

AGENDA

ORDINARY COUNCIL MEETING

24 AUGUST 2016

MEMBERSHIP:
Mr M Kneipp (Administrator).

The meeting is scheduled to commence at 5.30pm.

Page

LOCAL GOVERNMENT PRAYER:

May the words of our mouths and the meditation of our hearts be acceptable in thy sight, O Lord Amen

ACKNOWLEDGEMENT OF COUNTRY:

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

CCL16/133 APOLOGIES

CCL16/134 DECLARATION OF INTERESTS

CCL16/135 CONFIRMATION OF ORDER OF BUSINESS

CCL16/136 CONFIRMATION OF MINUTES (ID16/1501)

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

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CCL16/137 PUBLIC ACCESS SESSION

INTERIM GENERAL MANAGER REPORTS:

CCL16/138 PROGRESS OF AMALGAMATION PROJECTS (ID16/1510)

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

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ORGANISATIONAL / CORPORATE SERVICES REPORTS:

- CCL16/139 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT (ID16/1490)** 31
The Council had before it the report dated 8 August 2016 from the Director Organisational Services regarding Investments Under Section 625 of the Local Government Act.
- CCL16/140 DRAFT COUNCIL POLICY - LOCAL PURCHASING POLICY (ID16/1491)** 35
The Council had before it the report dated 9 August 2016 from the Manager Governance and Risk Services regarding Draft Council Policy - Local Purchasing Policy.

TECHNICAL SERVICES REPORTS:

- CCL16/141 APPOINTMENT OF DUBBO STATE EMERGENCY SERVICE UNIT LOCAL CONTROLLER (ID16/1493)** 40
The Council had before it the report dated 9 August 2016 from the Director Technical Services regarding Appointment of Dubbo State Emergency Service Unit Local Controller.
- CCL16/142 ANNUAL PLANT REPORT 2016 (ID16/1066)** 42
The Council had before it the report dated 8 August 2016 from the Manager Fleet Management Services regarding Annual Plant Report 2016.
- CCL16/143 PROPOSED TRANSFER OF CROWN LAND AT THE WHYLANDRA WASTE AND RECYCLING CENTRE TO COUNCIL OWNERSHIP (ID16/1507)** 67
The Council had before it the report dated 11 August 2016 from the Manager Civil Infrastructure and Solid Waste regarding Proposed Transfer of Crown Land at the Whylandra Waste and Recycling Centre to Council Ownership.
- CCL16/144 DUBBO STAMPEDE RUNNING FESTIVAL 2016 - TEMPORARY ROAD CLOSURE OBLEY ROAD (ID16/1495)** 72
The Council had before it the report dated 9 August 2016 from the Manager Technical Support regarding Dubbo Stampede Running Festival 2016 - Temporary Road Closure Obley Road.

ENVIRONMENTAL SERVICES REPORTS:

- CCL16/145 BUILDING SUMMARY - JULY 2016 (ID16/1509)** 105
The Council had before it the report dated 12 August 2016 from the Director Environmental Services regarding Building Summary - July 2016.
- CCL16/146 PLANNING PROPOSAL - EXISTING HOLDING PROVISIONS FOR DWELLING HOUSES ON LAND ZONED RU1 PRIMARY PRODUCTION - WELLINGTON LOCAL ENVIRONMENTAL PLAN, 2012 (AMENDMENT 3) (ID16/1482)** 112
The Council had before it the report dated 12 August 2016 from the Manager City Strategy Services regarding Planning Proposal - Existing Holding Provisions for Dwelling Houses on Land zoned RU1 Primary Production - Wellington Local Environmental Plan, 2012 (Amendment 3).
- CCL16/147 PLANNING PROPOSAL TO REDUCE THE MINIMUM LOT SIZE IN THE RU1 PRIMARY PRODUCTION ZONE - WELLINGTON LOCAL ENVIRONMENTAL PLAN, 2012 (AMENDMENT 6) (ID16/1477)** 132
The Council had before it the report dated 12 August 2016 from the Manager City Strategy Services regarding Planning Proposal to Reduce the Minimum Lot Size in the RU1 Primary Production Zone - Wellington Local Environmental Plan, 2012 (Amendment 6).
- CCL16/148 PROPOSED RECLASSIFICATION OF LOT 27 DP 837818, SILKWOOD CLOSE, DUBBO (ID16/1504)** 163
The Council had before it the report dated 12 August 2016 from the Manager City Strategy Services regarding Proposed Reclassification of Lot 27 DP 837818, Silkwood Close, Dubbo.
- CCL16/149 DRAFT CONTAMINATED LAND POLICY - RESULTS OF PUBLIC EXHIBITION PROCESS (ID16/1485)** 176
The Council had before it the report dated 12 August 2016 from the Manager Environmental Control regarding Draft Contaminated Land Policy - Results of Public Exhibition Process.

PARKS AND LANDCARE REPORTS:

- CCL16/150 ADJUSTMENTS TO PARKS AND LANDCARE SERVICES REVENUE POLICY (ID16/1124)** 191
The Council had before it the report dated 26 July 2016 from the Manager Recreation Planning and Programs regarding Adjustments to Parks and Landcare Services Revenue Policy.
- CCL16/151 PROPOSED CHANGE TO LANE ALLOCATION POLICY - DUBBO AQUATIC LEISURE CENTRE (ID16/1353)** 198
The Council had before it the report dated 3 August 2016 from the Manager Recreation Planning and Programs regarding Proposed Change to Lane Allocation Policy - Dubbo Aquatic Leisure Centre.
- CCL16/152 PROPOSED CHANGE TO BUSINESS PLAN AND MANAGEMENT CONTRACT - DUBBO AQUATIC LEISURE CENTRE - OPENING HOURS (ID16/1486)** 202
The Council had before it the report dated 8 August 2016 from the Manager Recreation Planning and Programs regarding Proposed Change to Business Plan and Management Contract - Dubbo Aquatic Leisure Centre - Opening Hours.

COMMUNITY SERVICES REPORTS:

- CCL16/153 2016 LOCAL GOVERNMENT NSW YOUTH WEEK AWARDS (ID16/1494)** 208
The Council had before it the report dated 9 August 2016 from the Director Community Services regarding 2016 Local Government NSW Youth Week Awards .

CORPORATE DEVELOPMENT REPORTS:

- CCL16/154 DUBBO REGIONAL LIVESTOCK MARKETS - ANIMAL WELFARE AWARD (ID16/1483)** 210
The Council had before it the report dated 2 August 2016 from the Director Corporate Development regarding Dubbo Regional Livestock Markets - Animal Welfare Award.

CCL16/155	DUBBO REGIONAL LIVESTOCK MARKETS SIGNAGE AGREEMENT - MEDIAWIZ (ID16/835)	214
	The Council had before it the report dated 10 August 2016 from the Project Officer regarding Dubbo Regional Livestock Markets Signage Agreement - Mediawiz.	
CCL16/156	CREATION OF EASEMENT FOR ELECTRICITY ON COUNCIL OWNED LOT 14 DP 730849 PEGASUS PLACE (ID16/1487)	217
	The Council had before it the report dated 4 August 2016 from the Manager Commercial Facilities regarding Creation of Easement for electricity on Council owned Lot 14 DP 730849 Pegasus Place.	
CCL16/157	DRAFT 2016/2017 LGA ECONOMIC DEVELOPMENT ACTION PLAN (ID16/1508)	222
	The Council had before it the report dated 11 August 2016 from the Manager City Development and Communications regarding Draft 2016/2017 LGA Economic Development Action Plan.	
 WELLINGTON BRANCH REPORTS:		
CCL16/158	SPRINGFEST 2016 – REQUEST FOR APPROVAL TO CONDUCT ROAD CYCLE EVENT – SATURDAY 24 SEPTEMBER 2016 (ID16/1496)	252
	The Council had before it the report dated 9 August 2016 from the Director Wellington Branch regarding Springfest 2016 – Request for approval to conduct Road Cycle Event – Saturday 24 September 2016.	
CCL16/159	SPRINGFEST 2016 – REQUEST FOR APPROVAL TO HOLD STREET PARADE – SATURDAY 24 SEPTEMBER 2016 (ID16/1497)	303
	The Council had before it the report dated 9 August 2016 from the Director Wellington Branch regarding Springfest 2016 – Request for approval to hold Street Parade – Saturday 24 September 2016.	
CCL16/160	TARWONG LANE MARYVALE – REQUEST FOR CREATION OF A 60KPH ZONE FOR THE FULL LENGTH OF THE LANE (ID16/1498)	322
	The Council had before it the report dated 9 August 2016 from the Director Wellington Branch regarding Tarwong Lane Maryvale – Request for Creation of a 60kph Zone for the Full Length of the Lane.	

- CCL16/161 WELLINGTON PRIMARY SCHOOL – REQUEST FOR THE CREATION OF A NO PARKING SCHOOL ZONE (ID16/1499)** 326
- The Council had before it the report dated 9 August 2016 from the Director Wellington Branch regarding Wellington Primary School – Request for the Creation of a No Parking School Zone.

- CCL16/162 BLACK WATTLE FAIR – 2 OCTOBER 2016 – REQUEST FOR ROAD CLOSURE AT BURRENDONG WAY, MUMBIL (ID16/1500)** 340
- The Council had before it the report dated 9 August 2016 from the Director Wellington Branch regarding Black Wattle Fair – 2 October 2016 – Request for Road Closure at Burrendong Way, Mumbil.

ADMINISTRATOR MINUTES:

- CCL16/163 ADMINISTRATOR APPOINTMENTS (ID16/1317)** 351
- The Council had before it the Administrator Minute dated 12 August 2016 regarding Administrator Appointments.

- CCL16/164 OUTCOME OF COMMUNITY CONSULTATION REGARDING THE NAME WESTERN PLAINS REGIONAL COUNCIL (ID16/1492)** 356
- The Council had before it the Administrator Minute dated 11 August 2016 regarding Outcome of Community Consultation Regarding the Name Western Plains Regional Council.

- CCL16/165 QUESTIONS WITHOUT NOTICE**

CONFIDENTIAL MATTERS:

- CCL16/166 TENDER FOR THE REPLACEMENT OF PLANT 166, A DUAL CONTROL SUCTION SWEEPER (ID16/1344)**
- The Council had before it the report dated 22 July 2016 from the Manager Fleet Management Services regarding Tender for the Replacement of Plant 166, a Dual Control Suction Sweeper.

In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

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

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

In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

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

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

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

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

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

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)).

CCL16/170 REPORT AND ADOPTION OF CONFIDENTIAL COMMITTEE

Confirmation of Minutes

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

RECOMMENDATION

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

Appendices:

- 1 Ordinary Council Meeting - 27/07/2016 - Minutes
- 2 Confidential Ordinary Meeting of Council - 27/07/2016 - Minutes

**WESTERN
PLAINS
REGIONAL
COUNCIL**

Incorporating the former
Dubbo City & Wellington councils

REPORT ORDINARY COUNCIL MEETING 27 JULY 2016

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The Interim General Manager (D Dwyer), the Director Organisational Services, the Manager Governance and Risk, the Director Corporate Development (N Comber), the City Promotions and Events Supervisor, the Corporate Communications Supervisor, the Director Technical Services, the Manager Technical Support, the Manager Civil Infrastructure and Solid Waste, the Director Environmental Services, the Manager Building and Development Services, the Manager City Strategy Services, the Director Parks and Landcare Services, the Director Wellington Branch, the Executive Assistant – Director Corporate Services and the Transition Project Leader.

Mr M Kneipp assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.30pm with a prayer for Divine Guidance to the Council in its deliberations and activities. The acknowledgement of country was also read by the Administrator, Mr Kneipp.

CCL16/98 APOLOGIES

There were no requests for leave of absence recorded.

CCL16/99 DECLARATION OF INTERESTS

There were no declaration of interests recorded.

CCL16/100 CONFIRMATION OF ORDER OF BUSINESS

Moved by Mr M Kneipp

MOTION

That the confirmation of order of business for the Ordinary Council meeting held 27 July 2016 be adopted.

CARRIED

CCL16/101 CONFIRMATION OF MINUTES (ID16/1310)

Confirmation of the minutes of the proceedings of the Western Plains Regional Council Ordinary Council meeting held on 22 June 2016 and the Extraordinary Council Meeting held on 29 June 2016.

Moved by Mr M Kneipp

MOTION

That the minutes of the proceedings of the Western Plains Regional Council at the Ordinary Council meeting held on 22 June 2016 comprising pages 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28 and 29 and the Extraordinary Council meeting held on 29 June 2016 comprising pages 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46 and 47 of the series be taken as read, confirmed as correct minutes and signed by the Administrator and the Interim General Manager.

CARRIED

CCL16/102 PUBLIC ACCESS SESSION

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

- Mr Steve Guy regarding item CCL16/114 Southlakes Development Control Plan 1.

ORGANISATIONAL / CORPORATE SERVICES REPORTS:**CCL16/103 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT (ID16/1311)**

The Council had before it the report dated 11 July 2016 from the Director Organisational Services regarding Investments Under Section 625 of the Local Government Act.

Moved by Mr M Kneipp

MOTION

That the information contained within the report of the Director Organisational Services dated 11 July 2016 be noted.

CARRIED

CCL16/104 INVESTMENT POLICY AND STRATEGY REVIEW (ID16/1326)

The Council had before it the report dated 14 July 2016 from the Manager Financial Accounting Services regarding Investment Policy and Strategy Review.

Moved by Mr M Kneipp

MOTION

1. That the draft Investment Policy July 2016 and the draft Investment Strategy July 2016 be adopted.
2. That Council's Investment Policy and Investment Strategy be again reviewed and submitted to Council for determination via Council's Finance and Policy Committee in December 2016.

CARRIED

CCL16/105 PAYMENT OF EXPENSES AND PROVISION OF FACILITIES FOR THE ADMINISTRATOR (ID16/1214)

The Council had before it the report dated 13 July 2016 from the Manager Governance and Risk Services regarding Payment of Expenses and Provision of Facilities for the Administrator.

Moved by Mr M Kneipp

MOTION

That the policy for the Payment of Expenses and Provision of Facilities to the Administrator attached to the report of the Manager Governance and Risk Services dated 13 July 2016 as Appendix 1 be adopted.

CARRIED

CCL16/106 CODE OF MEETING PRACTICE (ID16/1215)

The Council had before it the report dated 18 July 2016 from the Manager Governance and Risk Services regarding Code of Meeting Practice.

Moved by Mr M Kneipp

MOTION

That the Code of Meeting Practice and Meeting Procedures as appended to the report of the Manager Governance and Risk Services dated 18 July 2016 be adopted, subject to the Code of Meeting Practice commencing in September 2016.

CARRIED

CCL16/107 ANNUAL RISK MANAGEMENT PROGRAM AND INSURANCE MATTERS (ID16/1324)

The Council had before it the report dated 14 July 2016 from the Manager Governance and Risk Services regarding Annual Risk Management Program and Insurance Matters.

Moved by Mr M Kneipp

MOTION

That the Risk Management Program review and the classes of insurance acquired for 2016/2017 be noted.

CARRIED

CCL16/108 DRAFT PRIVACY MANAGEMENT PLAN (ID16/1306)

The Council had before it the report dated 11 July 2016 from the Manager Customer Services regarding Draft Privacy Management Plan.

Moved by Mr M Kneipp

MOTION

That Council adopt the Draft Privacy Management Plan attached to the report of the Manager Customer Services dated 11 July 2016 as Appendix 1.

