



AGENDA

FINANCE AND POLICY COMMITTEE

21 AUGUST 2017

MEMBERSHIP:
Mr M Kneipp (Administrator).

The meeting is scheduled to commence at .

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The Committee had before it the report of the Finance and Policy Committee meeting held 17 July 2017.	
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The Committee had before it the report dated 14 August 2017 from the General Manager regarding 2016/2017 Operational Plan - June 2017 Quarterly Review. <i>Please note, the 2016/2017 Operational Plan - June 2017 Quarterly Review has been provided under separate cover.</i>	
FPC17/48 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT (ID17/1505)	15
The Committee had before it the report dated 15 August 2017 from the Director Corporate Services regarding Investments Under Section 625 of the Local Government Act.	
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- FPC17/51 DRAFT 2040 COMMUNITY STRATEGIC PLAN - REPORT ON THE ENGAGEMENT PROCESS AND FUTURE DIRECTION (ID17/1424)** 35
The Committee had before it the report dated 8 August 2017 from the Director Planning and Environment regarding Draft 2040 Community Strategic Plan - Report on the Engagement Process and Future Direction.
- FPC17/52 2017/2018 FINANCIAL ASSISTANCE PROGRAM - ROUND ONE (ID17/1215)** 43
The Committee had before it the report dated 8 August 2017 from the Director Community and Recreation regarding 2017/2018 Financial Assistance Program - Round One.
- FPC17/53 YOUTH WEEK AWARDS 3 AUGUST 2017 (ID17/1430)** 57
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- FPC17/54 2017-2020 DUBBO REGIONAL COUNCIL DISABILITY INCLUSION ACTION PLAN (ID17/1387)** 60
The Committee had before it the report dated 28 July 2017 from the Director Community and Recreation regarding 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan.
- FPC17/55 DUBBO NEIGHBOURHOOD CENTRE BIENNIAL ACTIVITIES REPORT (ID17/1264)** 103
The Committee had before it the report dated 21 July 2017 from the Director Community and Recreation regarding Dubbo Neighbourhood Centre Biennial Activities Report .
- FPC17/56 ALCOHOL FREE ZONES WELLINGTON (ID17/1388)** 110
The Committee had before it the report dated 28 July 2017 from the Director Community and Recreation regarding Alcohol Free Zones Wellington.

FPC17/57 WRITE OFF OF UNRECOVERABLE DEBTS (ID17/1425)

The Committee had before it the report dated 4 August 2017 from the Director Corporate Services regarding Write off of Unrecoverable Debts.

In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: the personal hardship of any resident or ratepayer (Section 10A(2)(b)).



**DUBBO REGIONAL
COUNCIL**

Report of the Finance and Policy Committee - meeting 17 July 2017

AUTHOR: Administrative Officer - Governance
REPORT DATE: 14 August 2017

The Committee had before it the report of the Finance and Policy Committee meeting held 17 July 2017.

MOTION

That the report of the Finance and Policy Committee meeting held on 17 July 2017, be adopted.



DUBBO REGIONAL
COUNCIL

**REPORT
FINANCE AND POLICY COMMITTEE
17 JULY 2017**

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The General Manager, the Director Corporate Services, the Manager Governance and Risk, the Supervisor Governance, the Director Economic Development and Business, the Director Infrastructure and Operations, the Manager Civil Infrastructure and Solid Waste, the Manager Fleet Management Services, the Asset System Engineer, the Director Planning and Environment, the Manager Building and Development Services, the Director Community and Recreation and the Transition Project Corporate Communications.

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

The proceedings of the meeting commenced at 6.30 pm.

**FPC17/43 REPORT OF THE FINANCE AND POLICY COMMITTEE - MEETING 19 JUNE 2017
(ID17/1202)**

The Committee had before it the report of the Finance and Policy Committee meeting held 19 June 2017.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the report of the Finance and Policy Committee meeting held on 19 June 2017, be adopted.

CARRIED

**FPC17/44 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT
(ID17/1211)**

The Committee had before it the report dated 7 July 2017 from the Director Corporate Services regarding Investments Under Section 625 of the Local Government Act.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information provided within the report of the Director Corporate Services, dated 7 July 2017 be noted.

CARRIED

**FPC17/45 COMMUNITY ENGAGEMENT AND COMMUNICATIONS POLICY REVIEW
(ID17/1213)**

The Committee had before it the report dated 7 July 2017 from the Transition Project Corporate Communications regarding Community Engagement and Communications Policy Review.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the report of the Transition Project Corporate Communications, dated 7 July 2017 and the Community Engagement and Communication Plan attached as Appendix 1 be noted.**
- 2. That the draft Community Engagement and Communication Policy attached as Appendix 2 to the report of the Transition Project Corporate Communications dated 7 July 2017 be adopted for the purposes of Public Exhibition for a period of 28 days.**
- 3. That the draft Media Protocols Policy attached as Appendix 3 to the report of the Transition Project Corporate Communications dated 7 July 2017 be adopted**
- 4. That the draft Corporate Image Policy attached as Appendix 4 to the report of the Transition Project Corporate Communications dated 7 July 2017 be adopted.**
- 5. That a further report on the outcomes of the Public Exhibition of the draft Community Engagement and Communications Policy be considered by Council.**

CARRIED

The meeting closed at 6.35 pm.

.....
CHAIRMAN



DUBBO REGIONAL
COUNCIL

REPORT: 2016/2017 Operational Plan - June 2017 Quarterly Review

AUTHOR: General Manager
REPORT DATE: 14 August 2017
TRIM REFERENCE: ID17/1400

EXECUTIVE SUMMARY

The reviews for the period ending 30 June 2017 of Council's Operational Plan (including budget) have been completed and show satisfactory implementation with the financial position being a balanced budget.

ORGANISATIONAL VALUES

Customer Focused: The Quarterly Budget and Operational Plan review detail progress against the original and revised annual budgets at the end of the quarter. Each quarterly review provides explanation for major variations to ensure the Community is informed about Council's progress in delivering outcomes outlined in the Delivery Program.

Integrity: The responsible accounting officer provides recommendations for budget changes and indicates if council will be in a satisfactory financial position at the end of the financial year, as a result of the changes made to the original budgeted position each quarter.

One Team: The Financial Statements have been consolidated to include both former Dubbo and Wellington Councils.

FINANCIAL IMPLICATIONS

In accordance with the requirements of Clause 203(2) of the Local Government (General) Regulations 2005, I now advise that the Director Corporate Services, as the Responsible Accounting Officer of Dubbo Regional Council has reported that he considers the attached Quarterly Budget Review Statements indicate that the financial position of the Council is satisfactory. This is on the basis that the **"result"** for the year is a balanced budget.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That the Budget Review Statements and the Quarterly Financial Statements as at 30 June 2017, as attached to the report of the General Manager dated 14 August 2017, be adopted and such sums voted for such purpose.**
- 2. That the performance review details for each function for the quarter ended 30 June 2017, be noted.**
- 3. That the Statement of the Responsible Accounting Officer that Council is in a satisfactory financial position at the end of the financial year, having regard to the changes herewith to the original budget, be noted.**
- 4. That the contracts, consultants, legal expenses and cash and investments information be noted.**

Mark Riley
General Manager

BACKGROUND

The Local Government (General) Regulation 2005 requires the Responsible Accounting Officer to submit on a quarterly basis to Council a budget review statement that shows a revised estimate of the income and expenditure for the year as follows:

Clause 203 of the Local Government (General) Regulation 2005 provides as follows:

- (1) *Not later than two months after the end of each quarter, the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy including in the Operational Plan for the relevant year, a revised estimate of the income and expenditure for that year.*
- (2) *A budget review statement must include or be accompanied by:*
 - (a) *a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure; and*
 - (b) *if that position is unsatisfactory, recommendations for remedial action.*
- (3) *A budget review statement must also include any information required by the Code to be included in such a statement."*

REPORT

The Director Corporate Services has reported in respect of the June 2017 Quarterly Review of Council's Operational Plan as follows:

"It should be noted that the Audited results for 2016/2017 have not been finalised, however the attached statements are expected to be close to the final results, with work around the value of contributed assets still to be finalised. Notwithstanding I advise that in regard to the Quarterly Budget Review for the period ending June 2017 and having regard to the changes previously made in September, December, March, it is considered that Council is in a satisfactory financial position at the end of the 2016/2017 financial year. The final results will be determined in the near future following the completion and audit of the Financial Statements for the period ending 30 June 2017.

The Quarterly Budget Review Statements (QBRS) for the 2016/2017 Financial Year have been presented as the consolidated Dubbo Regional Council (not as Part A Dubbo and Part B Wellington as presented in the Original 2016/2017 Operational Plan and Budget). This has been undertaken through the consolidation of the former Wellington Council Budget and former Dubbo City Council budget based on the functions identified with the Dubbo Regional Council Interim Organisational Structure. The inclusion of the Wellington budget is shown in the Financial Summaries as a September quarterly adjustments to highlight the process undertaken.

The identification of savings as at the 30 June 2017 have generally been achieved through additional Subdivision Fees, Interest on Investments and savings in corporate overheads.

These savings have allowed for the following projects to be now funded in the 2017/2018 financial year:

Stormwater - North Channel Keswick	\$249,845
City Strategy – Integrated Planning and Reporting Requirements	\$193,000
Landcare Services - Troy Gully Salinity Study	\$100,000
Sporting Facilities - Ground Safety Initiative	\$ 50,000

The first instalment of the Financial Assistance Grants (FAG) of \$5,465,951 for 2017/2018 has been paid in advance. This will have a significant positive effect on the 2016/2017 Operating Ratio and Operating Result from continuing operations, but will adversely impact the 2017/2018 Financial Year result if the 2018/2019 Financial Assistance Grant is also not also paid in advance.

All Operational Plans have been reviewed to identify those projects which need to be carried over to the 2017/2018 financial year. Detail on these projects is provided within the individual Operational Plans for each function where appropriate with the major carryover works being as follows:

Project	Project Status	Carryover
<i>Footpaths and Cycleways - Troy Gully Cyclepath</i>	<i>Application for grant funding lodged.</i>	<i>\$70,710</i>
<i>Footpaths and Cycleways - Brisbane St Reakes-Cobra</i>	<i>Project commenced in July 2017 in association with K and G works</i>	<i>\$59,117</i>
<i>Footpaths and Cycleways - Wellington - Paved Footpath Reconstruction</i>	<i>Due for completion in December 2017 in association with road reconstruction Swift Street</i>	<i>\$184,965</i>
<i>Urban Roads - Macquarie Street (West) K and G</i>	<i>Due to commence August 2017</i>	<i>\$221,033</i>
<i>Urban Roads - Brisbane Street K and G</i>	<i>Project commence in July 2017</i>	<i>\$230,803</i>
<i>Urban Roads - Erskine Street Tree Planting</i>	<i>Due for completion in 2nd quarter 2017/2018 financial year</i>	<i>\$51,250</i>
<i>Urban Roads - Wingewarra Street</i>	<i>Following completion of water mains and K and G, road works due for completion in the 4th Quarter of the 2017/2018 financial year</i>	<i>\$120,000</i>
<i>Urban Roads - Cobra Street / Capstan Drive</i>	<i>Awaiting final Asphaltic Concrete layer, line marking, signage and turf of south east corner. Due for completion October 2017.</i>	<i>\$294,606</i>
<i>Rural Roads - Whitewood Road</i>	<i>Due for completion August 2017.</i>	<i>\$421,806</i>

<i>Rural Roads - Bennelong Road</i>	<i>Due for completion January 2018.</i>	<i>\$367,426</i>
<i>Rural Roads - Derribong Street (Wongarbon)</i>	<i>Due for completion in the 2nd quarter of the 2017/2018 financial year.</i>	<i>\$125,000</i>
<i>Rural Roads - Muronbung Road</i>	<i>Design commenced in July 2017 in association with shoulder works. Project due for completion December 2017.</i>	<i>\$400,000</i>
<i>Sewerage Services - Erskine Street Pump Station - Upgrade</i>	<i>Work by contractor proceeding. Due for completion November 2017.</i>	<i>\$2,080,734</i>
<i>Stormwater - Bultje Street GPT</i>	<i>Tender let and construction scheduled for October 2017.</i>	<i>\$108,494</i>
<i>City Strategy - Develop Section 94 Plans</i>	<i>Section 94 Plans review commenced in August 2017.</i>	<i>\$206,219</i>
<i>Animal Shelter - Future Maintenance</i>	<i>Funds carried forward to 2017/2018 to carry out Animal Shelter upgrades to meet new national standards.</i>	<i>\$80,000</i>
<i>Recreation Services - Wellington Museums</i>	<i>Strategic review of Museum Services in Wellington to commence in October 2017.</i>	<i>\$80,000</i>
<i>Social Services - Playmates Cottage</i>	<i>Work by contractor proceeding. Carry over of Grant Funding for the completion on Playmates Cottage in September 2017.</i>	<i>\$1,458,662</i>
<i>Horticultural Services - Victoria Park Skate Ramps Renewal</i>	<i>Construction is completed and the facility re-opening is being held Friday 11 August 2017.</i>	<i>\$90,000</i>
<i>Recreational Planning - Recreation Study</i>	<i>Funds are restricted for planning and concept designs for Indoor Sporting Facility proposal, to complete the feasibility study.</i>	<i>\$59,919</i>
<i>Geurie Aquatic Leisure Centre - Pool Resurface</i>	<i>Work by contractor proceeding. Due for completion by September 2017.</i>	<i>\$140,000</i>
<i>Wellington Aquatic Leisure Centre - Maintenance & Renewal</i>	<i>Funds identified to temporarily repair failing infrastructure and water leakage of the Wellington Olympic Pool until replaced in 2017/2018.</i>	<i>\$56,536</i>

Funding for the above works has been transferred to Internally and Externally Restricted Assets as at 30 June 2017. It should be noted that during 2016/2017 Council undertook works valued at \$2.9 million which were reimbursed by the State Government in respect of Flood damage along with a further \$7.7 million in projects for the Roads and Maritime Services. These works impacted Councils ability to complete its various kerb and guttering, Urban and Rural Road projects, as above.

As part of the State Government's commitment to the merger of the former Dubbo City Council and Wellington Council, Dubbo Regional Council received \$15 million from the Office of Local Government Stronger Communities Grant. The table below highlights the expenditure to date, noting that funds have been allocated between the New Council Implementation Fund, Community Grants Program and the Major Projects Program.

	Actual Expenditure	Budget
New Council Implementation Fund	2,224,944	5,000,000
Community Grants Program	320,980	1,000,000
Major Projects Program	1,108	9,000,000

The unspent funds are held in Externally Restricted Assets to be spent over the next two financial years, with Round two of the Community Grants Program allocated in the 2017/2018 financial year.

In relation to Council's Water Supply function, revenue from consumption charges increased by \$189,088 compared with original budgeted estimate. The summer of 2016/2017 has been consistent with previous years with low rainfall and high temperatures, resulting in consistent usage by consumers compared with previous years. The additional revenue has been placed in Restricted Asset to assist in future shortfalls in water consumption charges.

The Showground Function requires an additional amount of \$34,955, being the charge for Water Consumption at the Wellington Showground that had not been previously budgeted. This highlights the need for a review of how water charges are applied to Council owned facilities for the 2018/2019 financial year.

In respect of various major projects identified within the 2016/2017 budget I comment as follows:

South Dubbo Rock Weir Ramp Project

The Former Dubbo City Council adopted an original contract sum of \$3,799,180 (ex GST) at its meeting 21 December 2015 for the construction of Rock Ramp at the South Dubbo Weir.

This project has now been completed however it has not been without considerable challenges. Since commencement of construction works by the Contractor David Payne Construction there have been in total 17 variations requested by the contractor. These variations have been assessed by Council's Contract Principal (NSW Public Works) who were engaged by Council to oversee the project. Of the 17 variations requested by the contractor, 16 were approved by the principal for a sum total of \$586,136.74 taking the total contract value to \$4,385,316.54, an increase of 15.4%.

It should be noted that during the construction period, this project was affected by a number of High Water Flow Events being a combination of water releases from Burrendong Dam for flood mitigation and high rainfall periods that resulted in Dubbo experiencing the 6th wettest year in 145 years of records.

As a result of the high flows there were 9 variations (of the 17) requested for a total of \$430,107.28 being additional works in stabilisation of embankments (north side of the weir) as well as rectification works to sheet piling, pile capping, extension of the weir as a result of bank erosion and safety fencing required for public safety along the cycle track on the north bank due to the erosion issues. This represents 73.3% of the total variations requested by the contractor which were events beyond the contractors' control. The balance of variations totalling \$156,029.46 were for extension of road to access the weir, Department of Primary Industries Fisheries Assessment fee, levelling of the river bed and disposal of debris, concrete works and grouting associated with void under the weir apron and additional dowel and bar crest for infill works.

Mitchell Highway Roundabout

The original budget estimate for this project was \$2,940,000 with the actual costs as at 30 June 2017 being \$3,174,933.71. There are costs still to be incurred in the 2017/2018 financial year associated with the laying of Asphaltic Concrete in September 2017 as well as associated works such as signage, line marking and laying of turf on the south/east corner adjacent to the Royal Freemasons development. The carry over amount is \$645,135 with the main component being the cost of the asphaltic concrete supply and lay. The total cost of the project would then be \$3,850,189 (which included costs incurred in 2015/2016 financial year of \$30,120.64) which equates to a 30.95% increase above the original project estimate.

The increase in expenditure is a result of Roads and Maritime Services requiring longer merge lanes which added 39% in road pavement area to either be constructed or reconstructed post the original budget estimate. In addition to the construction cost it also increased the amount of sealing required. Significant reinforcement of road pavement foundation was also required due to underlying wet conditions as experienced in the winter of 2016. The increase in the scope of the pavement works also added costs to the provision of traffic control.

The cost of street lighting also increased over the original estimate by 200% and utility service relocation (fibre optic cable) and protection works on water main (concrete encasing) was not originally envisaged and increased the cost of the project.

Wet weather conditions also added to the cost along with the additional time required for the hire of barrier protection.

Erskine Street Sewerage Pump Station

This project is approximately 90% complete with the underground emergency storage facility currently under construction. Internal road works and external fencing/electronic gates are yet to be undertaken, as well as completion of the manhole inspection chambers over sewer (R) on the rising main and 2 air valves are still to be constructed by the contractor.

It is anticipated that this project will be completed in the 2nd quarter of the 2017/2018 financial year.

Wellington CBD Upgrade

All bluestone paving has been completed along with road and kerb and gutter works. Sealing of concrete works footpaths will be completed in August 2017. Installation of furniture items (including trees) and tactile items are yet to commence as some minor design work is required. It is anticipated that completion of this project will be in the 2nd quarter of the 2017/2018 financial year.”

In regard to the Quarterly Review the following documents are provided under separate cover:

Appendix 1 - Budget Summary for the quarter ended 30 June 2017 reflecting the quarterly adjustments to the Original adopted Budget by Principal Activity and Function.

Appendix 2 - Quarterly Budget Review Statements (QBRS).

Appendix 3 - Quarterly Cash and Investments, Consultancy and Legal Expenses and Contracts Listing Reports.

Appendix 4 - Vandalism Report to 30 June 2017.



DUBBO REGIONAL
COUNCIL

REPORT: Investments Under Section 625 of the Local Government Act

AUTHOR: Director Corporate Services
REPORT DATE: 15 August 2017
TRIM REFERENCE: ID17/1505

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 2017.

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 2017 has been accounted for on an accrual basis. This report details investments and annualised returns for the month of July 2017.

ORGANISATIONAL VALUES

Customer Focused: The investment of Council funds is undertaken in accordance with the adopted Investment Policy and Strategy which seeks to maximise returns for the community based on a conservative approach to investing.

Integrity: All of council investments are placed and managed in accordance with the adopted Investment Policy and Strategy.

One Team: Council's investments are managed under one portfolio.

