



AGENDA

EXTRAORDINARY COUNCIL MEETING

9 OCTOBER 2017

MEMBERSHIP:

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

The meeting is scheduled to commence at 5.30pm.

PRAYER:

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

ACKNOWLEDGEMENT OF COUNTRY:

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

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CCL17/141 LEAVE OF ABSENCE (ID17/1741)

CCL17/142 PUBLIC FORUM (ID17/1742)

REPORTS FROM STAFF:

CCL17/143 FORMATION OF STANDING COMMITTEES, OTHER COMMITTEES, WORKING PARTIES AND OTHER GROUPS (ID17/1739)

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The Council had before it the report dated 3 October 2017 from the General Manager regarding Formation of Standing Committees, Other Committees, Working Parties and Other Groups.



REPORT: Formation of Standing Committees, Other Committees, Working Parties and Other Groups

AUTHOR: General Manager
REPORT DATE: 3 October 2017
TRIM REFERENCE: ID17/1739

EXECUTIVE SUMMARY

At Council's Extraordinary meeting held 28 September 2017, Council considered the formation of Standing Committees, Other Committees, Working Parties and Other Groups. It was resolved to defer the formation and determination of composition of these Committees pending the conducting of a Councillor workshop to further explore options available to Council. This workshop was conducted on Friday 29 September 2017 with the proposals from such workshop being reflected within this report.

ORGANISATIONAL VALUES

Customer Focused: Committee memberships include Councillors and people representing interested parties on each of the other Committees, Working Parties and Other Groups. The Committees ensure that the interests of these groups are considered by Council.

Integrity: Committees generally report to an open meeting of Council for transparency whereby community members may consult with Councillors in their decision making process.

One Team: Councillors are represented in all Council Committees together with community representatives and staff in many cases. This allows items to be discussed with a thorough representation of those involved.

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 three (3) Standing Committees as detailed in the report of the General Manager dated 3 October 2017 be formed for a twelve (12) month period with a workshop of Councillors to be held in August 2018 to review the role of Council's Standing Committees with an outcomes report being referred to Council for consideration at its September 2018 meeting with a view to the formation of Standing Committees being effective October 2018 for the remainder of the Council**

- term.
2. That membership of Council's Standing Committees for the period ending September 2018 be as detailed in the report of the General Manager dated 3 October 2017.
 3. That the various Other Committees, Working Parties and Other Groups as detailed in the report of the General Manager dated 3 October 2017 be formed for a twelve (12) month period and that a workshop of Councillors be convened in August 2018 to review the role of Council's Other Committees, Working Parties and Other Groups with an outcomes report being referred to Council for consideration at its September 2018 meeting with a view to the formation of Other Committees, Working Parties and Other Groups being effective October 2018 for the remainder of the Council term.
 4. That membership of the various Other Committees, Working Parties and Other Groups of Council for the period ending September 2018 be as detailed in the report of the General Manager dated 3 October 2017.
 5. That Council's representation to other organisations for the period ending September 2018 be as detailed in the report of the General Manager dated 3 October 2017 and that such representation also be reviewed after 12 months.
 6. That the Chairperson of each of the Standing Committees be determined as the first item of business of the first meeting of each of the Standing Committees and at the initial meeting of other Committees, Working Parties and Other Groups at the discretion of the Mayor.
 7. That it be Council's practice that members of the public who have an interest in matters before the Other Committee, Working Party or Other Group, at the discretion of the Committee, Working Party or Other Group, may attend and address the Committee, Working Party or Other Group but shall not be permitted to remain in the meeting while the item is considered/determined.
 8. That the Ordinary meetings of Council be held at 5.30pm on the dates and locations as detailed in the report of the General Manager dated 3 October 2017.
 9. That the Standing Committee meetings of Council be held at the times and dates as detailed in the report of the General Manager dated 3 October 2017.
 10. That the 2019 Extraordinary meeting of Council to conduct the election of the Mayor be held at 5.30pm on the second Thursday in September, being 12 September 2019.
 11. That following a public expression of interest process conducted by the Orana Region Of Councils on behalf of Dubbo Regional Council and the other member councils, the panel of appointments to Council's Conduct Review Committee be O'Connell Workplace Relations, Wise Workplace, Nemesis Consultancy Group, Tress Cox Lawyers, Mediate Today, Centium, Sinc Solutions, Russell Kennedy Pty Ltd, Quadrant Management Systems Pty Ltd, PKF Forensic and Risk Services, MSM Loss Management, Australian Work Place Training and Investigation and O'Connor Marsden and Associates.
 12. That a workshop of Councillors be conducted to determine the composition of the Economic Development Advisory Committee and the Tourism, Business and Visitor Experiences Committee.