CARRIED

TECHNICAL SERVICES REPORTS:**CCL16/109 CREATION OF EASEMENT FOR WATER SUPPLY PIPELINE AT EUMUNGERIE (ID16/1302)**

The Council had before it the report dated 11 July 2016 from the Director Technical Services regarding Creation of Easement for Water Supply Pipeline at Eumungerie.

Moved by Mr M Kneipp

MOTION

- 1. That Council execute the attached Section 88B Instrument to create an easement for water supply over Lot 1 in Deposited Plan 245899.**
- 2. That any necessary documents be executed under the Common Seal of the Council.**

CARRIED

CCL16/110 ADOPTION OF TECHNICAL CONSTRUCTION SCHEDULES (ID16/1304)

The Council had before it the report dated 11 July 2016 from the Director Technical Services regarding Adoption of Technical Construction Schedules.

Moved by Mr M Kneipp

MOTION

1. That the draft Technical Schedules and Standards of Water Supply and Sewerage Works be adopted for the purpose of Public Exhibition.
2. That the draft Technical Schedules and Standards of Water Supply and Sewerage Works be placed on Public Exhibition for a period of no less than 28 days.
3. That a further report be made to Council for consideration following completion of the Public Exhibition period.

CARRIED

CCL16/111 PROPOSED TRANSFER OF CROWN ROAD KNOWN AS MOUNTAIN CREEK ROAD (ID16/1312)

The Council had before it the report dated 13 July 2016 from the Manager Civil Infrastructure and Solid Waste regarding Proposed Transfer of Crown Road known as Mountain Creek Road.

Moved by Mr M Kneipp

MOTION

That Council make application to the NSW Department of Primary Industries – Lands, for transfer of the Crown public unsealed formed gravel road, known as Mountain Creek Road, with the reserve having a variable width ranging from 36.0 metres to a maximum width of 45.0 metres and having a length of 7.183 kilometres.

CARRIED

ENVIRONMENTAL SERVICES REPORTS:**CCL16/112 BUILDING SUMMARY - JUNE 2016 (ID16/1323)**

The Council had before it the report dated 14 July 2016 from the Director Environmental Services regarding Building Summary - June 2016.

Moved by Mr M Kneipp

MOTION

That the information contained in the report of the Director Environmental Services dated 14 July 2016 be noted.

CARRIED

CCL16/113 RELEASE OF POSITIVE COVENANTS AND DEDICATION OF ROAD - SOUTHLAKES ESTATE (ID16/1315)

The Council had before it the report dated 14 July 2016 from the Director Environmental Services regarding Release of Positive Covenants and Dedication of Road - Southlakes Estate.

Moved by Mr M Kneipp

MOTION

1. That Council release the two Positive Covenants which burden Lot 1424 DP 1210701.
2. That Council accept the dedication of the approved road as shown in Appendix 2 of the report of the Director Environmental Services dated 14 July 2016.
3. That any necessary documentation be executed under the Common Seal of the Council.

CARRIED

In accordance with s375A(2) of the Local Government Act 1993, a division was duly called, the following votes on the motion were recorded:

FOR	AGAINST
Mr M Kneipp (Administrator)	
Total (1)	Total (0)

CCL16/114 SOUTHLAKES DEVELOPMENT CONTROL PLAN 1 - RESULTS OF PUBLIC EXHIBITION (ID16/1284)

The Council had before it the report dated 11 July 2016 from the Manager City Strategy Services regarding Southlakes Development Control Plan 1 - Results of Public Exhibition.

Moved by Mr M Kneipp

MOTION

1. That the Southlakes Estate Development Control Plan 1, as provided here in Appendix 2 of the report of the Manager City Strategy dated 11 July 2016, be adopted.
2. That an advertisement be placed in local print media specifying adoption of the Southlakes Estate Development Control Plan 1.
3. That the person who made a submission be advised of Council's determination in this matter.

CARRIED

In accordance with s375A(2) of the Local Government Act 1993, a division was duly called, the following votes on the motion were recorded:

FOR	AGAINST
Mr M Kneipp (Administrator)	
Total (1)	Total (0)

CCL16/115 MODIFIED DEVELOPMENT APPLICATION D13-496 (2) - INDUSTRIAL BUILDING (2 UNITS) - MODIFICATION OF S94 URBAN ROADS CONTRIBUTIONS - LOT 21 DP 1144575, 7 CAPITAL DRIVE, DUBBO
APPLICANT: MR J DEAN
OWNER: MR J P & MRS M L DEAN
LODGED: 26 APRIL 2016 (ID16/1281)

The Council had before it the report dated 11 July 2016 from the Senior Planner 2 regarding Modified Development Application D13-496 (2) - Industrial Building (2 Units) - Modification of S94 Urban Roads Contributions - Lot 21 DP 1144575, 7 Capital Drive, Dubbo
 Applicant: Mr J Dean
 Owner: Mr J P & Mrs M L Dean
 Lodged: 26 April 2016.

Moved by Mr M Kneipp

MOTION

1. That the report of the Senior Planner 2 dated 11 July 2016 be noted.
2. That at the request of the applicant Mr J Dean, further consideration of the application to modify Development Consent D2013-496 (2) be deferred pending provision, from the applicant, of a detailed traffic analysis prepared by a suitably qualified person.
3. That upon receipt of the detailed traffic analysis a further report be prepared for the consideration of Council.

CARRIED

In accordance with s375A(2) of the Local Government Act 1993, a division was duly called, the following votes on the motion were recorded:

FOR	AGAINST
Mr M Kneipp (Administrator)	
Total (1)	Total (0)

CCL16/116 MODIFIED DEVELOPMENT APPLICATION D09-453(3) - INDUSTRIAL SHED - MODIFICATION OF SECTION 94 URBAN ROADS CONTRIBUTION, LOT 446 DP 46170, 5 FLETCHER CRESCENT, DUBBO
APPLICANT: MR L R OSBOURNE
OWNER: MR L R OSBOURNE AND MRS K M OSBOURNE
LODGED: 29 JANUARY 2016 (ID16/1303)

The Council had before it the report dated 11 July 2016 from the Senior Planner 2 regarding Modified Development Application D09-453(3) - Industrial Shed - Modification of Section 94 Urban Roads Contribution, Lot 446 DP 46170, 5 Fletcher Crescent, Dubbo
 Applicant: Mr L R Osbourne

Owner: Mr L R Osbourne and Mrs K M Osbourne

Lodged: 29 January 2016.

Moved by Mr M Kneipp

MOTION

That Development Application D09-453 Part 3 be approved pursuant to Section 96(1A) of the Environmental Planning and Assessment Act, 1979, subject to the inclusion of the following modified Condition 1 and the deletion of Condition 44:

- (1) *The development shall be undertaken in accordance with the Statement of Environmental Effects and stamped approved plans detailed as follows except where modified by any of the following conditions;***

Plan description : Survey Plan (showing encroachment and cables)
Drawn by: Langford and Rowe Consulting Surveyors
Dated: January 2010
Reference No: A1-09/005E
Sheet No: 1 of 1

Plan description : Site Analysis Plan
Drawn by: Gavin Dale Design
Dated: June 2013
Reference No: A1-13/005
Sheet No: 1 of 4

Plan description : Floor Plans and Elevations
Drawn by: Gavin Dale Design
Dated: January 2016
Reference No: A1-09/005B
Sheet No: 2 of 8

Plan description : Section a and Section b
Drawn by: Gavin Dale Design
Dated: June 2013
Reference No: A1-13/005C
Sheet No: 3 of 4

Plan description : Sediment Control Plan, Turning Path Plan and Section A and Staff Lunch Area
Drawn by: Gavin Dale Design
Dated: June 2013
Reference No: A1-13/005D
Sheet No: 4 of 4
(Reason: To ensure development is undertaken in accordance with that assessed)

CARRIED

In accordance with s375A(2) of the Local Government Act 1993, a division was duly called, the following votes on the motion were recorded:

FOR	AGAINST
Mr M Kneipp (Administrator)	
Total (1)	Total (0)

CCL16/117 MODIFIED DEVELOPMENT APPLICATION D15-10(2) - FOOD AND DRINK PREMISES (CAFE/BAKERY) - MODIFICATION OF SECTION 94 URBAN ROADS CONTRIBUTION, LOT 1 DP 1134906, 33 BULTJE STREET, DUBBO APPLICANT/OWNER: A & D DYSON PTY LTD LODGED: 7 MARCH 2016 (ID16/1286)

The Council had before it the report dated 11 July 2016 from the Planner regarding Modified Development Application D15-10(2) - Food and Drink Premises (cafe/bakery) - Modification of Section 94 Urban Roads Contribution, Lot 1 DP 1134906, 33 Bultje Street, Dubbo Applicant/Owner: A & D Dyson Pty Ltd Lodged: 7 March 2016.

Moved by Mr M Kneipp

MOTION

That Development Application D15-010 Part 2 be approved pursuant to Section 96(1A) of the Environmental Planning and Assessment Act, 1979, subject to the inclusion of the following modified condition:

- (49) *Prior to the issue of the Occupation Certificate, the contribution by the developer of urban roads headworks contributions for a sum of \$7,041.64 in accordance with Council's adopted Section 94 Contributions Plan - Roads, Traffic Management and Car Parking, Amendment No 1 adopted 25 February 2008.*

Such contribution rate is adjusted annually in accordance with Section 6.0 of the Section 94 Contributions Plan becoming effective from the 1 July each year and as adopted in Council's Annual Revenue Policy.

Note 1: Council's adopted 2014/2015 financial year rate is \$374.96 per commercial trip (including administration fee). The required urban roads headworks contributions are calculated on 71.4 daily trips, with an existing credit of 18.75 daily trips and additional \$12,700.00 monetary reduction (material public benefit).

Note 2: As the above contribution rate is reviewed annually, the current contribution rate is to be confirmed prior to payment.

{Reason: Implementation of Council's Section 94 Contributions Plan - Roads, Traffic Management and Carparking, Amendment No 1 adopted 25 February 2008}

CARRIED

In accordance with s375A(2) of the Local Government Act 1993, a division was duly called, the following votes on the motion were recorded:

FOR	AGAINST
Mr M Kneipp (Administrator)	
Total (1)	Total (0)

CCL16/118 POLICY FOR THE DEFERRED PAYMENT OF DEVELOPER CONTRIBUTIONS FOR RESIDENTIAL SUBDIVISION (ID16/1300)

The Council had before it the report dated 11 July 2016 from the Manager City Strategy Services regarding Policy for the Deferred Payment of Developer Contributions for Residential Subdivision.

Moved by Mr M Kneipp

MOTION

1. That the draft amended Policy for the Deferred Payment of Developer Contributions for Residential Subdivision in Dubbo, included here in Appendix 1 of the report of the Manager City Strategy Services dated 11 July 2016, be adopted for the purpose of public exhibition.
2. That the draft amended Policy for the Deferred Payment of Developer Contributions for Residential Subdivision in Dubbo be placed on public exhibition for a period of 28 days.
3. That an operational review of the Wellington Section 94A Development Contributions Plan 2012 and the Wellington Development Servicing Plan 2006 be included in the City Strategy 2016/2017 Work Program.

CARRIED

In accordance with s375A(2) of the Local Government Act 1993, a division was duly called, the following votes on the motion were recorded:

FOR	AGAINST
Mr M Kneipp (Administrator)	
Total (1)	Total (0)

CCL16/119 ASBESTOS POLICY REVIEW (ID16/1316)

The Council had before it the report dated 14 July 2016 from the Manager Environmental Control regarding Asbestos Policy Review.

Moved by Mr M Kneipp

MOTION

1. That the revised Asbestos Policy (Appendix 1) of the report of the Manager Environmental Control dated 14 July 2016 be adopted and placed on public exhibition for a period of not less than 28 days.
2. That a further report be considered by Council addressing any submissions made by the public during the public exhibition period.
3. That an audit of the former Wellington Council asbestos management documents and processes be undertaken prior to July 2017.

CARRIED

CORPORATE DEVELOPMENT REPORTS:

CCL16/120 QUARTERLY ECONOMIC DEVELOPMENT ACTION PLAN REPORT (ID16/1327)

The Council had before it the report dated 14 July 2016 from the Director Corporate Development regarding Quarterly Economic Development Action Plan Report.

Moved by Mr M Kneipp

MOTION

That the information contained within the report of the Director Corporate Development dated 14 July 2016 be noted.

CARRIED

CCL16/121 PURCHASE BY COUNCIL OF LOT 8 SECTION 76 DP 759073, 1A WARNE STREET WELLINGTON (ID16/1314)

The Council had before it the report dated 12 July 2016 from the Manager Commercial Facilities regarding Purchase by Council of Lot 8 Section 76 DP 759073, 1A Warne Street Wellington.

Moved by Mr M Kneipp

MOTION

1. That Council purchase Lot 8 Section 76 DP 759073, 1A Warne Street Wellington, for \$7,500 plus GST (where GST is applicable).
2. That the sale be subject to vacant possession and the vendor is to remove all waste and other items presently stored on the property prior to settlement.
3. That upon acquisition by Council, the land be classified as 'operational' in accordance with the Local Government Act 1993.
4. That any necessary documents be executed under the Common Seal of the Council.

CARRIED

CCL16/122 LEASE OF LAND BY ROYAL FLYING DOCTOR SERVICE FOR MULTI-PURPOSE AEROMEDICAL, AVIATION AND TOURISM FACILITY (ID16/1292)

The Council had before it the report dated 6 July 2016 from the Airport Operations Manager regarding Lease of Land by Royal Flying Doctor Service for Multi-purpose Aeromedical, Aviation and Tourism Facility.

Moved by Mr M Kneipp

MOTION

1. That Council enter into a lease for 20 years starting at the commencement of construction.
2. That the lease fee commence at \$55,100 ex GST in the first year, which includes the current Lot 13 DP 1191075 having an area of 6,772 m², as well as stage 1 of the RFDS extension having an approximate area of 7,000 m², calculated at \$4 ex GST per square metre where CPI Index is to be applied annually to the lease fee.
3. That the subdivision (boundary adjustment) of Lot 13 DP 1191075 be carried out by Council to be reimbursed by Royal Flying Doctor Service.
4. That the Royal Flying Doctor Service provide evidence of Public Liability Insurance Cover of \$20,000,000.
5. That any necessary documents be executed under the Common Seal of the Council.

CARRIED

CCL16/123 REVIEW AND STREAMLINING OF COUNCIL'S FINANCIAL AND IN-KIND FUNDING ASSISTANCE PROGRAM (ID16/1329)

The Council had before it the report dated 15 July 2016 from the City Promotions and Events Supervisor regarding Review and streamlining of Council's Financial and In-kind Funding Assistance Program.

Moved by Mr M Kneipp

MOTION

1. That a Major Events Sponsor Program be established and appropriate funding allocated.
2. That the channels of assistance of the former Dubbo and Wellington councils be consolidated.
3. That the attached draft Financial and In-kind Funding Assistance Policy to the report of the City Promotions and Events Supervisor dated 15 July 2016 be adopted.

CARRIED

ADMINISTRATOR MINUTES:**CCL16/124 ADMINISTRATOR APPOINTMENTS (ID16/1135)**

The Council had before it the report dated 18 July 2016 from the Administrator regarding Administrator Appointments.

Moved by Mr M Kneipp

MOTION

The information contained in the Administrator Minute dated 18 July 2016 be noted.

CARRIED

CCL16/125 PROPOSED ORGANICS PROCESSING PLANT AND FOOD AND GARDEN ORGANICS COLLECTION SERVICE (ID16/1340)

The Council had before it the report dated 20 July 2016 from the Administrator regarding Proposed Organics Processing Plant and Food and Garden Organics Collection Service.