FINANCIAL IMPLICATIONS

Interest earned on investments has been included within Council's 2017/2018 Operational Plan.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the information provided within the report of the Director Corporate Services, dated 15 August 2017 be noted.

Craig Giffin
Director Corporate Services

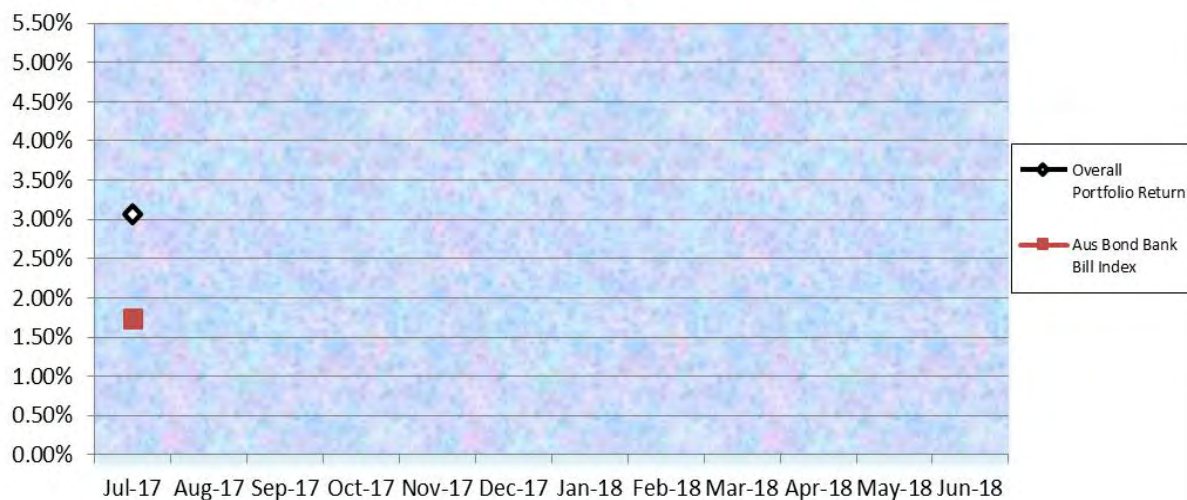
Dubbo Regional Council

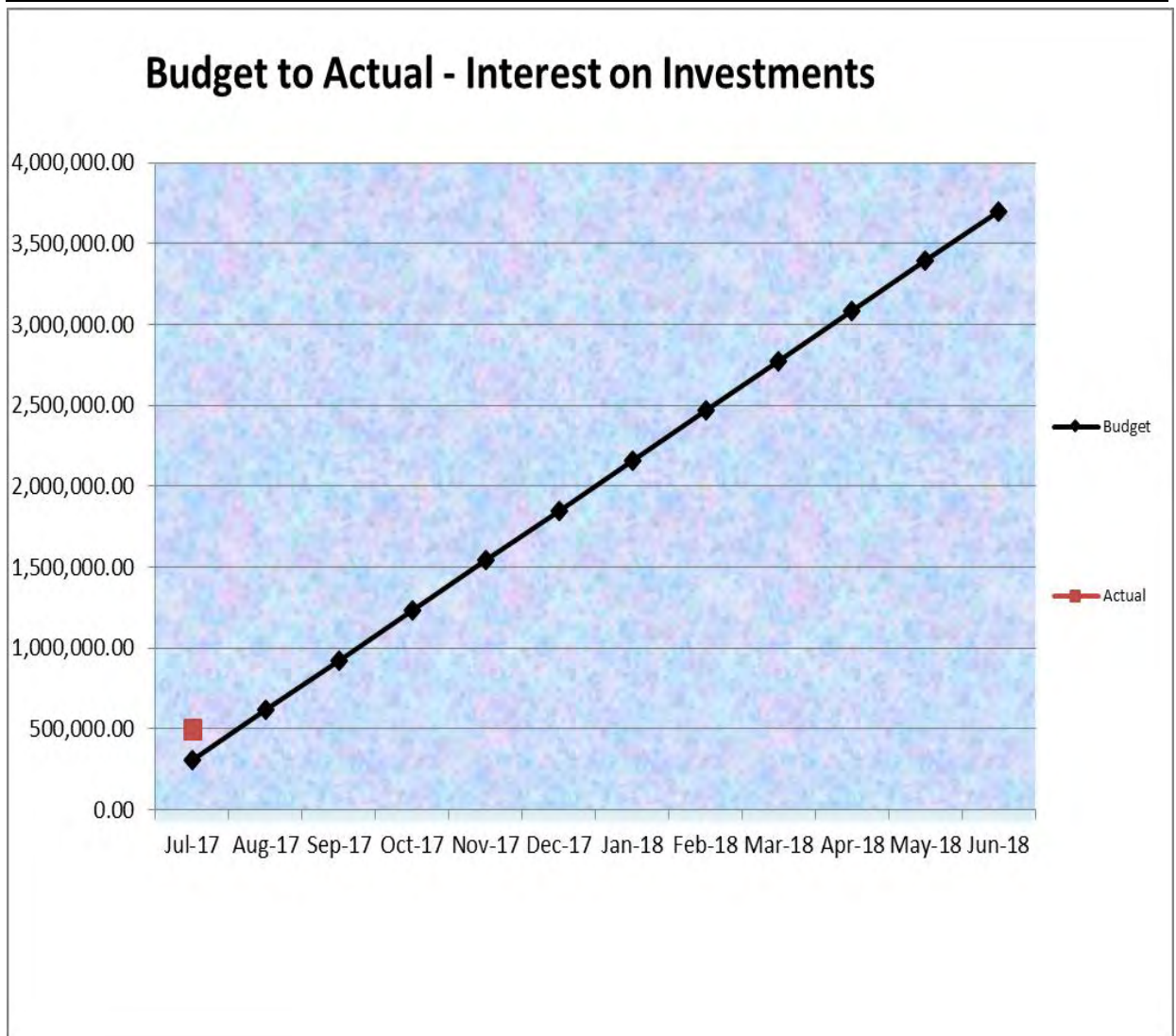
JULY 2017 REPORT

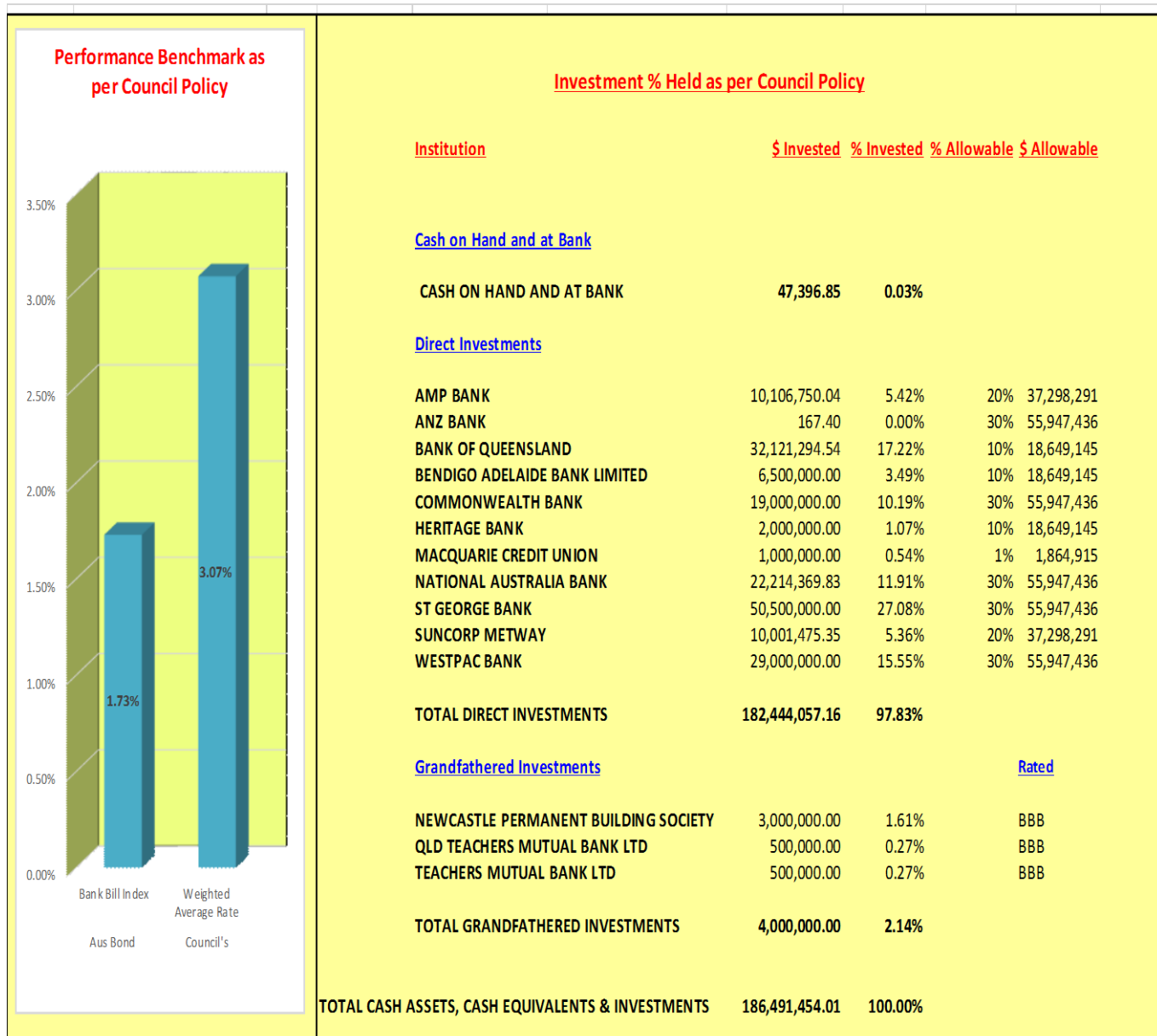
Investments	Notes	2017 Total	2018 Current Maturity By 30/06/2019	2018 Non-Current Maturity After 30/06/2019	2018 Total As at 31/07/2017
Cash & Cash Equivalents (Note 6a)					
Cash on Hand and at Bank		\$26,600.00	\$47,396.85	\$0.00	\$47,396.85
Cash-Equivalent Assets (1)					
- Deposits At Call		\$23,473,981.84	\$9,571,287.27	\$0.00	\$9,571,287.27
Total Cash & Cash Equivalents	6(a)	<u>\$23,500,581.84</u>	<u>\$9,618,684.12</u>	<u>\$0.00</u>	<u>\$9,618,684.12</u>
Investments (Note 6b)					
- Long Term Deposits > 3 Months		\$143,621,256.94	\$101,121,294.54	\$54,500,000.00	\$155,621,294.54
- NCD's and FRN's > 3 Months		\$21,251,551.82	\$7,250,000.00	\$14,001,475.35	\$21,251,475.35
- CDO's		\$0.00	\$0.00	\$0.00	\$0.00
Total Investments	6(b)	<u>\$164,872,808.76</u>	<u>\$108,371,294.54</u>	<u>\$68,501,475.35</u>	<u>\$176,872,769.89</u>
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS		<u>\$188,373,390.60</u>	<u>\$117,989,978.66</u>	<u>\$68,501,475.35</u>	<u>\$186,491,454.01</u>

(1) Those Investments where time to maturity (from date of purchase) is < 3 months

FYTD Overall Portfolio Return







SUMMARY

Dubbo Regional Council outperformed the 11am Official Cash Rate market benchmark of 1.50%, with an average annualised return of 1.98% for its At Call investments for the month of July 2017. Council also outperformed the Bloomberg AusBond Bank Bill Index of 1.73% for the month, with an average annualised return of 3.07% for its overall portfolio return, including an average annualised return on Term Deposits and Floating Rate Notes of 3.13%.



REPORT: Asset Management Policy

AUTHOR: Director Corporate Services
REPORT DATE: 27 July 2017
TRIM REFERENCE: ID17/1385

EXECUTIVE SUMMARY

Council is the custodian of approximately \$2.9 billion of community assets which enable the provision of services to the community. These assets include roads, water and sewerage assets, stormwater, bridges, footpaths, buildings, recreational facilities and parks.

The Asset Management Policy sets the broad framework for undertaking asset management in a structured and coordinated way. It outlines why and how asset management will be undertaken. It provides a clear direction for asset management and defines key principles that underpin asset management at Council.

The Asset Management Policy has now been reviewed and a draft revised Policy prepared which is attached to this report as **Appendix 1**. It is recommended that the draft Asset Management Policy be adopted.

ORGANISATIONAL VALUES

Customer Focused: The Asset Management Policy sets the broad framework by which Council meets the service needs identified by the community.

Integrity: This policy sets the framework to ensure Council's management of assets meets best practice.

One Team: All divisions across Council work together to deliver asset management.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

Once adopted, the draft Asset Management Policy will become a Policy of Council.

RECOMMENDATION

That the draft Asset Management Policy, as attached as Appendix 1 of the report of the Director Corporate Services, dated 27 July 2017 be adopted.

Craig Giffin
Director Corporate Services

BACKGROUND

The former Dubbo City Council had adopted an Asset Management Policy as part of its suite of documents under the NSW State Government Integrated Planning and Reporting Framework for Local Government. The Policy now needs to be reviewed for Dubbo Regional Council, and will form part of the Integrated Planning and Reporting documents to become effective 1 July 2018.

REPORT

Council is the custodian of approximately \$2.9 billion of community assets which enable Council to provide services to the community. These assets include roads, water and sewerage assets, stormwater, bridges, footpaths, buildings, recreational facilities and parks.

As the custodian of the community's assets, Council is responsible for effectively accounting for and managing these assets, whilst having regard for the long term and cumulative effects of the decisions regarding asset purchases.

A strong and sustainable Council requires a robust asset management process to ensure that assets are managed in the most appropriate way on behalf of the community. Council aims to ensure that asset management planning has a service delivery focus. That is, assets that are provided are necessary to meet the service needs of the community.

The Asset Management Policy sets the broad framework for undertaking asset management in a structured and coordinated way. It outlines why and how asset management will be undertaken. It provides a clear direction for asset management and defines key principles that underpin asset management at Council.

The Policy sets the framework for the preparation of the Council's Asset Management Strategy and Asset Management Plans. In doing so, the policy:

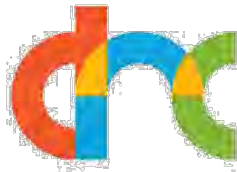
- Establishes the goals and objectives for asset management in terms of providing a platform for service delivery.
- Integrates asset management with the council's strategic planning.
- Maximises value for money by adoption of lifecycle costing, combined with performance measurement.
- Assigns accountability and responsibility for service delivery through asset management.
- Promotes sustainability to protect the needs of future generations.

Council's Asset Management Policy contains information regarding:

- The purpose of the Policy.
- Legislative requirements for asset management.
- The organisational scope and importance of asset management.
- The organisation's overall commitment to asset management.
- Asset management responsibilities and relationships.
- How asset management integrates into the organisation's planning processes.

Appendices:

1 [📄](#) Draft Asset Management Policy



DUBBO
REGIONAL
COUNCIL

COUNCIL POLICY

Asset Management Policy

Date

Council Resolution Date

Clause Number

Responsible Position

Director Corporate Services

Branch

Division

Corporate Services

Version

1

TRIM Reference Number

Review Period

2 years

Review Date

30/08/2019

Consultation

Not applicable

Document Revision History	
Description	Date
Notes	

POLICY

PURPOSE

To ensure that Dubbo Regional Council develops and maintains appropriate systems, processes, organisational structure, resources (both financial and human) and organisational commitment (culture), to deliver a consistent and sustainable level of services delivery in line with community expectation. The Asset Management Policy also ensures that Council has information knowledge and understanding about the long-term and the cumulative consequences of being the custodian of public infrastructure.

This is achieved by ensuring that systems and processes are in place to enable people to determine the most effective and efficient options for delivering infrastructure related services while controlling exposure to risk and loss.

The Asset Management Policy provides the framework that together with the Community Strategic Plan, Delivery Program and Operational Plan enables the Asset Management Strategy and specific Asset Management Plans to be produced.

BACKGROUND AND RELATED LEGISLATION

The Local Government Act 1993 and Amendments place a number of obligations on councils in relation to asset management.

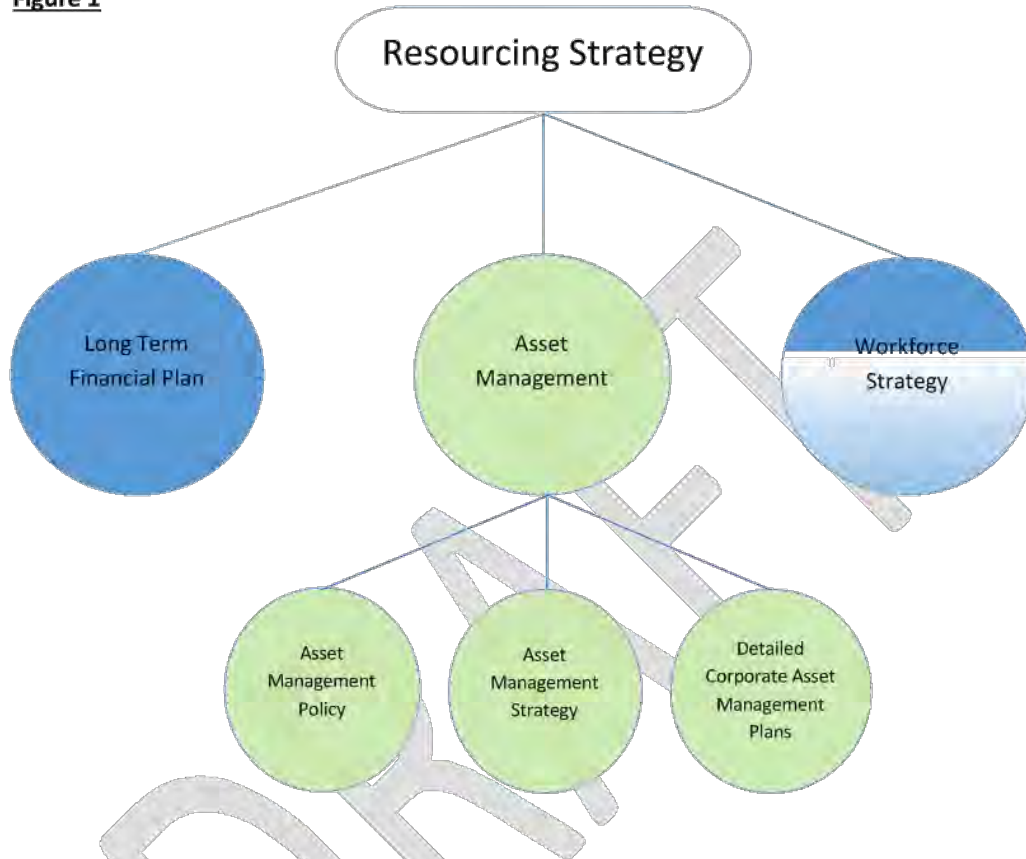
This integrated planning and reporting legislation requires that Council must account for and plan for all the existing assets under its ownership, and any new assets proposed in its Community Strategic Plan and Delivery Program and associated Resourcing Strategy.

Council must:

- Prepare an Asset Management Strategy and Asset Management Plan(s) to support the Community Strategic Plan and Delivery Program.
- Ensure that the Asset Management Strategy and Plans(s) cover a minimum timeframe of 10 years.
- Ensure that the Asset Management Strategy includes an overarching Council endorsed Asset Management Policy.
- Ensure that the Asset Management Strategy identifies assets that are critical to the Council's operations and outline risk management strategies for these assets.
- Ensure that the Asset Management Strategy includes specific actions required to improve the Council's asset management capability inclusive of projected resource requirements and timeframes.

Figure 1 below shows the components of the Integrated Planning and Reporting that frame Asset Management requirements.

Figure 1



SCOPE

Dubbo Regional Council has care, control and responsibility for infrastructure assets with a fair value of in excess of \$2.93 billion. These assets are used to underpin the delivery services to the community. If assets fail, service delivery is threatened.