Mark Riley
General Manager

REPORT

As a result of the Councillor Workshop conducted 29 September 2017, it was proposed that Council form three (3) standing committees for a twelve (12) month term ending 30 September 2017 as follows:

(a) Planning, Development and Environment Committee

To give consideration to and make recommendations to Council in relation to the following matters:

Planning and Environment	Environmental Control Building and Development Services Strategic Planning Services
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comprising the Mayor and nine (9) Councillors with a quorum of four (4) members.

(b) Infrastructure, Community and Recreation Committee

To give consideration to and make recommendations to Council in relation to the following matters:

Community and Recreation	Operations Recreation and Open Space Social Services Western Plains Cultural Services Dubbo Regional Theatre and Convention Centre Macquarie Regional Library
Infrastructure and Operations	Infrastructure Delivery Infrastructure Strategy Water Supply and Sewerage Fleet Services Transport and Emergency Solid Waste

comprising the Mayor and nine (9) Councillors with a quorum of four (4) members.

(c) Economic Development, Business and Corporate Committee

To give consideration to and make recommendations to Council in relation to the following matters:

Economic Development and Business	Property Assets Airport Operations Saleyards and Showgrounds Visitor Experiences and Services Economic Development Communications and Stakeholder Engagement
Corporate Services	Financial Operations Governance and Risk People, Culture and Safety Information Services Customer Service Centres

comprising the Mayor and nine (9) Councillors with a quorum of four (4) members.

Following discussions amongst Councillors on 29 September 2017 it was proposed to conduct a workshop of Councillors in August 2018 to review the role of Council's Standing Committees with an outcomes report being referred to Council for consideration at its September 2018 meeting with a view to the formation of Standing Committees being effective October 2018 for the remainder of the Council term.

With regard to Council's Other Committees, Working Parties and Other Groups, it was also proposed to form these for a twelve (12) month term. At the conclusion of the twelve (12) month term, it was proposed to also review the role of Council's Other Committees, Working Parties and Other Groups in conjunction with the review of Council's Standing Committees.

The composition of such Other Committees, Working Parties and Other Groups for the twelve (12) month term was proposed to be as follows:

Saleyards Advisory Committee

To consider and make recommendations to the Economic Development, Business and Corporate Committee on policy matters affecting the Saleyards.

Comprising the Mayor, four (4) Councillors, being Councillors J Diffey, V Etheridge, D Grant and S Lawrence, the General Manager, the Director Economic Development and Business, the Manager Saleyards and Showground, two (2) representatives nominated by Dubbo Stock and Station Agents Pty Ltd, one (1) representative nominated by buyers, one (1) representative nominated by carriers, one (1) representative nominated by sheep producers, one (1) representative nominated by cattle producers and Mr Roger Fletcher.

Dubbo Showground Advisory Committee

To consider and make recommendations to the Economic Development, Business and Corporate Committee on policy matters affecting the Dubbo Showground.

Comprising the Mayor, two (2) Councillors, being Councillors V Etheridge and J Ryan , the General Manager, the Director Economic Development and Business, the Manager Saleyards and Showground, two (2) representatives of the Dubbo Show Society Inc, one (1) representative nominated by the Dubbo Harness Racing Club, one (1) representative nominated by the Orana Equestrian Club, one (1) representative nominated by the Livestock industry, one (1) representative nominated by the Horse industry and two (2) representatives of the Dubbo community.

