

To whom it may concern,

We wish to make comment on the Draft *DUBBO SHOWGROUND MASTER PLAN* (the plan). Thank you for the invitation and opportunity to provide our submission.

The Songwriters and Original Musicians Association of Dubbo (SOMAD) is a not-for-profit group that aims to support live music and original musicians in Dubbo, with the ultimate goal of making Dubbo a 'Music City'.

We wish to express support for a works at the Showground to improve the function and aesthetics of the site for music events.

To assist in making Dubbo a music city, we advocate for the following elements at the site:

1. **A facility for indoor events up to 500 people.** This would assist with weddings, functions and music events. To do so, it would need:
 - a. dedicated access areas that can be secured from the remainder of the site
 - b. nearby parking
 - c. power to key parts of the building (for stages etc)
 - d. some level of acoustic shielding for night-time activities
2. **Outdoor music events up to 1500 (Plan objective 2).** We feel this would be a significant asset for the site. As organisers of the inaugural *Under Western Skies* festival in March 2019, we were attracted to the following elements of Dundullimal homestead grounds which must be present in the redeveloped space to accommodate such events:
 - a. Reasonable venue hire cost
 - b. Ability to run multiple festival elements - our own bar, art, a stage, food
 - c. Attractive aesthetics/vibe
 - d. Space: shaded grassed open space for patrons, parking space
 - e. Amenities: toilets, power near the stage area and lighting
 - f. A dedicated secure site.

We feel these same elements could well be created on the Showground grounds. With the great levels of parking and amenities proposed, the site could complete with a number of other outdoor venue options in Dubbo, particularly with the proposed tree planting, improved aesthetics and a permanent shaded stage.

3. The use of the entire site (or most) for festival events would be ideal for attracting larger events to Dubbo. This could be potentially very valuable for the local music scene and tourism to the city.

We support the specific items such as:

1. three-phase power to the centre of the racetrack;
2. improved amenities blocks; and
3. general site upgrades where they will improve usage at the site for functions, events and festivals – all of which help support the local music scene and potentially provide opportunities for local original artists to play.

To make the use of all of these spaces feasible for not-for profit organisations we hope that reasonable, reduced or waived hire costs are considered as part of the business plan.

Kind regards,



Fred Randell
President
SOMAD Inc.



Dubbo Showground Concept Design Plan

Hello

I am Dubbo Slot Car Racing Club President, I would to ask for some shed space to operate a slot car track for public use. What is needed for consideration, we have 12 members at present and currently trying to start a Jnr track, we would be asking for a space approx 10 x 30 mtrs for 2 tracks.

Regards

Doug Oldfield

Sent from my iPad

Hi

My submission revolves around the camp area set aside for the show people and their vans. Historically the show people park their vans behind the residences long Bulje St.

In the past there has been complaints from the residents in regard to sullage entering their property that came from the show vans.

The sullage is allowed to be discharged on the ground in the vicinity of the parked vans and during wet weather the area becomes waterlogged and in dry weather it ponds and attracts flies.

This year it was raised as a concern and an inspection was conducted and the show people who were parked along that area were told not to allow their sullage to enter the adjoining properties.

It would be advantages if a drain was provided to allow the sullage from the vans to go to sewer or a holding tank to be pumped out on completion of the show. The latter option would incur ongoing costs whereas the drain to sewer would only require the initial cost of installation.

Regards

Ingo

Email

12 June 2019

Michael,

Thank you for the opportunity to make a comment on the Dubbo Showground Concept design Master Plan. I am a member of and coordinator of The Rotary Club of Dubbo Macquarie Michael Egan Memorial Book Fair. We have used the Centenary Pavilion for our Book Fair in 2018 and 2019 which is a great venue for us as we can use a folklift to move books around the pavilion and there is sufficient space to display our books. Our Club's only three comments are:

- 1/ That the Showground must remain affordable for community groups to access. We acknowledge that the Showground should pay its way but if it does not remain affordable then less community groups will utilise the facility. In our Club's case, all money raised goes to RFDS and cancer research and the more costs that we have to take out of the gross proceeds reduces the impact and impetus to support worthy charities that benefit the wider public.*
- 2/ The second point is access by the public to events within the showgrounds such as our Book Fair where people need to drive close to the pavilion because of the weight of books when they buy and mobility (or lack thereof) of our patrons. We counted a total of 1,100 patrons who visited our 2019 Book Fair over the Saturday and half day Sunday which is a lot of vehicles and foot traffic. Young families to the elderly visited our Book Fair by car and nearly everyone purchased books (either a bag or a wheelbarrow full). If there is a pavilion piazza or sails constructed between the Ray Clark and Centenary pavilions (which we think is a great idea as we could possibly add value to our Book Fair by inviting coffee or other stall holders and have tables and chairs to entice people to stay longer), then consideration must be given to where vehicular parking will be allocated close to the pavilion, if that*

*piazza is for pedestrians only.
3/ New toilet facilities in close proximity to the Ray Clarke and Centenary Pavilions as identified in the draft plan is a great idea and would make the whole experience of utilising the Showground more enjoyable.*

Thank you.

*Peter English
Past President & Michael Egan Memorial Book Fair
Coordinator
The Rotary Club of Dubbo Macquarie
0417 885088
Peterenglish58@gmail.com*

*Peter English
Service Manager
Meals on Wheels Dubbo
3/74 Mountbatten Drive,
DUBBO NSW 2830
Ph: 02 6882 4083
Fax: 02 6882 3855
M: 0417 885088
E: peter.english@mealsonwheelsdubbo.org.au*



*From: Bigpond [<mailto:petekimbart1@bigpond.com>] Sent:
Tuesday, 11 June 2019 7:10 PM To: Peter English
<Peter.English@mealsonwheelsdubbo.org.au> Subject: Dubbo
Showgrounds Masterplan feedback NOW OPEN!*

If you are really interested, see below

Hi Adrian,

The new showground looks awesome.
But How many stables are going to available when finished?
I am from IMHR (Independent Miniature Horse Registry)
We hold some of our Miniature Horse Shows there.
I was hoping to hold our state show there and Wondering if there will be enough stables.
I have had interest from Miniature Horse Exhibitors from Queensland, Victoria and South Australia
wanting to attend.
Dubbo is very central for all of the other states.

That is my only other concern

Regards

Debbie Valerius
IMHR CENTRAL WEST COORDINATOR

<http://www.imhr.com.au>

Hi Debbie,

Thanks very much for your feedback, it is much appreciated.

With regards to your query about the showground stables, the current masterplan draft proposes
there will be 22 stables west of the indoor arena, and 34 south of the indoor arena.