Moved by Mr M Kneipp

MOTION

1. That the report of the Manager Civil Infrastructure and Solid Waste dated 4 July 2016 – “Food and Garden Organics Collection Service Trial Results” be noted.
2. That Council proceed to complete the preparation of documentation for, and call tenders for the construction and operation of the proposed Dubbo Regional Organics Processing Plant; and joint tendering for the provision of a regional food and garden organics kerbside collection service for the local government areas of Narromine Shire Council and Mid-Western Regional Council; and for the mixed waste collection in that part of the Western Plains Regional Council area to be provided with a three (3) bin collection service.
3. That the tender pricing options include servicing of Wellington and Geurie townships for the provision of fortnightly kerbside recycling and weekly Food and Garden Organics collection.
4. That the tender pricing options include servicing of Stuart Town and Mumbil townships for the provision of fortnightly kerbside recycling.
5. That the adoption of the Domestic Waste Management Charge in 2017/2018 reflect the expanded levels of service of the three bin proposal and incorporate a pensioner rebate to those entitled to receive such rebate for the waste service charge, to be determined at the time of drafting the 2017/2018 Revenue Policy.
6. That it be noted that the current Project Development Plan as amended, provides for a commencement date of the Food and Garden Organics collection service on 1 March 2018.
7. That a new augmented Solid Waste Management Strategy be developed for the Western Plains Regional Council local government area with specific attention given to the future incorporation of all urban settlements and rural localities into the Strategy with a progressive implementation of the kerbside collection of mixed waste, recyclables and food and garden organics where feasible, and including appropriate engagement with the relevant Wellington communities affected.

CARRIED

CCL16/126 QUESTIONS WITHOUT NOTICE

The Administrator requested information on the progress of the merger tasks. The Acting Interim General Manager (D Dwyer) provided a verbal report on the matter which included the following items:

- Stronger Community Grants Program.
- Draft Integrated Staff Structure.
- Development of new policies for the whole Western Plains Regional Council.
- New Code of Meeting Practice.
- Appointment of External Auditor.
- Consolidated plant hire tender for the new Council.
- Planning and building services now provided by Dubbo branch to Wellington branch.
- Nominations currently being called for representation to committees.
- Tender accepted for microwave data link between Dubbo and Wellington branches.
- Consolidated insurance policies for the new Council.
- Developed combined Economic Development Action Plan.
- Appointed CAMMS Group consulting to develop transition plan.

CONFIDENTIAL MATTERS:

At this juncture the meeting adjourned, the time being 6.35pm.

The meeting recommenced at 6.43pm.

CCL16/132 REPORT AND ADOPTION OF CONFIDENTIAL COMMITTEE

The Director Organisational Services – Dubbo Branch read to the meeting the Report of Closed Council held on 27 July 2016.

Moved by Mr M Kneipp

MOTION

That the report of the meeting of Closed Council held on 27 July 2016 be adopted.

CARRIED

The meeting closed at 6.50pm.

.....
CHAIRMAN

**REPORT
CONFIDENTIAL ORDINARY COUNCIL
MEETING
27 JULY 2016**

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The Interim General Manager (D Dwyer), the Director Organisational Services, the Manager Governance and Risk, the Director Corporate Development (N Comber), the City Promotions and Events Supervisor, the Corporate Communications Supervisor, the Director Technical Services, the Manager Technical Support, the Manager Civil Infrastructure and Solid Waste, the Director Environmental Services, the Manager Building and Development Services, the Manager City Strategy Services, the Director Parks and Landcare Services, the Director Wellington Branch, the Executive Assistant – Director Corporate Services and the Transition Project Leader.

Mr M Kneipp assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 6.35pm.

CCL16/127 ELECTRICITY CONTRACT FOR MASS MARKET SITES (ID16/1320)

The Council had before it the report dated 13 July 2016 from the Director Organisational Services regarding Electricity Contract for Mass Market Sites.

Moved by Mr M Kneipp

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp

MOTION

The Committee recommends:

1. That public tenders not be invited for the supply of electricity for Council's mass market sites in accordance with Section 55 (3)(i) of the Local Government Act, 1993, as it is considered that a satisfactory result would not be achieved by Council due to the extenuating circumstances that are created as a result of short term price fluctuations resulting in tenderers not being able to be relied on to provide tenders which are fixed for a sufficient period of time to enable the normal tendering process to be completed by Council.
2. That the Interim General Manager be authorised to accept on behalf of Council a three (3) year contract commencing 1 January 2017 for the supply of electricity to Council's mass market sites, as offered by Origin Energy and as detailed in the report of Energy and Management Services dated 10 June 2016.
3. That the report of Energy and Management Services dated 10 June 2016 in regard to the renegotiation of Council's mass market electricity sites be noted.
4. That any necessary documents be executed under the Common Seal of the Council.
5. That the documents and considerations in regard to this matter remain confidential to the Council.

CARRIED

CCL16/128 ACCEPTANCE OF VARIATION TO EXTEND INTEGRATED WATER CYCLE MANAGEMENT TO ALL OF WESTERN PLAINS REGIONAL COUNCIL (ID16/1113)

The Council had before it the report dated 17 June 2016 from the Director Technical Services regarding Acceptance of Variation to Extend Integrated Water Cycle Management to all of Western Plains Regional Council.

Moved by Mr M Kneipp

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp

MOTION

The Committee recommends:

1. That Council accept the Variation offer in the amount of \$73,925 (GST ex), of NSW Public Works to extend their engagement to produce a Western Plains Regional Council Integrated Water Cycle Management (IWCM) strategy, noting the total engagement will now be \$153,871 (GST ex).
2. That any necessary documents be executed under the Common Seal of the Council.
3. That the documents and considerations in regard to this matter remain confidential to Council.

CARRIED

**CCL16/129 TENDER FOR THE DOCUMENTATION AND CONSTRUCTION OF THE
WEIGHBRIDGE AT THE DUBBO REGIONAL LIVESTOCK MARKETS (ID16/1293)**

The Council had before it the report dated 6 July 2016 from the Director Corporate Development regarding Tender for the Documentation and Construction of the Weighbridge at the Dubbo Regional Livestock Markets.

Moved by Mr M Kneipp

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp

MOTION

The Committee recommends:

1. That the quotation from Warbah Pty Ltd in the amount of \$109,085 ex GST to undertake the construction of the weighbridge at the Dubbo Regional Livestock Markets be accepted.
2. That any necessary documents be executed under the Common Seal of the Council.
3. That the documents and considerations in regard to this matter remain confidential to Council.

CARRIED

CCL16/130 DOCUMENTATION AND CONSTRUCTION OF ELECTRICAL WORK FOR THE SALE PENS, DRAFT AREA AND STACK PENS AT THE DUBBO REGIONAL LIVESTOCK MARKETS (ID16/1294)

The Council had before it the report dated 6 July 2016 from the Director Corporate Development regarding Documentation and Construction of Electrical work for the Sale Pens, Draft Area and Stack Pens at the Dubbo Regional Livestock Markets.

Moved by Mr M Kneipp

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp

MOTION

The Committee recommends:

- 1. That the tender from Laser Electrical be accepted in the amount of \$180,090 ex GST to undertake the documentation and construction of electrical work for the sale pens, draft area and stack pens at the Dubbo Regional Livestock Markets.**
- 2. That any necessary documents be executed under the Common Seal of the Council.**
- 3. That the documents and considerations in regard to this matter remain confidential to Council.**

CARRIED

CCL16/131 SALE OF LOT 29 DP 1131385 MCGUINN CRESCENT, MOFFATT ESTATE (ID16/1322)

The Council had before it the report dated 13 July 2016 from the Manager Commercial Facilities regarding Sale of Lot 29 DP 1131385 McGuinn Crescent, Moffatt Estate.

Moved by Mr M Kneipp

MOTION

The Committee recommends that members of the press and public be excluded from the meeting during consideration of this item, the reason being that information that would, if disclosed, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).

CARRIED

Moved by Mr M Kneipp

MOTION

The Committee recommends:

1. That Council sell Lot 29 DP 1131385 McGuinn Crescent, having an area of 4,000 m², to Dubbo Traffic Control for \$188,000 exc. GST.
2. That the terms of sale include vendor finance by Council for an interest free period of three years in the form of a first mortgage over Lot 29.
3. That all necessary documentation relating to the matter be executed under the common seal of the Council.
4. That the documents and considerations in regard to this matter remain confidential to Council.

CARRIED

The meeting closed at 6.43pm.

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CHAIRMAN

REPORT: Progress of Amalgamation Projects

AUTHOR: Interim General Manager

REPORT DATE: 12 August 2016

TRIM REFERENCE: ID16/1510

EXECUTIVE SUMMARY

Whilst there is a need to continue to service the community with “a business as usual” approach, Council must work towards creating a new organisation from the two former organisations. In this regard a Transition Project Office has been established so that there is a coordinated approach to the many inter-related projects that are required to be undertaken to deliver the new organisation. Council’s Director Parks and Landcare, Murray Wood has been seconded to lead up this Transition Office.

The large number of projects can be grouped into the following dominant streams:

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

The progress of major projects within those streams are

- Council is working with the financial and business software system provider Civica to deliver an integrated financial system to be live on 1 July 2017.
- Council is working with Essential Energy, Wellington Local Aboriginal Land Council, to obtain DPI – Lands approval to place a communications tower on Mt Wellesley within the Mt Arthur Reserve. The joint communications tower would enable an integrated IT system to be rolled out via a microwave link between the two administration buildings.
- Council is developing a tender for the provision of a digital two way system that enables all vehicles and depots to communicate throughout the Local Government Area (LGA). This is an important emergency management consideration as during emergencies the mobile network is typically unreliable. Cross LGA communication would be critical in managing resources effectively during an emergency.
- Council is currently working through the staff consultation phase regarding an integrated organisational structure. Integration of the organisational structures is the first stage in transforming to a new organisation. It is proposed to create efficient reporting lines and group the appropriate work teams of the former councils together. The second stage of organisational redesign shall occur after the completion of the service review.

- Council has engaged the services of University of Technology, Centre of Excellence of Local Government, to work with Council staff to design and then deliver an organisation wide service review. This has commenced with initial key staff interviews taking place in August. The Service Review results will then inform the new structure of the organisation that will focus on creating an organisation that can deliver service more effectively and efficiently than the two former councils.
- Under the banner of the Communication stream are projects related to branding and the website. In regards to branding the important consideration is the confirmed name of the organisation. Staff are working on branding in order to be ready for the formal advice of the Minister for Local Government in response to the request from the Administrator for a new name to be proclaimed. Staff have developed a comprehensive and prioritised list of former Council brand locations to enable an efficient transition subject to the Ministerial decision.
- The single website is a key means by which the LGA and broader community interact with the organisation. It is planned to launch the new website by early September which is likely to coincide with the formal advice of the Minister regarding the name of the organisation.
- A process mapping exercise has commenced that aims to understand how both separate organisations managed customer interactions (enquiries/ complaints/ customer requests). This will inform how Council will create a unified approach to customer service through one organisational phone number.

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 this report be noted.

Mark Riley
Interim General Manager

**WESTERN
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REGIONAL
COUNCIL**

Incorporating the former
Dubbo City & Wellington councils

REPORT: Investments Under Section 625 of the Local Government Act

AUTHOR: Director Organisational Services

REPORT DATE: 8 August 2016

TRIM REFERENCE: ID16/1490

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 2016.

This report is presented in a format which consolidates the previous Dubbo City and Wellington Council investment portfolios.

Investments when placed were 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 2016 has been accounted for on an accrual basis for the previous Dubbo and a cash basis for the previous Wellington Councils.

This report details investments and annualised returns for the month of July 2016.

FINANCIAL IMPLICATIONS

Interest earned on investments has been included within Council's 2016/2017 Operational Plan.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the information contained within this report be noted.

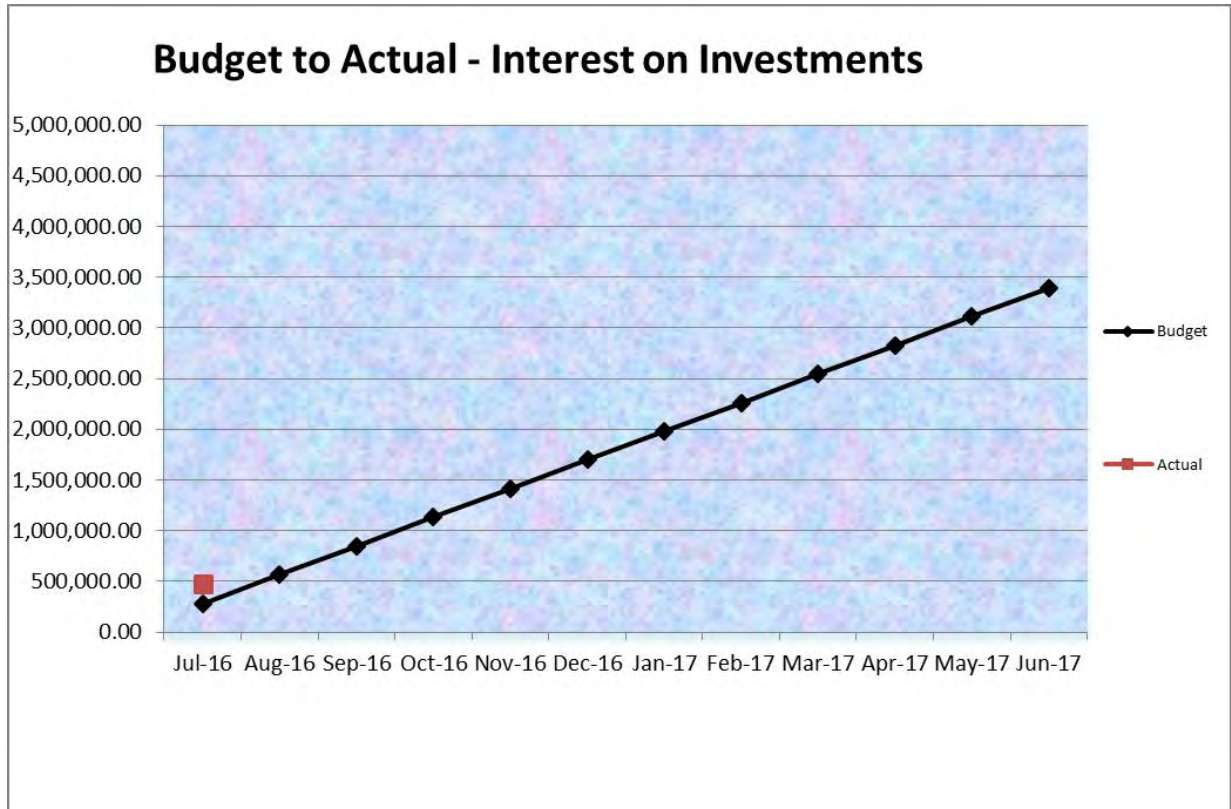
Craig Giffin

Director Organisational Services

Western Plains Regional Council

JULY 2016 REPORT					
	Notes	2016 Total	2017 Current	2017 Non-Current	2017 Total
		As at 30/06/2016	Maturity By 30/06/2018	Maturity After 30/06/2018	As at 31/07/2016
Cash & Cash Equivalents (Note 6a)					
Cash on Hand and at Bank		\$464,762.00	\$916,485.02	\$0.00	\$916,485.02
Cash-Equivalent Assets (1)					
- Deposits At Call		\$20,441,163.90	\$19,552,450.29	\$0.00	\$19,552,450.29
Total Cash & Cash Equivalents	6(a)	\$20,905,925.90	\$20,468,935.31	\$0.00	\$20,468,935.31
Investments (Note 6b)					
- Long Term Deposits > 3 Months		\$127,493,468.96	\$83,979,665.96	\$40,313,803.00	\$124,293,468.96
- NCD's and FRN's > 3 Months		\$22,251,569.87	\$9,999,975.55	\$12,251,932.91	\$22,251,908.46
- CDO's		\$115,915.00	\$111,677.00	\$0.00	\$111,677.00
Total Investments	6(b)	\$149,860,953.83	\$94,091,318.51	\$52,565,735.91	\$146,657,054.42
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS		\$170,766,879.73	\$114,560,253.82	\$52,565,735.91	\$167,125,989.73
(1) Those Investments where time to maturity (from date of purchase) is < 3 months					