Audit and Risk Management Committee

That Council's representatives to the Audit and Risk Committee be the Mayor and Councillor A Jones noting that Messrs. Walkom, Fletcher and Bassett have been appointed to the Committee for a 12 month period ending 30 September 2018, pending review during this period.

Local Traffic Committee

To make recommendations to the Infrastructure, Community and Recreation Committee on matters pertaining to traffic regulation and control within Council's area as a result of delegated authority by the Roads and Maritime Service of NSW.

Comprising one (1) Councillor (Chairman) being Councillor G Mohr with Councillor V Etheridge as an alternate, plus one (1) representative from each of the Roads and Maritime Service and the Dubbo Police Traffic Branch and the State Member for Dubbo or his/her nominee.

Floodplain Management Committee

To give advice and/or make recommendations on flood matters which may affect land or buildings the subject of a rezoning application, development application or construction certificate application.

Comprising the Mayor, two (2) Councillors being Councillors J Diffey and G Mohr, the General Manager or his nominee, the Director Infrastructure and Operations or his/her nominee, the Director Planning and Environment or his/her nominee, the Local Controller State Emergency Services or his/her nominee and District Manager, Department of Environment and Climate Change or his/her nominee.

Geographical Names Ad Hoc Committee

To review and determine, where necessary, all names to be given to suburbs, roads, streets and other geographical features within the Local Government Area.

Comprising the Mayor, three (3) Councillors, being Councillors D Gumley, S Lawrence and J Ryan, the General Manager, the Director Corporate Services, the Director Infrastructure and Operations, the Director Planning and Environment, the Land Information Services and E-Services Coordinator and the Director Community and Recreation or their nominee and one (1) representative from the Aboriginal Community.

Dubbo Regional Council Conduct Committee

To enquire into any alleged breaches of Council's Code of Conduct.

Following a public expression of interest process conducted by the Orana Region Of Councils on behalf of Dubbo Regional Council and the other member councils, the panel of appointments to Council's Conduct Review Committee be O'Connell Workplace Relations, Wise Workplace, Nemesis Consultancy Group, Tress Cox Lawyers, Mediate Today, Centium, Sinc Solutions, Russell Kennedy Pty Ltd, Quadrant Management Systems Pty Ltd, PKF Forensic and Risk Services, MSM Loss Management, Australian Work Place Training and Investigation and O'Connor Marsden and Associates.

Dubbo Community Awards and Events Committee

Comprising the Mayor or his/her nominee and five community representatives to assist in the conducting of Civic events in Dubbo where required and to select recipients of awards including, but not limited to:

- Australia Day Awards
- Dubbo Day Awards
- Senior Citizen Award

Wellington Community Awards and Events Committee

Comprising the Mayor or his/her nominee and five community representatives to assist in the conducting of Civic events in Wellington where required and to select recipients of awards including, but not limited to:

- Australia Day Awards
- Wellington Community Service Awards
- Senior Citizen Award

Rainbow Cottage Child Care Centre Committee

To provide advice to the Director Community and Recreation on the management of the Rainbow Cottage Child Care Centre.

Comprising one (1) Councillor being Councillor V Etheridge, and twelve (12) parent representatives.

Sister Cities Advisory Committee

To provide advice to the Director Community and Recreation on Sister City matters and to foster national and international relationships between Dubbo, Wellington and other Cities to promote understanding and friendship; to promote peace and goodwill through mutual respect; to appreciate different cultures, customs and traditions through visitor exchange programmes; to foster economic development, tourism and trade relations and to participate in sporting, artistic and educational programmes.

Comprising the Mayor, four (4) Councillors being Councillors J Diffey, V Etheridge, A Jones and G Mohr, the Director Community and Recreation or his/her nominee, six (6) Community representatives and a representative from Charles Sturt University.