Thanks and kind regards

Adrian Dixon
Project and business
administration officer

From: "mswhitehouse@bigpond.com" <mswhitehouse@bigpond.com>
Date: Saturday, 15 June 2019 at 6:14 pm
To: Media <Media@atleisure.com.au>
Cc: 'Andrew' <andrewwebb1974@gmail.com>, D Walker <dr_walker01@yahoo.com>, Dean Whitehouse <dgwengineering@bigpond.com>, Ellen Miller <ellenmiller94@gmail.com>, "andrew@wisegroupfm.com" <andrew@wisegroupfm.com>
Subject: Dubbo Showground Concept Design Plan

Attention Michael Graham

We have been asked to comment on the master plan for the upgrade of the facilities at the Dubbo Showground.

I am the secretary of the Model T Ford National Rally 2022 and have booked the Woolpack Centre, Expo Pavilion, and the MacInnes Pavilion for the week of our Rally.

We discussed the use of temporary fencing with hessian covering to close in the open ends of the Expo centre with the showground Manager for the period of our rally.

The closing in of the Expo Pavilion and the MacInnes Pavilion would greatly enhance these spaces for events such as ours. We are considering a sit down meal in the Expo Pavilion for 300 people serviced from the Woolpack centre.

As future users we strongly support the closing in of the Expo Pavilion and the MacInnes Pavilion.

Martin Whitehouse

Rally Secretary



MINUTES Monday 17th June 2019

RSL Dubbo - 6.00pm

Minutes of the Monthly General Meeting held Monday 17th June 2019 are as follows;

Present - Nadine Russell (President), Rachael Carlton (Secretary & Treasurer)
Gill Hill and Rebecca Balmer (Committee)

Apologies - Jan Cookson and Mary McDermott

The President Nadine Russell declared the meeting open at 6.06pm.

The purpose of this meeting was to review and discuss the proposed Dubbo Showground Masterplan

The plan for the proposed changes and upgrades were discussed and the following comments were made;

- No. 16 & 22 - Outdoor Dressage arena - Equestrian Australia states that the distance between 2 arenas must be no less than 10 metres. Proposed distance as per masterplan? **Please confirm.**
- No. 12 & 17 - Proposed new facilities and pavilion - where will the parking of horse floats and riders be moved to? **Please confirm**
- No. 9 - New stables and yards - are they for permanent stabling or for overnight and daily use? **Please confirm**
- No. 26 - New ranch sorting area - What infrastructure will this include? **Please confirm**
- Existing outdoor Arena - it was noted that the existing outdoor sand arena was in poor condition. The Orana Equestrian Club have recently injected \$31,000 to upgrade this arena. **Please explain**
- Existing container (leased) used for storing arena equipment - is this being relocated or removed, if so what will be put in place to house our equipment? **Please confirm**

Meeting closed 7pm



ABN: 75 134 664 816

THE SHOWMEN'S GUILD OF AUSTRALASIA

PO Box 690, Beenleigh QLD 4207

Phone: 07 3807 0011 Fax: 07 3807 0730

Email: showmens.guild@bigpond.com

www.showmensguild.com.au

21st June, 2019

Our Ref: G 10643

**Dubbo Regional Council
PO Box 81
Dubbo NSW 2830**

Attn :

Natasha Comber – Director Economic Development and Business, Dubbo Regional Council

Adrian Dixon – Project and Business Administration Officer, AT Leisure

The Showmen's Guild of Australasia (SGA) wish to express our concerns regarding future changes to the Dubbo Showground Precinct.

Our organization has been supporting all the Shows in this region since the late 1800's ... with a wide variety of amusements and attractions that would only be seen in these towns once for the whole year. Our Members have reached out to all these shows and have created amusement areas working hand in hand with each Show Society to ensure that we provide the type of equipment that every show patron can enjoy.

Our Members rely on Dubbo Showground for many reasons as it is used as a base to reach out to all the other Agricultural Shows for hundreds of kilometers in any direction. Shows such as Burke, Cobar, Narrabri, Gilgandra, Walgett, Nyngan, Coonamble, Peak Hill, Narromine and many others. They use Dubbo as the place to do all necessary mechanical repairs and to get provisions or purchase tyres, etc before heading out to these remote areas.

Dubbo Show has become the most important reason for our Members to bring such big and expensive equipment to this region. Without this show there would not be enough incentive to support this movement of equipment to Dubbo and beyond.

Therefore, we ask you that the present Amusement Area be maintained in its entirety so that our Members can keep doing what they have done for so long ...helping provide exciting and specialized amusement rides and attractions. It has long been a 'given' that the SGA and the equipment our Members provide make up for 80% of Show patron attendance at nearly all shows! Weakening or decreasing the size of the

1

Amusement Area at Dubbo showground will create a dramatic decrease in the attendance levels at this show.

Since around 1997 when the ring was extended the SGA re-created an Amusement Area that provided for the future with a vision that this would be what was needed for the next hundred years...and it has worked very well up to this time!

Our members spend many weeks of the year in this region spending millions of dollars and in return the Dubbo show Society and the community as a whole gain the benefit of our presence and the enormous cash injection we put into Dubbo is well appreciated, whether it be at Coles or at the local restaurant, movie or café or down at the Auto Electrician's our economic input should be noted as very substantial and encouraged. Some of our committee have looked at the Masterplan and we notice that several areas will impact on the existing amusement area...

Stables (9) have been placed within this area and between the stables and ringside there has been access created to the ring which with proper consultation it will be realized that horses and livestock don't mix when it comes to the noises and activity of amusement rides!

Trees ironically have been placed near the ring where amusements are situated but no where else around the entire ring perimeter?

Trees and toilets (12) have been placed where amusements are presently situated ...also extra trees along the 'Wingewarra street' fence line making it impossible to put the bigger rides there.

We agree with the other issues the Show Society has already discussed with you and we believe that it would be mutually beneficial to organize a meeting with all parties concerned as quickly as possible as not all issues have been discussed in this letter.

The Showmen's Guild of Australasia wish to express to you the utmost importance of dealing with these matters before the damage has been done.

It is not just Dubbo Show Society and the community that will suffer but every show in the region if our members cannot get enough revenue and support at the biggest Regional show in NSW. Every show needs your support and the decisions you make today could impact on so many. Please consider the importance of having a productive and informative meeting over this very serious matter.

Looking forward to your earliest response...