Western Plains Regional Council

Performance Benchmark as per Council Policy		Investment % Held as per Council Policy				
		Institution	Amount Invested	% Invested	% Allowable as per Policy	\$ Allowable as per Policy
<p>July 2016 Interest Rate</p> <p>Aus Bond Bank Bill Index, 2.06%</p> <p>Council's Weighted Average Rate, 3.29%</p>		<u>Cash on Hand and at Bank</u>				
		CASH ON HAND AND AT BANK 916,485.02 0.55%				
		<u>Direct / Other Investments</u>				
		AMP BANK	11,497,287.50	6.88%	20%	33,425,198
		ANZ BANK	10,433,965.20	6.24%	30%	50,137,797
		BANK OF QUEENSLAND	22,993,468.96	13.76%	20%	33,425,198
		BANKWEST	3,500,000.00	2.09%	30%	50,137,797
		BENDIGO ADELAIDE BANK LIMITED	6,000,000.00	3.59%	20%	33,425,198
		COMMONWEALTH BANK	17,749,975.55	10.62%	30%	50,137,797
		GREATER BANK	1,000,000.00	0.60%	10%	16,712,599
		HERITAGE BANK	2,000,000.00	1.20%	10%	16,712,599
		IMB LIMITED	2,500,000.00	1.50%	10%	16,712,599
		MACQUARIE BANK	1,000,000.00	0.60%	20%	33,425,198
		MAQUARIE CREDIT UNION	1,000,000.00	0.60%	1%	1,671,260
		MEMBERS EQUITY BANK	1,000,000.00	0.60%	10%	16,712,599
		NATIONAL AUSTRALIA BANK	47,671,034.04	28.52%	30%	50,137,797
		NEWCASTLE PERMANENT BUILDING SOCIETY	2,000,000.00	1.20%	10%	16,712,599
		ST GEORGE BANK	13,500,000.00	8.08%	30%	50,137,797
		SUNCORP METWAY	20,001,932.91	11.97%	20%	33,425,198
		UBS CASH MANAGEMENT TRUST	163.55	0.00%	20%	33,425,198
		WESTPAC BANK	1,000,000.00	0.60%	30%	50,137,797
		TOTAL AT CALL, TERM DEPOSITS AND FRN'S	164,847,827.71	98.64%		
		<u>Grandfathered Investments</u>				
		<u>Term Deposits</u>				
		WAW CREDIT UNION	250,000.00	0.15%		
		<u>FRN's</u>				
		QLD TEACHERS MUTUAL BANK LTD	500,000.00	0.30%		
		TEACHERS MUTUAL BANK LTD	500,000.00	0.30%		
		<u>CDO's</u>				
		Lehman Brothers CDO	111,677.00	0.07%		
		TOTAL GRANDFATHERED INVESTMENTS	1,361,677.00	0.81%		
		TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS	167,125,989.73	100.00%		

SUMMARY

Western Plains Regional Council outperformed the 11am Official Cash Rate market benchmark of 1.75%, with an average annualised return of 2.15% for its At Call investments for the month of July 2016. Council also outperformed the Bloomberg AusBond Bank Bill Index of 2.06%, with an average annualised return of 3.29% for its overall portfolio return for the month of July 2016.

WESTERN
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Incorporating the former
Dubbo City & Wellington councils

REPORT: Draft Council Policy - Local Purchasing Policy

AUTHOR: Manager Governance and Risk Services

REPORT DATE: 9 August 2016

TRIM REFERENCE: ID16/1491

EXECUTIVE SUMMARY

Following the merger of the former Dubbo City and Wellington councils to form the Western Plains Regional Council, a review has been undertaken of the respective Local Purchasing policies. Both former councils previously had local purchasing policies however they differed in their application.

Council adopted a recommendation at its Ordinary meeting held 22 June 2016 to place the draft Local Purchasing Policy on public exhibition for a minimum period of 28 days. The draft policy was on public exhibition from 30 June 2016 until 28 July 2016 with no submissions being received from the public. This report recommends adoption of the Local Purchasing Policy as attached to this report as **Appendix 1**.

FINANCIAL IMPLICATIONS

The Local Purchasing policy may result in higher priced quotation/tenders being selected however this additional cost to Council will support local business.

POLICY IMPLICATIONS

Upon adoption of this policy, the Local Purchasing Policy will be a policy of Council.

RECOMMENDATION

That the draft Council Policy titled "Local Purchasing Policy" as attached to this report as Appendix 1 be adopted.

Michael Ferguson

Manager Governance and Risk Services

REPORT

Following the merger of the former Dubbo City and Wellington councils to form the Western Plains Regional Council, a review was undertaken of the respective Local Purchasing policies. Both former councils had local purchasing policies however they differed in their application.

The former Dubbo City Council had a Local Purchasing Policy whereby, for all quotations and tenders for the supply of goods, materials and/or services above \$5,000, a price advantage was given to approved local suppliers. In the process of determining the successful supplier, an amount of 2% was nominally deducted from the local supplier's price for the purpose of price comparison only. This policy had an advantage of being specific in its application (2%) which was not open to subjectivity. If a business was approved as a local supplier through the appropriate approval process (greater than 49.9% of the business being locally owned), it received the 2% reduction in comparative pricing. This policy was efficient with minimal impact on pricing while the purchases were of a relatively small nature however when the prices were large, it could result in a significant expense for Council. As an example, if there was a significant construction project being undertaken at a price of \$10 million, the Local Purchasing Policy would provide a \$200,000 price advantage to local suppliers.

The former Wellington Council also provided a scoring advantage to local businesses when quoting or tendering. It was not intended to allow local businesses to win quotations or tenders at the expense of value for money but to provide an advantage to local suppliers. The former Wellington Council's Local Purchasing policy was applied to all quotations and tenders where a local business submits a quotation or tender with local business being defined as a business that is substantially operated within the local government area. The Local Purchasing weighting was to a maximum 5% of the selection criteria weightings. As this criteria could be to a maximum 5%, it had to be determined by the responsible officer as to the actual weighting, which may only be allocated 1% depending on the subject tender.

The proposed policy states that approved Local Suppliers will receive a 2% comparative price advantage whenever the resultant comparative price does not exceed \$1,000,000. No Local Purchasing advantage exists when the resultant comparative price exceeds \$1,000,000.

It is noted that the former Dubbo City Council had a total of 12 suppliers who were approved Local Suppliers and the former Wellington Council had no local suppliers approved under its Local Purchasing Policy which was a relatively new policy.

Council adopted a recommendation at its Ordinary meeting held 22 June 2016 to place the draft Local Purchasing Policy on public exhibition for a minimum period of 28 days. The draft policy was on public exhibition from 30 June 2016 until 28 July 2016 with no submissions being received from the public. This report recommends adoption of the Local Purchasing Policy as attached to this report as **Appendix 1**.

SUMMARY

Prior to the creation of Western Plains Regional Council, both former Council's had adopted differing Local Purchasing Policies. This draft policy provides a consistent policy for the new Western Plains Regional Council to apply to approved Local Suppliers. The policy states that approved Local Suppliers will receive a 2% comparative price advantage whenever the resultant comparative price does not exceed \$1,000,000. No Local Purchasing advantage exists when the resultant comparative price exceeds \$1,000,000.

Council adopted a recommendation at its Ordinary meeting held 22 June 2016 to place the draft Local Purchasing Policy on public exhibition for a minimum period of 28 days. The draft policy was on public exhibition from 30 June 2016 until 28 July 2016 with no submissions being received from the public. This report recommends adoption of the Local Purchasing Policy as attached to this report as **Appendix 1**.

Appendices:

- 1 Draft Council Policy - Local Purchasing Policy

Western Plains Regional Council Policy

Document Type *Council Policy*

Title *Local Purchasing Policy*

Responsible Officer *Manager Governance and Risk Services*

Date *7 June 2016*

Council Resolution Date

Clause Number

1. Introduction

This Policy is to encourage spending with approved local suppliers through a price advantage when Council is procuring goods or services in the Western Plains Regional Council local government area. Both former Dubbo City and Wellington councils had Local Purchasing Policies however they differed in their application. This policy will provide a consistent forward direction for the application of the Western Plains Regional Council Local Purchasing Policy.

This Policy is to be read and implemented in conjunction with the following Council Management Policies:

- (i) Purchasing and Procurement Policy
- (ii) Tenders
- (iii) Quotations

2. Policy

1. For all quotations and tenders for the supply of goods, materials and/or services for Western Plains Regional Council above \$5,000 and below \$1,000,000, a price advantage is given to approved local suppliers where the resultant comparative price of the tender does not exceed \$1,000,000. In the process of determining the successful supplier, an amount of 2% will be nominally deducted from the local supplier quotation/tender for the purpose of price comparison only.

2. Specifications for the calling of quotations/tenders for services, goods or materials will indicate that Council has a preferential Local Purchasing policy. It will be noted that any supplier that wishes to be considered as a "Local Supplier" must request and complete appropriate paperwork at least once every 12 months and nominate on their quotation that this supplier is to be considered a "Local Supplier". This puts the onus of proof on the supplier.
3. A "Local Supplier" will be defined as:
 - a. An organisation that operates from permanently staffed premises within the boundaries of the Western Plains Regional Council Local Government Area (LGA) and has operated from those premises for a minimum period of three (3) months before submitting the quotation or tender.
 - b. An organisation that is more than 49.9% owned by an individual (or individuals) that live/s within the boundaries of the Western Plains Regional Council LGA and has done so for a minimum period of three (3) months before the organisation submits the quotation or tender. It is assumed that the individual/s reside/s at their address on the electoral role.
 - c. The appropriate paperwork required to be submitted to be considered a "Local Supplier" would include:
 - i. the address of the business premises within the Western Plains Regional Council LGA.
 - ii. the number of full time staff that operate from that premises.
 - iii. the name of the owner (or owners) of the organisation (and how they legally own more than 49.9% of the organisation submitted a quotation) and their address(es) within the Western Plains Regional Council LGA.
 - d. If subsequent investigations by Council prove that false declarations were made and this organisation should not be considered a "Local Supplier" then the Local Purchasing policy will not apply and that supplier will not be able to supply goods, materials and/or services to Western Plains Regional Council for a period of 12 months.
4. Any changes to Council's Purchasing and Procurement Policy expenditure levels will automatically be reflected in this Local Purchasing policy.
5. No Local Purchasing price comparison advantage is given when the resultant comparative price of the tender exceeds \$1,000,000.

**WESTERN
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Incorporating the former
Dubbo City & Wellington councils

REPORT: Appointment of Dubbo State Emergency Service Unit Local Controller

AUTHOR: Director Technical Services

REPORT DATE: 9 August 2016

TRIM REFERENCE: ID16/1493

EXECUTIVE SUMMARY

Due to the resignation of Mr Kurt Andrew from the position of Dubbo State Emergency Service (SES) Unit Local Controller, Ms Fiona Douglas has been recommended for appointment to this position. Council is required to advise of its recommendation to the Commissioner of the State Emergency Service.

It is proposed that Ms Fiona Douglas be recommended for appointment to the position of Local Controller of the Dubbo SES.

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

Stewart McLeod

Director Technical Services

REPORT

The Local Controller position of Dubbo City Local State Emergency Service Unit is an appointment made by the Commissioner upon the recommendation of the Council and the SES Macquarie Region Controller.

Mr Kurt Andrew has held the position of Local Controller for the past five (5) years. He has recently resigned. Acting Local Controller, Ms Fiona Douglas has been a member of the Dubbo unit for three (3) years, most recently as Deputy Controller, she is also a member of the Wellington Unit because of her expertise in vertical rescue. A recruitment process was undertaken and subsequent to this Fiona has been recommended for formal appointment to the position.

It is proposed that in endorsing this recommendation, Mr Andrew be thanked for commendably leading the Dubbo Unit during his term as Local Controller.

REPORT: Annual Plant Report 2016

AUTHOR: Manager Fleet Management Services

REPORT DATE: 8 August 2016

TRIM REFERENCE: ID16/1066

EXECUTIVE SUMMARY

In accordance with the former Dubbo City Council's adopted 2015/2016 Fleet Management Services Business Plan, a report on Council's Fleet Operation is to be submitted to Council on an annual basis.

This report and the attached schedule provide details of various aspects of Council's fleet operations for the period 1 July 2015 to 30 June 2016.

The overall results of the fleet's operation for the 2015/2016 financial year are good, with all Key Performance Indicators (KPI) as set out in the Delivery Plan achieved. The utilisation of the heavy plant fleet was 101% against a KPI target of 85%, whilst the special plant items achieved 64% against the KPI target of 55%.

The results of the various benchmarking exercises in relation to comparisons of light vehicle operating costs and the comparisons of internal and external hire rates were all satisfactory and indicate that Council's fleet is competitive against similar services provided by other statutory bodies or private enterprise, when compared using like criteria.

It should be noted that the content of this report relates solely to the Fleet Operations of the former Dubbo City Council. As the integration of the two former councils proceeds, this report will address the operations at both Dubbo and Wellington.

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 this report be noted.

Steven Colliver
Manager Fleet Management Services

REPORT

The aim of the annual plant report is to provide a resource and information document in relation to the administration, management and cost of operating the Council's plant and vehicle fleet. Where appropriate external hire information or industry data is available, it has been included in this report and used in comparisons through benchmarking.

Attached, under separate cover, is a spreadsheet containing the average operational costs of the various categories of plant and light vehicles for the period under review. The information contained in this spreadsheet is provided as an overview of the fleet operations for the 2015/2016 financial year. **(Appendix 1)**

Internal Hire Rates

The hire rates that are currently applied to the fleet are based on the utilisation formula set out in the Fleet Management Services Business Plan. This formula is based upon a figure of 1600 hours being the maximum number of "normal" working hours available under the present Award conditions.

Utilisation

It is considered that the plant and vehicle operation was good for the 2015/2016 financial year. The overall plant utilisation achieved was 101% which exceeds the adopted policy target of 85%. The utilisation of the specialised plant was 66% which exceeds the adopted policy target of 55%.

Milestones Achieved

In the last twelve months Fleet Management Services has continued the development of a very good working relationship within the team. The following significant milestones were achieved during the period:

A major review of oils and lubrication was undertaken by the Workshop with a view to minimise handling and contamination. The results of the review seen the introduction of bulk oil storage for all classes of oil and a new filtration system fitted to reduce contamination.

Fleet Management Services continues to use the internet (carsales.com) for the disposal of motor vehicles. This has resulted in the sale of eight vehicles via the internet and has provided Council with an additional \$20,499.37 (ex GST) over and above trade-in offers and auction estimates.

The Manager Fleet Management Services has continued as the chair of the National IPWEA Fleet Council. As part of the IPWEA Fleet Council program, seminars are conducted on a six monthly basis and involve surrounding councils from as far away as Cobar, Bathurst, Tamworth and Wagga Wagga. The most recent seminar was conducted in Sydney to align

with Civenex, the Local Government Field Days.

An average attendance to these meetings exceeds 30 members.