This policy sets the framework for ensuring that service delivery is not threatened and that replacement, upgrade and provision of assets is carried out in a planned and coordinated manner. The policy also ensures that non-asset ownership options are considered when determining changes in service levels.

POLICY

Council is committed to implementing a systematic total asset management methodology in order to ensure appropriate asset management best practices occur across all areas of Council. This includes ensuring that asset purchases are planned, constructed, operated, maintained, renewed, and disposed of in accordance with Council's priorities of service delivery.

Dubbo Regional Council's vision for asset management is to provide and manage an appropriate mix of infrastructure at the lowest possible life cycle cost to support a great community.

Dubbo Regional Council commits to the following in regard to total asset management:

- Council will develop, maintain and adopt corporate asset management plans covering all major asset classes:
 - Transport (roads, bridges and footpaths)
 - Water supply
 - Sewerage services
 - Stormwater drainage
 - Parks and Landcare
 - Buildings
- The format of Councils Corporate Asset Management Plans will generally align with the Institute of Public Works Engineering's International Infrastructure Management Manual (IIMM), which ensures that the best practices are incorporated, including community consultation in relation to levels of service.
- Council will develop and maintain an Asset Management Improvement Strategy (AMIS) with a planning horizon of 4 years and which sets out continual improvement tasks for asset management systems and processes in line with the State Government's Integrated Planning and Reporting Framework and the National Asset Management Assessment Framework (NAMAF).
- Prior to considering changes to service levels and / or new capital works, Council will consider the following:
 - Alignment with strategic objectives of the community (Community Strategic Plan – 2040).
 - Options for service delivery without council owning an asset (third party asset ownership).
 - Options to renew assets before acquiring new assets.
 - The full lifecycle cost of owning the assets (whole of life costs).
 - Whether the whole of life cost of asset ownership can be accommodated within the Long Term Financial Plan.
- Council will regularly review, in line with the AMIS, the need for asset ownership and will implement a process to dispose of redundant or poor performing assets.

- Council will develop, maintain and adhere to the Defined Asset Management Policy (DAMP).
- Council will establish and maintain a multi-disciplinary, cross functional Asset Management Working Group (AMWG) to guide the development of asset management practices, systems and processes.

RESPONSIBILITIES

Council will:

- Set Asset Management Policy.
- Act as stewards for all Council owned assets on behalf of the community.
- Adopt the Asset Management Policy and the Defined Asset Management Policy, and support the Asset Management Strategy and monitor their outcomes.
- Allocate necessary resources to support appropriate asset management processes.
- Approve levels of service, risk and cost standards in consultation with the community.
- Support continuous improvement programs.

Executive Leadership Team will:

- Ensure that strategic direction meets community and Council aims.
- Implement asset management policies, strategies, plans and the Defined Asset Management Policy (DAMP) across the organisation as part of the overall Resourcing Strategy.
- Monitor implementation progress of the Asset Management Strategy and identify corrective actions if required.
- Provide relevant and timely professional advice to Council on asset management issues for decision making, and present information in terms of life cycle risks and costs.
- Identify relevant benchmarks and opportunities to achieve best practice.
- Ensure availability of appropriate resources for asset management activities.
- Ensure that assets are managed in compliance with industry guidelines and standards.
- Ensure that staff responsible for managing asset are trained appropriately.

Asset Management Work Group represents the asset management and planning expertise within Council and will:

- Oversee the development, monitoring and review of asset policies, strategies and plans using best practice asset management principles.
- Develop operational procedures to ensure the capture and management of asset information.

- Implement tactical plans, such as maintenance programs and capital works programs, in accordance with Asset Management Plans.
- Report implementation progress and effectiveness to Executive Leadership Team.

Council Staff, to the extent that they have asset management related responsibilities, will:

- Employ up to date technologies, methodologies and continuous improvement processes in asset management.
- Have asset management responsibilities reflected in position descriptions as appropriate.
- Undertake actions and programs consistent with the adopted Asset Management Policy, Strategy and Plans.

DRAFT



DUBBO REGIONAL
COUNCIL

REPORT: Change to Due Date of First Rate Instalment for 2017/2018

AUTHOR: Director Corporate Services
REPORT DATE: 9 August 2017
TRIM REFERENCE: ID17/1448

EXECUTIVE SUMMARY

The service of Council's Rates and Charges Notices for the 2017/2018 financial year has been delayed by Council's printing contractor. This has resulted in Council not serving the Rate Notices by the required date of 1 August 2017.

In accordance with the Local Government Act 1993, where rate notices are not served by 1 August, the total amount levied if paying in full, or the first two instalments if paying by quarterly instalments, are payable by 30 November of the same financial year. Accordingly, Council has extended the due date for payment of the first rate instalment for the 2017/2018 financial year to 30 November 2017.

ORGANISATIONAL VALUES

Customer Focused: Council recognises that it is important to provide ratepayers with a sufficient period of notice for payment of their rate instalments. As a result, and in accordance with the Local Government Act 1993, the due date for payment of the first rate instalment has been changed to 30 November 2017.

Integrity: The deferral of payment of the first instalment to 30 November 2017 insures that Council complies with the Local Government Act 1993, and provides ratepayers with sufficient notice before payment of a rates instalment is required.

One Team: The levy of Council's Rates and Charges and the printing of Council Rate Notices have been consolidated for the 2017/2018 financial year.

FINANCIAL IMPLICATIONS

The extension of the due date for the first rate instalment, traditionally being 31 August 2017, to 30 November 2017 will result in a delay in Council receiving monies from ratepayers for payment of the first rate instalment for the 2017/2018 financial year. Council will need to effectively manage daily cash flow requirements during this period which will result in the loss of some interest income. Notwithstanding there are sufficient available funds in restricted assets to cover the reduced cash flow.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the information contained within the report of the Director Corporate Services dated 9 August 2017 be noted.

Craig Giffin

Director Corporate Services

REPORT

In accordance with Section 546 of the Local Government Act 1993, a rate or charge is levied on the land specified in a rates and charges notice by service of the notice.

Section 562 of the Local Government Act specifies the requirements for payment of rates and charges as per the subsections below:

- (1) Annual rates and charges may be paid in a single instalment or by quarterly instalments.
- (2) If payment is made by quarterly instalments, each instalment is to be a quarter of the rates and charges.
- (3) Except as provided by subsection (4)
 - a) If payment is made in a single instalment, the instalment is payable by 31 August, and
 - b) If payment is made by quarterly instalments, the instalments are payable by 31 August, 30 November, 28 February and 31 May.
- (4) If the rates and charges notice is not served by 1 August:
 - a) The single instalment (if payment is made in a single instalment), or
 - b) The first two instalments (if payment is made by quarterly instalments), is or are payable by 30 November, or by the day that is 30 days after service of the notice, whichever is the later.

Following the successful merger of the Authority financial software systems of the former Dubbo City Council and Wellington Council at the end of the 2016/2017 financial year, Council calculated the 2017/2018 Rates and Charges on Sunday 2 July 2017 in the newly consolidated Dubbo Regional Council Authority financial system.

Council has a contract with SEMA Operations Pty Ltd (herein referred to as SEMA) being Contract 15/65, for the Printing of Rates Notices, Instalment Notices and Final Reminder Notices for the period 1 January 2016 to 31 December 2018.

Council's contract with SEMA details the requirements of Sections 564 and 562 of the Local Government Act 1993 and includes a Programme Schedule that specifies that the Annual Rates and Charges Notice is "required to be produced in July each financial year and posted a minimum of four (4) working days prior to 1 August to allow the notice to be served in the course of the ordinary post before 1 August as required by the Local Government Act 1993".

The Contract specifies that "should Council not meet the requirements of the legislation and serve notices as required, the financial implications on Dubbo Regional Council would be significant. It is therefore imperative that the Programme Schedule contained within the Quotation document must be adhered to by the Contractor and may not be altered without the written authorisation of the Contract Superintendent".

As per the agreed schedule with Council's printing contractor, Council issued notice print files for the production of the 2017/2018 Rates and Charges notices to SEMA on Friday 7 July 2017.

Due to the merger of the former Dubbo City Council and Wellington Council Authority software systems into a single instance and the requirement for Council to maintain the existing rates and charges structures for the former councils, the notice print files issued to SEMA contained additional data fields from that contained within the print files used to produce the Rates and Charges notices in 2016/2017. Council's Water Billing print file, containing information for production of the Water, Sewer and Trade usage accounts also contained additional data fields.

Whilst Council had provided test files for mapping of the rates, a complete test file for mapping of the Water Usage Accounts was not able to be provided before Wednesday 5 July 2017.

In addition to the additional data fields on Council's print files, Council also changed the Biller Codes and reference numbers required for ratepayers to make payments via BPAY or Australia Post Postbillpay resulting in reformatting requirements for printing payment details including barcodes on the Rate Notices.

While all changes to Council's Rates Notices had been communicated with SEMA prior to 7 July 2017, and sample print files were provided, SEMA encountered significant difficulties implementing these changes on Council's rate notices.

Despite the schedule specifying Council's requirements for a postage date of Friday 21 July 2017 (providing 10 working days from receipt of data), SEMA were not able to produce the first set of notices for staff to proof read until 5.00pm Wednesday 26 July 2017.

Council staff instructed SEMA to make the necessary amendments to the proofs on Wednesday 26 July 2017, however amended proofs were not forthcoming and Council were advised by SEMA on Friday 28 July 2017 that their revised schedule for production of Dubbo Regional Council Rate Notices would result in notices being posted on 3 August 2017.

Accordingly, Council was unable to comply with the requirements of the Local Government Act 1993 and serve the notices by 1 August 2017, the first instalment for 2017/2018 would now be due and payable on 30 November 2017 in accordance with the Local Government Act 1993. The due date of 30 November 2017 for the first instalment was printed on the Rates and Charges notices and a standard letter addressed to each ratepayer from the General Manager was inserted with the notices, apologising for the delay and advising that the first instalment would not be payable until 30 November 2017. A copy of this letter is attached to this report as **Appendix 1**.

It is advised that other councils have also been impacted by this data and printing issue.

Due to further data mapping errors requiring amendment to the notice proofs, Council's 2017/2018 Rates and Charges notices were not able to be posted until Tuesday 8 August 2017, with envelopes requiring insertion of multiple notices being posted on Wednesday 9 August 2017.

Council has undertaken a media campaign to coincide with the postage of the 2017/2018 Rate Notices to ensure that ratepayers are aware of the change of due date applicable to the first rate instalment.

The 2017/2018 Rates and Charges first Instalment amounts to approximately \$15,278,000 being a quarter of the 2017/2018 Rates and Annual Charges Levy. User Charges for Water, Sewer and Trade Waste totalling \$4,565,806 were included on the Rate Instalment Notice and were also due for payment on 31 August 2017. Accordingly, the total of the instalment that was due for payment on 31 August 2017 is approximately \$19,844,000.

Whilst it is anticipated that some ratepayers may still elect to pay the first instalment on 31 August 2017 and others may make periodical payments to reduce the amount payable on 30 November 2017, the deferral of the due date for payment of the first rate instalment of 2017/2018 from 31 August 2017 to 30 November 2017, will have an impact on Council's cash flow.

Appendices:

- 1 [↓](#) Notice Print File 2017/2018 - 1st Instalment due 31/08/2017 - Letter to rate payers - 2017/2018 Rates and Charges Notices - 1st Instalment due 31/08/2017 extended to 2nd Instalment due 30/11/2017

FILE12/708
ED17/90740
MR.km

4 August 2017



Dear Ratepayer

Council wishes to advise that due to circumstances beyond its control, the Council rates notices for this quarter, which were due to be served on 1 August have been delayed.

Council recognises that it is important to provide ratepayers with sufficient notice for payment of their rate instalments.

Given this set of circumstances, and as per the requirements of the Local Government Act 1993 payment of the first instalment, which is traditionally due for payment by 31 August 2017, is now extended to 30 November 2017, to coincide with the due date for the second rate instalment.

This means that both the first instalment and the second instalment will be due on the 30 November 2017.

For ratepayers who pay their quarterly rate instalment by deduction from their nominated bank account on the instalment due date, the first instalment and second instalment will be deducted from your nominated bank account on 30 November 2017.

Ratepayers may elect to make payment of their first instalment on 31 August 2017 or at any time before 30 November 2017 or to make regular payments towards their rates and charges via any of the payment options listed on the rate notice.

For ratepayers who pay by periodical direct debit (weekly, fortnightly or monthly) your regular deductions will continue to occur as per the terms of your direct debit agreement.

The extension for payment of the first instalment does not apply to any arrears outstanding which are now due for payment.

Council, as required, will issue an Instalment Notice for payment of the second instalment in October 2017. This notice will include the Water Usage Charges for the first period of the 2017/2018 consumption year where applicable.

Council apologises for any inconvenience.

Yours faithfully

Mark Riley
General Manager

All communications to: **THE INTERIM GENERAL MANAGER**
ABN 53 539 070 928
PO Box 81 Dubbo NSW 2830
T (02) 6801 4000 **F** (02) 6801 4259 **E** council@dubbo.nsw.gov.au
Civic Administration Building Church St Dubbo NSW 2830
W dubbo.nsw.gov.au





REPORT: Draft 2040 Community Strategic Plan - Report on the Engagement Process and Future Direction

AUTHOR: Director Planning and Environment
REPORT DATE: 8 August 2017
TRIM REFERENCE: ID17/1424

EXECUTIVE SUMMARY

Dubbo Regional Council is currently preparing the draft 2040 Community Strategic Plan. The Community Strategic Plan will be Council's highest level planning document that will set the future priorities and aspirations of the community and provide a clear set of strategies to achieve this vision.

The community and stakeholder engagement period for the 2040 Community Strategic Plan commenced on 13 June 2017 and concluded on 14 July 2017. Council utilised a variety of communication channels to engage the community and promote the 2040 Community Strategic Plan during this time and facilitated a number of regional roadshows in the villages, sector-specific stakeholder workshops, drop-in consultation sessions and community summits across the LGA.

The purpose of this report is threefold:

1. To provide an overview of the role and purpose of the Community Strategic Plan under the Integrated Planning and Reporting Framework;
2. To provide a summary of the 2040 Community Strategic Plan engagement and planning process so far; and
3. To outline the future direction for the draft 2040 Plan.

ORGANISATIONAL VALUES

Customer Focused: The development of the new 2040 Community Strategic Plan will reflect the aspirations of our customers and the community and identify how Council will deliver services and infrastructure for the community into the future. The Engagement Strategy proposes collaboration directly with customers providing an opportunity to have direct input in Council's highest planning tool.

Integrity: The new 2040 Community Strategic Plan will state what Council can deliver and commit Council to delivery of services and infrastructure within monitored timeframes which will be Council's commitment to the community.

One Team: The engagement process for the draft 2040 Community Strategic Plan has utilised a multi-disciplinary team of staff across the organisation to manage and implement the integrated planning process.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from this report.

POLICY IMPLICATIONS

Council is required to prepare a new Community Strategic Plan as part of the merger process. The 2040 Community Strategic Plan, once adopted, will form Council's highest level planning document. All other plans developed by Council as part of the Integrated Planning and Reporting Framework must reflect and support the implementation of the Community Strategic Plan.

RECOMMENDATION

That the information contained in the report of the Director Planning and Environment, dated 8 August 2017 including progress of the draft 2040 Community Strategic Plan, be noted.

Melissa Watkins
Director Planning and Environment

BACKGROUND

In accordance with the Local Government Act, 1993, Council is required to review the Community Strategic Plan by July 2018 which is within nine months of the next Council election scheduled for September 2017. However, Council has committed to developing a new Community Strategic Plan, Delivery Program and Operational Plan by September 2017 for the new Council to consider.

Council at its Extraordinary Meeting on 9 June 2017 considered the report, 'New Community Strategic Plan for the Dubbo Regional Local Government Area – Engagement Strategy'. In consideration of the report, Council resolved as follows:

- “1. That the draft Community Engagement Strategy for the 2040 Community Strategic Plan as attached as Appendix 1 to the report of the Director Environmental Services dated 5 June 2017 be endorsed.*
- 2. That the engagement undertaken for the new draft Community Strategic Plan utilise the themes of liveability, economy, infrastructure, housing and the environment.*
- 3. That all residents and stakeholders across the communities of the new Local Government Area be encouraged to provide their input into the future of their community.”*

The engagement for the new 2040 Community Strategic Plan commenced on 13 June 2017 and concluded on 14 July 2017. This report provides an update on the results of the implementation of the Community Engagement Strategy and the future direction for the preparation of the new draft 2040 Community Strategic Plan.

REPORT

1. Integrated Planning and Reporting Framework

The Local Government Act, 1993 provides for an Integrated Planning and Reporting (IP&R) Framework that all councils in NSW must operate under. The IP&R Framework requires councils to undertake 'whole of council' planning for the short, medium and long term future.

The Community Strategic Plan is a core component of the IP&R Framework and is the highest level of strategic planning required to be undertaken by a council. The 2040 Community Strategic Plan will identify the main priorities and aspirations of the community across the new Dubbo Regional Council Local Government Area and provide a clear set of strategies to achieve this vision.

The Community Strategic Plan will seek to address four key questions:

- Where are we now?
- Where do we want to be in 2040?
- How will we get there?

- How will we know when we have arrived?

2. Community and Stakeholder Engagement Process

In accordance with the adopted Community Engagement Strategy, Council has undertaken an extensive period of community and stakeholder engagement for the new draft 2040 Community Strategic Plan from 13 June 2017 until 14 July 2017. This included a number of community summits, regional roadshows, sector-specific stakeholder workshops and 'drop-in' consultation stations which are discussed below.

(a) Wellington 'Footlet'

Council conducted a community 'footlet' in Wellington on Saturday 17 June 2017, adapting the concept of a 'parklet' to the footpath. A 'parklet' is typically a footpath extension taking the place of a standard car park to repurpose part of the street and provide a space for people to spend time. The 'footlet' included giant games such as Jenga, Connect Four and chess, as well as artificial turf, picket fencing, tables and chairs. The 'footlet' was specifically designed to show how a public space could be utilised in a different manner, whilst actively engaging with the community.



(b) Community Summits

Council, as a key consultation component towards preparation of the new 2040 Community Strategic Plan, held four community summits in Wellington and Dubbo on 17 and 18 June 2017 and 1 and 2 July 2017. The community summits were facilitated by consultant, Mr Andrew Hammonds of Place Focus, and provided an opportunity for members of the community to discuss and explore positives and negatives and to provide priorities and strategies for inclusion in the draft 2040 Plan.



(c) Regional Roadshows

During the community and stakeholder engagement period, Council undertook a number of regional roadshow workshops in the villages of Eumungerie, Ballimore, Wongarbron, Stuart Town and Geurie. Key themes that emerged from the roadshows included strong village community spirit, affordable living, peace and quiet, and proximity to services in Dubbo, while some of the areas for improvement included telecommunications, road infrastructure, waste and recycling, marketing and promotion of the villages, signage and public transport services.



(d) Sector-specific Stakeholder Workshops

Council also undertook stakeholder meetings with a variety of sector-specific stakeholders in both Dubbo and Wellington, including the following:

- Health service providers;
- Education and child care providers;
- Aged care and community service providers;

- Transport and logistics industry;
- Environment groups;
- Tourist, attraction and accommodation providers;
- Dubbo Regional Sports Council;
- Dubbo Aboriginal Working Party;
- Dubbo City Regional Youth Council;
- Dubbo Chamber of Commerce and Industry;
- Developers forum; and
- Department of Premier and Cabinet Executive Leadership Forum.

(e) 'Drop-in' Consultation Sessions

Council held a number of 'drop-in' consultation events in Dubbo, Wellington and Geurie. This included events at the Dubbo Farmers Market on 1 July 2017 and 15 July 2017, the Wellington Rotary Market on 22 July 2017 and the Geurie Lions Club Market on 29 July 2017.