Yours faithfully,



for and on behalf of

Lew Osborne
TRUSTEE

THE SHOWMEN'S GUILD OF AUSTRALASIA

I am the President of the Golden Oldies Truck Club based in Dubbo. We are one of the few groups who hire/use the **complete showground** for our Bi annual Truck, Tractor and Quilt Show. The main Show day is the Saturday of which approximately 3000 to 3500 paying spectators pass through the gates the view the vehicles on display. Proceeds from the gate takings were donated back to the Dubbo Community through various volunteer organisations and through the purchase of two AED (automated external defibrillators) located in two stores in Macquarie Street.

In August 2018, the Golden Oldies Truck Club held their Bi annual Show. We had approximately 400 historic trucks on display. There were also cars, tractors, stationary engines and steam traction engines on display. We used the Centenary Pavilion for the Quilt Show of which approximately 300 Quilts were on display.

We had numerous trucks, many with semi-trailer attached, parked up within the Showground grounds. There were campers along the fenced road area, using the powered sites, near the present loading ramp area.

Trucks were parked up in the Mac Innes Pavilion and throughout various areas of the Showground. The grassed area within the trotting track was full of trucks, tractors and stationary engines on display.

As a Showground user, in regard to the Dubbo Showground Concept Design Plan, I bring to your attention items which would cause disruption and safety concerns to pedestrians and vehicle movement/flow within the Showground.

1. Change to vehicle and pedestrian access off Fitzroy Street.

By relocating the Main Entrance/gates off Fitzroy Street would change the historical significance of the original entrance to Showground. By introducing increased vehicle movements and bus traffic via this entrance into a traditional high traffic pedestrian area would create multiple safety concerns of pedestrian traffic and vehicle traffic. The proposed Bus Zone creates other concern due to lack of parking area and turning area for buses and in an area of high pedestrian traffic. This proposed entrance would be inappropriate for large vehicles to enter and exit the Showground as the turning area off Fitzroy Street is limited. When the Truck Show is on 19 metre long vehicles enter and leave the Showground from Thursday till Sunday afternoon. Vehicles do not just enter during the day and many arrive during the night and early morning.

2. Mac Innes Pavilion (ref. 1).

Fully enclosing the pavilion would prevent access to high trucks with tall exhausts or cab over trucks as the only access to the pavilion is via the west side opening of the pavilion. Lighting requires upgrading within the Pavilion as it is very dark during the night when owners of the vehicles are camping with their truck. Sections of lighting should be able to be switched on where required.

Also access to the Emergency Access to the centre of Trotting Track needs to be retained, as we use this access for vehicle movements to and from the Mac Innes Pavilion. This access is part of our traffic management plan to lower the risk to pedestrians by reducing vehicle movements along current ring road alongside Trotting Track.

3. Toilet Dump Point.

At present the dump point is located near the current loading ramp. There is no mention of a dump point in the Dubbo Showground Concept Design Plan.

4. Proposed new loading bay (Ref. 24).

The current loading bay/ramp is located where the proposed new stables (**ref. 9**) is to be located. This current site is ideal for our use as it allows 19 metre vehicles to turn and reverse up to the loading bay/ramp to unload with ease. This can be accessed by many trucks and vehicles at once due to the size and various heights of the ramp. We cordon off the area so no other vehicles can encroach on the area when the Truck Show is on. Current access is easy to the loading bay/ramp as trucks and semi-trailers can enter the Showground via Wingewarra Street.

The proposed new location (**ref. 24**) will not be practical or work. There is insufficient access to loading bay for multiple vehicles at once. There is no access for 19 metre vehicles to unload. Many entrants to the Truck Show bring another truck or tractor on the back of a semi-trailer. There appears to be insufficient room behind the loading bay to unload a long vehicle from a semi-trailer. The proposed location appears to be very close to where the current power supply boxes are located. Relocation of these would create a large expense.

Access from proposed loading bay/ramp to centre of trotting track is difficult for the movement of trucks, tractors or tracked type tractors (bulldozer).

5. Proposed Pavilion Plaza

The addition of increased shaded areas is great but access to the eastern end of the Ray Clarke Pavilion and Centenary Pavilion is to be greatly restricted due to proposed Pavilion Plaza. During the Truck Show various trucks are parked on display on the eastern side of the Ray Clarke Pavilion. Vehicle access between the Ray Clarke and Centenary Pavilions allow this to occur. Also various trucks are backed up on display on the southern side of the Ray Clarke Pavilion. This appears to be the location of proposed new treed area. These new proposals would reduce the amount of access and parking available for the displaying of large vehicles.

6. Lack of onsite parking.

Proposed new stables (**ref. 9**) on near grassed area (**ref. 15**) would reduce available parking areas. We use the current grassed areas as overflow parking during the Truck Show. Area (**ref.13**) is used as our primary spectator parking area during the Truck Show. Our traffic management plan makes use of these parking areas as our main spectator traffic flow enters from Wingewarra Street (opposite Hopeton Street) and exit via Wingewarra Street near railway line.

7. First Aid Room/Ambulance Parking.

There is no proposed location for first aid room or dedicated Ambulance Parking. We have First Aid Officers on site during the Truck Show.

8. Proposed removal of all fencing around Cattle Shed (ref. 8)

We use this fenced off area during the Truck Show as a safe cordoned off area for kids pony rides. This area is ideal as it is close to the general public/spectators entering the show ground from Wingewarra Street and close to the ring road around the Trotting Track. The fenced off area is also close to a stable area for the ponies to be housed in.

9. Proposed Event Camping Zone.

The proposed event camping zone would not work as a camping zone during our Truck Show. This area, including the whole grassed area within the Trotting Track, is utilised as truck, semi-trailer, tractor and stationary engine parking/display area. We are proposing to use the east side of the grassed area within the trotting track as a tractor pull area during the 2020 Dubbo Truck, Tractor and Quilt Show. Would this area have powered sites or power available? We use generators within the centre of the trotting track grassed area to allow food vendors to trade and various displays to have power available.

10. Undercroft Carpark (ref.20).

This entrance may allow unrestricted and unauthorised access to events not hosted by the Trotting Club. We lost proceeds taken from gate admissions through unauthorised access through unmanned gates on Fitzroy Street that were unlocked by other users of the Showground when our Truck Show was being held. This act reduced the amount of proceeds that was generated by gate takings and therefore reduced the amount that could be donated back to the Dubbo Community.

11. Proposed Ring Road on East Side of Showground.

As we are owners of large, long and high vehicles, the proposed ring road on east side of Showground requires consideration of access and turning room for these types of vehicles. Width and clearance past the proposed trees will have to be considered when trees are planted and road path is finalised.