There has been ongoing involvement with our counterparts from the councils of Wagga Wagga, Griffith, Albury, Tamworth and Port Stephens. The aim has been to establish a benchmarking and peer support group and to explore alternate methods of successfully managing a mixed vehicle and plant fleet in the current competitive environment.

Unfortunately Port Stephens has withdrawn from the group due to an internal decision to outsource the light vehicle fleet and scale back on Fleet Management in general.

The group is now meeting once a year with the venue rotating to each council in turn. Albury hosted the most recent meeting in November 2015. The next meeting is scheduled to take place at Griffith.

The benchmarking of vehicle crashes has been further developed with each council reporting their status, within the group of councils, in an annual review of their respective fleet operations.

Fleet Operational Requirements Review

The task of monitoring and reviewing the usage patterns of the entire plant fleet ensures that the plant is appropriate to meet the ongoing operational requirements and projected construction and maintenance demands.

This monitoring and reviewing process closely follows demands and trends, which become apparent, in the requests for external plant and vehicle hire. The External Plant Hire Table below shows hire activities for this financial year. I have commented on several items in relation to the amount of hire experienced during the financial year and suggested any action that may be necessary.

Internal Hire Rates

Hire rates have been applied to the sundry plant fleet for the last twelve years. The use of the Central Store facility as a "Hire Shop" to book out/in and store these items on behalf of Fleet Management Services has proven successful, with the full cost of these items being recovered.

All the light vehicles and most of the heavier plant items are deemed to be available for 1600 hours per year and the hire rate charged to functions is calculated on this basis. In general terms, Council's internal rates are lower than, or at worst equal to, rates that can be sourced externally from the private sector. In most cases, the quality of Council's own fleet is superior to that hired externally because of Council's long established Plant Replacement Policy.

Benchmarking Plant and Light Vehicle Servicing Costs

Some of the significant costs involved in service and maintenance work which is contracted out, revolve around the time and costs for the transport to and from the depot, the supervision of work standards, notification/rectification of faults/defects and the inability to recover the costs of lost time/hire due to non-performance of the servicing dealer. These general issues are common problems across the dealer network and the associated costs are not easily captured or determined.

As Council's workshop provides a quality of workmanship that is equal to any local suppliers and it achieves industry standard servicing times, the comparison of hourly rates is an appropriate benchmark measure.

Council's hourly rate when measured against the plant and truck suppliers is on average 34% less than the local dealer. Council's hourly rate when measured against the car and light commercial suppliers is on average 32% less than the local dealer.

Neutral Drive

During 2011/2012 year Council re-examined its commitment to the GreenFleet Carbon Capture Program utilised to offset our light vehicle fleet emissions. In examining the program Council decided that the revegetation benefits from this on-going commitment to an environmentally sustainable bottom line could be better focused on our own LGA, rather than seeing Council's investing in tree plantings in other localities.

Council is a large land holder in the LGA and an opportunity was identified for Council to develop its own carbon sequestration planting program in line with the newly released Carbon Farming Initiative guidelines. A unique identity for this program was developed and registered and the "Neutral Drive" program was born.

Regand Park has been used previously as the Neutral Drive planting site and will again be utilised to plant a further 1,000 River Red Gum long stem tube stock trees. Due to seasonal conditions planting has been postponed to August and September 2016.

These trees will be managed by Parks and Landcare to ensure the greatest possible carbon capture to offset Council's light vehicle fleet emissions. Neutral Drive signage has also been installed at the Regand Park site to inform the public of the project.

Alternative Fuels

There have been no issues with the quality of the fuel or the performance of the fleet using E10 ethanol blended fuel.

In regards to biodiesel, the first load was delivered to Council in October 2008. The current blend ration of bio fuel to fossil based fuel is 5% bio fuel. There have been no issues with the

quality of the fuel or the performance of the 60 vehicles using this blend.

In terms of suitability of the product in Council's fleet, there have been no recorded incidents or problems associated with the alternative fuels. The fine micron filter located on the outside of all the pumps is inspected and replaced on an annual basis and has shown no signs of contamination. This would indicate that the underground storage is in good order and more importantly, the quality of the alternative fuels is of a high standard.

Fleet Crash/Damage Experience

The following table provides a comparison between the 2014/2015 and 2015/2016 financial years and information on the total cost attributed to crashes for these two periods. These costs do not include GST. It should be noted that \$88,833 of the cost below was attributed to two vehicles being written off, plant number 417 was involved in a fire and plant number 127 being hit by a third party. The cost to Council, considering Council only pays the excess (\$1,000) on those crashes where an insurance claim is lodged was \$27,165.00.

Reporting Year	Cost (\$)
2014/2015	34,677.39
2015/2016	144,109.00

The following table provides information on the fleet crash history for 2015/2016 and the previous ten years.

Reporting Year	Total Number of Incidents	Claims made against Insurers	Incidents under \$1,000 insurance excess
2006/2007	21	6	15
2007/2008	33	11	22
2008/2009	28	7	21
2009/2010	30	10	20
2010/2011	21	10	11
2011/2012	20	13	7
2012/2013	35	10	25
2013/2014	19	7	12
2014/2015	27	9	18
2015/2016	31	9	22

The reported number of crashes for the 2015/2016 financial year was 31. This is 5 more than the average for previous financial years. The number of claims made against Council's insurers for the 2015/2016 financial year is 9. This is .2 claims less than the average for previous financial years.

Fleet Management Services takes part in the Australasian Fleet Managers Association/Lumleys General Insurance bi-annual benchmarking survey on crashes. This information, along with the benchmark group of Councils crash data, is presented in the table below.

Benchmark data has been collected from the Councils of Wagga Wagga, Griffith, Albury and Tamworth, unfortunately due to outsourcing and staff reductions at Port Stephens they are unable to contribute to this exercise. The data gathered was then compared to the Lumleys General Insurance benchmark and Council's data (see **Appendix 2**). The results are as follows:

Sedans/Light Commercial (under 2 tonne)		Heavy Vehicles (over 2 tonne)	
1) Crash Rate (per 100 vehicles)			
Lumley Benchmark	20	Lumley Benchmark	10
Industry Average	30	Industry Average	25
Council Benchmark Average	23	Council Benchmark Average	16
Our Fleet	25	Our Fleet	6
2) Driver at Fault (percentage of crashes)			
Lumley Benchmark	30%	Lumley Benchmark	35%
Industry Average	65%	Industry Average	68%
Council Benchmark Average	59%	Council Benchmark Average	54%
Our Fleet	71%	Our Fleet	33%
3) Average costs per repair			
Lumley Benchmark	\$2,384	Lumley Benchmark	\$3,655
Industry Average	\$2,830	Industry Average	\$3,131
Council Benchmark Average	\$3,399	Council Benchmark Average	\$9,981
Our Fleet	\$3,198	Our Fleet	\$26,713

The results in the above table provide an indication of Council's fleet performance against the Lumley insurance benchmark, industry average and the benchmark Councils. As the table indicates, the light vehicle results are at the upper level when compared against all indicators.

The heavy vehicle results, with exception being the average cost per repair, are below the Lumley benchmark, industry average and Council benchmark averages. The average cost per repair is high, this is due to the \$88,833 attributed to two vehicles being written off, plant number 417 was involved in a fire and plant number 127 being hit by a third party.

The Manager Fleet Management Services and the Road Safety Officer continues to monitor the cause and number of crashes involving Council's vehicles. Any trends that are identified are targeted by the use of "e-education", which is a means of distributing statistics and educational information via the intranet. This method, along with the distribution of Fact Sheets has been very successful in providing information to the Council drivers and operators.

Fleet Management Services has established an indicator system that highlights drivers who have been involved in more than three "avoidable" crashes during a two year period. Avoidable crashes are crashes such as reversing crashes or crashes associated with carelessness. No drivers have been involved in three or more "avoidable" crashes during the past year period. All crash reports will continue to be monitored in an attempt to identify

drivers who may require further training and to eliminate avoidable crashes.

External Plant Hire

The following table provides a comparison of external plant hire between the 2014/2015 and 2015/2016 financial years. It provides information regarding the number of hires, hours hired, cost of hire and types of plant hired from external sources by Fleet Management Services on behalf of the Council.

All hire rates quoted in the following table include an operator, except where shown otherwise:

Total Plant Hire Sourced through Fleet Management Services for Year 2015/2016						
	2014/2015			2015/2016		
Type	No of Hire	Total Hours	Total Value	No of Hire	Total Hours	Total Value
Air Compressor	4	64.00	\$ 589.30	4	72.00	\$ 378.00
Backhoe	7	168.00	\$ 12,030.00	23	282.50	\$ 21,180.00
Borer - Horizontal	2	18.00	\$ 1,972.50	2	11.50	\$ 732.00
Brick Saw				3	40.00	\$ 224.20
Bus	3	24.00	\$ 436.00	2	56.00	\$ 953.31
Chainsaw Extender				1	8.00	\$ 71.46
Combinations: Inc Truck/Skidsteer/Leveller/ Tractor/Roller/mini excavator	46	912.25	\$ 124,978.25	49	778.90	\$ 107,975.00
Concrete Planer	1	8.00	\$ 328.64			
Concrete Vibrator				2	16.00	\$ 121.52
Concrete Pump	1	3.50	\$ 1,188.50			
Crane	43	87.00	\$ 12,645.00	39	89.00	\$ 13,400.00
Dozers	25	784.50	\$ 203,915.00	3	97.50	\$ 30,375.00
Elevated Work Platform	20	216.00	\$ 9,374.76	22	208.00	\$ 8,184.47
Excavators	116	2586.00	\$ 413,872.98	120	3866.00	\$356,886.82
Excavators Mini <7t	94	2632.15	\$ 73,765.00	63	1069.50	\$ 51,957.35
Forklift	3	56.00	\$ 917.72	2	16.00	\$ 459.32
Front End Loader	28	363.00	\$ 49,545.00	27	455.50	\$ 45,937.85

Generator				3	64.00	\$ 553.12
Grader	1	8.50	\$ 1,088.00	1	24.00	\$ 300.00
Jack Hammer				1	8.00	\$ 117.27
Kerb machine	1	16.00	\$ 600.00			
Lighting Tower	14	452.00	\$ 4,775.32	9	872.00	\$ 6,603.41
Manitou				1	8.00	\$ 210.00
Mini Loader	11	160.00	\$ 3,704.78	6	48.00	\$ 1,021.40
Minivan	5	136.00	\$ 1,309.36			
Non Destructive Digger	1	8.00	\$ 495.00	5	160.00	\$ 4,935.00
Plate Compactor	7	128.00	\$ 930.88	7	108.00	\$ 1,805.57
Pressure Washer	1	8.00	\$ 52.12			
Pump	32	1044.00	\$ 16,066.19	20	664.00	\$ 9,634.86
Roller Pad Foot Single Drum (Dry Hire)	41	875.50	\$ 41,459.82	39	912.00	\$ 26,041.05
Roller Smooth Double Drum (Dry Hire)	9	168.00	\$ 3,952.30	2	16.00	\$ 136.36
Roller Smooth Single Drum (Dry Hire)	13	304.00	\$ 9,728.50	32	616.00	\$ 17,088.75
Roller Trench				15	472.00	\$ 7,674.90
Rotary Hoe				10	212.00	\$ 326.36
Scraper				4	110.00	\$ 33,400.00
Sedan (<i>Without Operator</i>)	20	776.00	\$ 5,101.62	10	424.00	\$ 3,697.45
Skidsteer Loader	55	1422.00	\$ 49,675.33	78	1995.50	\$ 49,075.04
Station Wagon	1	32.00	\$ 204.20	1	16.00	\$ 266.89
Street Sweeper	2	220.00	\$ 4,358.98			
Telefork	1	3.00	\$ 450.00			
Tractor/Slasher	11	72.00	\$ 5,600.00	13	224.00	\$ 10,000.00
Traffic Lights	10	216.00	\$ 2,227.27	6	248.00	\$ 2,720.00
Trencher	6	22.00	\$ 1,810.00	3	7.50	\$ 750.00
Truck & Crane Combo	18	39.50	\$ 5,925.00	23	64.00	\$ 9,600.00
Truck & Dog Combo	68	1170.50	\$ 165,767.50	90	1462.00	\$ 191,362.95
Truck, Dump	28	865.00	\$ 62,770.00	15	806.00	\$ 71,935.00
Truck, Low Loader	1	4.00	\$ 800.00	7	23.00	\$ 4,240.00
Truck, Tipping	25	295.00	\$ 34,920.00	34	640.00	\$ 48,587.52
Truck/Mini Excavator	2	19.50	\$ 2,632.50			
Truck/Skidsteer Loader	1	10.00	\$ 1,370.00			
Utility 4X2	39	288.00	\$ 9,362.54	8	192.00	\$ 1,381.80
Utility 4x4	1	80.00	\$ 779.15	4	128.00	\$ 1,072.80
Van						
Variable Message Board	253	12814.40	\$ 79,677.92	77	11400.00	\$ 54,108.37
Water Truck	3	120.00	\$ 4,500.00	17	340.00	\$ 30,777.50
Water Trailer	1	8.00	\$ 99.50			
Weed Spray Unit (4wd)	16	205.00	\$ 14,062.50	8	60.50	\$ 5,142.50
Weed Spray Unit (Quad)	114	699.00	\$ 48,930.00	142	834.50	\$ 58,415.00
Total	1205	30611.30	\$1,490,744.93	1053	30225.40	\$1,291,817.17

Attached to this report is a graph indicating (in dollar terms) the external plant hire values for each month of the past financial year (**Appendix 3**).

In regards to the above table of hires, the following comments are made:

Combinations: Truck/Skidsteer/Leveller/Tractor/Roller/mini excavator

A combination of truck/skidsteer/leveller/tractor/roller/mini excavator was hired on 49 occasions during the last year, with the total hired hours being 778.90 hours at a cost of \$107,975. The Works Services Branch was responsible for the majority of this hire with work carried out at the Darling Street Reconstruction, constructing access roads to Water Filling Stations, Wheelers Lane Rail construction and Boothenba Road Rail.

Dozer

A dozer was hired on 3 occasions during the last year, with the total hired hours being 97.5 hours at a cost of \$30,375. The Works Services Branch and the Whylandra Waste Disposal Depot was responsible for the majority of these hires. The dozer was primarily used for winning gravel.

Dump Truck

A dump truck was hired on 15 occasions during the last year, with the total hired hours being 806 at a cost of \$71,935. These hires were required to meet work demands at times when Council's resources were already committed. The Whylandra Waste Depot was responsible for the majority of this hire carting gravel from quarry to the tip face, dump trucks were also used on the Boothenba Rail Diversion project.

Excavators

Various excavators were hired on 120 occasions during the last year, with the total hired hours being 3,866 at a cost of \$356,886.82. These hires were required to meet work demands at times when Council's resources were already committed. The Works Services Branch was responsible for the majority of these hires with construction work carried out at the Boothenba Rail Diversion, Keswick Estate, Wheelers Lane Rail project and Whylandra Waste Depot.

Front End Loader

Various front end loaders were hired on 27 occasions during the last year, with the total hired hours being 455.50 at a cost of \$45,937.85. These hires were required to meet work demands at times when Council's resources were already committed. The Works Services Branch was responsible for the majority of these hires with construction work carried out at the Boothenba Rail Diversion project. Front end loaders were also used at the Dubbo Regional Livestock Markets for cleaning the pens and the Showground for cleaning after various events.

Variable Message Boards

Various message boards were hired on 77 occasions during the last year, with the total hired

hours being 11,400.00 at a cost of \$54,108.37.