Aquatic Leisure Centres Working Party

To provide advice to the Director Community and Recreation on the management of the Dubbo Aquatic Leisure Centre and Wellington and Geurie Pools.

Comprising the Mayor, two (2) Councillors being Councillors D Grant and D Gumley, the General Manager, the Director Community and Recreation, the Director Infrastructure and Operations or nominee, Director Corporate Services, the Dubbo Aquatic Leisure Centre Pool Manager and one (1) representative each from the registered swimming clubs at the Dubbo, Wellington and Geurie facilities.

Rural Consultative Working Party

Comprising the Mayor, four (4) Councillors being Councillors J Diffey, V Etheridge, A Jones and G Mohr, one (1) resident (+ 1 alternative) from each of the following villages/areas:

Ballimore	Wongarbon
Toongi	Rawsonville
Eumungerie	Brocklehurst
Euchareena	Mumbil
Elong Elong	Geurie
North Yeoval	Stuart Town

Plus two (2) persons to represent Rural Residents and with a quorum of four (4) members.

Economic Development Advisory Committee

To provide advice to the Director Economic Development and Business on Economic Development matters affecting the Dubbo Regional Council local government area.

Composition of this committee is to be determined following a workshop conducted with Councillors regarding such composition.

Heavy Vehicle Access Advisory Group (HVAAG)

- To take a strategic approach to heavy vehicle access issues within the Dubbo Regional Council Local Government area focusing on investment, growth, jobs and economic efficiency.
- To identify for Council any existing constraints to truck operations within the Dubbo Regional Council Local Government area.
- To suggest ways that existing constraints may be overcome, and to act as a sounding board for Council on proposals developed by Council to overcome such constraints.
- To assist Council to source external funding to overcome constraints or implement other components of Council's Heavy Vehicle Access Strategy.

Comprising one (1) Councillor being Councillor V Etheridge, three (3) representatives from Dubbo Regional Council (the Director Infrastructure and Operations, the Manager Infrastructure Strategy and the Senior Traffic Engineer), one (1) representative each from NatRoad, Regional Development Australia – Orana and Dubbo City Development Corporation, three (3) industry representatives, two (2) representatives from Trade and Investment NSW and three (3) representatives from Roads and Maritime Service.

Airport/Airstrip Working Party

To consider and make recommendations to the Economic Development, Business and Corporate Committee on policy matters affecting the Dubbo City Regional Airport and the Bodangora Airstrip.

Comprising the Mayor, four (4) Councillors being Councillors D Gumley, S Lawrence, G Mohr and J Ryan, the General Manager, the Director Economic Development and Business, the Airport Operations Manager and a representative of each other Division.

Cultural Facilities Committee

To provide advice to the Director Community and Recreation on issues affecting Council's Cultural Facilities including the Western Plains Cultural Centre, Dubbo Regional Theatre and Convention Centre and Wellington Civic Centre.

Comprising the Mayor and three (3) Councillors being Councillors A Jones, S Lawrence and J Ryan, the Director Community and Recreation, the Director Corporate Services, the Manager Western Plains Cultural Centre, the Manager Dubbo Regional Theatre and Convention Centre, the Wellington Civic Centre Contract Manager, one (1) representative from Orana ARTS, one (1) representative from Dubbo Artz, one (1) representative from Wellington Artz, one (1) representative from Friends of Dubbo Regional Gallery, and two (2) Community Representative positions.

Victoria Park Redevelopment Advisory Committee

That Council's representatives to the Victoria Park Redevelopment Advisory Committee be the Mayor and Councillors V Etheridge and D Gumley noting that Council at its August 2017 meeting resolved the membership of such committee in full.

Tourism, Business and Visitor Experiences Committee

To provide advice to the Director Economic Development and Business on issues affecting the Wellington Caves, Council's Caravan Parks and Old Dubbo Gaol including but not limited to matters such as marketing/promotions and asset management.

Composition of this committee is to be determined following a workshop conducted with Councillors to determine the proposed composition.