12. Proposed Trees Along South East Side of Trotting Track.

Proposed trees may cause concern to Harness Racing due to birds flying from trees as horses go past. This sudden action of the birds taking wing may spook the horses on the track resulting in injury to horse and driver. These trees may also provide a restricted view, around trotting track ring road, by vehicle traffic using the road resulting in safety concerns for pedestrian traffic and other vehicles.

Thanks,

Jon Mancer
President
Golden Oldies Truck Club

Box 283, Dubbo 2830
A.B.N. 86 003 464 926

Phone: (02) 6884 8606
Mobile: 0418 484 129 (Secretary)
0427 256 329 (President)
Fax: (02) 6882 0317
Email: dubbohrc@dubboharness.com



25 June 2019

Mr Adrian Dixon
Leisure Planners

DUBBO SHOWGROUND MASTER PLAN

Thank you for the opportunity to look over the draft report for the Dubbo Showground.

The Dubbo Harness Racing Club support the concept of the new showground with respect to the areas affected by the Harness Racing Club but would like to point out the following items for further consideration:

- 1 Stewards towers – I am assuming they are still on the showground plans in the positions they are now placed.
- 2 SKY channel wiring near the tower and around the edge of the racetrack – needs to be considered when rebuilding.
- 3 The new on course stables block would need to have incorporated a feed shed for each stable built.
- 4 Truck parking and off loading ramps for horses need to be in the vicinity of the race day stables.
- 5 At present the Dubbo Harness Club lease the track, parking area and on course stables as well as the area of the grandstand. It is considered vital for the running of race meetings that these facilities are set out appropriately.
- 6 On the plans the race track is not included in the Harness Club's zone.
- 7 The DHRC have a machinery shed which is not listed. This shed is vital for the storage of all our track gear, water trucks, rollers, drags etc. A clear area around this shed is also required.
- 8 In the near future the height of the fence around the harness racing track will have to be increased to 1.2 metres.
- 9 The car parking area is not sufficient for our trainers. We need to have room to park trucks and floats attached to cars.

At an appropriate time the Dubbo Harness Club would like to speak with the Council Officer or your company representative to sort out the finer details.

Yours faithfully

Marjory Bradley
Secretary

To Whom this may Concern,

Ranch Sorting Dubbo currently uses the undercover oec arena (area 22) for our events which we intend to continue to use. We have been designated an area 26 which we feel is not suitable for Ranch Sorting Dubbo. We feel the money would be better spent on improvements to the oec undercover arena!

Sincerely
David Egan
President Ranch Sorting Dubbo

Melanie Bannerman-NSW department of environment and government

I am opposed to the removal of the Liberal Pavilion without a clear indication of where the Animal nursery will be relocated to. The Animal nursery has been a very popular exhibit at the Dubbo Annual Show for many decades and the Liberal Pavilion provides a perfect 'animal shed' setting for the exhibit. I would like to know where the animal nursery is proposed to be relocated within the new showground layout. The nursery can not easily be relocated into an existing pavilion as suggested in the masterplan due to the space required and animal care needs. Will a new pavilion be built to accommodate the animal nursery? I am also very disappointed that no representative of the animal nursery was consulted in the development of the masterplan. With the recommended removal of the animal nursery facility, the affected stakeholder i.e. the animal nursery staff / volunteers should be consulted. I would appreciate a response to my comments and questions.

Thank you.

4 July 2019

CEO

Dubbo Regional Council

@Leisure Planners Pty Ltd

Rear 534 Mt Alexander Road

Ascot Vale Vic 3032

Attention: Michael Graham

Submission for Dubbo Showground Master Plan Review

I refer to my submission of 24 June to the above. I request this letter be attached to my submission as an addendum, as it is relevant to the second last paragraph, as evidence of the national coverage Dubbo receives from Stud show and sales held at the Showground.

Although I referred in the submission to coverage in The Land, I by chance came across the Queensland Country Life edition of 27/6/2019 and observed the coverage of the National Simmental sale and Red Angus sale, and then obtained Victorian Stock & Land edition of same date to check if any coverage.

Observing the coverage over the 3 eastern states confirms the indirect benefit the exposure of Livestock sales at the Showground brings to Dubbo. The circulation of these state weekly agriculture publications reaches into all companies, in **Sydney, Brisbane and Melbourne and regional centres**, with an agriculture business and financial institutions and other key corporations, likely to have a connection with Dubbo now, or in the future.

Attached is:

The Land- issue of 27 June.

Red Angus and Simmental National Report- 4 Pages

The Charolais Nationals- 2 Pages

Queensland Country life- issue of 27 June.

Simmental National Report- 2 Pages

Victorian Stock & Land- issue of 27 June

Red Angus National Sale 1 Page

2

The value of 9 pages of such media coverage is unable to be estimated, however the continual coverage over many years has created a reputation for Dubbo, as a centre strategically placed in Eastern Australia to service all things agriculture. It is important to maintain and increase the number of Stud cattle and sheep sales held at the Showground to preserve all the indirect benefits which flow directly to the community by the presence of participants in the city, and then the national brand exposure for Dubbo from such media coverage, part of which is illustrated above, and as attached.

No other regional city in NSW receives coverage throughout the year for livestock events held, as does Dubbo. Wodonga (Victoria) conducts a major stud cattle sale annually and it is known for that event. But it does not produce coverage of the city over the year. Rockhampton in Queensland is known as the "Beef Cattle Capital of Australia" a reputation gained over the past 55 years of major sales of Brahman and tropical breeds of Cattle which are the highest grossing sales of stud bulls in Australia.

I trust this addendum can be attached to my submission of 24 June and is of assistance to the Showground review.

Yours sincerely

BOB BERRY

PO Box 7011 Dubbo NSW 2830

E bberry@bobberry.com.au

M 0418 636954

Good Evening

I am writing to you on behalf of the Dubbo Poultry Club and I do apologize for the lateness of our contacting you, we have unfortunately gone through an unexpected change in executive with our past secretary having gone AWOL.

We are preparing a submission that will be too you within the next few days. Again I am incredibly sorry for the late response.

--

Kind Regards,

Pagan Hockley
Acting Secretary/Club Secretary

To Whom it may concern

I, Pagan Hockley am writing to you as acting secretary on behalf of the Dubbo Poultry Club est 1981. Firstly I would like to apologise on behalf of the club as I know the submission date has passed. Unfortunately we had a very sudden change of executive and as such emails and letters we're left unchecked until recently. However, we as a club would still like to make a submission in regards to the proposed master plan for the upgrade of the Dubbo Showground.