The Works Services Branch was responsible for the majority of this hire with construction work carried out at the Boothenba Rail Diversion, Darling Street Reconstruction and the Wheelers Lane widening project.

Mini Excavator

A range of mini excavators were hired on 63 occasions during the last year, with the total hired hours being 1069.50 at a cost of \$51,957.35. These hires were required to meet work demands at times when Council's resources were already committed. The Works Services Branch was responsible for the majority of this hire with construction work carried out at the Darling Street Reconstruction, Golden Highway culverts and Minore Road footpath construction.

The purchase a five tonne mini excavator to meet a growing demands within Works Services for this class of equipment has been identified and funds have been included in the 2016/2017 Plant Replacement Budget.

Pump

Various pumps were hired on 20 occasions during the last year, with the total hired hours being 664 at a cost of \$9,634.86. The Water Supply Branch was responsible for the majority of this hire pumping out a clarifier for cleaning.

Weed Spray Unit (Quad)

A weed spray unit quad bike, with an operator, was hired on 142 occasions during the last year, with the total hire hours being 834.50 hours at a cost of \$58,415. This specialist hire was required to assist Parks and Landcare in the control of weeds in difficult terrain.

Truck Tipping and Dog Combination

Various truck tipping and dog combinations were hired on 90 occasions during the last year, with the total hired hours being 1,462 hours at a cost of \$191,362.95. These hires were required to meet work demands at times when Council's resources were already committed. The Works Services Branch was responsible for the majority of these hires at Boothenba Rail Diversion, Mewburns Pit, Darling St Reconstruction and the transfer solids waste from the Sewer Treatment Plant to Greengrove.

The following table provides a comparison between Council's internal rate and the external hire rates quoted in the 2016/2017 Tender for the Hire of Light Vehicles, Plant and Equipment to Council.

2016/2017 Hire Rate Comparison						
Type	With Operator	Without Operator	Internal Hourly Hire Rates 2016/2017		External Hourly Hire Rate 2016/2017	
			Minimum \$	Maximum \$	Minimum \$	Maximum \$
Backhoe	●		\$79.98	\$85.40	\$118.53	\$158.04
Excavator	●		\$89.80		\$158.04	\$184.38
Fork truck		●	\$57.89/day	\$339.07/day	\$105.36/day*	
Grader	●		\$98.63		\$171.21	\$250.23
Loader (Front End)	●		\$93.15	\$112.00	\$144.87	\$171.21
Loader Skidsteer	●		\$59.93	\$104.62	\$111.95	\$144.87
Mini Excavator	●		\$56.64		\$111.95	\$158.04
Roller Double Drum		●	\$264.10/day		\$118.53/day*	\$197.55/day*
Roller Multi Tyred		●	\$301.44/day		\$256.82/day*	\$553.14/day*
Roller Smooth Drum	●		\$83.91		\$144.87	\$189.06
Roller Pad Foot	●		\$83.91		\$144.87	\$189.06
Sedan		●	\$51.84/day	\$84.29/day		
Station Wagon		●	\$37.06/day	\$104.54/day		
Traffic Lights (portable)		●	\$96.38/day		\$105.36/day	\$158.04/day
Truck Hiab	●		\$59.01	\$93.39	\$197.55	\$210.72
Truck Prime Mover	●		\$118.17		\$184.38	\$263.40
Truck Tipping	●		\$58.54	\$100.73	\$131.70	\$171.21
Truck Tipping/Dog	●		\$119.21		\$158.04	\$197.55
Truck Water	●		\$79.50	\$97.64	\$105.36	\$171.21
Utility 4X2 Table Top		●	\$32.45/day	\$65.86/day	\$92.19/day*	
Utility 4X4 Crew Cab		●	\$43.18/day	\$87.07/day	\$92.19/day*	

Note: The listed items above include Fleet Management Services and Works Services overheads fees.

(*) The insurance and fuel costs are to be added to hire rate.

All Internal Plant and Equipment Hire have fuel included in the hire rates.

As in previous years, this year's internal hire rates are in all cases, except for the Roller Double Drum, are below the external hire rates that were received as a result of the call of the 2016/2017 Tender for the Hire of Light Vehicles, Plant and Equipment to Council.

The internal rate for the Roller Double Drum may appear to be more expensive than the external rate offered however the internal rate can be charged out at an hourly basis where

the external rate is charged at a full day only. As the roller is rarely use for more than 2 to 3 hours in one day and often on the weekend rolling cricket pitches, the hourly rate is a better measure. Based on an hourly rate and the immediate access to the roller, which is stored onsite, the internal rate is the cheaper and better option.

SUMMARY

The results of the Council's fleet operation for the 2015/2016 financial year are satisfactory; with the utilisation of the plant fleet achieving 101% against a target of 85%. The utilisation of the special items at 64% exceeded the KPI target of 55%.

In general, the current fleet mix is satisfactory and the benchmarking information is acceptable.

Appendices:

- 1** Attachment 1 - Plant and Vehicle cents per Km/Hr 2015-2016
- 2** Attachment 2 - Crash Benchmark 2016
- 3** Attachment 3 - External Plant Hire 2015-2016

Plant and vehicle cents per KM/HR 2015-2016.XIS

Utility 4X2																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	32	\$ 350.44	\$ 213.50	\$ -	\$ 445.47	\$ 246.41	\$ -	\$ 19.91	\$ 3,952.82	\$ 2,290.83	\$ 464.40	\$ 272.69	\$ 8,256.47	15,101		\$0.55
2013-2014	33	\$ 419.39	\$ 240.27	\$ -	\$ 476.85	\$ 23.15	\$ -	\$ 24.29	\$ 4,224.90	\$ 2,552.36	\$ 448.03	\$ 235.74	\$ 8,644.99	16,401		\$0.53
2014-2015	35	\$ 341.91	\$ 213.26	\$ -	\$ 465.43	\$ 49.62	\$ -	\$ 17.66	\$ 3,451.86	\$ 1,951.28	\$ 521.22	\$ 213.29	\$ 7,225.52	15,680		\$0.46
2015-2016	35	\$ 410.52	\$ 231.59	\$ -	\$ 537.17	\$ 129.79	\$ -	\$ 1.30	\$ 3,264.08	\$ 1,657.59	\$ 789.82	\$ 295.00	\$ 7,316.86	13,371		\$0.55
Variation		\$68.61	\$18.33		\$71.74	\$80.17		-\$16.36	-\$187.78	-\$293.69	\$268.61	\$81.71	\$91.34	-2309		\$0.09

Utility 4X4																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2013-2013	21	\$328.26	\$310.77		\$540.86	\$277.47		\$21.33	\$5,249.87	\$3,385.53	\$592.47	\$308.33	\$11,014.88	19901		\$0.55
2013-2014	20	\$344.57	\$276.92		\$498.65	\$405.87		\$8.59	\$5,169.47	\$3,567.17	\$708.00	\$250.75	\$11,230.00	23515		\$0.48
2014-2015	19	\$391.78	\$302.54		\$573.42	\$223.23		\$13.64	\$4,800.30	\$2,681.25	\$774.03	\$190.51	\$9,950.69	22353		\$0.45
2015-2016	21	\$453.21	\$274.76		\$711.81	\$270.79		\$35.10	\$3,367.07	\$2,218.83	\$1,647.72	\$319.64	\$9,298.92	21215		\$0.44
Variation	2	\$61.43	-\$27.78		\$138.39	\$47.56		\$21.46	-\$1,433.23	-\$462.42	\$873.69	\$129.13	-\$651.77	-1138		-\$0.01

Utility Six Cylinder																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	2	\$ 390.83	\$ 240.88	\$ -	\$ 421.50	\$ -	\$ -	\$ -	\$ 5,192.97	\$ 5,287.84	\$ 183.56	\$ 99.64	\$ 11,817.20	28714		\$0.41
2013-2014	1	\$ 667.35	\$ 240.18	\$ -	\$ 1,411.00	\$ -	\$ -	\$ -	\$ 4,581.85	\$ 1,916.59	\$ 128.97	\$ -	\$ 8,945.94	11950		\$0.75
2014-2015	1	\$ 351.22	\$ 232.19	\$ -	\$ 719.00	\$ -	\$ -	\$ -	\$ 4,834.72	\$ 1,724.06	\$ 515.08	\$ 273.41	\$ 8,649.68	12,588		\$0.69
2015-2016	1	\$ 354.25	\$ 232.42	\$ -	\$ 737.00	\$ -	\$ -	\$ -	\$ 4,568.13	\$ 1,303.69	\$ 249.90	\$ 351.00	\$ 7,796.39	8,452		\$0.92
Variation		\$3.03	\$0.23		\$18.00				-\$266.59	-\$420.37	-\$265.18	\$77.59	-\$853.29	-4136		\$0.24

Plant and vehicle cents per KM/HR 2015-2016.XIS

General Passenger Vehicle																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012/2013	49	\$ 429.78	\$ 247.52	\$ 26.81	\$ 654.45	\$ 153.94	\$ -	\$ -	\$ 4,928.41	\$ 2,307.56	\$ 293.94	\$ 212.79	\$ 9,255.19	21253		\$0.44
2013-2014	51	\$ 426.90	\$ 264.05	\$ -	\$ 707.78	\$ 116.07	\$ -	\$ 2.22	\$ 5,034.86	\$ 2,233.62	\$ 334.11	\$ 269.62	\$ 9,389.22	21290		\$0.44
2014-2015	49	\$ 441.85	\$ 252.78	\$ -	\$ 746.20	\$ 45.74	\$ -	\$ 53.28	\$ 4,342.22	\$ 1,839.36	\$ 353.12	\$ 311.36	\$ 8,385.91	21711		\$0.39
2015-2016	49	\$ 489.09	\$ 261.58	\$ -	\$ 900.60	\$ 125.81	\$ -	\$ 42.00	\$ 3,981.53	\$ 1,628.54	\$ 281.99	\$ 315.45	\$ 8,026.56	21419		\$0.37
Variation		\$47.24	\$8.80		\$154.39	\$80.07		-\$11.28	-\$360.70	-\$210.82	-\$71.13	\$4.08	-\$359.34	-292		-\$0.01

Senior Executive Staff																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2011-2012	2	\$ 492.15	\$ 405.58	\$ -	\$ 1,006.50	\$ 308.64	\$ -	\$ 40.92	\$ 6,668.91	\$ 4,062.17	\$ 932.96	\$ 657.42	\$ 14,575.23	20398		\$0.71
2012-2013	2	\$ 665.28	\$ 478.41	\$ -	\$ 1,309.50	\$ 167.00	\$ -	\$ 90.00	\$ 7,340.50	\$ 3,730.77	\$ 1,010.88	\$ 453.50	\$ 15,245.85	21913		\$0.70
2013-2014	2	\$ 806.72	\$ 601.44	\$ -	\$ 1,369.50	\$ 336.07	\$ -	\$ 152.28	\$ 16,342.79	\$ 4,085.03	\$ 1,122.10	\$ 877.29	\$ 25,693.20	23642		\$1.09
2014-2015	2	\$ 554.12	\$ 483.82	\$ -	\$ 804.00	\$ 256.06	\$ -	\$ 452.10	\$ 9,727.06	\$ 2,598.25	\$ 1,350.86	\$ 594.73	\$ 16,820.98	26615		\$0.63
2015-2016	2	\$ 552.82	\$ 663.53	\$ -	\$ 1,113.00	\$ 29.75	\$ -	\$ 0.17	\$ 8,395.20	\$ 2,985.26	\$ 898.89	\$ 1,333.57	\$ 15,972.18	27256		\$0.59
Variation		-\$1.30	\$179.71		\$309.00	-\$226.31		-\$451.93	-\$1,331.86	\$387.02	-\$451.97	\$738.84	-\$848.79	641		-\$0.05

Executive Staff Vehicles																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	7	\$ 458.89	\$ 292.96	\$ -	\$ 776.29	\$ 61.77	\$ -	\$ 27.66	\$ 6,801.63	\$ 3,151.06	\$ 347.89	\$ 328.37	\$ 12,246.51	22633		\$0.54
2013-2014	7	\$ 537.52	\$ 348.50	\$ -	\$ 1,002.29	\$ -	\$ -	\$ -	\$ 5,418.80	\$ 3,453.02	\$ 407.27	\$ 405.58	\$ 11,572.98	24251		\$0.48
2014-2015	7	\$ 415.57	\$ 337.87	\$ -	\$ 894.14	\$ 114.93	\$ -	\$ 103.90	\$ 6,288.06	\$ 2,593.57	\$ 306.93	\$ 318.32	\$ 11,373.29	23638		\$0.48
2015-2016	7	\$ 527.66	\$ 337.46	\$ -	\$ 1,072.00	\$ 113.69	\$ -	\$ 110.65	\$ 5,196.77	\$ 2,605.99	\$ 383.55	\$ 297.80	\$ 10,645.56	25027		\$0.43
Variation		\$112.09	-\$0.42		\$177.86	-\$1.24		\$6.76	-\$1,091.29	\$12.42	\$76.62	-\$20.52	-\$727.73	1389		-\$0.06

Plant and vehicle cents per KM/HR 2015-2016.XIS

Truck - Tipping																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	15	\$ 479.23	\$ 906.16	\$ -	\$ 845.15	\$ 353.86	\$ -	\$ 17.17	\$ 9,322.82	\$ 4,503.01	\$ 2,784.87	\$ 1,975.00	\$ 21,187.27	13984		\$1.52
2013-2014	15	\$ 371.36	\$ 838.59	\$ -	\$ 634.76	\$ 374.59	\$ -	\$ 15.09	\$ 10,156.23	\$ 4,510.77	\$ 3,561.09	\$ 2,805.82	\$ 23,268.30	12174		\$1.91
2014-2015	16	\$ 475.97	\$ 832.76	\$ -	\$ 712.81	\$ 670.58	\$ -	\$ 45.26	\$ 9,287.78	\$ 3,350.27	\$ 2,660.73	\$ 1,501.89	\$ 19,538.06	11432		\$1.71
2015-2016	16	\$ 521.03	\$ 836.11	\$ -	\$ 835.50	\$ 387.48	\$ -	\$ 70.34	\$ 8,399.86	\$ 3,187.74	\$ 3,772.41	\$ 1,043.18	\$ 19,053.65	11900		\$1.60
Variation		\$45.05	\$3.35		\$122.69	-\$283.10		\$25.08	-\$887.92	-\$162.52	\$1,111.68	-\$458.71	-\$484.41	468		-\$0.11

Truck - Heavy Haulage																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	4	\$ 1,343.81	\$ 2,158.38	\$ -	\$ 4,142.82	\$ 1,415.48	\$ -	\$ 67.94	\$ 21,671.22	\$ 32,370.77	\$ 6,296.63	\$ 1,842.59	\$ 71,309.64	39066		\$1.83
2013-2014	4	\$ 1,497.64	\$ 2,152.42	\$ -	\$ 4,245.45	\$ 5,541.81	\$ -	\$ -	\$ 21,671.23	\$ 30,432.33	\$ 9,013.40	\$ 1,187.29	\$ 75,741.55	34210		\$2.21
2014-2015	4	\$ 1,171.88	\$ 2,091.25	\$ -	\$ 1,123.00	\$ 391.61	\$ -	\$ -	\$ 19,865.29	\$ 17,693.68	\$ 10,144.31	\$ 1,499.54	\$ 53,980.55	26176		\$2.06
2015-2016	4	\$ 1,512.74	\$ 2,006.78	\$ -	\$ 1,227.28	\$ 1,868.55	\$ -	\$ -	\$ 31,895.40	\$ 12,872.79	\$ 15,817.54	\$ 2,187.96	\$ 69,389.02	21361		\$3.25
Variation		\$340.87	-\$84.47		\$104.28	\$1,476.94			\$12,030.11	-\$4,820.90	\$5,673.23	\$688.43	\$15,408.48	-4815		\$1.19