With regard to the Chairperson of these Committees it is proposed that the Chairperson of each of the Standing Committees be determined as the first item of business of the first meeting of each of the Standing Committees and at the initial meeting of Other Committees, Working Parties and Other Groups at the discretion of the Mayor.

It is also proposed that it be Council's practice that members of the public who have an interest in matters before the Committee, Working Party and Other Groups, at the discretion of the Committee, Working Party and Other Groups, may attend and address the Committee, Working Party, and Other Groups but shall not be permitted to remain in the meeting while the item is considered/determined.

Council is also required to determine its representation to other organisations. It was proposed that Council's representatives to these organisations be as follows with a review occurring after a 12 month term:

Macquarie Regional Library Committee – Mayor and Councillor A Jones

Dubbo and District Police and Citizens Youth Club – Councillor S Lawrence or Manager Social Services

RMS Regional Consultative Committee – Councillor G Mohr

Dubbo Aboriginal Community Working Party – One (1) Councillor being the Mayor with Councillor S Lawrence as an alternate

Rural Fire Services – Service Level Agreement Liaison Committee – Councillor A Jones

Dubbo Health Council – Councillor V Etheridge

Dubbo Zirconia Project Community Consultation Committee – Councillor K Parker

Regional Rail Action NSW – Councillor G Mohr

Lachlan Regional Transport Committee – Councillor G Mohr with Councillor V Etheridge as an alternate

Dubbo Neighbourhood Centre – Councillor D Grant

With regard to the Zoological Parks Board, the former Dubbo City Council has previously nominated two (2) representatives to the Minister for the Environment from amongst Councillors or the community to sit on the Zoological Park Board. Council has been advised that former Councillor, Mr John Walkom, has been appointed to the Board by the Minister with his term expiring 31 December 2018. The Board will contact Council as Mr Walkom's term nears conclusion requesting nominations for the Board.

In determining the dates and locations for the Ordinary Council meetings over the ensuing period, it was proposed that the Ordinary meeting of Council be held at 5.30pm on the dates and locations as follows:

Monday 23 October 2017, Dubbo Civic Administration Building
Monday 27 November 2017, Dubbo Civic Administration Building
Monday 18 December 2017, Dubbo Civic Administration Building (Due to Christmas)
No meeting in January 2018
Monday 26 February 2018, Dubbo Civic Administration Building
Tuesday 26 March 2018, Wellington Administration Building
Tuesday 23 April 2018, Dubbo Civic Administration Building
Monday 28 May 2018, Dubbo Civic Administration Building
Monday 25 June 2018, Dubbo Civic Administration Building
Monday 23 July 2018, Wellington Administration Building
Monday 27 August 2018, Dubbo Civic Administration Building
Monday 24 September 2018, Dubbo Civic Administration Building

The dates and times of meetings of Standing Committees are proposed to be as follows:

- (a) Planning, Development and Environment Committee on the Monday preceding the week of the Ordinary Council meeting at 5.30pm, as required;
- (b) Infrastructure, Community and Recreation Committee on the Monday preceding the week of the Ordinary Council meeting commencing immediately following the completion of the Planning, Development and Environment Committee noting that if there is no requirement to conduct a Planning, Development and Environment Committee it will be scheduled for 5.30pm on that day;
- (c) Economic Development, Business and Corporate Committee on the Monday preceding the week of the Ordinary Council meeting immediately following the completion of the Infrastructure, Community and Recreation Committee;
- (d) Local Traffic Committee on the second Friday commencing at 10.00am preceding the meeting of the Infrastructure, Community and Recreation Committee (Note: this Committee is a requirement under the Roads and Maritime Services Delegation to Councils for the Regulation of Traffic to enable Council to exercise its delegated functions. There is only one Council representative on this committee which is yet to be determined.

It is also proposed that the 2019 Extraordinary meeting of Council to conduct the election of Mayor be held at 5.30pm on the second Thursday in September, being 12 September 2019.