As a club we have been a pillar of the community since 1981, holding fundraisers and charity events on numerous occasions including our annual charity auction supporting the Westhaven Association. In the 2017/2018 show seasons we hosted many Breed clubs form around Australia including The Wyandotte Club of Australia, The Indian Game Club, and The Hamburg Club etc.

In the master plan we are aware there is a suggestion to move or combine the poultry section with another pavilion. Most of our cages are welded or bolted into the floor of the pavilion making them impossible to move. Also given the sheer size of our pens and the weight behind them, having to move them would be a monumental task and simply one that can not be done. Along with the pen movement there is also the problem of appropriate lighting for the suggested pavilion. To accurately judge fowl that have been presented we have many drop lights that have been set up in the current pavilion. These have been strategically placed to ensure optimal lighting for assessment of fowls. Our annual club show hosts between 650-800 birds each year, if we were to share a pavilion with another section we would have to drastically cut back on the capacity of our show, which in turn affects the amount of people traveling to the town. On the second weekend in July each year we have anywhere from 60-100 exhibitors to the town, many of which stay at local motels which we promote to encourage our competitors to stay at, we also do this for every other breed club show which come to the town, up to 9 or 10 shows/ weekends per year. Many of these clubs host dinners at local venues, encourage more revenue for the local community.





I have included some photos to demonstrate the lighting arrangement I have previously mentioned, I have also included a photo of our 2019 calendar to illustrate how many shows are held in our pavilion each year. The Dubbo poultry club has been on site at the Dubbo show ground since its inception in 1981. The club has contributed to the upgrades of the show ground on numerous occasions and has been a thriving part of the Local Agricultural Show each year since its inception.



Above is an article from the Westhaven association newsletter following one of our charity auctions, in which proceeds are raised and donated to the association for the ongoing upkeep and management for Westhaven to be able to continue providing services for its clients.

Thank you for taking the time to read our submission. I hope that you will take on board some of what we've had to say and reconsider your plans for the poultry pavilion. The decisions of your company will greatly impact the future and longevity of the club and I for one, hope the club will be here too see its 100th anniversary, which will only be possible with the appropriate space to exhibit birds to the best of our ability.

Kind regards

Pagan Hockley

Acting Secretary/ Club secretary

Dubbo Poultry Club

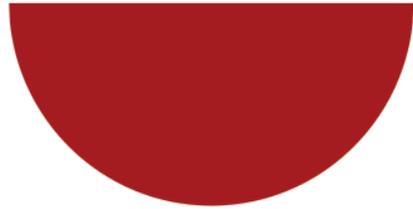


Workshop 1a: notes

What is the primary role of the Dubbo Showground?

- Sports facilities
- Visitor entertainment
- Conference facilities
- Functions
- Local community groups
- Shows?

- Horses and agricultural purposes purposes. Some events gone to Tamworth.
- Should remain agricultural. Community to have easy access. Cater for small groups to 20,000.
- Buildings to comply with standards.
- Underutilized compared to 1970/80s. Harness concept plans included change rooms for sports. Grandstand with glass front looking over arena, offices. Consider crown land
- Larger sporting comps on arena.
- Great location – centre of town, motels/hotels
- Keep history and retain groups that are existing users.
- Not for name change. Not only a site for agricultural functions. Used in past for beach football, trucks, etc.
- West side is unattractive. Everything should be multi purpose. Grandstand work should have been done years ago. Will complement other uses.
- It is central, prominent.
- Consider Saturday morning sport.
- Facilities outdated e.g. amenities block. Better disabled access.
- Lack of directional signage showing access from entries and street signage at roundabout.
- Grey nomads and encouraging usage? Not encouraged at this point. Council take regional approach that encourages use in other communities. Free camping at showground would affect commercial operators.
- Current role – Agricultural perspective. Be more multi purpose. Opportunities for local communities to do other things. E.g. community events, conferences, kids parks, childrens activities
- Re Truck show held every two years, – access to grounds with trucks, parking. 400 trucks at last exhibition.
- 'Dads for kids' at venue
- Show 3 days a year, Trucks 2 days a year. Time spent setting up and packing down adds to time spent on venue.
- Tamworth (Australian Equine and Livestock Events Centre - AELEC) has permanent stabling, Dubbo is labor intensive to set up
- Challenge in been multi purpose and serving some communities specifically
- Some events have gone to Geurie due to cost of Showground. Other events possibly lost
- Some events are profitable, others are provided at cost or less therefore cost to ratepayer
- Fees based on minimizing cost of running showground.



Attendance

Michael Graham and Sally Jeavons -@leisure

Workshop 1a- 2pm workshop

- Dorper Sheep Society of Australia
- Dubbo Harness Racing Club
- Orana Equestrian Club
- Golden Oldies Truck Club
- Marsh Carney Saddlery
- Dubbo Regional Council – Economic Development
- National Shorthorn Show and Sale
- Dubbo Regional Council (3)
- Dubbo Regional Theatre and Convention Centre
- Master Builders Association
- Dubbo Model Railway Club (2)
- Ranch Sorting Dubbo

Workshop 1b 5.30pm workshop

- Dubbo Filipino Community
- Dubbo Show Society (7)
- Dubbo Show Society – Prime Lamb Section
- Equine Livestock Medical Centre
- Dubbo Regional Council

Workshop 1b: Notes

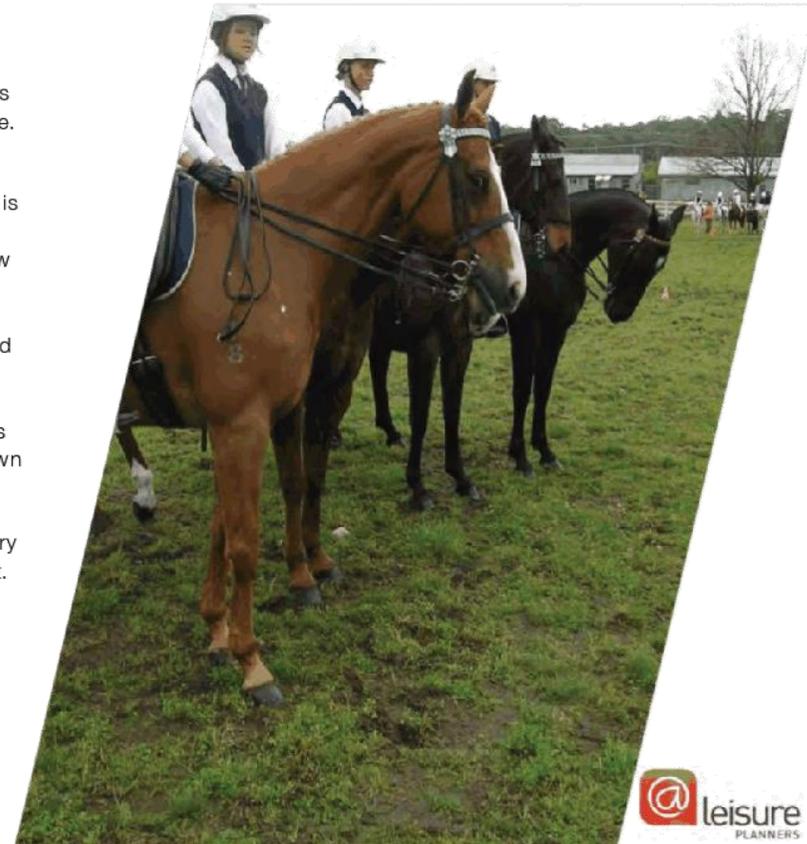
What is the primary role of the Dubbo Showground?