Truck - Water Cart																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	5	\$ 1,167.64	\$ 1,928.10	\$ -	\$ 1,562.62	\$ 1,974.49	\$ -	\$ 142.00	\$ 18,656.35	\$ 12,420.13	\$ 8,869.03	\$ 1,669.38	\$ 48,389.73	18274		\$2.65
2013-2014	5	\$ 2,065.99	\$ 1,923.58	\$ -	\$ 2,603.19	\$ 156.61	\$ 18.49	\$ 920.58	\$ 20,665.06	\$ 10,469.52	\$ 11,892.97	\$ 1,110.06	\$ 51,826.06	13904		\$3.73
2014-2015	5	\$ 697.45	\$ 1,951.06	\$ -	\$ 639.80	\$ 121.70	\$ -	\$ -	\$ 17,322.84	\$ 7,977.54	\$ 4,623.96	\$ 1,326.18	\$ 34,660.53	13661		\$2.54
2015-2016	5	\$ 1,304.15	\$ 1,924.26	\$ -	\$ 1,443.80	\$ 1,153.47	\$ -	\$ -	\$ 15,821.31	\$ 7,284.16	\$ 5,539.82	\$ 2,152.83	\$ 36,623.80	14216		\$2.58
Variation		\$606.70	-\$26.80		\$804.00	\$1,031.77			-\$1,501.53	-\$693.39	\$915.86	\$826.65	\$1,963.27	555		\$0.04

Plant and vehicle cents per KM/HR 2015-2016.XIS

Truck - Prime Mover																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	1	\$ 1,343.81	\$ 1,559.48	\$ -	\$ 4,984.82	\$ 2,727.27	\$ -	\$ 385.00	\$ 11,306.76	\$ 23,971.03	\$ 9,156.25	\$ 1,799.57	\$ 57,233.99	32008		\$1.79
2013-2014	1	\$ 1,835.20	\$ 1,556.81	\$ -	\$ 6,376.06	\$ 25.45	\$ -	\$ 1,280.85	\$ 17,982.64	\$ 25,603.15	\$ 6,597.41	\$ 1,328.34	\$ 62,585.91	30046		\$2.08
2014-2015	1	\$ 1,562.50	\$ 1,903.91	\$ -	\$ 5,177.91	\$ 1,389.50	\$ -	\$ -	\$ 17,350.30	\$ 19,827.19	\$ 7,329.68	\$ 2,480.09	\$ 57,021.08	27863		\$2.05
2015-2016	1	\$ 1,512.74	\$ 1,867.70	\$ -	\$ 5,213.55	\$ 35.00	\$ -	\$ -	\$ 16,393.58	\$ 16,841.60	\$ 3,494.72	\$ 2,600.60	\$ 47,959.49	23807		\$2.01
Variation		-\$49.76	-\$36.21		\$35.64	-\$1,354.50			-\$956.72	-\$2,985.59	-\$3,834.96	\$120.51	-\$9,061.59	-4056		-\$0.03

Truck - Street Sweeper																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	1	\$ 359.28	\$ 2,277.59	\$ -	\$ 351.00	\$ 1,704.72	\$ 8,533.62	\$ 175.00	\$ 47,945.28	\$ 28,250.67	\$ 42,020.32	\$ 3,948.87	\$ 135,566.35	18824		\$7.20
2013-2014	1	\$ 635.26	\$ 2,362.98	\$ -	\$ 648.00	\$ 865.90	\$ 11,031.91	\$ 180.00	\$ 49,484.94	\$ 29,483.02	\$ 14,472.67	\$ 4,738.39	\$ 113,903.07	19611		\$5.81
2014-2015	1	\$ 105.90	\$ 2,400.00	\$ -	\$ 365.00	\$ 3,079.44	\$ 11,381.09	\$ 603.34	\$ 59,506.37	\$ 21,658.85	\$ 16,282.24	\$ 6,958.76	\$ 122,340.99	21740		\$5.63
2015-2016	1	\$ 107.97	\$ 2,285.44	\$ -	\$ 368.00	\$ 513.00	\$ 7,907.90	\$ 242.37	\$ 56,225.09	\$ 18,847.40	\$ 30,624.16	\$ 5,778.13	\$ 122,899.46	19700		\$6.24
Variation		\$2.07	-\$114.56		\$3.00	-\$2,566.44	-\$3,473.19	-\$360.97	-\$3,281.28	-\$2,811.45	\$14,341.92	-\$1,180.63	\$558.47	-2040		\$0.61

Truck - Table Top / Table Top Crew Cab																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2011-2012	15	\$ 472.96	\$ 767.07	\$ -	\$ 621.69	\$ 161.75	\$ -	\$ 102.54	\$ 9,336.10	\$ 3,522.21	\$ 3,958.99	\$ 1,164.04	\$ 20,107.34	16702		\$1.20
2012-2013	16	\$ 530.75	\$ 982.22	\$ -	\$ 726.14	\$ 578.01	\$ 6.91	\$ 44.38	\$ 10,479.98	\$ 3,455.53	\$ 5,392.15	\$ 1,124.74	\$ 23,320.82	10933		\$2.13
2014-2015	13	\$ 555.15	\$ 978.67	\$ -	\$ 728.61	\$ 345.98	\$ -	\$ 42.56	\$ 11,999.58	\$ 2,994.60	\$ 3,608.15	\$ 479.52	\$ 21,732.82	11269		\$1.93
2015-2016	13	\$ 493.35	\$ 977.71	\$ -	\$ 667.66	\$ 545.65	\$ -	\$ 32.30	\$ 11,853.04	\$ 2,833.72	\$ 3,874.01	\$ 946.86	\$ 22,224.29	11335		\$1.96
Variation		-\$61.80	-\$0.96		-\$60.95	\$199.67		-\$10.26	-\$146.54	-\$160.88	\$265.86	\$467.34	\$491.48	66		\$0.03

Plant and vehicle cents per KM/HR 2015-2016.XIS

Truck - Road Maintenance																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	2	\$ 1,343.81	\$ 2,689.14	\$ -	\$ 1,180.82	\$ 1,648.42	\$ -	\$ -	\$ 37,751.82	\$ 17,325.31	\$ 14,637.75	\$ 1,889.32	\$ 78,466.38	23499		\$3.34
2013-2014	2	\$ 1,497.64	\$ 2,679.57	\$ -	\$ 1,116.23	\$ 2,144.76	\$ 320.00	\$ -	\$ 37,751.82	\$ 15,817.79	\$ 19,812.95	\$ 2,116.13	\$ 83,256.87	20454		\$4.07
2014-2015	2	\$ 1,562.50	\$ 2,625.00	\$ -	\$ 1,132.96	\$ 1,821.47	\$ -	\$ -	\$ 34,605.84	\$ 10,961.85	\$ 15,801.55	\$ 2,791.57	\$ 71,302.72	17734		\$4.02
2015-2016	2	\$ 2,441.45	\$ 2,500.25	\$ -	\$ 1,872.28	\$ 741.20	\$ 93.96	\$ 235.59	\$ 19,705.15	\$ 8,198.35	\$ 17,698.14	\$ 1,940.97	\$ 55,427.32	17167		\$3.23
Variation		\$878.95	-\$124.75		\$739.32	-\$1,080.27	\$93.96	\$235.59	-\$14,900.69	-\$2,763.50	\$1,896.59	-\$850.60	-\$15,875.40	-567		-\$0.79

Truck - Garbage Collection																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	4	\$ 1,486.62	\$ 2,743.62	\$ -	\$ 1,470.82	\$ 6,696.77	\$ -	\$ 132.50	\$ 56,576.42	\$ 32,528.14	\$ 33,800.27	\$ 1,956.89	\$ 137,392.04	25132		\$5.47
2013-2014	4	\$ 1,715.05	\$ 2,790.06	\$ -	\$ 1,532.88	\$ 3,880.30	\$ 1.45	\$ 15.47	\$ 58,509.34	\$ 34,160.33	\$ 27,292.61	\$ 1,489.84	\$ 131,387.32	29408		\$4.47
2014-2015	4	\$ 1,562.50	\$ 2,762.50	\$ -	\$ 1,123.00	\$ 12,429.84	\$ -	\$ -	\$ 57,877.96	\$ 26,283.92	\$ 32,217.98	\$ 2,328.02	\$ 136,585.71	28998		\$4.71
2015-2016	4	\$ 1,860.31	\$ 2,669.18	\$ -	\$ 1,458.89	\$ 9,046.20	\$ -	\$ 138.11	\$ 32,164.82	\$ 23,689.18	\$ 35,578.08	\$ 2,114.47	\$ 108,719.24	29917		\$3.63
Variation		\$297.81	-\$93.32		\$335.89	-\$3,383.65		\$138.11	-\$25,713.14	-\$2,594.73	\$3,360.11	-\$213.55	-\$27,866.47	919		-\$1.08

Tractors																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	7	\$ 331.33	\$ 848.06	\$ -	\$ 106.57	\$ 392.73	\$ -	\$ 55.00	\$ 8,266.90	\$ 4,078.48	\$ 5,454.04	\$ 1,595.79	\$ 21,128.90		522	\$40.47
2013-2014	7	\$ 350.03	\$ 906.08	\$ -	\$ 115.43	\$ 1,368.25	\$ 1.05	\$ 196.34	\$ 8,472.06	\$ 5,688.53	\$ 4,560.20	\$ 1,753.71	\$ 23,411.69		634	\$36.94
2014-2015	6	\$ 638.99	\$ 1,013.71	\$ -	\$ 129.17	\$ 27.58	\$ 71.58	\$ 64.25	\$ 7,309.43	\$ 4,618.43	\$ 5,960.02	\$ 1,320.66	\$ 21,153.81		567	\$37.29
2015-2016	6	\$ 381.55	\$ 1,026.54	\$ -	\$ 184.83	\$ 15.00	\$ -	\$ -	\$ 5,936.84	\$ 3,757.27	\$ 5,056.92	\$ 986.48	\$ 17,345.43		665	\$26.08
Variation		-\$257.44	\$12.83		\$55.67	-\$12.58	-\$71.58	-\$64.25	-\$1,372.59	-\$861.16	-\$903.10	-\$334.18	-\$3,808.38		98	-\$11.21

Plant and vehicle cents per KM/HR 2015-2016.XIS

Trailer - Side Tipper																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	1	\$ -	\$ 756.82	\$ -	\$ 1,829.00	\$ 723.26	\$ -	\$ -	\$ 1,869.36	\$ -	\$ 3,987.39	\$ 412.96	\$ 9,578.79	10597		\$0.90
2013-2014	1	\$ -	\$ 758.75	\$ -	\$ 1,873.82	\$ 2,853.05	\$ -	\$ -	\$ 1,973.54	\$ -	\$ 5,964.44	\$ 1,099.16	\$ 14,522.76	11824		\$1.23
2014-2015	1	\$ -	\$ 717.31	\$ -	\$ 1,900.55	\$ -	\$ -	\$ -	\$ 2,859.45	\$ -	\$ 3,113.14	\$ 640.73	\$ 9,231.18	7,214		\$1.28
2015-2016	1	\$ -	\$ 718.03	\$ -	\$ 1,913.17	\$ -	\$ -	\$ -	\$ 984.99	\$ -	\$ 3,123.77	\$ 551.58	\$ 7,291.54	9,878		\$0.74
Variation			\$0.72		\$12.62				-\$1,874.46		\$10.63	-\$89.15	-\$1,939.64	2664		-\$0.54

Trailer - Low Loader																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	1	\$ 20.00	\$ 1,395.59	\$ -	\$ 1,829.00	\$ 2,233.85	\$ -	\$ -	\$ 8,166.60	\$ -	\$ 2,927.10	\$ 630.34	\$ 17,202.48	19283		\$0.89
2013-2014	1	\$ -	\$ 1,393.62	\$ -	\$ 1,873.82	\$ 1,310.32	\$ 44.03	\$ -	\$ 8,166.61	\$ -	\$ 2,234.13	\$ 1,373.93	\$ 16,396.46	17124		\$0.96
2014-2015	1	\$ -	\$ 1,322.72	\$ -	\$ 1,900.55	\$ 942.00	\$ -	\$ -	\$ 7,486.05	\$ -	\$ 4,800.40	\$ 973.95	\$ 17,425.67	14708		\$1.18
2015-2016	1	\$ -	\$ 1,297.57	\$ -	\$ 1,913.17	\$ 848.00	\$ -	\$ -	\$ 2,668.83	\$ 21.78	\$ 7,017.98	\$ 1,158.70	\$ 14,926.03	15879		\$0.94
Variation			-\$25.15		\$12.62	-\$94.00			-\$4,817.22	\$21.78	\$2,217.58	\$184.75	-\$2,499.64	1171		-\$0.24

Loader - Skidsteer																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	5	\$ 366.29	\$ 463.59	\$ -	\$ 91.60	\$ 950.93	\$ 23.38	\$ -	\$ 6,228.51	\$ 2,897.86	\$ 7,451.26	\$ 1,687.81	\$ 20,161.21		332	\$60.76
2013-2014	5	\$ 386.18	\$ 574.50	\$ -	\$ 60.00	\$ 624.17	\$ 213.63	\$ -	\$ 6,207.09	\$ 3,242.20	\$ 7,231.59	\$ 1,748.38	\$ 20,287.74		370	\$54.89
2014-2015	5	\$ 401.76	\$ 541.27	\$ -	\$ 58.00	\$ 1,250.55	\$ 561.36	\$ -	\$ 5,837.55	\$ 3,153.49	\$ 6,406.56	\$ 1,733.61	\$ 19,944.14		402	\$49.61
2015-2016	5	\$ 390.74	\$ 541.81	\$ -	\$ 63.00	\$ 119.72	\$ 255.75	\$ -	\$ 5,688.58	\$ 2,052.71	\$ 8,231.59	\$ 1,339.15	\$ 18,683.05		349	\$53.59
Variation		-\$11.02	\$0.54		\$5.00	-\$1,130.83	-\$305.61		-\$148.96	-\$1,100.78	\$1,825.03	-\$394.47	-\$1,261.10		-53	\$3.98

Plant and vehicle cents per KM/HR 2015-2016.XIS

Roller - Combination																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	1	\$ -	\$ 574.93	\$ -	\$ -	\$ 1,841.47	\$ -	\$ 979.24	\$ 795.79	\$ -	\$ 2,134.73	\$ 322.38	\$ 6,648.54		772	\$8.61
2013-2014	1	\$ -	\$ 578.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,147.97	\$ 8.79	\$ 1,171.77	\$ 602.60	\$ 8,509.41		736	\$11.56
2014-2015	1	\$ -	\$ 999.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,635.63	\$ -	\$ 4,745.85	\$ 226.40	\$ 11,607.86		861	\$13.48
2015-2016	1	\$ -	\$ 1,000.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,324.87	\$ -	\$ 2,816.28	\$ 302.36	\$ 9,444.49		688	\$13.73
Variation			\$1.00						-\$310.76		-\$1,929.57	\$75.96	-\$2,163.37		-173	\$0.25