A number of 'drop-in' consultation sessions were also held at various shopping centres in Dubbo, including Orana Mall, Dubbo Square, Delroy Park and Tamworth Street.

The overall consultation process was very successful, with Council receiving 707 surveys and 35 written submissions and a significant level of engagement across the communities of the new Local Government Area through the summits and regional roadshows.

The process of sorting and prioritising the ideas provided by the community across the consultation and engagement period has now commenced. This includes gaining an understanding of the issues, strategies and perspectives that have been brought forward by the community.

3. Reach of the Community Engagement Strategy

Over the period of 1 June 2017 to 3 August 2017, Council received a high level of interest in the new 2040 Community Strategic Plan as a result of the implementation of the Community Engagement Strategy and promotion across a number of channels.

The Community Strategic Plan News and Updates page on Council's website recorded a total of 1,142 page views from 599 unique browsers. Council also issued five media releases over the consultation period which generated 19 media releases and other publications across the Daily Liberal, Dubbo Weekender, Wellington Times, Administrator's Column and the Dubbo Photo News.

Information about the new 2040 Community Strategic Plan was provided on Council's YouTube channel through two video uploads specifically on the 2040 Community Strategic Plan and how to share ideas as part of the process. Information was also provided through Council's e-newsletter, radio, print advertisements and Facebook.

In terms of Facebook engagement, there were a total of 10 organic posts on Council's Facebook page, with a reach of around 7,500. Facebook advertising reached over 9,000 people with almost 40,000 impressions (the number of times the advert was viewed).

4. Future Direction

A detailed review of the overall consultation results received during the 2040 engagement period is currently underway. This review will categorise the initiatives and priorities provided by the community according to Council's adopted themes of liveability, economy, infrastructure, housing and the environment. This review will also examine the likely body or group responsible which may include Council, state and federal government, the community or other groups.

Following this process, the initiatives and priorities provided by the community will be further enhanced with the preparation of specific strategies to be included in the draft 2040 Plan and individual strategic outcomes, across a significant cross section of core and other issues. The draft 2040 Community Strategic Plan will be provided to the new Council for consideration following the Local Government election on 9 September 2017.

Further consultation with the community will be undertaken following the preparation of the draft 2040 Community Strategic Plan, including a formal public exhibition period in which members of the public can view and make comments on the draft Plan.

Following preparation of the new draft 2040 Community Strategic Plan, Council will commence the process of preparing a Resourcing Strategy for the draft Plan. The draft Resourcing Strategy will examine the overall financial implications of the measures proposed to be included in the draft 2040 CSP (including the preparation of a long term financial plan), a workforce management plan and to undertake a review of current asset management plans.

This will enable Council to commence the preparation of a new Four Year Delivery Program which will include the areas of focus and delivery for Council over the next Council term and the one (1) year Operational Plan, which will include the defined actions and budget over this period.

SUMMARY

Dubbo Regional Council is currently preparing a new 2040 Community Strategic Plan for the Dubbo Regional Local Government Area.

In accordance with the adopted Community and Stakeholder Engagement Strategy, Council has undertaken an extensive period of community and stakeholder engagement for the new 2040 Plan from 13 June 2017 to 14 July 2017. The overall consultation was very successful with Council receiving 707 surveys and 35 written submissions.

The process of sorting and prioritising the ideas provided by the community across the consultation and engagement period has now commenced. This includes gaining an understanding of the issues, strategies and perspectives that have been presented by the community and preparing specific strategies to be included in the draft 2040 Plan.

The 2040 Community Strategic Plan will be provided to the new Council for consideration following the Local Government election on 9 September 2017. Following consideration of the draft Plan by Council, further consultation will be undertaken with the community.

This report is provided for notation purposes.



DUBBO REGIONAL
COUNCIL

REPORT: 2017/2018 Financial Assistance Program - Round One

AUTHOR: Director Community and Recreation
REPORT DATE: 8 August 2017
TRIM REFERENCE: ID17/1215

EXECUTIVE SUMMARY

The purpose of this report is to consider applications for financial assistance under Council's 2017/2018 Financial Assistance Programme. Thirteen (13) applications for funding were received in this first round of funding in 2017/2018 requesting a total of \$60,554. This report recommends that eleven (11) applications totalling \$15,000 be approved. It is further recommended that this amount be funded from the \$30,000 allocated in the 2017/2018 budget for the financial assistance program.

ORGANISATIONAL VALUES

Customer Focused: The financial assistance program aims to provide those organisations in the community providing services to improve the quality of life for community members with funding to assist them in their endeavours. Many of these organisations are volunteer based and the encouragement that this funding provides to these volunteers to continue in their efforts is significant.

Integrity: All applications have been considered in a transparent manner with regards to the funding criteria contained within the funding application. All applications have also been considered on a merit based selection process.

One Team: Not applicable.

FINANCIAL IMPLICATIONS

Funding has been allocated in the 2017/2018 budget for the 11 recommended applications totalling \$15,000.

POLICY IMPLICATIONS

All 11 recommended applications for financial assistance comply with the financial assistance funding criteria as detailed on the application form.

RECOMMENDATION

1. That funds from the Community Assistance Program Round 1 be allocated as follows:
 - Australian Decorative and Fine Arts Society \$ 500
 - Dubbo Legacy \$1,850
 - Cancer Council NSW \$1,000
 - Dubbo District Concert Band \$ 787
 - Dubbo Theatre Company Inc. \$2,000
 - 1st Dubbo Scout Group \$1,000
 - BaptistCare NSW and ACT \$1,000
 - Uniting (NSW, ACT) \$2,500
 - Older Womens Network \$2,000
 - The Westhaven Association \$1,363
 - Rotary Club of Dubbo Inc. \$1,000
2. That all applicants be advised of the outcomes of their funding application.

Murray Wood

Director Community and Recreation

BACKGROUND

Council's Financial Assistance Programme operates in accordance with Section 356 of the Local Government Act 1993. Council's policy is to seek applications for Financial Assistance on two (2) occasions each year, once in September and the second in March, both for \$15,000. Criteria for applying for the funding is included on the application form (**Appendix 1**). This is the first round of funding for 2017/2018.

REPORT

For the first round of financial assistance applications in 2017/2018, thirteen (13) applications were received requesting a total of \$60,554. A copy of the application form including the funding criteria is appended to this report (**Appendix 1**). Council allocated \$30,000 in its 2017/2018 budget for financial assistance, \$15,000 of which is allocated to each round of applications.

The following is a summary of the applications received. All amounts listed are exclusive of GST.

SUMMARY

1. Australian Decorative and Fine Arts Society (Dubbo and Districts) Inc

Amount Requested: \$2,000

Project Programme: To finance the remaining lectures for 2017 and the expense to prepare for 2018 Program Brochure. The remaining costs are for lecturer's accommodation and hall hire.

Comment: The applicant has received prior funding of \$500 in 2015 and two lots of \$500 in 2016.

Recommendation: \$500

2. Dubbo Legacy

Amount Requested: \$1,850

Project Programme: To purchase new printer/photocopier for Legacy office. To purchase large screen TV for us as a display monitor for presentations.

Comment: The applicant has received no prior funding from Council.

Recommendation: \$1,850

3. Cancer Council NSW

Amount Requested: \$1,000

Project Programme: To contribute towards operational costs of two vehicles that are used to transport cancer patients between Dubbo and Orange as part of Cancer Council Western NSW's Transport to Treatment program. This program is to address the gap in transport services available for patients from the Dubbo Regional Council LGA area by providing a flexible and demand responsive transport to treatment service.

Comment: The applicant has received prior funding from Council for \$900 in March 2016.

Recommendation: \$1,000

4. Dubbo Myalgic Encephalomyelitis /Chronic Fatigue Syndrome /Fibromyalgia and Multiple Chemical Sensitivity Support Group

Amount Requested: \$5,000

Project Programme: To contribute towards employing an advocate and homecare staff to give homecare, home schooling, transport, gardening, repairing of houses, and appliances.

Comment: The applicant has received prior funding from Council for \$250.

The application described the funding as assisting an individual and lobbying for research and a cure. The proposed uses are not consistent with the aims of the community funding.

Recommendation: Nil

5. Dubbo District Concert Band

Amount Requested: \$1,000

Project Programme: To purchase music folders for both the Senior and the Intermediate Bands. Multiple folders are required for each instrument and this funding will assist in purchasing 72 folders.

Comment: The applicant has received prior funding from Dubbo Regional Council for \$3,000 in July 2014; \$480 in April 2015; \$3,000 in July 2015; \$500 in April 2016 and \$3,000 in July 2016. These funds were annual and general contributions spent on a variety of items.

Also received \$24,226.00 from Stronger Communities Fund that was administered by Council.

Recommendation: \$787

6. Dubbo Theatre Company Incorporated

Amount Requested: \$7,000

Project Programme: To contribute towards upgrading the storage, workshop facilities to enable them to meet WHS safety requirements at the DATS Shed. In addition to have dangerous trees on the site be removed. Also a chain link fence to be constructed to prevent unauthorised access to the site.

Comment: The applicant has not received prior funding from Council. There are also opportunities for additional funding under Round 3 of the Stronger Community Grants.

Recommendation: \$2,000

7. 1st Dubbo Scout Group

Amount Requested: \$2,400

Project Programme: To assist with rates charges for the two halls at Welchman Street and Corner Talbragar and Fitzroy Streets Dubbo as well as assisting with the cost of completing the training of the youth members.

Comment: The applicant has received prior funding from for \$850 in March 2017. The offsetting of rates is not an appropriate use of this community fund. Accordingly funding is provided in respect of training.

Recommendation: \$1,000.

8. BaptistCare NSW and ACT

Amount Requested: \$1,645

Project Programme: To purchase Epson WUXGA Digital Projector - \$898; Velocity Folding Office and Table - \$418; Galvanised Grey side chairs - \$327.80. These are for face to face education courses. E.g. Women and Men's support groups developed by Life Keys, Financial Planning and Life Skills presentations.

Comment: The applicant has received prior funding from Council for \$650 in March 2015.

Recommendation: \$1,000

9. Uniting (NSW, ACT)

Amount Requested: \$5,000

Project Programme: To provide activities free of charge for 'Dads for Kids' including jumping castle, kids rides, family portrait photos, trike rides, face painting, pony rides, reptile show, wax hands, glitter tattoos and the model train club.

Comment: The applicant has received prior funding from Council for \$29,392 in October 2016 – Stronger Communities Building Fund.

Recommendation: \$2,500

10. Older Women's Network NSW

Amount Requested: \$2,500

Project Programme: To provide funding for Older Women's Network (OWN) to stage an Open Day in conjunction with Wellington Neighbourhood and Information Service (WINS). To help to cover the cost of transport and accommodation for the OWN NSW Chair and Manager who will address the attendees.

Comment: The applicant has not received prior funding from Council.

Recommendation: \$2,000

11. The Westhaven Association

Amount Requested: \$1,363

Project Programme: To assist with providing an adult swing for disabled clients that attend Depot Road site.

Comment: The applicant has not received prior funding from Council.

Recommendation: \$1,363

12. Rotary Club of Dubbo Inc

Amount Requested: \$1,000

Project Programme: To replace the obsolete lighting within the Rotary Food Fan with LED lights, and the installation of stainless steel cladding on the interior walls for easier cleaning and maintenance.

Comment: The applicant has not received prior funding from Council.

Recommendation: \$1,000

13. Provision of Aged Persons Accommodation (PAPA)

Amount Requested: \$28,796

Project Programme: To resurface the road area so when it rains, the drain does not become blocked and the water run into the units.

Comment: The applicant has not received prior funding from Council. The amount sought is far in excess of this community fund. It would be more appropriate to apply for funding under the Round 3 community round of the Stronger Communities Fund.

Recommendation: Nil

Appendices:

[1](#) Financial Assistance 2017/2018 first round



**APPLICATIONS FOR FINANCIAL ASSISTANCE
FOR THE FINANCIAL YEAR 2017/2018**

APPLICATIONS CLOSE ON FRIDAY 4 AUGUST 2017 AT 5.00 PM

Before completing this application, the application criteria attached to this form should be read to ensure the application will receive consideration by Council. If you have any enquiries, please phone Council's Community Services Division, on 6801 4000 or email council@dubbo.nsw.gov.au. Applications can be posted to Dubbo Regional Council, PO Box 81 Dubbo NSW 2830 or faxed to Council on 6801 4259 or emailed to council@dubbo.nsw.gov.au. Please put **Financial Assistance 2017/2018** in the subject line of your email.

Name of Organisation:	
Address:	
Contact Person:	
Position:	
Phone No: Mobile: Email: for remittance advice	

Bank Account details for payment – *if no details given then your funding cannot be paid by direct deposit.*

BSB	-	Account number	
Bank		Branch	
Bank Account owners name			
Signature of authorised person			

PART A

APPLICATION FOR FINANCIAL ASSISTANCE

1. What is the total amount of your request (exclusive of GST)? \$
2. Is your group/organisation registered for GST? Yes/No
3. Does your group/organisation have an ABN (Australian Business Number)? Yes/No
If yes, please quote your ABN

Please Note: *Successful applications do not need to be registered for GST or have an ABN to receive a donation as the donations are classified as untied. However, should your organisation be registered for GST and/or hold an ABN, please complete the above information.*

4. Please provide details of how your Organisation intends to expend the funds:

5. How will other residents of the Dubbo Regional Council LGA benefit from your Organisation's activities?

6. Please list donations given to your Organisation by Council (either the former Dubbo City or Wellington councils) over the last three (3) years:

Amount Received	Date	Purpose to which Funds were Applied

7. Has your Organisation made application for financial assistance from other bodies in the last 12 months?

Yes/No

If yes, please complete the following table:

Funding Body	Date Application Lodged	Amount Sought	Amount Granted

PART B

INFORMATION REGARDING YOUR ORGANISATION

1. Please supply a brief history of your Organisation and its current activities.

2. Is the Organisation based in Dubbo Regional Council LGA? _____

3. What is the number of current members of your Organisation? _____

4. What are the membership eligibility requirements? _____

5. What contributions do volunteers make to your Organisation?

PART C

ADDITIONAL INFORMATION

Please provide any additional information you consider necessary.

SUCCESSFUL APPLICANTS PLEASE NOTE:

In the event that your group/organisation is successful in receiving financial assistance your payment will be made by direct deposit or by cheque if you have not put your bank details on the first page of this application.

Recipients of financial assistance are required to acknowledge Dubbo Regional Council's financial contribution in all publications, programmes, brochures and documents relating to the recipients event, service and / or activity.

Recipients of financial assistance of \$2,000 and greater will be required to provide an acquittal report to Council on the expenditure of the funds. Sample of the acquittal form is attached.

Recipients of financial assistance will be required to have a representative attend a civic ceremony at which cheques/remittances for the financial assistance will be presented.

Failure to abide by these conditions may render the applicant ineligible for future financial assistance from Dubbo Regional Council.

APPLICATION CRITERIA

- * No financial assistance will be given to individuals or privately owned businesses/ companies;
- * Organisations must be based in the Dubbo Regional Council LGA or the funds are to be used on a service or activity for the area;
- * No financial assistance will be given to Government Departments or agencies, or for the support of Government-owned facilities;
- * No financial assistance will be given to sporting organisations (as these organisations have other avenues for financial assistance);
- * No financial assistance will be given to events as funding is available under the Dubbo Regional Council's Events Strategy. Please contact the Council's City Promotions & Events Supervisor on 6801 4000 for assistance on the definition of an event and a funding application.
- * The funds are not to be used for social activities for members or the organisation exclusively; and
- * Funds are not to be used for activities conducted outside the Dubbo Regional Council LGA.
- * Funds will not be provided to applicants who have not provided an acquittal for funding previously received under this Program.



ACQUITTAL OF FINANCIAL ASSISTANCE FOR THE FINANCIAL YEAR 2016/2017

This acquittal should be completed as soon as practicable following the conclusion of the project. If you have any enquiries relating to the completion of this acquittal, please phone Council's Manager Business Support, Community Services Division on 6801 4000. Failure to submit the acquittal within a reasonable time following the conclusion of the project may render the organisation ineligible for future financial assistance from Dubbo Regional Council.

Name of Organisation:	
Address:	
Contact Person:	
Position:	
Phone No:	
Mobile:	

- Please provide details of the financial assistance your organisation received from Council including details of the project for which Dubbo Regional Council supplied funding:

2. Please describe the project's outcome/s including (where appropriate) numbers of people attending, date/s of the project, number of days held, community participation, community and participant benefits and any other evidence of the success of the project. Please append any media articles, photos, etc which are evidence of the project's success:

3. Please append any documents produced in connection with your project which identified Dubbo Regional Council Council's financial assistance.
4. Please provide a summary of revenue and expenditure for the project.



DUBBO REGIONAL
COUNCIL

REPORT: Youth Week Awards 3 August 2017

AUTHOR: Director Community and Recreation
REPORT DATE: 7 August 2017
TRIM REFERENCE: ID17/1430

EXECUTIVE SUMMARY

On Thursday 3 August 2017 the NSW Local Government Awards were held at Doltone House in Sydney, Dubbo Regional Council was nominated for three awards in the following Youth Week categories.

- Most Innovative Youth Week Program in 2017
- Best Local Youth Week Program in 2017
- NSW@ Health Play Safe Sexual Health Project Awards

Council was announced winners in two categories:

- Best Local Youth Week Program in 2017
- NSW@ Health Play Safe Sexual Health Project Awards

ORGANISATIONAL VALUES

Customer Focused: The Youth Council and Youth Development Officer are the means by which Council remains focused on youth issues and creates events such as Youth Week that are relevant to the intended audience.

Integrity: The Youth Council works proactively with Council staff to deliver on what they promote to the community as their goals.

One Team: Major events of Youth Week such as the Westview Drive-In event require significant team work within Council and with community based organisations.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

1. That the information contained in the report of the Director Community and Recreation, dated 7 August 2017 be noted.
2. That the Dubbo Youth Council and Council's Youth Development Officer, Mr Jason Yelverton, be congratulated on their outstanding efforts to achieve the Local Government NSW Best Local Youth Week Program in 2017 and the NSW@ Health Play Safe Sexual Health Project Awards.

Murray Wood

Director Community and Recreation

BACKGROUND

On Thursday 3 August 2017 the NSW Local Government Awards were held at Doltone House in Sydney, Dubbo Regional Council was nominated for three awards in the following Youth Week categories.

- Most Innovative Youth Week Program in 2017
- Best Local Youth Week Program in 2017
- NSW@ Health Play Safe Sexual Health Project Awards

REPORT

From the three categories Dubbo Regional Council was entered, Council were announced winners in the following two categories:

- Best Local Youth Week Program in 2017
- NSW@ Health Play Safe Sexual Health Project Awards

During Youth Week 2017 Dubbo Regional Council hosted 15 events in Dubbo and Wellington which were organised and run by local youth services in partnership with Dubbo Regional Council and Dubbo City Youth Council. Dubbo's Youth Week program attracted approximately 10 percent of the people that attended youth week events across the whole of NSW.

This is the sixth straight year that Council have been nominated for NSW Local Government Youth Week awards.



DUBBO REGIONAL
COUNCIL

REPORT: 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan

AUTHOR: Director Community and Recreation
REPORT DATE: 28 July 2017
TRIM REFERENCE: ID17/1387

EXECUTIVE SUMMARY

The 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan endeavours to assist in the removal of barriers so that people with a disability have a better opportunity to live a meaningful life and enjoy the full benefits of membership in the community. This Plan was developed through feedback and consultation with communities in the Dubbo Regional Council area.

At its meeting held in June 2017, Council resolved to provide Council's draft Disability Inclusion Action Plan to the NSW Disability Council advising that Council's draft Plan will be the subject of further public consultation and will be further considered at Council's August 2017 Ordinary meeting of Council for determination.

Council's draft Disability Inclusion Action Plan should also be placed on public exhibition for consultation purposes for a period of not less than 28 days for a further report to be considered by Council in August 2017.