- Entertainment hub
- Valuable centre for exchange of livestock – seed stock
- Differentiate from Tamworth
- Alternative to Tamworth that does not cost as much to hire
- Used extensively by all breeds of livestock
- Should identify \$ turnover of stock sold at the venue. Offer multi vender sales of stud stock
- 6 national bull sales held in Dubbo plus sheep and horse sales
- Proposal to move to greenfield site. Include livestock events, equestrian, sales. Multi use trade, expos, field days etc.
- Trade shows flopped due to lack of facilities and interest
- Relocate trotting track e.g. Bathurst
- Proposed site has 500 acres, good transport access, near Dubbo airport and TAFE. Willing seller
- Think big picture. 3 main highways to take advantage of plus air connections
- Current parking issues at Showground, no room for expansion. Poor infrastructure. Small scattered facilities in district
- Harness Racing expansion into regional facilities x 3 including Wagga and Bathurst
- \$10m for a new harness facility. Think bigger than where toilets are located etc.
- State govt money is available for large projects.
- Consider tradition
- Current site is valuable for housing development
- Showground land is owned by Crown and needs to be considered
- Council would back change if community is behind it
- Example of Tamworth harness getting business from – AELEC Field days e.g. Mudgee, Gunnedah
- Proposed ring road for Dubbo could better service greenfields idea. Better for large vehicles
- Key additions would be parking bigger events, indoor events, horse shows, not enough stables presently
- Space to work from year round for event coordinators
- Harness could go to new site.
- Lot of space in current site that could be better used. Pavilions could be joined.
- Collect water for use by animals, gardens. Area needs a tidy up. Use is varied, weddings cattle and sheep shows, 4WD shows. More car space is possible. Space for trucks if design improved
- Shows like Merino show lacks space. Difficult on wet days. Horse shows with large vehicles is congested
- Example of Sydney Show moving to Homebush is still not accepted by some
- User friendly, versatile and affordable
- How do we make it a entertainment hub for more days of the year? E.g. slip and slide, ice skating have been there before.
- Showground doesn't present well. Circus cant be seen at Showground. Beer fest sets up at another venue that is costly- as have to bring in fencing and all facilities
- Showground is too dear for Junior shows. Eg Parkes is supported.
- There is economic benefit of shows at Showground
- Same pricing for commercial hirers to kids shows.
- Showground manager clarified costs of commercial hirers.

Workshop 1b

What is the primary role of the Dubbo Showground?

- Showground costs \$1/2m to operate each year
- 20k for short horn kids show
- No budget set for Master Plan recommendations – looking big picture at present. As an option, Master Plan consider options if Showground moved
- Question for Council – caravans as year round users when venue not in use by others? Currently no camping unless part of event. Access for campers when site is multi use causes risks. Dump point causes conflicts when site is booked and used
- Peoples expectations for caravan parks is higher than what can be provided. Issue with moving people out of Caravan Parks
- Potential for site as Show and Sales that are weekday events.
- Good space for recreational events.
- Attractive due to centralised location – 3D archery tonight
- Site amenable to a number of uses at the same time unlike current site. Decide first on what is required. Attract people from out side of Dubbo. When Dubbos population is 70-100k, what is here?
- Consider cost of operations at new site. Large sites e.g. Homebush – what does it cost to operate?
- Infrastructure is not at Showground to make it work.
- Showground should not be considered a cost centre. Provides economic benefit due to out of town income.
- Apx. \$11.00 per rate payer per annum not considered a lot. History around Showground should count.
- What are we going to do with it now?



Workshop 1a

Vision – 10 years



- Utilised by schools more for cattle, sheep shows. Need more school usage. Management to promote to schools. Agriculture learning, events paid by Education Department. Schools are losing space and do not have land for agriculture
- Youth groups are working with agriculture side at venue currently
- Schools working with breeder associations, who sponsor school shows
- Rugby have used previously. Consider AFL. Maybe insurance risk?
- Ranch Sorting – plan to improve with more permanent yards. Now hire from council. Set up in OEC arena. Good surface and labour intensive. Good camping, water for surface is positive. Lost Appaloosa, state and national shows to AELEC. (3 breeds/6 shows)
- AELEC has more space compared to Dubbo. AELEC expensive for some
- Dubbo is central to region and capital cities and well located for growth
- Geurie cheaper but Dubbo is well set up. Function room would further improve venue
- Council run events such as skills days that can only fit at showground. Well positioned and space for these events. Eg use of heavy machinery. Opposed to events that are driven by industry
- MBA function moved to showground from theatre after 1 year. Concrete slab sheds work well, with heavy equip that can drive in easily. They are multipurpose
- Lacks shade and seating for MBA events. Looking 10 years plus for MBA event

Workshop 2

Vision – 10 years?