The Plan was advertised to the general public (Wellington Times Wednesday 28 June 2017 and Wednesday 19 July 2017 and the Daily Liberal Thursday 29 June 2017 and Thursday 6 July 2017 and public displays at the Dubbo and Wellington Civic Administration Buildings and the Dubbo Branch Library.)

Submissions were received from The Westhaven Association Dubbo, the Dubbo Myalgic Encephalomyelitis /Chronic Fatigue Syndrome /Fibromyalgia and Multiple Chemical Sensitivity Support Group and Tracey Napper of the Dubbo Fibromyalgia Support Group (all appended).

ORGANISATIONAL VALUES

Customer Focused: Council's responsibility is to ensure that all our services, outcomes and facilities along with those activities we partner in are delivered inclusively. The 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan assists to ensure this occurs.

Integrity: Council through a range of plans is committed to providing social justice and welfare needs to its citizens and visitors. The implementation of various strategies and actions contained in the 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan assists in this commitment.

One Team: The 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan and the strategies and actions contained therein are a partnership between Council and a range of stakeholders to ensure that these actions are being implemented.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That the amended 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan as attached to the report of the Director Community and Recreation, dated 28 July 2017 be adopted.**
- 2. That the 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan be forwarded to the NSW Disability Council.**
- 3. That Tracey Napper of the Dubbo Fibromyalgia Support Group be advised to forward their submission to the relevant agency responsible for the issue.**
- 4. That the Dubbo ME/CFS/FM and MCS Support Group be advised to forward their submission to the relevant agency responsible for the issue.**
- 5. That those who made submissions on this matter be formally advised of Council's resolution on this matter.**
- 6. That the issue of financial support to sufferers of Fibromyalgia be raised with the Dubbo Interagency for further consideration.**

Murray Wood

Director Community and Recreation

BACKGROUND

In 2014, the NSW Parliament passed the Disability Inclusion Act, which sets out the need for the NSW Disability Inclusion Plan and the need for each government department, agency and local Council to develop a Disability Inclusion Plan. The 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan endeavours to assist in the removal of barriers so that people with a disability have a better opportunity to live a meaningful life and enjoy the full benefits of membership in the community within the constraints of what Council is able to provide. This Plan was developed through feedback and consultation with communities in the Dubbo Regional Council area.

At its meeting held in June 2017, Council resolved to provide Council's draft Disability Inclusion Action Plan to the NSW Disability Council advising that Council's draft Plan will be the subject of further public consultation and will be further considered at Council's August 2017 Ordinary meeting of Council for determination.

It was also resolved that Council's draft Disability Inclusion Action Plan should also be placed on public exhibition for consultation purposes for a period of not less than 28 days for a further report to be considered by Council in August 2017.

The Plan was advertised to the general public by the Wellington Times Wednesday 28 June 2017 and Wednesday 19 July 2017 and the Daily Liberal Thursday 29 June 2017 and Thursday 6 July 2017 and public displays at the Dubbo and Wellington Civic Administration Buildings and the Dubbo Branch Library.

REPORT

In 2014, the NSW Parliament passed the Disability Inclusion Act, which sets out the need for the NSW Disability Inclusion Plan and the need for each government department, agency and local Council to develop a Disability Inclusion Plan. The 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan endeavours to assist in the removal of barriers so that people with a disability have a better opportunity to live a meaningful life and enjoy the full benefits of membership in the community. This Plan was developed through feedback and consultation with communities in the Dubbo Regional Council area.

In response to the Plan's advertisement written submissions were received from The Westhaven Association, the Dubbo ME/CFS/FM and MCS Support Group and Tracey Napper of the Dubbo Fibromyalgia Support Group. This Plan focuses on the services and facilities provided by Dubbo Regional Council and the actions which can contribute towards the goals of the Plan.

In relation to the submission received from The Westhaven Association information was provided concerning legislative requirements under the UN Convention on the Rights of People with a Disability, the Disability Inclusion Act 2014 and the National Standards for Disability Services. These have been referenced in the Plan.

Comments on Mental Illness, Ageing, Public Events, Committees Ordinary Events, Communication, Signage, Public Conveniences and Recreating have also been considered and where it is considered appropriate that Council can have an impact on these matters they have been included in the amended Plan. The Westhaven submission also comments on Council's understanding of how people with a disability participate within their community. It is considered that the Plan recognises the important value and contributions that people with a disability make in the community and further discusses how Council services can assist these ongoing contributions. The Westhaven submission also contains a request that more up to date population census data be used. In this regard advice provided from the Australian Bureau of Statistics indicates that the information will not be available until October 2017.

In relation to the submission received from Dubbo ME/CFS/FM and MCS Support Group, the submission requests are generally outside the responsibility of Council and should be referred to State and Federal Government agencies. It is recommended that the Dubbo ME/CFS/FM and MCS Support Group be advised of this. The submission also had numerous pages of press clippings and other information which have no relevance to the Plan or the submission period. The submission requests that the Plan be deferred until after Council elections. Delaying the adoption of the Plan will not change the general intent and purpose of the Plan. It will be recommended that the ME/CFS/FM and MCS Support Group refer their submission to the relevant agency responsible for the issue.

In relation to the submission received from Tracey Napper of the Dubbo Fibromyalgia Support Group, the submission requests are generally outside the responsibility of Council and should be referred to State and Federal Government agencies. It is recommended that Tracey Napper should be advised off this. The submission requests a Community Liaison/Disability Officer be engaged. The request doesn't elaborate on who should be the employer. A request is also made for additional shade and seating in Council's parks and playgrounds. A request is also made for signs to be erected and left for 48 hours after chemical spraying in Council's parks and playgrounds. Council has a pesticide notification plan that it abides by and accordingly the 48 hour proposal is not proposed to be acceded. A request has also been made for Council to report the sufferings of those members of the Dubbo Fibromyalgia Support Group to NSW Health and to organise a program for this gap when no one is listening. This matter shall be referred to the Dubbo Interagency for further consideration. Finally, financial support for those on age care/disability/illness pensions to pay a lower percentage on land rates and bills was requested. Legislation currently exists that allows eligible pensioners to pay lower land rates. In this regard the submission should be noted.

Appendices:

- 1 [↓](#) Westhaven Association public submission on Disability Inclusion Action Plan
- 2 [↓](#) Disability Inclusion Action Plan submission from the Dubbo ME/CFS/FM and MCS Support Group
- 3 [↓](#) Disability Inclusion Action Plan submission from Tracey Napper
- 4 [↓](#) 2017-2020 Dubbo Disability Inclusion Action Plan

Response to Council People with Disability Inclusion Action Plan

Prepare by

*Christian Grieves - Chief Executive Officer, Anthony Meinecke -Manager of
NDIS Business and Shamima Akhter -Projects Coordinator*

Westhaven appreciates the opportunity to comment on, and respond to, the Dubbo Regional Council initiative of a Disability Inclusion Action Plan for this region. It is very pleasing to see that Council are engaging in a very positive process of community consultation with the ultimate aim of enhancing the acceptance of, and participation by, people with a disability who live in the municipality.

To set the context for Westhaven's feedback it must be acknowledged that in reading the Dubbo Regional Council Disability Inclusion Action Plan, Westhaven found that very little information was provided that demonstrates that Council has any real understanding of how people living with a disability participate within their community in this region.

The action plan mentions some points about what should be done to improve their inclusion in the community, but the methodology to implement this ultimate aim is not clarified. Westhaven finds that the plan does not reflect the ability of the people living with a disability to actively contribute to their community. This presumption is a concern because it suggests that Council has a perspective that people living with a disability are not already making a major contribution in the communities in which they live within the municipality.

Please find below specific feedback on the Council's inclusion plan -

The population census used in the plan is not the most recent version. The recent population and the number of persons with a disability will be different when compared with old census data.

The terms used within the document for a person living with a disability are generally not consistent with what is acceptable usage in Australia. Instead of using the term "disabled person", we would encourage the use of the term "a person or people with a disability".

Legislation and other legal obligations related to disability should be acknowledged because they guide the context for any policies and actions planned by Council:

The UN Convention on The Rights of People with a Disability is Relevant

Australia ratified this convention and its Optional Protocol on 17 July 2008, which includes accessibility and participation in community life as examples. NDIS is being implemented in Australia to enable Australia to meet its international obligations according to this UN Convention.

Disability Inclusion Act 2014 (NSW)

The Act has two broad aims. The first aim is to set out how the NSW Government will provide disability supports and services up until the National Disability Insurance Scheme

The Westhaven Association, 30th June 2017

(NDIS) has been rolled out across the whole of NSW in mid-2018. The second aim is to make sure that after moving to the NDIS, NSW continues to be a place where people with a disability have access to mainstream services and are part of their community. DCC has obligations under this Act.

The National Standards for Disability Services

The Liveable Housing Australia Guidelines should be referenced by Council to assist with its understanding of how its planning policies are affected by these guidelines. These will assist Council to understand how accommodation specific for people with a disability in Western NSW needs to be benchmarked so that is inclusive for all types of people living with a disability within the LGA.

We would expect Council to set targets and dates to achieve these targets (SMART goals/actions, specific, measurable, attainable, responsible and time related), as it seeks to accommodate the Liveable Housing Australia Guidelines within its planning guidelines for housing for people with a disability.

Council's Social Plan needs to ensure it supports people with a disability to live active lives within our LGA, and to provide a way for existing barriers to be dealt with positively and in a manner which promotes inclusion. People with a disability may require supports in their community participation, we are happy to collaborate with Council to help address the functional impact that some people face in their lives because of their abilities, and to ensure they more fully participate in the social and economic life of the community in which they live.

Types of Disability

It may assist Council to understand that physical, developmental, psychosocial or acquired (profound or severe titles) generally don't promote a positive culture towards disability. It is much more helpful to view people's abilities. We do not expect babies to be able to open doors, so why expect that all children and adults will have the ability to access to buildings by climbing its steps and pushing the heavy old door open? We remind Council that 6% of the people living in Australia require significant supports to meet their day to day needs due to the functional abilities they live with.

Mental Illness

Council needs to understand that Mental Illness, with respect to disability, is now more commonly referred to as psychosocial disability.

Ageing

The result of getting older is not a disability. People's needs change as we get older and we are not able to do the things we were once able to do. Generally they are age related health needs which can be inclusive of changing mobility requirements or support to do day to day activities.

The Westhaven Association, 30th June 2017

Public Events

We suggest to the Council that all public events should be inclusive, and this assumes awareness that everyone has different abilities as well as general promoting a positive culture and community attitude towards people living with a disability. In other words, events should be community focused but configured so that they are inclusive of people with a disability; by meeting their differing support needs regarding accessibility, and appreciating that some people attending will require their own paid supports to attend those community events.

Committees

We propose that Council restructure the Community Services Committee to include a member who is a person living with a disability, who has good links to other people living with a disability within the LGA, and that the configuration of how the Committee operates ensures the associated supports are embedded to allow the person to participate. How the person's participation is fostered must mean they are encouraged to be a constructive and valued member of the group.

Ordinary Events

People living with disability do not require Council to organise to stage events for them at Dubbo Aquatic Centre. The way forward is about people being part of non disability specific events and other relevant community happenings. Westhaven suggests all events should be community focused but inclusive of people living with a disability. This is simply achieved if abilities are a focus, and everyone attending is assumed to have differing support needs. Everyone living in the community, regardless of their ability, should have the accessibility they require so they can participate and be included, irrespective of whether they may require their own paid supports to attend.

Communication

Information for the community should be provided in a manner so that the wording contains ability friendly language. For example, when information for the community is prepared, it should be accessible for the people living with a disability. We would encourage the Dubbo Neighbourhood Centre to provide information which is accessible to all people living with a disability.

There should be a fast line contact for people with a disability. As part of disseminating information that is easily accessible for people with different types of disability, the library may maintain large print and audio books. In addition to this, the library may provide resources for community members to communicate, develop material that meets the different communication styles of people living with a disability. This would become an asset for the community. Often this resource has been provided by ADHC, but with ADHC ceasing services, Council's libraries will need to take a more active role in this area.

The Westhaven Association, 30th June 2017

Signage

We want everyone to be safe. Safe route signage is needed that communicates across the LGA using signs mentioning the routes which are accessible to people with different types of abilities. In order to make sure that people with different types of disability can move safely, a mobility map for people with a disability should be provided.

Public Conveniences

It has been observed that the public toilets in Dubbo are sometimes not ability friendly for people living with a disability. A review of the existing design and signage in the Council's carparks is needed. We stress the need for Council toilets are assessed in relation to ensuring they are accessible for people with different types of ability.

Recreating

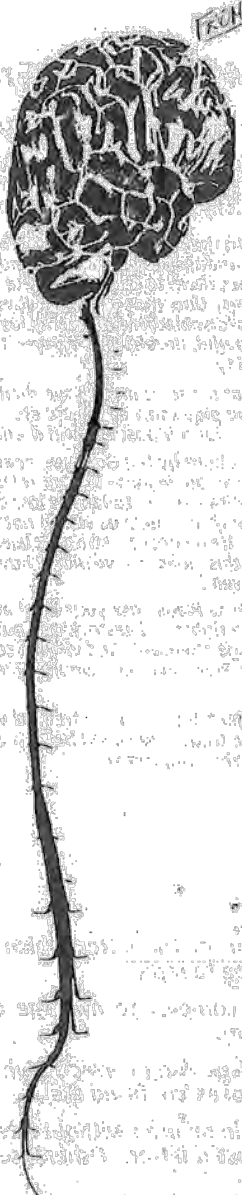
Public recreation places such as the zoo and public parks need to be disability friendly so that they can be accessed by people with various abilities. Additionally, in those recreation places, we propose that signs and symbols need to be appropriate to ensure the public places are accessible for people with different disabilities.

Conclusion

Finally, Westhaven would like to thank the Dubbo Regional Council for developing the Dubbo Regional Council Disability Inclusion Action Plan and giving Westhaven the privilege and opportunity to provide feedback on this action plan. Westhaven believes that this action plan if implemented with amendments will make this region more inclusive and thus help to make this LGA a safer, happier and more productive place to live and visit.

The Westhaven Association, 30th June 2017

design M van de Sande for: Myalgic Encephalomyelitis International Consensus Primer for Medical Practitioners



Dubbo ME/CFS/FM and MCS Support Group

www.emerge.org.au www.mecfsfmq.org.au www.aessra.org

Mail to :- c/- 12L Oxlea Rd Dubbo NSW 2830

Dear Dubbo City Council,

SUBMISSION - no help just this from us for now

Re: Disability Action Plan/Duty of Care/Inclusion/Population Health & Safety

We feel Council Staff and Administrator are rushing this plan through too quickly and preventing the invisible disabled/chronically ill community from participating.

We would prefer 'the plan' be deferred until after Council elections so it can be reviewed and considered by people who have been elected to represent all the people from Dubbo and Wellington. We believe staff are creating a plan that suits them - not what will help us to participate or to be heard or to be considered. (in writing or verbal)

The Plan is important to us. We are hoping it will improve the quality of our life. We doubt it will as it stands because the behavior of the Regional Council Staff has not changed which would indicate the staff haven't designed a plan that contains guidelines to provide us with access /inclusion (leaving us invisible and ignored) nor improve residential planning so there is safe housing in safe locations or provide services suited to our disability.

We also want the rates department to consider the unemployable disabled/chronically ill population. We can't supplement our income to cope with increases in any costs. We have to be able to afford medical expenses which are not covered by medicare/PBS. We are already struggling with keeping warm and buying what we need for our illnesses eg dietary requirements. NB Council shouldn't rely on the Salvo's or Vinnies to supplement our loss of funds due to paying high bills. Council shouldn't prey on the vulnerable to provided them with revenue for their wages/job security.

NDIS is not going to help everyone. We need council to listen to us and help us improve the quality of life for a disabled/chronically ill residents or ratepayers. Because the govt isn't listening. (NB we believe you think we are misleading/lying when we tell you what it is like to be us. ...our reality is so different to what you think is available to us.) Family and friends feel resentful because their hard earned taxes are meant to provide services but when this doesn't they believe they are being made to pay twice (double dipping). Why should they! We also pay our rates and rent and we want a fair go. We're is the value for what we give you. they money could be used to help ourselves and provide what is not available to us due to FACS poor policy making (not inclusive) and maladministration of the policy.

You need to get a good does of reality and stop being lead by the nose by poor policy and inadequate care provided by the NSW Govt. Please govern for the people in your care (even minority medical groups) **REVISE YOUR MISSION STATEMENT - ITS NOT WORK**

NB part of our submission

if services are not available to us after NDIS roles out and those who are between 55 and 65 can't be helped by "My aged Care" the me/cfs/fm/mcs community feel we have to try provided for ourselves and others in western nsw. It is hoped council will be able to provide assistance with :-

- 1) office space (safe/low chemical/low chemical area)
- 2) financial assistance for office expenses (power/water/stationary/office equipment/wages)
- 3) vehicle (and expenses for vehicle) to provide outreach services
- 4) accommodation/meals for staff
- 5) suitably trained staff would need to include:
 - home care, cooking, washing etc etc
 - helpers for shopping, taking bin to gates, gardening (organic) house repairs, appliance repairs, stenography etc
 - transport, child care/home schooling etc etc etc

there is just not enough energy in our bodies to prepart any more. It's not fair that well people can not bother to know what disabled/chronically ill people need... just too much suffering and hardship and intolerance.

yours sincerely,

S. O'Connor

Susanne O'Connor per tamic and leonic (helpers/typist/observers)

20.7.2017

1 of 4

Asses..... *VPS*

28 JUL 2017

File C..... *D/152*

with compliments..... Dubbo ME/CFS/FM & MCS Support Group

www.emerge.org.au www.mecfsfmq.org.au www.aessra.org

The Chronic Symptoms of these diagnosed medical conditions affect brain function and the body of the patient. We need your understanding and support to achieve the response/participation you require. It is frustrating/stressful for us as we try to manage a disease we acquired un-expectedly and through no fault of our own... no cure available.



design: M. van de Sande for Myalgic Encephalomyelitis International Consensus Primer for Medical Practitioners

This compliments slip has been created to assist sufferers respond to their incoming correspondence. It is important to understand that sufferers fade away expectantly and they deserve a fair and unreasonable opportunity to regain a level of wellness which enables them to try to complete tasks on their own or to provide information to a helper. This recovery time may take hrs, days, wks or mths depending on the cause and what function has been affected/disabled/momentarily lost—this should not be seen as the sufferer being uncooperative, disinterested, unlawful, unreliable or lazy—it is also important to realise that their best may only be 0 to 10% of your best ability.

We want to be well again to live the life we had before the events that made us unwell, we do not want to feel old before our time, we want to be well parents, we want to work and play sport again etc etc —but instead of being repaired and restored we have to learn to live with it and grieve for our past life and dreams.

Our suffering and the affect this illness has had on our family is forgotten about by the Govt; we need help (not abuse) from our hospitals during relapses but they do not treat us as per clinical guidelines— we are rejected and sent home and become a burden to our family (there are no homecare/respite facilities suited to help ie low chemical use. There is no end to the hardship we cause our family - no matter what they sacrifice to help us we do not recover as per a patient with a broken leg). We have come to believe suffering/neglect must be a part of a strategy used by the Govt to make us magically recover??? As if we made a conscience choice to have this illness so we didn't have to work anymore. We did not choose to have this hideous illness. And we need to be well !

If you agree that it would be terrible to have your life turned upside down like this - Please ask your local member to help by asking the Govt to protect people from chemicals users (we deserve the same rights as livestock and native animals) and please ask for funding for researchers so a cure is found to repair the damage chemicals and viruses cause. The development of preventative vaccines to save others from glandular fever, Ross River fever etc would decrease the numbers of me/cfs sufferers and therefore less people on Dis. Pensions.

The syndrome doesn't discriminate—it can strike anyone at any time - but once you have it you are treated worse than a leaper. Please help to release us from this cruel illness and the cruel way we are treated we need help so we can be free to live in peace and enjoy wellness once again (before our age is compatible with the symptoms).

Thank you from the me/cfs/fm/mcs community

Dear.....

My name is..... Thank you for the letter which was collected today. Your letter is important to me but I need to request more time to reply.

I suffer from a chronic illness which is unfortunately extremely complex to manage and extreme debilitating (housebound/bedroombound/brain fog a lot of the time).

This means I need help with reading/comprehension and writing/speaking correctly when I am at my worst or when I'm not as well as I think I am (making notes of me-stakes/confused etc).

I can not afford a computer/plans or use a computer/mob. ph/live in an area without internet/ mob. signal therefore, I have to be well enough to drivekms to post a letter. Otherwise I just have to wait for someone to help me.

I have no family/friends or local support worker to assist me (due to the special requirements in managing this complex illness I am still considered as non-compliant to policy by NSW FACS or if service does not exist). Therefore, to assist with my correspondence I receive help from a Disability Advocacy organisation/Legal aid/Ombud/MP.

Please allow time for :-

- (1) the correspondence to be aired outside (to gas off chemicals in paper & print) so it can be handled
- (2) me to contact correct service
- (3) post a copy of your letter to available service
- (4) their intake and Triage process to be completed (NB . no guarantee they will assist)
- (5) them to allocate a date and a person who will assist me to respond to your letter asap
- (6) the response to be compiled & postage time.

Thank you for your understanding and patience with this process,

Yours sincerely,

.....

CC.....

..... /..... /.....

2 of 7

To: Mr. Mark Riley (interim General Manager) DBO Regional Council

From: Dubbo ME/CFS/FM and MCS Support Group members

more information about auto-immune dysfunction & inflation of brain & body see enclosed & go to:-

www.emerge.org.au www.mecfsfmq.org.au www.aessra.org

Dear Sir,

OUR MISSION - PLEASE LISTEN - LEARN - HELP

RE: (Dubbo City council) DUBBO REGIONAL COUNCIL
Disability Action Plan/Duty of Care/Inclusion/Population Health & Safety

the FACTS as we believe them to be

We feel Council Staff and the Administrator are rushing this plan through too quickly and preventing the invisible/forgotten disabled/chronically ill community from participating.

We would prefer 'the plan' be deferred until after Council elections so it can be reviewed and considered by people who have been elected to represent all the people from Dubbo and Wellington. We believe council staff are creating a plan that suits them - not what will help us to participate or to be heard or to be considered. (in writing or verbal).

The Plan is important to us. We are hoping it will improve the quality of our life in this shire. We doubt it will as it stands because the behavior of the Regional Council Staff has not changed which would indicate the staff haven't designed a plan that contains guidelines to provide us with access /inclusion (leaving us invisible and ignored) and without improvements to residential planning so there is safe housing in safe locations or provide services suited to our disability. Better doctors (trained in environmental medicine) so people can be diagnosed and helped quicker (same need as detecting cancer sooner rather than later). We haven't been able to rely on the state govt for these to be available at Dubbo. We are too sick & weak to keep going to Sydney other major city.

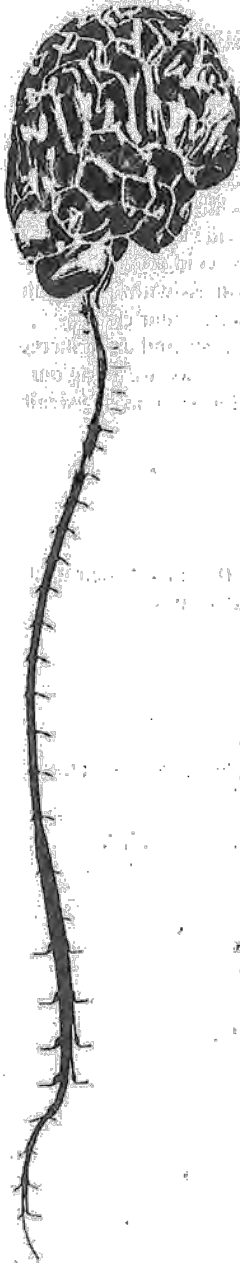
We also want the rates department to consider the unemployable disabled/chronically ill population. We can't supplement our income to cope with increases in any costs. We have to be able to afford medical expenses which are not covered by medicare. We are already struggling with keeping warm and buying what we need for our illnesses. NB Council shouldn't rely on the Salvo's or Vinnies to supplement revenue for their wages/job security. Or do they see the money they take from disabled and chronically ill people is a sneaky method of siphoning money from the federal govt without any regard or knowledge /experience about the horrible financial suffering they cause to the most venerable people in our community.

NDIS is not going to help everyone. We need council to listen to us and take action to improve the quality of life for disabled/chronically ill residents or ratepayers. Because the govt isn't listening. (NB we believe council assumes we are misleading/lying to staff when we tell them what it is like to be us...our reality is so different to what they think is available to us.) Family and friends feel resentful because their hard earned taxes are meant to provide for us. When it doesn't they believe they are paying twice (double dipping). Why should they! We also pay our rates and rent and we want a fair go. We're the value for what we pay council, the precious money could be better used to help ourselves (all the things that are not available to us due to inadequate policy making by FACS and maladministration of the policy due to a lack of resources???)

Now look at all the money NSW govt has, they probably acquired, it by not providing services to us creating the invisible disabled/chronically ill community.

1 of 2

design: M. van de Sande for Myalgic Encephalomyelitis International Consensus Primer for Medical Pract



Council needs to get a good dose of reality from someone bigger and more powerful than us. They bully us into a dark sad places. They are guilty of suffering from neglect of a minority group and they believe in the inadequate policy created by the NSW govts to just do the minimum (family and friends will do the rest—which like another tax on those family members, some of us don't have family of friends to help)—Please care about governing for the all the people in your care we are more than just numbers and dollar signs. Walk a mile in our shoes. Remember treat people as you would like to be treated because more and more people from western NSW are moving east to find banking/doctors/ education/get away from chemicals -Council has to be prepared for sick and well people. And don't forget to honor the commitment made by Council to Dubbo residents and ratepayers

“ COTTON WOULD NEVER BE GROWN IN THE DUBBO SHIRE “

At this time we don't trust council . Except for D.Dywer & Jo O'Dea, we believe the staff have behaved like bullies over the last 7 months and they have no regard about how their unprofessional behaviour affects the caller (staff have no right to speak to callers as if they were their mother or sister etc). They would not get away with treating other staff this way or if they were in the same room as the person (the caller). They do not even apologise - just hang up and get on with their day -leaving the caller frightened , feeling worthless and crying . They do not take a verbal complaint, resulting in no apology or provide further training for the staff. Leaving having caller to ring Life Line to recover. Life line will advise to avoid contacting people who treat you like that...but we can't avoid Council, we have to be able to do business with them, communicate with them and be heard by them—even if they don't want to understand/believe our circumstances and lack of assistance. We believe Council has a responsibility to service and not find us an inconvenience because we are disabled or chronically ill (without a carer or case manager) —we are doing our best and our best should be respected and not used against us. (NB: to be continued as soon as physically possible.)

Members Me/Cfs/Fm & MSC Support group members

(written /assisted by a 7yr girl and her 15yr brother who are devastated by how sufferers and their uncle are treated by well people eg D.R.Council, M.P's, Doctors, friends , family, dis.advocates)

cc troy grant, Dubbo photo news, NSW Ombudsman

NB: at this time please forward reply to (we will assist the group again as soon as physically possible)

Ms. S O'Connor
12L Oxlea Rd/MS6
Dubbo NSW 2830

Tracey Napper

Dubbo Fibromyalgia Support Group

FM/MECFS/MCS Community

DubboFibro@outlook.com

0405514392

Interim General Manager-Social Services

Dubbo Regional Council

Mr John Watts

Po Box 81

Dubbo 2830

68014000

Mr Watts ,

I am writing to you on behalf of Dubbo Fibromyalgia ,ME/CFS Support Group . Our members suffer with a wide range of Degenerative Invisible Illnesses , Autoimmune Diseases and Multiple Chemical Sensitivity Disorders.

I have only just been made aware of Dubbo Regional Council Public Submissions inclusion Action Plan by one of our older members whom has communication difficulties in writing correspondence, so I have offered my help as there was no one else in the community to help her .

I hereby submit suggestions which We both feel need attention from Dubbo Regional Council in order to sufficiently support those of us suffering with chronic illnesses and disabilities . We need council's support and understanding regarding our health conditions so we can do business with council and live within the community and not just exist in it as it is very difficult for us to cope emotionally with all of the oppression and suppression caused by others within our community .

1/ Public Perception.

- It is well known that we as ill or disabled persons should be relying on friends or family to help with our home and daily care and for those of us whom don't have family or friends means that we don't receive any care at all , end up living in poor conditions as we are not able to continue our personal maintenance and housework etc.

- For those of us whom do have some family / friend support it does however make us become a burden on them . It is well known in the community that this does cause stress and upset on our loved ones which in turn causes them to abandon us . In addition as our relatives and friends are healthy persons and paying their taxes from working feel as if they are being made pay all over again with having to take care of us , as their taxes pay for facilities and services which we can't access as policies don't include our illnesses .

- We need preparation for the next generation and ageing population and with council understanding and knowing what life is like for us with chronic illness and disabilities. Council perception isn't the same as our reality.
- Council should be setting a standard as to how we are being treated in the community. They need to lead by example.
- Public / council / Government perception of our illnesses are completely wrong , as lack of knowledge , understanding and services make us invisible . Just as our illnesses are !

2). We need;

- open communication between the council and the disabled community including verbally as many of our older disabled community don't have access or the ability to use technology .
- Community liaison /disability Officer and advocate service as it is currently insufficient for our needs.
- We need funding for a Designated FM/ME/CFS/MCS and Autoimmune office to access all necessary services and support for those with disabilities and chronic illnesses without being on a long waiting list .
- Support for those on DSP for advocacy services.
- Need an advocate to supply council with information of what is actually needed in our community for sufferers and the disabled alike .
- Disability liaison officer to raise these concerns in meetings to council and Government agencies . This way we are heard and our needs can be met and we are not discarded .
- Additional free community transport / liaison officer for those whom can't drive , as the current system is underwhelmingly insufficient and unaffordable to those on disability support pensions.

2a). Transport needs to be available for

- : Dr and specialist appointments
- : Social and community activities and events and functions
- : Grocery shopping
- : Exercise classes such as hydrotherapy , tai chi , physiotherapy etc.

The current hydrotherapy facilities in Dubbo can not be used for MCS sufferers due to the chemicals that are being used in the pools. So these sufferers miss out on a service which could be beneficial to their health and plays a very important part of their treatment . So in saying this we ask that either the hydrotherapy pools here be changed to be suitable and non toxic to MCS sufferers , or that a new facility be built .

Providing free /affordable transport will increase mobility , function and socialisation for our disposability community .

2b) . Attract full time General practitioners with training in FM/ME/CFS/MCS and Autoimmune Illnesses .

- Dubbo community is currently without a trained physician in this area of disability.
- Hospital nursing staff and Drs are not familure with these health conditions and illnesses so as we attend emergency we are turned away as staff simply don't understand the condition . Or we are left sitting in emergency chairs waiting to see a Dr as the nursing staff don't see the severity of our illness as important because our illnesses are invisible .

- Older members of the community have had experiences with being ignored in regards to their symptoms whilst attending Dubbo emergency . It has been stated by many that they feel like they can't express their feelings about their illness as nursing staff take it as complaining / being old and alone and just wanting someone to talk to instead of actually needing medical assistance .This leads to patients being mistreated and not receiving the care they need especially in relapse " Flare" which is not understood by staff, and now I have heard from many that they now rather not attend the hospital due to being treated this way . So they stay at home suffering and getting worse due to not having the care that they desperately need such as food , water and medications.

* Clinic notes are not all up to date as some physicians use pen and paper to do their notes and others use the new computer system . This has caused an uprising in complaints as patients have to explain their situations / illnesses over and over again . If patient files were up to date and all done on one system then this wouldn't be an issue .

: DSP review. Most currently many of us whom have been requested to submit a medical review to centerlink , have been turned away by their practitioner as they havnt been made aware that they need to be doing these DSP reviews . Therefore communication between government /council and practitioners need to be reviewed. Council needs to start taking some responsibility for those of us whom are disabled or suffer with chronic illnesses , and communication needs to be in-forced.

2c). Respite services for disabled persons .

: Safe respite suitable for our disabilities.

: travellers from out of town coming into Dubbo for medical treatment and need overnight accommodation , or accomodation during the day between appointments.

: Respite for those whom come into the town of Dubbo for treatment and are not capable of making the return trip home , need somewhere safe to stay overnight to rest for the return trip home the following day without having to pay huge fees for motels and hotels .

: Respite can also assist those whom do usually take care of themselves but are in need of temporary help while they are in relapse "Flare " . No matter if it is for one week or one month during this time of need . No such facility is currently available.

2d). Home Care Services.

Home care services for those with Autoimmune disorders , chronic illnesses and disabilities. A free service would be beneficial the Dubbo community.

eg/. Home care OHS prevents them from changing a simple lightbulb for a disabled person.

. Writing letters to council and government agencies as many disabled persons whom have communication imparements due to their illnesses can not do these things themselves , so their voices arnt being heard . Such places like Dubbo neighbourhood centre charges \$40 for them to assist the community in writing letters wheather you are under NDIS or not there is no discount or concession for those on disability / illness pensions and most can't afford this outlay. It seems they only cater for the rich disabled . So once again we are not being heard due to finances .

. Help for persons unable to collect their mail from their mailbox and for those whom need help with dealing with their bin , may sound like a simple thing but there are many persons in our community whom are finding this simple task rather difficult.

2e). Dubbo parks and playgrounds.

Parks and playgrounds don't have sufficient shaded and undercover tables and seating . For those of us whom wish to have our support group get together in the park are in need of sufficient shelter as our health is compromised by the sun. We would love to be able to get out of the house and have face to face communications as a group outdoors away from our residence where we spend the majority of our time due to our health. An undercover shaded table and chair setting which can seat atleast a dozen people would be a great improvement to our overall health .

: Signs need to be erected when chemical straying is going to take place and to stay erected for at least 48 hours afterwards , so sufferers with MCS can attend these facilities safely.

3). NDIS concerns .

NDIS was designed to help those whom are in need of services , support and facilities etc. The application process for this is rather difficult and there is no assistance for those whom can't fill in forms and attend appointments. I am also aware of many people whom are in need of services like the NDIS who are being turned away as assessors for the NDIS program are not well enough informed about our illnesses and how they effect us on a daily basis , and also while we are in relapse "Flare" . In addition there is near to no support for those whom are in the transition period. We are worried that there won't be enough funding to help everyone, so what can Council do about this ? " What will happen to us ?"

4). Age Gap In Services

: persons between the age of 16 / 55 Can 't receive support from government services.

: Government expects family and friends to help with this age group.

: Some disabled and chronically ill patients between 55-65 can be referred to "my age care" .

" What can Council do for the people in this age gap? "

Our suggestion is that Dubbo council could report our suffering to NSW Health and perhaps help to organise a program for this gap as no one else is listening , Such as our General practitioners , FACS, Dubbo health services and centerlink.

5). Financial Strain.

: With medical bills rising , lack of bulk billing services , rising land rates /electric bills etc are putting a strain on the disabled community especially those whom are dreamed unemployable .

eg/ They can not afford the cost of another bin.

: Strain on charity services such as St Vincent de Paul and Smith family and other charitable organisations.

- If there was financial support for those on age care/ disability/ illness pensions to pay lower % on land rates and bills it would help us significantly.

6). Multiple Chemical Sensitivity

** - Prevention...

- Dubbo community need safe and non toxic living in and out of town.

- Cotton or example is one that can cause such a significant ill effect on our community even at low level exposure over a long period of time causes terrible effects on the human body .

- Spraying in picnic gardens and roadways effect MCS patients . Where an organic alternative may be an option.

The amount of poisons used time and time again are causing ill effect on our community .

Advertising on these may help keep our community safe . By knowing that spraying is happening we can stay at home in safe conditions. Council can send letters out in the mail , contact registered patients by phone , advertise on tv or radio that spraying is expected to take place on a specific day and time. Not all residents have internet , so by only advertising on the internet or the daily newspaper is insufficient. The community needs atleast two weeks notice in advance so we can make alternate arrangements during this time of spraying.

Overall summary,

: Dubbo council needs to play a bigger role in supporting invisible illnesses and disabilities and being aware of how our illnesses effect us long term , as there may be no cure. It would be helpful for council to employ a disability liaison officer.

: Council can communicate with sufferers / liaison officers and government to maintain a safe living environment and sufficient services for those in need.

: We wish to be heard and not silenced , not be ignored or palmed off to someone else : We need sufficient support and facilities so we all can ease our struggle to cope alone and not feel like we are being neglected.

We wish to be a part of the community and be treated equally and not like second class citizens.

As many sufferers in our community don't have the mental capacity or ability to stand up for themselves , as we need councils support and understanding , expectance and to listen and communicate with us on our good days and bad days.

It shouldn't be left up to us whom suffer to lobby for change . We need assistance from council and our local MP government.

This is why i have chosen to make this submission on behalf of my support group members and community alike .

" We are a square peg trying to fit into a round whole !"

: We appreciate the opportunity to submit to Dubbo Council DIAP Plan , because it will hopefully make a difference for us and for future generations. We didn't have much time to organise this submission so I am hopeful that it makes sense. I will be looking forward to you contacting me in regards to this letter as I have provided many topics which need further discussion , as does the Dubbo Action Plan as it doesn't state how council will fix the mentioned articles.

In addition we can't assume that the persons reading this will have any knowledge of our illnesses ,so we have added links below which will outline how our illnesses effect us on a daily basis which will be supportive in evidence of our submission.

Thankyou for your time and I look forward to hearing back from you .

Tracey Napper

<https://m.youtube.com/watch?v=2hJYpe8hPbE>

Sudden Onset utube site listing all their videos.

Short first

<https://www.youtube.com/channel/UC7GNUcVaYEvm5zhYIZuBwyg>

<https://www.youtube.com/watch?v=FaJRjFomQ1w>

Then how long CFS has been occurring and how significant it is.

<https://www.youtube.com/watch?v=thiFbN7BVX0>

Then in terms of hard medical evidence of a medical condition.

<https://www.youtube.com/watch?v=X2ZWLl6LrMk>

Attachments area

Preview YouTube video "Mind The Abyss" (ME/cfs) - Preview Trailer - Myalgic Encephalomyelitis / Chronic Fatigue Syndrome

"Mind The Abyss" (ME/cfs) - Preview Trailer - Myalgic Encephalomyelitis / Chronic Fatigue Syndrome

Preview YouTube video MIND THE ABYSS: Part 2 - "SYNDROME" - Preview (Myalgic Enceph

MIND THE ABYSS: Pa rt 2 - "SYNDROME" - Preview (Myalgic Encephalomyelitis - M.E.)



2017-2020 DUBBO REGIONAL COUNCIL DISABILITY INCLUSION ACTION PLAN



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1. Public Statement of Commitment to Disability Inclusion
2. Overview and Vision
3. Policy and Legislative Context
4. Community Profile
5. Strategies and Actions
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PUBLIC STATEMENT OF COMMITMENT TO DISABILITY INCLUSION

Dubbo Regional Council through the provision of the 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan is committed to striving for an inclusive society and region and advocating for equal rights for all within our communities. People with a disability participate and make a positive contribution to the region and it is Council's responsibility to facilitate the ongoing contribution through the services we provide.

It is our hope that the functions and outcomes of this plan will improve awareness of access needs within our community related to Council and broader community access and wellbeing. Council's goal is to ensure that all our services, outcomes and facilities along with those activities we partner in are delivered inclusively.

It is the commitment of all Council staff to execute this Plan.

This Plan was developed through feedback and consultation with communities in the Dubbo Regional Council area.