- Curb and gutters
- Drainage
- Lawns
- Upgrade of facilities
- New fence
- Attract - scouts, not for profits, community benefit
- Beer and BBQ events
- Weddings were a regular booking
- Is it a wedding venue
- What is post code of visitors? Bull riders majority were outside of area
- Truck and caravan/camping from outside of area
- New ticket system can collect this data in future
- Good camping facilities e.g. jamboree
- No large areas for school to stop and have lunch
- Area between Pavilions could be better utilised for events, food etc
- Outdoor entertainment venue? Don't lose what we have now
- Dream Festival – need to bring in infrastructure at Victoria Park - venue not gated
- Need to make venue more attractive
- Fitzroy St view in not attractive
- Bathurst has grand entrance with mature trees
- Better kitchen facilities, user friendly
- Upgrade to PA system. Cannot hear PA in grandstand
- Lighting on paths to amenities
- Improve ground surfaces
- Weddings – 3-4 years ago were fine.
- School holiday activities are attractive but expensive. Ice skating has not come back
- Headline acts cannot be accommodated as venues are not big enough
- Infrastructure is costly, ticket prices higher, people don't come. 3-4 promoters have lost money due to the same reasons. Costs are staging, lighting, power. Some acts may have own lighting
- Improve office, grandstand, pa, shedding, curb /guttering. Entrance not functional
- Show to continue in future. NSW State Sheep Show. Australian Shearing Championships



Workshop 1

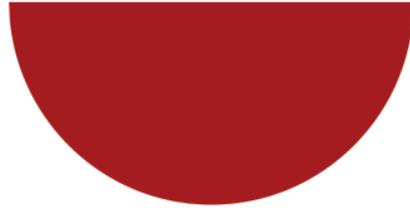
Is Showground in right location? Should it be renamed / branded?

Workshop 1a

- Not in wrong location
- People are happy with name generally
- Name change, changes perception
- Unless something changed at venue – no point changing name
- Dubbo requires venue for 1200 people. Conferences of 900+ people go elsewhere
- Showground is only place that has space for large function venue
- RSL and Theatre does not have capacity

Workshop 2b

- See notes re acquiring a much larger site for purpose built development



How does Showground differ from other local venues?

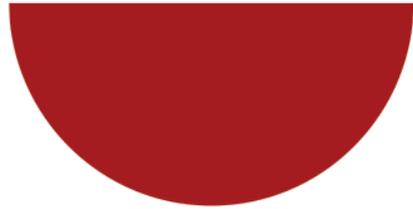
- Theatre and Convention Centre (Sapphires, Umbilical Brothers)
- Club Dubbo (Troy Casser-Daly, Glenn Shorrock)
- Lazy River Estate (Opera in the Sticks)
- Dundullimal Homestead (Under Western Skies Festival)
- Ollie Robins Oval (Circuses, State Firefighter Champs, Live Music)
- Lady Cutler Oval (Frisbee Champs)
- Apex Oval (Cinema Under the Stars)
- Wellington Showground (Vintage Fair, Swap Meet)
- Macquarie Lions Park (Farmers Market)

Workshop 1a

- Truck show – Issue - no car parking outside of showground with 500 trucks inside
- Current impact of noise, dust, parking with events
- Consider bus shuttle. Has been used at other events eg Caltex park
- Professional parking can over come issue of parking in arena

Workshop 1b

NIL



What works well about the site now?

Workshop 1a

- Location
- OEC indoor arena
- Expo centre with catering – no need to leave
- Old grandstand deserves to be preserved
- Harness track considered best ½ mile track in eastern states
- Clubs/groups working with council to improve facilities is improving site
- Grants accessed by user groups
- External fence is a positive and a negative. Provides control but 'locks' people out or does not encourage use

- Damage to trucks from rocks over fence
- Pulling trailer out at 5.pm is a issue, trucks some issue

Workshop 2b



Your views: issues and opportunities

Risk Management

Workshop 1a

Site is always open and lack of control of who is in there. Risk for council

Need to balance user group access and drop ins

Workshop 1b

- Moving horses around the site – expensive during show
- Mix between users
- Lack of designated car parking ETC.,,
- Random people, using the site at any time – lack of control

Current Operations

Workshop 1a

- Expo in right location, Model trains happy where they are. Shed could be larger. Don't require street frontage
- Toilet block between Boardys bar and OEC to service Model train sheds
- Back entrances will go with railway upgrade
- Toilets at Boardys bar would work

Workshop 1b

- Need expanded venues for what currently provided
- Poor toilets
- Need more generally seating everywhere

Site Constraints

Workshop 1a

- Truck show – and access to venue at start of show when cars are coming out. Streets blocked up
- No street appeal on Fitzroy street or behind grandstand
- Stables offer poor aesthetics from street. Moving stables to other side that is now used for parking and floats
- Move show office – used year round. Bring activities to west
- Need to consider horse movement from stables to track. No safety issue now
- Can some of the facilities be shared in new areas to improve look of venue?
- Harness - \$35k just spent on new stables

Workshop 1b

- Poor aesthetics
- Power – more capacity ie for food vans and to the middle of the site
- Shade
- Need for a rear entrance – that will be lost
- PA



Your views: issues and opportunities

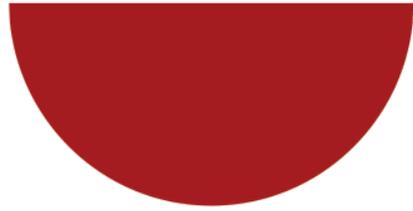
Opportunities?

Workshop 1a

- Consolidate storage?
- Consolidate buildings/grandstand along west side
Not stables
- Containers/storage can be combined
- Lighting difficult for truck users
- Shade /seating
- Area for tractor pull

Workshop 1b

- Larger site for the next 100 years
- School holiday - need regular program to introduce family to the site
- Family recreation uses ?
- Lack of power capacity for food vans. Grassed area – triangle area
- 3 phase outlets to arena perimeter



Summary of stakeholder engagement- to date

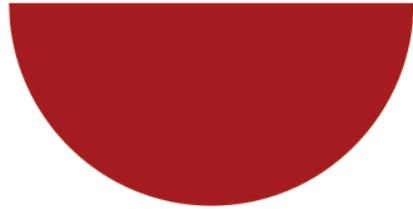
Engagement Method	Contacts	Completed/Submitted
Inception meeting	1	1
Telephone calls	82	28
Emails sent	5	5
Submissions received		4
Workshops		2



Summary of stakeholder engagement – Interviews (28)

Issues

- Pricing
- Need for facility upgrade and maintenance
- Reliance on volunteers
- Lack and nature of access to arena with regular harness use
- Location of new toilet facilities
- Safety/Security
- Dump point access during events
- Loading ramp and access. No other local facilities



Summary of stakeholder engagement

Strengths

- Location. In town, close to highways
- Truck parking
- Undercover arena
- Grandstand

Weaknesses

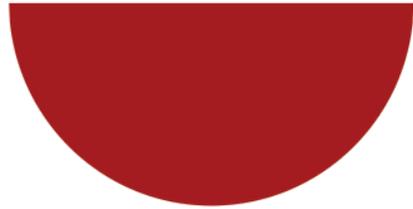
- Lack of on-site accommodation
- Lack of on-site parking for large events



Summary of stakeholder engagement

Suggested improvements:

- Upgrade toilets
- Complete grandstand as proposed with function room, kitchen, meeting room, etc.
- Put stage under new sails between arena and pavillions
- Upgrade existing pavilions
- Lighting – loading bays and in general
- More and improved wash down bays
- Provide drainage around pavilions
- More stabling and day yards for horses
- More shade. Tree planting required
- Improved pedestrian access / wayfinding



Priorities if funds become available?