OVERVIEW AND VISION FOR THE DOCUMENT

2. Mission Statement

Dubbo Regional Council through the provision of the 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan is committed to striving for an inclusive society and advocating for equal rights for all within our communities.

3. Goals of the Disability Inclusion Action Plan

The goals included in this Plan are:-

- Developing positive community attitudes towards people with a disability
- Creating a more liveable community for people with a disability
- Providing equal access to employment within Council for people with a disability
- Providing appropriate service information for people with a disability

This Plan focuses on the services and facilities provided by Dubbo Regional Council and the actions which can contribute towards the goals of the Plan.



POLICY AND LEGISLATIVE CONTEXT

The NSW Government released its Disability Policy Framework in 1998, which recommended that all Local Government Areas (LGAs) should develop and implement their own individual Disability Policy and Action Plans. The objectives of Dubbo Regional Council's Disability Inclusion Action Plan are consistent with the objectives of the following government regulations and policies:

UN Convention on the Rights of Persons with Disabilities

Recognises the rights of people with disability, including the right to respect for their inherent dignity and autonomy and to non-discrimination.

National Disability Strategy 2010-2020

The National Disability Strategy 2010-2020, developed in partnership by the Commonwealth, State, Territory and Local Governments, sets out a national plan for improving life for Australians with disability, their families and carers, to support the commitment made to the United Nations Convention on the Rights of Persons with Disabilities Actions in the Implementation Plan that involve councils include improving Web Content accessibility, access to infrastructure, recreation, employment and community participation.

Commonwealth Disability Discrimination Act 1992

- i. Aims to eliminate as far as possible, discrimination against persons on the grounds of disability; and
- ii. Ensures that people with a disability have the same rights to equality as the rest of the community.

Environmental, Planning and Assessment Act 1979

- i. Defines when approval is needed for an activity

Human Rights and Equal Opportunity Commission Act 1986

- i. Aims to develop a declaration on the rights of the child, the rights of people with a mental or physical disability and the elimination of all forms of intolerance and discrimination based on religion or belief; and

- ii. Aims to develop an international covenant on Civil and Political rights and the rights of the child.

NSW Disability Services Act 1993

- i. Requires most State Government agencies to develop Disability Action Plans.
- ii. To design and administer programs to achieve positive outcomes for persons with a disability including increased independence, employment opportunities and integration into the community.

Building Code of Australia

- i. Defines access requirements for people with disabilities; and
- ii. Includes Australian Standard 1428.x - Design for access and mobility, hearing, transport etc.

NSW Anti-Discrimination Act 1977

- i. Aims to make discrimination on the grounds of disability (along with other grounds) unlawful.

Local Government Act 1993

- i. Provides the legal framework for an effective, efficient, environmentally responsible and open system of Local Government in New South Wales; and
- ii. Requires Council to provide appropriate services and facilities for the community.

NSW Government State Plan 2006

- i. Under Fairness and Opportunity is the goal "Opportunity and Support for the Most Vulnerable" including "Increased employment and community participation for people with Disabilities".

Anti-Discrimination, Harassment and Equal Opportunity Policy Nov 2016

In addition the Dubbo Regional Council has an Anti-Discrimination, Harassment and Equal Opportunity Policy November 2016 which aims to provide an environment where employees and others in the workplace are treated fairly and with respect, and are free from unlawful discrimination, harassment, vilification and victimisation. Council aims to ensure that in the application of all human resource policies, practices and procedures, no unlawful discrimination takes place and that all workers enjoy equal access to opportunities within Council. Council also aims to create a work environment which promotes positive working relationships.



COMMUNITY PROFILE

Dubbo Regional Council

Dubbo Regional Council Local Government Area was founded in May 2016 and is a vast geographical region of over 7,500 square kilometres. There are over 50,000 people in the region which is centred on Dubbo and includes the town of Wellington and a number of smaller communities. People in the region view Dubbo as their centre for a range of services including business, medical, educational and recreational but each centre also has a range of services available to their inhabitants and visitors. Dubbo Regional Council is responsible for maintaining and improving services for people right across the region.

Disability

People with a disability make up around 20% of the Australian population. Disability may be acquired at birth or early in life, or may be the result of accident, illness or injury throughout life or as a result of getting older. People experience a range of impacts due to their disabilities, with over 6% of the population experiencing profound or severe disability. Disability is caused by a range of conditions, including intellectual, physical, cognitive, sensory, neurological impairments and as we age more people are having to cope with disabilities.

There are around 2,500 people (see Appendix which is for statistics for both former Dubbo and Wellington Councils) who are profoundly disabled in the Dubbo Region. In addition around 4,500 people act as carers to people with some form of disability. Increasingly as the population ages, many elderly people are moving into the disabled category and require similar services and access to people who are disabled.

Access to Premises

The Disability (Access to Premises - Buildings) Standards 2010 (Premises Standards) commenced on 1 May 2011. These standards mean that buildings must comply with regulations under the Building Code of Australia. New buildings or those undergoing significant refurbishment or alteration must be made accessible, unless giving access would impose an unjustifiable hardship. Building designers, builders, owners, lessees and users of premises also have responsibilities and rights under the Disability Discrimination Act 1992.

Accessible Bus Stops

The Disability Standards for Accessible Public Transport (DSAPT) require all transport infrastructure (including bus stops, ferry wharves) to be fully accessible by 2022. Councils are responsible for some of these facilities. The provision of fully accessible bus stops may reduce the risk of potential claims to the Australian Human Rights Commission and demonstrates a council's commitment to providing liveable communities.

Pedestrian Access and Mobility

Councils have a responsibility to provide safe, convenient and connected pedestrian routes, which encourage people to walk rather than use their cars. Many councils prepare (hyperlink) Mobility Maps (PDF, 870KB) which identify safe walking routes in their area. Roads and Maritime Services offers several funding programs for NSW Councils to assist them.

Inclusive Society

Each person should have the right to full and effective participation in an inclusive society. An inclusive society benefits the whole community not just people with a disability. Inclusion reduces disadvantage, isolation and discrimination. It also has positive impacts across all aspects of life, including health, welfare, education and employment.

Need for a Disability Inclusion Plan

In 2014, the NSW Parliament passed the *Disability Inclusion Act*, which sets out the need for the NSW Disability Inclusion Plan and the need for each government department, agency and local council to develop a Disability Inclusion Plan. The 2017-2020 Dubbo Regional Council Disability Inclusion Action Plan endeavours to assist in the removal of barriers so that people with a disability have a better opportunity to live a meaningful life and enjoy the full benefits of membership in the community.

Services in the Dubbo Regional Council Area

In the Dubbo Regional Council area there are approximately 13 services that provide assistance to approximately 2,500 people with a profound disability and many others with lesser disabilities. It is therefore vital that Council and the community as well as community based organisations cater for the needs of people with a disability.

Better Access to Council Services

Through the development and application of this Plan the Council hopes to improve the situation of people with disabilities in the Dubbo Regional Council area. We hope people will be more aware of the services that are available to them and make more use of them. We also expect more feedback so we can improve the services and make them more inclusive.

Improving Access

One of the outcomes of the Plan will be to improve access to council facilities and services. Those who benefit most from making our community more accessible are people with disabilities, parents with prams, delivery people, business owners, shopkeepers, emergency services, cleaners, maintenance staff, tourist operators, carers and many others. In reality the whole community benefits from good access to community facilities and services.

Disability and Tourism

As a major regional hub and a tourist destination the Dubbo Regional Council area has over 1 million visitors per year. Given the percentages, well over 100,000 would have some form of a disability. It is important therefore for the local tourist operators and attractions to provide high quality disability services. Fortunately the Dubbo Regional Council area is well served by hotels, motels, food outlets shopping malls and parks where people with a disability can take advantage of the facilities to make their trips more pleasant. Dubbo Regional Council has a major role to play in providing good facilities but also encouraging businesses in the city to maintain their facilities at a high level.



STRATEGIES AND ACTIONS

1

Strategy	Actions (Statement of Means)	By When	Responsibility – see Appendix 1 for Abbreviations	Actions Taken at
The community has positive community attitudes towards people with a disability.	Ensure the Dubbo Neighbourhood Centre & Wellington Information & Neighbourhood Services' Directories are updated regularly.	July each year.	MSS CSCE	
	Ensure the Council's Social Plan addresses issues of disability raised by the community.	July each year.	MSS CSCE	

Strategy	Actions (Statement of Means)	By When	Responsibility – see Appendix 1 for Abbreviations	Actions Taken at
	Support and promote various community events for people with a disability.	Ongoing.	MSS CSCE	
	Restructure the Community Services Committee to include a member who has a disability.	December 2017.	MSS CSCE	
	Investigate options for the Dubbo Chamber of Commerce to introduce a Rhino Award for the business with best improvement in disability access.	December 2017.	MSS	
	Conduct an annual audit of Council car parks to ensure they are appropriately located and accessible.	December each year.	MTE	

Strategy	Actions (Statement of Means)	By When	Responsibility – see Appendix 1 for Abbreviations	Actions Taken at
Dubbo Regional Council area is a more liveable community for people with a disability.	Ensure hearing loops information is available to patrons of the Dubbo Regional Theatre and Convention Centre.	December 2017.	MDRTCC	
	Provide DA applicants with relevant information concerning Disability Discrimination legislation and the Liveable Housing Australia Guidelines.	Ongoing.	MBDS	
	Continue to provide annual financial assistance to the Orana Early Intervention Centre.	July each year.	MSS	

Strategy	Actions (Statement of Means)	By When	Responsibility – see Appendix 1 for Abbreviations	Actions Taken at
	Conduct an annual review of the Development Control Plan (DCP) – Design for Access and Mobility to ensure it is relevant and up to date and meeting the needs of people with a disability.	December each year.	MBDS	
	Ensure signage within Council buildings is accessible, clear and easy to read.	July 2018.	Asset owners	
	Review pedestrian crossing points on high traffic streets in Dubbo and Wellington.	December each year.	TE	
	Ensure all new footpath developments include the latest in pedestrian accessibility aids including tactile sensors and gutter ramps.	Ongoing.	MROS	

Strategy	Actions (Statement of Means)	By When	Responsibility – see Appendix 1 for Abbreviations	Actions Taken at
	Investigate funding opportunities to enhance Council playgrounds to include accessible equipment.	Ongoing.	MROS	
	Investigate funding opportunities to enhance accessibility of outdoor sporting and passive areas.	Ongoing.	MROS	
	Encourage all activities conducted at the Dubbo Aquatic Leisure Centre, Wellington Pool and Geurie Pool are inclusive.	Ongoing.	MROS	
	Pool facilities to be accessible (toilets, change rooms, showers, swimming pool)	December 2018.	MROS	
	Conduct a biannual survey of service providers to people with a disability to garner information on issues in the LGA.	July 2018.	MSS CSCE	

Strategy	Actions (Statement of Means)	By When	Responsibility – see Appendix 1 for Abbreviations	Actions Taken at
	Relevant discrimination legislation to be included in EEO Policy, Staff Induction and Recruitment Training.	July 2018.	MPCS	
	Investigate modifications of Council buildings to make them accessible for staff with a disability.	December 2018.	MPA	
Equal access to employment within Council for people with a disability	Investigate options for Council to provide assistance to services providing employment for people with a disability.	Ongoing.	MPCS	
	Investigate options for Council to provide work experience for people with a disability.	Ongoing.	MPCS	

Strategy	Actions (Statement of Means)	By When	Responsibility – see Appendix 1 for Abbreviations	Actions Taken at
	Investigate how Regional Development Australia/Economic Development Branch can encourage new business which employs people with a disability.	July 2018.	MSS CSCE MEDM	
	Ensure information concerning public toilet locations is available for people with a disability.	December 2017.	MSS CSCE	
	Investigate options for the production of a Mobility Map.	December 2017	MSS CSCE	
Appropriate service information for people with a disability is provided	Ensure information concerning accessible public transport including Community Transport is readily available.	December 2017.	MSS CSCE	

Strategy	Actions (Statement of Means)	By When	Responsibility – see Appendix 1 for Abbreviations	Actions Taken at
	Assist in planning processes that can facilitate allocation of more resources for education, early intervention and childcare for children with a disability.	Ongoing.	MSS	
	Ensure information is available for users of scooters and electric wheelchairs on footpaths. Pedestrian safety information should also be made available.	July 2018.	RSO CSCE	
	Maintain a level of suitable resources is available to meet demand. Continue to conduct the Home Library Service (HLS).	Ongoing.	Dubbo Branch Library Wellington Branch Library	

Strategy	Actions (Statement of Means)	By When	Responsibility – see Appendix 1 for Abbreviations	Actions Taken at
	Discuss with the Dubbo Youth Council and Wellington Community Services Interagency any ideas they may have for young people with a disability.	December 2017.	YDO CSCE	
	Review customer service procedures to identify barriers to access and communication.	July 2018.	MCSC	

APPENDIX

a. Council Staff

Throughout this Plan some abbreviations have been used for the titles of Council staff. The following are these abbreviations and their full wording:-

MEDM - Manager Economic Development & Marketing

CfO - Communities for Children Officer

CSCE - Community Services Coordinator East

MBDS - Manager Building and Development Services

MTE - Manager Transport & Emergency

MFO - Manager Financial Operations

MPCS - Manager People Culture & Safety

MROS - Manager Recreation & Open Space

MSS - Manager Social Services

MRTCC - Manager Dubbo Regional Theatre and Convention Centre

RSO - Road Safety Officer

TE - Traffic Engineer

YDO - Youth Development Officer

MPA - Manager Property Assets

MCSC - Manager Customer Service Centres

b. Disability Statistics

Statistics for people with a disability in 2011 in the former Dubbo City and Wellington Shire Local Government Areas

		Dubbo	Wellington
Unpaid assistance to persons with a disability	People aged 15 years and over providing assistance to persons with a disability	3,597	822
	Population aged 15 years and over	30,093	6,748
	% providing assistance to persons with a disability	12.0	12.2
People with a profound or severe disability (includes people in long-term accommodation), All ages	Persons with a profound or severe disability	2,030	518
	Total population	39,379	8,354
	% persons with a profound or severe disability	5.2	6.2
People with a profound or severe disability and living in the community, All ages	Persons with a profound or severe disability living in the community	1,540	428
	Total population	39,379	8,354

		Dubbo	Wellington
	% persons with a profound or severe disability and living in the community	3.9	5.1
People with a profound or severe disability (includes people in long-term accommodation), 0-64 years	Persons with a profound or severe disability, and living in the community. 0-64 years	1,025	263
	Population aged 0-64 years	33,791	6,774
	% persons aged 0-64 with a profound or severe disability and living in the community	3.0	3.9
People with a profound or severe disability and living in the community, 0-64 years	Persons with a profound or severe disability and living in the community 0-64 years	885	254
	Population aged 0-64 years	33,791	6,774
	% persons aged 65 years and over with a profound or severe disability and living in the community	2.6	3.7

		Dubbo	Wellington
People with a profound or severe disability (includes people in long-term accommodation), 65 years and over	Persons with a profound or severe disability, 65 years and over	1,005	255
	Population aged 65 years and over	5,588	1,580
	% persons aged 65 years and over with a profound or severe disability	18.0	16.1
People with a profound or severe disability and living in the community 65 years and over	Persons with a profound or severe disability and living in the community. 65 years and over	655	174
	Population aged 65 years and over	5,588	1,580
	% persons aged 65 years and over with a profound or severe disability and living in the community	11.7	11.0

c. Definitions

i. Disability

The Commonwealth Disability Discrimination Act 1992 (DDA) defines disability to include physical, intellectual, psychiatric, sensory, neurological and learning disabilities. It also includes physical disfigurement and the presence in the body of disease-causing organisms, such as the HIV virus.

This definition is meant to ensure everyone with a disability is protected by the legislation.

The DDA covers a disability which people have now, have had in the past, may have in the future or are believed to have.

ii. Discrimination

Discrimination occurs when a person with a disability is treated less fairly than a person without a disability. It also happens when someone is treated less fairly because they are a relative, friend, carer, co-worker or associate of a person with a disability.

iii. Equitable Access

The DDA Legislation required all organisations to provide equitable access to goods and services and to premises used by the public. Provision applied to a wide range of life activities including

- Access to premises used by the public
- Education
- Provision of goods and services
- Employment
- Administration of Commonwealth laws and programs

This ensures that all members of the Dubbo Regional community will be able to utilise services and facilities provided by Council. This must be provided in an equitable and dignified manner.

iv. Services and Facilities

The effects of the DDA includes all services provided by Council, including those that are part funded but delivered by other organisations. The term facilities, refers to all physical facilities provided or managed by Council, including open space areas.





DUBBO REGIONAL
COUNCIL

REPORT: Dubbo Neighbourhood Centre Biannual Activities Report

AUTHOR: Director Community and Recreation
REPORT DATE: 21 July 2017
TRIM REFERENCE: ID17/1264

EXECUTIVE SUMMARY

The Dubbo Neighbourhood Centre (DNC) is required to submit a biannual report on its activities as a condition of Council funding the organisation. **Appendix 1** shows the DNC report for the period 1 January 2017 to 30 June 2017.

ORGANISATIONAL VALUES

Customer Focused: The DNC provides a wide range of invaluable community services to the socially and economically disadvantaged, frail aged, children, youth, women, the socially isolated and those affected by disabilities both physical and mental. Council's funding assists the DNC to provide these services.

Integrity: The expenditure of the funding provided to the Neighbourhood Centre and the community outcomes produced by the expenditure are reported to Council and the public via public biannual reports and presentations to Council meetings.

One Team: Dubbo Regional Council and the Dubbo Neighbourhood Centre act in a partnership arrangement to provide the best possible outcomes for the residents of the Local Government area. Funding by Council assists the Neighbourhood Centre to deliver vital services which the Council itself does not the staff resources to provide.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the information contained within the report of the Director Community and Recreation, dated 21 July 2017 be noted.

Murray Wood
Director Community and Recreation

REPORT

Council provides significant funding to the Dubbo Neighbourhood Centre (DNC) to enable the organisation to function. For 2016/2017, Council provided the DNC with \$160,000 ex GST for rent and operations and \$5,000 for seniors' activities. The same amounts are allocated in the forward budget for 2017/2018. When Council determined to provide DNC with funding, a condition was imposed on the DNC to provide biannual reports of its activities to Council to enable Council to gauge the level of benefit to the community from the funding provided.

The appended report for the period 1 January 2017 to 30 June 2017 indicates that the DNC has been particularly active in providing services to the community. Of particular note in the DNC biannual activities report of the Neighbourhood Centre is planning the opening of a youth centre in the old CWA Hall in Wingewarra Street Dubbo; ongoing funding for the Safe Aboriginal Youth Night Patrol program; the success of the Winaggaay Re-engagement Support Program working with Aboriginal children who have been or are at risk of being suspended from School; and the expansion of the Vacation Care program to three centres from July 2017.

With 44,163 services provided during the six (6) months period, the Dubbo Neighbourhood Centre continues to provide vital social and community services to the community. Aboriginal Family Health (4,569 services), Women's Safety Project (5,010 services), Settlement Services (2,582 services), Orana Support Services (2,631 services) and domestic violence counselling (2,655 services) remain particularly sought after services within the community.

A representative of the Dubbo Neighbourhood Centre will be in attendance to address the report and answer any questions thereon.

Appendices:

- [1](#) Dubbo Neighbourhood Centre Biannual Activities Report 1/1/17-30/6/17



Dubbo Neighbourhood Centre Inc. 1/80 Gipps Street DUBBO NSW 2830
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Report to Dubbo Regional Council

1st January 2017 to 30th June 2017

COMMUNITY AND ADMINISTRATION SERVICES

During this six month period Dubbo Neighbourhood Centre delivered a total of approximately 44163 occasions of service. These figures are represented against the relevant services as follows:

SERVICE DELIVERY STATISTICS

<u>Service</u>	<u>Total</u>
NHC	9375
Executive Officer	3921
Operations Manager	4238
Finance	116
Settlement Services	2582
Night Patrol	57
Community Activities Program	835
Community Visitors Scheme	937
Home Modifications and Maintenance Scheme	758
Orana Support Services	2631
Child Youth and Family Service	1827
Aboriginal Family Health	4569
Women's Safety Project	5010
Winaggaayy Re-engagement Support Program	2410
Out of School Hours Care	1076
Domestic Violence Counselling	2655
Transport	1166
<u>TOTAL</u>	<u>44163</u>

The Dubbo Neighbourhood Centre Inc.