Priorities

Workshop 1

- Toilets amenity showers
- Permanent cattle yards and stable block for ranch sorting
- Lighting upgrades in planning i.e. LED
- Potential for metering power for users and pay use only not flat rate

Workshop 2

NIL

Next Steps

- Assessment of assets and site analysis by Architect
- Forward copy of notes from today
- Consultation Prepare a Key Directions Summary
- Draft concept design

18





Rear 534 Mt Alexander Road
Ascot Vale VIC 3032
(03) 9326 1662
info@atleisure.com.au
www.atleisure.com.au







DUBBO REGIONAL
COUNCIL

REPORT: Dubbo City Car Club surrender of Development Consent for Drag Strip

AUTHOR: Manager Property Assets
REPORT DATE: 26 July 2019
TRIM REFERENCE: ID19/1067

EXECUTIVE SUMMARY

In November 2014 Development consent was issued to the Dubbo City Car Club for the construction and operation of a 'drag strip' on a parcel of land that Council sold to the Car Club, providing 'vendor finance' over a 20 year period. The Car Club have decided not to pursue the construction and operation of a drag strip on this land parcel and instead are seeking to enter into a licence agreement with Council to continue to conduct drag racing events at Bodangora Aerodrome.

FINANCIAL IMPLICATIONS

Revenue received from the licence agreement between Council and the Dubbo City Car Club will be allocated to the Airport Function.

Loan repayments made by Dubbo City Car Club to Council will be refunded to the Car Club upon their surrender of development consent D2013-161 and Council's reacquisition of Lot 10 DP 1215338 from the Car Club.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the report from the Manager Property Assets dated 12 August 2019 be noted.

Simon Tratt
Manager Property Assets

BACKGROUND

In March 2013 the Dubbo City Car Club reinvigorated their interest in pursuing the construction and operation of a drag strip on part of Council owned 'Greengrove' property adjoining the Newell Highway. Development consent D2013-161 was issued on 24 November 2014 for the construction and operation of a drag strip on the subject land. The construction of the drag strip requires access to be upgraded from the Newell Highway to the entrance to Lot 10 DP 1215338 which is a significant cost implication on the Car Club, and made more difficult as access is required over two Crown land parcels that are subject to an aboriginal land claim.

The contract for sale of the land from Council to the Car Club included a special condition that enabled Council to reacquire the parcel of land at Greengrove if the Car Club were not operating a new drag strip facility on the land within four years of contract settlement, that being March 2020.

Dubbo City Car Club approached Council in early 2019 to discuss the possibility of the Car Club continuing to conduct drag strip events at Bodangora Aerodrome and not proceed with their intentions to develop a drag strip at Greengrove. The Car Club provided a letter to Council (included as **Appendix 1.**) confirming that upon the signing of a licence agreement with Council to conduct car events at Bodangora Aerodrome, the Car Club would surrender their development approval D2013-161 relating to the Greengrove site (Lot 10 DP 1215338).

REPORT

A licence agreement is being finalised between Council and the Dubbo City Car Club for their use of the demountable building and surrounding land at the Bodangora Aerodrome having an area of 670m². The term of the draft agreement is three years with a three year option with rent payable. The license fee will include Exclusive Use of the Aerodrome Facility for nominated days. For the safety of all users, exclusive use arrangements have been in place for many years and are currently in operation under Council's adopted Revenue Policy. There are procedures in place for any users hiring the exclusive use of the runway, including placement of aerodrome cross indicating to any aircraft that the aerodrome is closed and air to ground radio for unforeseen emergencies.

The licence agreement will also include an annual maintenance agreement and serviceability inspections. This partnered approach will support the effective management of the facility, improve appearance of the demountable building whilst also increasing community use and visitation. The Dubbo City Car Club have indicated a willingness to work with Council to support aircraft users include housing the Avdata recording system and enable fly in pilots to use rest room facilities at the demountable building. All other existing lease arrangements at Bodangora Aerodrome will remain in place.

Once finalised and approved by the Chief Executive Officer the licence agreement will be managed by Council's Manager Dubbo City Regional Airport to ensure the Car Club are complying with their responsibilities as defined in the licence agreement.

Upon the Bodangora Aerodrome licence agreement being executed, Lot 10 at Greengrove will subsequently be consolidated back into the remaining land holding and would again be managed as part of the Greengrove waste water irrigation farm.

SUMMARY

The licence agreement between Council and the Dubbo City Car Club at Bodangora Aerodrome will enable the Car Club to continue to hold events at the site they are currently using and it also has the potential to shift the ongoing maintenance and monitoring of certain aerodrome tasks, from Council staff onto the Car Club for cost saving benefits to Council.

The re-absorption of the proposed drag strip site along Newell Highway into the Greengrove waste water irrigation farm will resolve costly construction obligations that the Car Club were responsible for, allowing the Car Club to concentrate their financial resources on their operations at the Bodangora site.

Appendices:

- [1](#) Dubbo City Car Club letter to council - surrender of development approval D2013-161 at Greengrove - enter into licence agreement at Bodangora

09 July 2019

Dubbo City Car Club

ABN: 63 603 148 610
PO BOX 1054
DUBBO NSW 2830
ph 0427 978 915



Dubbo Regional Council
Attention: Chief Executive Officer
PO Box 81
Dubbo NSW 2830

Dear Michael,

Dubbo City Car Club Incorporated agree to enter into a lease agreement at Bodangora Aerodrome for the leasing of the demountable building on site, and the holding of 10 events per annum. We acknowledge the period of the lease would be a five year term with a further five year option.

The Car Club agree to surrender the development consent (D2013-161) for the construction and operation of a drag strip on Lot 10 DP 1215338, Gilgandra Road upon the Bodangora Aerodrome lease being executed by both parties. Upon execution of the Bodangora lease, the Car Club will enable Council to exercise their option to reacquire Lot 10, as per the terms in the original contract for sale of Lot 10 from Council to the Car Club. This reacquisition would be in the form of a deed of agreement executed by both parties. Council would be responsible for the preparation of that deed.

Kind Regards,

A handwritten signature in black ink, appearing to be "Michael Cleary", is located below the "Kind Regards," text.

Michael Cleary
Treasurer Dubbo City Car Club