The Neighbourhood Centre hub (including management and internal support services) provides information and referral services to the community. For many people the centre is the main point of contact to get valuable information and help within Dubbo and surrounds.

Marketing the service has been a major focus for DNC during this past 6 months. The community is ever changing and we have embraced all forms of social media and print media in an attempt to reach all members of the community.

DNC has been busy planning the opening of the youth centre that will be located at the old CWA hall. DNC believe that this will be beneficial to the community as there is no youth centre / place that youths can gather during the night. DNC have been organising meetings with key stake holders and have already received some money from FaCS.

The centre remains popular with folk dropping in to use the computers, shelter from the weather or just to have a cuppa.

Our Operations Manager, Vanessa Creed has been busy doing internal audits earlier this year. We are now waiting for ISO accreditation to be finalised.

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We are also very proud of our annual calendar which has now been distributed to the community. The calendar includes reminders for a variety of events in the community and is bright, friendly and a beautiful collection of local people, places, organisations and events.

DNC continues to provide a "home" for services such as The DV Prevention Collective, WAGS's, Wambool, Seniors Group, MS Support, Combined Pensioners – just to name a few.

AGED AND DISABILITY SERVICES

Community Transport

DNC has proudly self funded a specialist community transport service. Whilst we are growing this service we continue to seek funds to ensure the financial viability of the service and is not impacting negatively on our other resources to the community. Clients represented by the community are those that are aged, have a disability, need assisted transport for medical purposes, financially disadvantaged or homeless. It is available for anyone requiring the service. DNC is pleased to have our previous much loved bus driver Paul Jackson return to us and delivering quality and caring transport with many of his clients returning to our service. In the past six months we have added in a fortnightly bus trip from Wellington, during which he picks up clients from Wellington and Geurie and brings them to Dubbo to access services and facilities. We have also added in a monthly Orange trip that gives people the chance to access services and facilities in Orange and also gives them the chance to access specialist medical appointments.

Community Activities Program

Stephen the CAP coordinator has been assisting seniors with registering on the MyAgedCare portal to ensure smooth transition into the aged care funding system. Steve has also been working side by side with Annecto, to deliver Home Care packages to clients within our region. This partnership brings more aged care packages to our city and a professional and caring approach to home care.

Stephen has been busy organising bus trips for the seniors this year. Kicking off the year with a trip to the Canowindra Balloon festival with approximately 20 clients attending. Next Stephen took the clients to Bathurst to visit the beautiful Abercrombie House, also having approximately 20 clients attend. Stephen is finishing the year off with Christmas in July mystery bus trip, "Spring-fling" bus trip to Orange in October and the Hunter Valley gardens Christmas bus trip in December.

Community Visitors Scheme

The Community Visitors Scheme (CVS) is a national program initiative funded by the Commonwealth Government, Department of Social Services. The CVS assists with the matching of one-on-one, volunteer visitors to residents of Residential Aged Care facilities in the Orana Far West and under the guidelines of clients receiving Home Care Program Packages and this year we have attended Residential Aged Care facilities to engage residents in Group Visits with activities.

The program continues to recruit and match volunteers to provide the following types of volunteer visits:

- A one on one visit by a volunteer visitor to a care recipient in an Australian Government subsidised aged care home
- A one on one visit by a volunteer to a care recipient in receipt of a Home Care Package Program
- Group visits that consists of two or more care recipients at the same time in an Australian Government subsidised aged care home.

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Currently we visit all aged care facilities in Dubbo, Wellington and Narromine which cater for approx. 500 local residents. Increasing requests from our local aged care facilities and Home Care Package Providers for CVS volunteers continue in spite of the number of funded visitors remaining unchanged. It is uncertain what will happen with the changes in Government funding and how these visits will be delivered in the new Aged Care climate.

Dubbo Home Modification and Maintenance Service

The Dubbo Home Modification Service continues to provide excellent service to the community. HMMS provides modification and maintenance work for people who are frail, aged, people with disabilities and their carers so that they may live more independently in the community and remain in their own homes longer.

The Home Modification and Maintenance Service has delivered over 758 occasions of service during this six month period. This program covers a large area of our community including the townships of Dubbo, Narromine, Wellington, Gilgandra, and the rural areas that surround those towns. Our clients have received a completed HMM services including simple maintenance jobs, numerous handrails and grab rails, ramps, a wheelchair lift, full bathrooms and kitchen modifications.

Migrant Services

The Migrant Support program has delivered 2582 occasions of service during this six month period. Immediate assistance has been delivered to clients new to our region. Nationalities assisted have been: Asian, Chinese, Egyptian and Syrian.

Issues have included: Education and Training, Pre Schools/Childcare, Employment, Social Participation, Document Help, Citizenship, help with Visas, Domestic Violence, Housing.

Accessing services such as Centrelink, Medicare (Human Services), TAFE, Legal Assistance, Migration Agents, Orana Support Service, GWS Personnel, APM (Advanced Personnel Management), Counselling Services and Employment Agencies.

Settlement services helped with International women's day celebrations and organized a refugee movie screening at the Dubbo Cultural Centre for refugee week.

COUNSELLING AND FAMILY SUPPORT SERVICES

Child, Youth and Family Service

Child, Youth & Family program is a mediation, referral and support service for children and young people aged(13-18) and/or their family, who are experiencing or at risk of experiencing conflict and disruption within the family. This service delivered 1 827 occasions of service during the six month period.

The service includes individual casework where possible and appropriate, supported referrals, family mediation to work towards restoration and /or reconciliation of the child, youth and their family and group work with other service providers. Our long time employee Christine Fernando unfortunately has left the DNC leaving a vacancy.

Aboriginal Family Wellbeing and Violence Prevention

The programs name has changed from Aboriginal Family Health Strategy to Aboriginal Family Wellbeing and Violence Prevention.

Jimmy has been busy this six month period organising the Gamagin Men's group to work together with the Women's group and develop the Community Market Garden in Macquarie Street. Jimmy has also organised Sorry Day that was held at DNC on the 26th of May, apology day that was held in March and Wambool suicide prevention meetings. Jimmy has

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worked alongside the Ministry of health to receive nicotine patches to hand out to clients that want to quit smoking for free.

In the past six months Jimmy has helped a lot of perpetrators for Domestic Violence. The perpetrators have come to Jimmy as they know they have done wrong and want to prevent the violence from happening again.

The next six months, Jimmy will continue to be busy with upcoming events including: helping to organise Rural response to Domestic Violence in Aboriginal communities course which will be run at DNC and open to the community, attending a 5 day training course on Male violence intervention and attending Identifying elder abuse in Aboriginal communities training.

Women's Safety Project

The past six months Women's Safety Project has delivered 5010 occasions of service. The project is coordinated by employee Teagan Martin which involves intensive case-work to support people affected by Domestic and Family Violence. Teagan will deliver a client centred approach to ensure her clients receive the best outcomes tailor to their individual needs. During the six month period Teagan has assisted clients to secure tenancy, get jobs, supported assistance with Centrelink, Housing NSW and general referral for specialist services. Teagan's friendly and caring nature has empowered many people to step through a difficult time and many come back to share their successes and show appreciation for her help.

Domestic Violence Counselling

The demand for this service continues to grow with the service delivering 2 655 occasions of service during the six month period. This service provides culturally sensitive counselling via face to face consultation or telephone to women who have experienced Domestic and/or family violence. We employ three part time counsellors to proactively provide the most appropriate care and compassion to our clients whilst offering choice and ultimately empowerment.

We offer Telephone counselling to regional communities including Wellington, Coonabarabran, Coonamble, Gilgandra, Nyngan and Warren.

Safe Aboriginal Youth (S.A.Y program) formerly Community Night Patrol

Operating hours are 6.00pm to 10.00pm Thursday, Friday and Saturday evenings, extending to Wednesday nights during school holidays & 7.00pm to 11.00pm during daylight saving months.

Justice Department, Safe Aboriginal Youth Night Patrol program is continuing to run successfully transporting between 400 and 650 young people every month. Our staff are linking in with many other services within the community including Soup Kitchen, Schools and various support services. The Team continues to work with the Justice Group and Dubbo Police to ensure that any issues in the community are considered. The funding has been continued for a further 12 months.

Dubbo Homelessness – Orana Support Services

DNC within our partnership with Specialist Homelessness Services, Orana Support Service, has provided 2 631 occasions of service within our centre. The Service provides a broad range of programs supporting Adults and Families who are at risk of being homeless. The support service is funded by Family and Community Services and works closely with Housing NSW and Compass Housing. We are able to offer a safe and friendly environment to these people seeking assistance.

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CHILDREN SERVICES SECTION

Winaggaayy Re-engagement Support Program

Winaggaayy (Wiradjuri translation meaning "To Know, To Think, To Understand") aims to provide intensive support for Aboriginal children aged between 5 and 12 who have been suspended or are at risk of being suspended from School. In the first six months of this year Winaggaayy has provided support to 207 children which is a 93 per cent increase from this time last year.

DNC employ three part time workers including a qualified teacher and include a voluntary indigenous worker. Early Intervention is essential for:

- Identifying and meeting each students individual needs.
- Identifying and meeting each cultural needs.
- Embedding the blueprint for successful schooling
- Improving cultural, social and educational outcomes
- Improving attendance and
- Reducing suspension rates
- It will also improve family and parenting support at home.

Outside of School Hours Care

OOSH has continued to expand the program now has Before School Care 6am -9.15am dropping the children to school. After School Care at Central DNC Building, North public, West public, South public, St Laurence's, Buninyong public and Macquarie Anglican Grammar from 2.30 - 6.00pm.

DNC employ qualified staff and have a training program in place to continue to build on our team. All centres are accredited through the Department of Education and we offer inclusion support and specialist staff. A rebate from Family Assistance Office is available for all families that qualify.

The After School Care program allows for children to be able to grow within themselves whilst learning in a play based environment. Our After School Care Program offers a weekly activities program to our students which is based on our children's interest and led by our educators.

Vacation Care

The Vacation Care program offers an inclusive environment for primary school aged children from 5 -12 years. The program is operated from 8am to 6pm during school holidays. A rebate from Family Assistance Office is available for all families that qualify.

The program is continually increasing with enrolments. DNC has opened two centres for some time now and for the July 2017 holidays will increase to three centres.

We aim to ensure that the Vacation Care program is fun and enjoyable as after all, it is the children's school holiday.

Educators for both OOSH and Vacation Care are qualified in Children's Services, which allows for quality care to be delivered throughout the program.

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REPORT: Alcohol Free Zones Wellington

AUTHOR: Director Community and Recreation
REPORT DATE: 28 July 2017
TRIM REFERENCE: ID17/1388

EXECUTIVE SUMMARY

At its meeting held in June 2017, Council resolved to proceed to establish Alcohol Free Zones in the Wellington CBD and fringe residential areas. This zone is described in detail in and in diagrammatical form in **Appendix 1**.

Alcohol Free Zones can operate for a period of four (4) years, 24 hours a day for every day of the week or for specific days and times. By Council resolution, an agreement by Council to lease a section of public area for use as a restaurant under Section 125 of the Roads Act 1993 can override the provisions of an alcohol free zone.

The proposal was advertised to the general public Wellington Times Wednesday 5 July 2017 and Wednesday 19 July 2017 and the Daily Liberal Thursday 6 July 2017 and public displays at the Dubbo and Wellington Civic Administration Buildings. All licensed premises within the proposed zones, Dubbo Police, the Anti Discrimination Board, the Western Aboriginal Legal Service and the Wellington Local Aboriginal Lands were formally advised with Council inviting submissions and comments on the proposal.

A submission was received from Mr B Coad of Wellington (attached as **Appendix 2**) suggesting the zone be extended along Lee Street past Whiteley Street to the Wellington Road bridge in Lee Street. A submission was received from the Anti Discrimination Board advising it had no objections to the proposal providing Council follows the guidelines for consultation with local Aboriginal or ethnic groups. No objections were received from Dubbo Police concerning the proposed Alcohol Free Zone. It should be noted that Dubbo Police were involved in all discussions on the zone area.

ORGANISATIONAL VALUES

Customer focused: Council is responsible for the safety and welfare of its citizens and visitors and the provision of alcohol free zones is one crime and anti-social preventative measure which Council can implement to fulfil its responsibilities.

Integrity: Council through its various strategies and plans is committed to the safety and welfare of its citizens and visitors and the implementation of alcohol free zones delivers on this commitment and partially fulfils Council's accountability.

One Team: Alcohol free zones are a partnership between Council and Police to establish and for Police to enforce. The general public and various stakeholders are consulted for comment prior to an alcohol free zone being implemented.

FINANCIAL IMPLICATIONS

The costs to implement alcohol free zones principally include advertising and signage. Other ancillary costs can be absorbed into existing budgets. \$20,000 is allocated in the 2017/2018 budget to cover the costs of introducing the zones in Wellington.

POLICY IMPLICATIONS

There are no policy implications arising from this report. The Alcohol Free Zones would be established in accordance with Sections 642 to 649 inclusive of the Local Government Act 1993 and Ministerial Guidelines issued by the then Department of Local Government in February 2009.

RECOMMENDATION

1. That the alcohol free zone to cover public roadways, footpaths and car parks as detailed in Appendices 1 and 2 of the report of the Director Community and Recreation, dated 16 May 2017 be adopted.
2. That the period of operation of the alcohol free zone in item 1 above be from 1 October 2017 to 30 September 2021 inclusive for every day of the week, 24 hours per day.
3. That the crime rates in Wellington, community concern over crime and law and order issues as detailed in this report and the low incidences of street drinking as a result of the existing alcohol free zones in the Dubbo Regional Council Local Government Area be used as reasons for the requirement of the alcohol free zone.
4. That the necessary actions in accordance with Sections 642 to 646 of the Local Government Act 1993 inclusive be undertaken to establish the proposed alcohol free zone in item 1 above.
5. That an agreement by Council to lease a section of public area for use as a restaurant under Section 125 of the Roads Act 1993 overrides the provisions of an alcohol free zone.
6. That it be noted that after consideration of a submission from Mr B Coad, the alcohol free zone shall be extended to include Lee Street past Whiteley Street to the Wellington Road bridge in Lee Street.
7. That Mr B Coad be formally advised of Council's resolution on this matter.

Murray Wood

Director Community and Recreation

BACKGROUND

At its meeting held in June 2017 Council resolved as follows:

- “1. That the proposed alcohol free zone to cover public roadways, footpaths and car parks as detailed in Appendices 1 and 2 of the report of the Director Community Services dated 16 May 2017 be adopted.
2. That the period of operation of the alcohol free zone in item 1 above be from 1 October 2017 to 30 September 2021 inclusive for every day of the week, 24 hours per day.
3. That the crime rates in Wellington, community concern over crime and law and order issues as detailed in this report and the low incidences of street drinking as a result of the existing alcohol free zones in the Dubbo Regional Council Local Government Area be used as reasons for the requirement of the alcohol free zone.
4. That the necessary actions in accordance with Sections 642 to 646 of the Local Government Act 1993 inclusive be undertaken to establish the proposed alcohol free zone in item 1 above.
5. That an agreement by Council to lease a section of public area for use as a restaurant under Section 125 of the Roads Act 1993 overrides the provisions of an alcohol free zone.”

The proposal was advertised to the general public Wellington Times Wednesday 5 July 2017 and Wednesday 19 July 2017 and the Daily Liberal Thursday 6 July 2017 and public displays at the Dubbo and Wellington Civic Administration Buildings. All licensed premises within the proposed zones, Dubbo Police, the Anti Discrimination Board, the Western Aboriginal Legal Service and the Wellington Local Aboriginal Lands were formally advised with Council inviting submissions and comments on the proposal.

REPORT

In response to the proposal’s advertisement, a submission was received from Mr B Coad of Wellington suggesting the zone be extended along Lee Street past Whiteley Street to the Wellington Road bridge in Lee Street. After consideration by Council staff it shall be a recommendation of this report that the Alcohol Free Zone be extended as Mr B Coad proposed.

A submission was received from the Anti Discrimination Board advising it had no objections to the proposal providing Council follows the guidelines for consultation with local Aboriginal or ethnic groups. Council has followed the guidelines in relation to such consultations.

No objections were received from the Dubbo Police concerning the proposed Alcohol Free Zone. It should be noted that Dubbo Police were involved in all discussions on the zone area.

Should the recommendations contained in this report be adopted by Council, steps will be initiated to order and then install the signage and, in accordance with Section 644B (3) of the Local Government Act 1993, advise the community and local businesses of the commencement of the alcohol free zones by an advertisement in the local newspaper and the issue of media releases. Formal letters will be forwarded to Local Police, the Anti Discrimination Board and Mr B Coad advising of Council's resolution.

Appendices:

- 1 [↓](#) Wellington Alcohol Free zones revised map and locations July 2017
- 2 [↓](#) Public Submission Form - Alcohol Free Zone Wellington - Brendan Coad

PROPOSED ALCOHOL FREE ZONES

Zone 8 - Wellington



Document Path: N:\Conversion\Map\Archive\AlcoholFreeZones.mxd

Proposed Wellington Alcohol Free Zone

All the public roads, footpaths and public car parks in the following designated areas:-

The public car park bounded by Percy, Maughan, Arthur and Swift streets

Lee Street from its southern intersection with the Lee Street road bridge to its northern intersection with Warne Street

Nanima Crescent from its southern intersection with Warne Street to its northern intersection with Percy Street

Showground Road (Renshaw – McGirr Way) from its eastern intersection with the bridge across the Bell River to its western intersection with Nanima Crescent

Percy Street from its southern intersection with Maughan Street to its southern intersection with Maxwell Street

Maxwell Street from its eastern intersection with Percy Street to its eastern intersection with Simpson Street

Maughan Street from its western intersection with Nanima Crescent to its northern intersection with Rygate Street

New Street from its eastern intersection with Arthur Street to its eastern intersection with Rygate Street

Rygate Street from its western intersection with Maughan Street to its northern intersection with Simpson Street

Simpson Street from its northern intersection with Rygate Street to its southern intersection with Maxwell Street

Arthur Street from its southern intersection with Maughan Street to its northern intersection with Maxwell Street

Arthur Street from its northern intersection with Maughan Street to its southern intersection with Warne Street

Swift Street from its eastern boundary to its eastern intersection with Arthur Street

Swift Street from its western intersection with Arthur Street to its eastern intersection with Percy Street

Bank Street from its eastern intersection with Percy Street to its western intersection with Arthur Street

Warne Street from its eastern intersection with Raymond Street to its western intersection with Percy Street

Warne Street from its eastern intersection with Percy Street to its western intersection with the railway line

Percy Street from its southern intersection with Gisborne Street to its southern intersection with Naniwa Crescent

Gisborne Street from its eastern intersection with Raymond Street to its western intersection with Lee Street

Gisborne Street from its eastern intersection with Lee Street to its western intersection with Percy Street

PUBLIC SUBMISSION FORM



DUBBO REGIONAL COUNCIL


Submission Alcohol Free Zone Wellington Date 18 July 17

Name Brendan Coad Phone 0437-406-061

Address 43 Lee St Wellington

need to extend the free zone from the river bridge on Lee St Mitchell Hwy due to kids roaming around with Alcohol in their hands and being abusive.

In accordance with the Personal Information Protection Act 1998, written submissions received by Council containing personal information may be made public when the matter goes before the Council for determination, as it may be included in the Council Business Papers. Persons have the right to remain anonymous if they so chose by refraining from submitting the personal information, however, the submission may be given less weight in the overall assessment and determination process.

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