Roller - Multi Tyred																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	3	\$ 517.31	\$ 1,321.38	\$ -	\$ 59.00	\$ -	\$ 443.87	\$ 161.29	\$ 14,007.70	\$ 4,745.50	\$ 3,994.27	\$ 1,577.44	\$ 26,827.76		582	\$46.12
2013-2014	3	\$ 252.40	\$ 1,319.95	\$ -	\$ 40.00	\$ 8.48	\$ -	\$ -	\$ 15,853.88	\$ 3,706.50	\$ 3,975.56	\$ 1,685.01	\$ 26,841.78		392	\$68.42
2014-2015	3	\$ 401.76	\$ 1,214.65	\$ -	\$ 62.00	\$ 78.02	\$ -	\$ -	\$ 14,532.72	\$ 1,728.05	\$ 2,523.34	\$ 1,298.42	\$ 21,838.97		488	\$44.75
2015-2016	3	\$ 390.74	\$ 1,198.77	\$ -	\$ 63.00	\$ 871.53	\$ -	\$ 524.12	\$ 13,820.86	\$ 2,041.16	\$ 3,201.64	\$ 2,499.95	\$ 24,611.77		436	\$56.45
Variation		-\$11.02	-\$15.87		\$1.00	\$793.51		\$524.12	-\$711.87	\$313.12	\$678.30	-\$1,201.52	\$2,772.80		-52	\$11.70

Roller - Single Drum Smooth and Padfoot																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	2	\$ 359.28	\$ 1,305.10	\$ -	\$ 341.96	\$ -	\$ -	\$ 87.50	\$ 12,941.07	\$ 3,215.20	\$ 8,986.40	\$ 1,573.81	\$ 28,810.31		354	\$81.50
2013-2014	2	\$ 193.09	\$ 1,303.60	\$ -	\$ 23.77	\$ -	\$ -	\$ -	\$ 14,886.42	\$ 6,067.99	\$ 2,746.12	\$ 1,611.07	\$ 26,832.06		503	\$53.34
2014-2015	2	\$ 401.76	\$ 1,262.45	\$ -	\$ 62.00	\$ -	\$ -	\$ -	\$ 13,645.89	\$ 3,721.85	\$ 1,857.24	\$ 2,356.50	\$ 23,307.68		453	\$51.51
2015-2016	2	\$ 390.74	\$ 1,238.45	\$ -	\$ 63.00	\$ -	\$ -	\$ -	\$ 12,893.43	\$ 3,514.21	\$ 8,566.89	\$ 1,389.78	\$ 28,056.49		526	\$53.34
Variation		-\$11.02	-\$24.00		\$1.00				-\$752.46	-\$207.64	\$6,709.65	-\$966.72	\$4,748.81		74	\$1.83

Plant and vehicle cents per KM/HR 2015-2016.XIS

Compactor																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	1	\$ 359.28	\$ 5,266.97	\$ -	\$ 1,289.00	\$ -	\$ -	\$ -	\$ 61,714.32	\$ 19,644.83	\$ 11,428.10	\$ 3,275.21	\$ 102,977.71		628	\$163.98
2013-2014	1	\$ -	\$ 5,256.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,714.31	\$ 22,025.61	\$ 15,122.52	\$ 3,076.34	\$ 107,194.78		892	\$120.17
2014-2015	1	\$ -	\$ 6,007.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,571.46	\$ 15,995.09	\$ 40,244.97	\$ 3,166.28	\$ 121,984.80		789	\$154.61
2015-2016	1	\$ -	\$ 4,728.15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,452.02	\$ 13,865.49	\$ 19,441.46	\$ 4,838.11	\$ 96,325.23		794	\$121.32
Variation			-\$1,278.85						-\$3,119.44	-\$2,129.60	-\$20,803.51	\$1,671.83	-\$25,659.57		5	-\$33.29

Grader																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	4	\$ 359.28	\$ 2,748.18	\$ -	\$ 103.98	\$ 2,761.48	\$ 4,598.96	\$ -	\$ 25,763.88	\$ 14,454.55	\$ 12,319.83	\$ 2,993.86	\$ 66,103.99		905	\$73.06
2013-2014	4	\$ 386.18	\$ 2,739.08	\$ -	\$ 117.79	\$ 4,395.01	\$ 3,729.21	\$ -	\$ 25,933.55	\$ 12,645.55	\$ 8,974.26	\$ 3,499.54	\$ 62,420.16		855	\$73.01
2014-2015	4	\$ 401.76	\$ 2,662.50	\$ -	\$ 62.00	\$ 763.65	\$ 2,736.57	\$ -	\$ 29,136.75	\$ 7,417.94	\$ 9,706.11	\$ 2,422.16	\$ 55,309.43		743	\$74.44
2015-2016	4	\$ 390.74	\$ 2,555.16	\$ -	\$ 63.00	\$ 5,258.23	\$ 3,960.54	\$ 88.67	\$ 30,406.80	\$ 5,960.60	\$ 10,193.89	\$ 2,782.98	\$ 61,660.59		739	\$83.44
Variation		-\$11.02	-\$107.35		\$1.00	\$4,494.58	\$1,223.97	\$88.67	\$1,270.05	-\$1,457.34	\$487.79	\$360.82	\$6,351.16		-4	\$9.00

Loader - Backhoe																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	3	\$ 359.28	\$ 1,285.64	\$ -	\$ 59.00	\$ 1,529.78	\$ 52.98	\$ -	\$ 16,235.85	\$ 5,110.94	\$ 9,331.57	\$ 2,051.23	\$ 36,016.28		525	\$68.56
2013-2014	3	\$ 547.76	\$ 1,284.45	\$ -	\$ 60.00	\$ 1,286.36	\$ 18.13	\$ 134.91	\$ 12,698.99	\$ 6,389.99	\$ 11,027.42	\$ 1,569.00	\$ 35,017.02		736	\$47.60
2014-2015	3	\$ 267.84	\$ 1,218.51	\$ -	\$ 41.33	\$ 20.00	\$ 544.37	\$ -	\$ 16,422.78	\$ 4,505.33	\$ 6,207.20	\$ 1,609.14	\$ 30,836.51		747	\$41.26
2015-2016	3	\$ 484.69	\$ 1,237.34	\$ -	\$ 113.00	\$ 574.99	\$ 411.08	\$ 455.50	\$ 6,150.75	\$ 3,310.04	\$ 6,049.06	\$ 1,968.62	\$ 20,755.07		682	\$30.42
Variation		\$216.85	\$18.83		\$71.67	\$554.99	-\$133.29	\$455.50	-\$10,272.03	-\$1,195.29	-\$158.14	\$359.48	-\$10,081.43		-65	-\$10.84

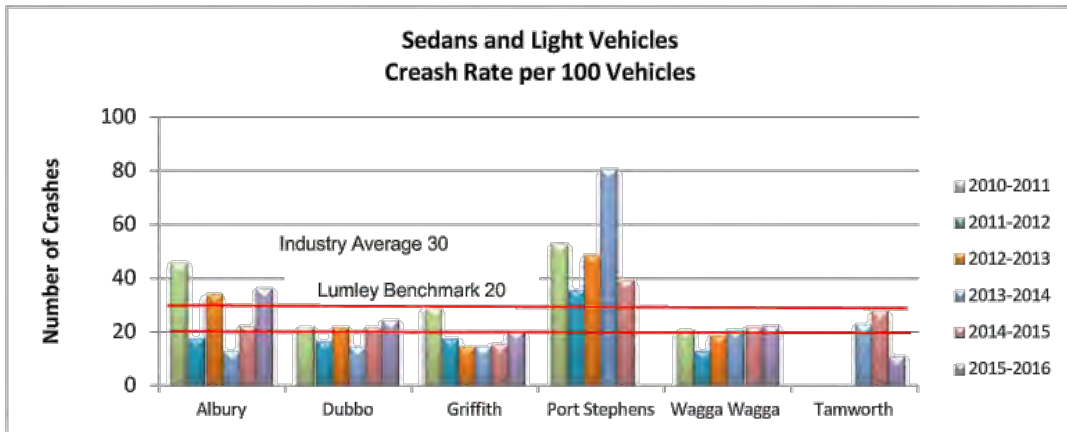
Plant and vehicle cents per KM/HR 2015-2016.XIS

Loader - Front End																
Average Costs																
Financial Year	No. of Items in Group	CTP	Insurance Comp	Insurance Claims	Rego	Tyres & Wheels	GET	Equip. Change over	Deprec.	Fuel & Oil	Materials & Repairs	Service Costs	Total Expenditure	Total KM Travelled	Total Hours	Cents Per KM/HR
2012-2013	2	\$ 359.28	\$ 2,616.26	\$ -	\$ 59.00	\$ -	\$ 2,703.79	\$ 95.00	\$ 27,880.14	\$ 18,606.88	\$ 8,917.16	\$ 3,747.49	\$ 64,984.98		999	\$65.05
2013-2014	2	\$ 420.68	\$ 2,607.81	\$ -	\$ 37.50	\$ -	\$ 2,628.81	\$ 31.47	\$ 29,933.79	\$ 21,285.35	\$ 6,253.38	\$ 4,795.97	\$ 67,994.74		1,213	\$56.06
2014-2015	3	\$ 267.84	\$ 1,833.33	\$ -	\$ 125.67	\$ 41.28	\$ 2,348.98	\$ 262.20	\$ 20,122.43	\$ 11,694.61	\$ 2,579.61	\$ 2,855.72	\$ 42,131.68		903	\$46.66
2015-2016	3	\$ 260.49	\$ 2,036.79	\$ -	\$ 124.33	\$ 5,018.97	\$ 1,120.12	\$ -	\$ 20,942.27	\$ 9,288.03	\$ 13,413.96	\$ 4,102.37	\$ 56,307.33		857	\$65.68
Variation		-\$7.35	\$203.46		-\$1.33	\$4,977.68	-\$1,228.85	-\$262.20	\$819.84	-\$2,406.59	\$10,834.35	\$1,246.65	\$14,175.65		-46	\$19.02

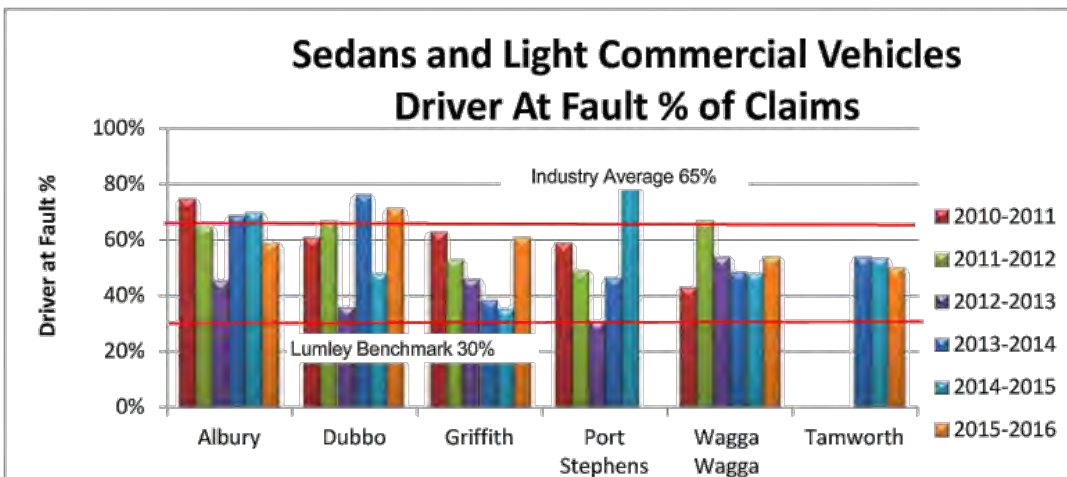
CRASH COMPARISON CHARTS

2009/2010 - 2013/2014

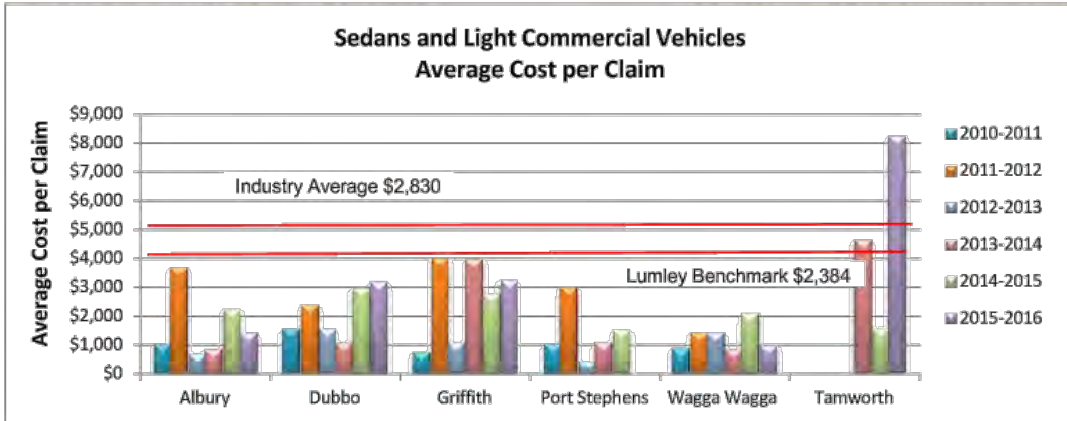
Sedan and Light Vehicles Crash Rate per 100 Vehicles						
Albury	Dubbo	Griffith	Port Stephens	Wagga Wagga	Tamworth	Year
46	22	29	53	21		2010-2011
18	17	18	36	13		2011-2012
34	22	15	49	19		2012-2013
13	15	15	81	21	23	2013-2014
23	22	16	39	22	28	2014-2015
36	25	21		22	11	2015-2016



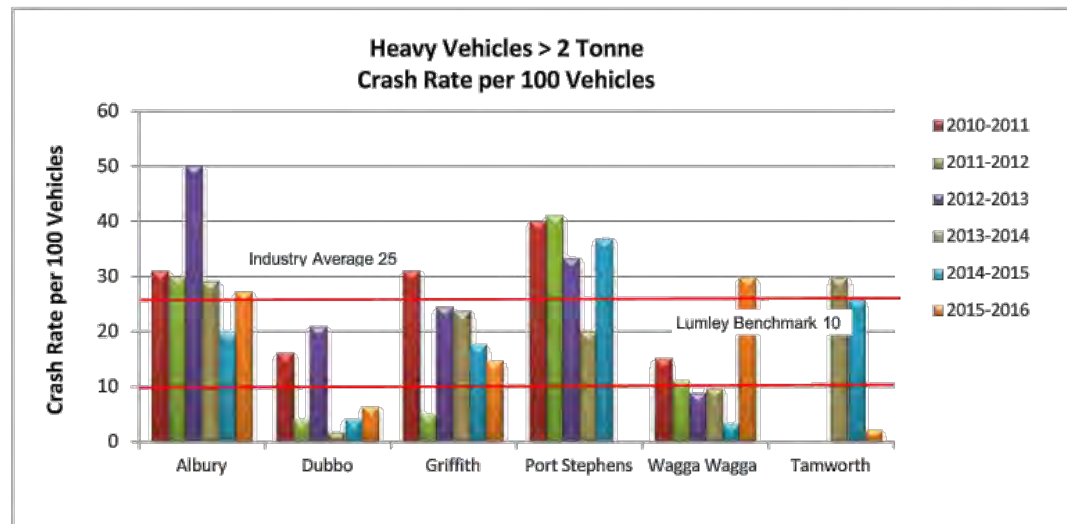
Sedans and Light Commercial Vehicles Driver at Fault % of Claims						
Albury	Dubbo	Griffith	Port Stephens	Wagga Wagga	Tamworth	Year
75%	61%	63%	59%	43%		2010-2011
65%	67%	53%	49%	67%		2011-2012
45%	36%	46%	31%	54%		2012-2013
69%	76%	38%	46%	48%	54%	2013-2014
70%	48%	36%	82%	48%	53%	2014-2015
59%	71%	61%		54%	50%	2015-2016



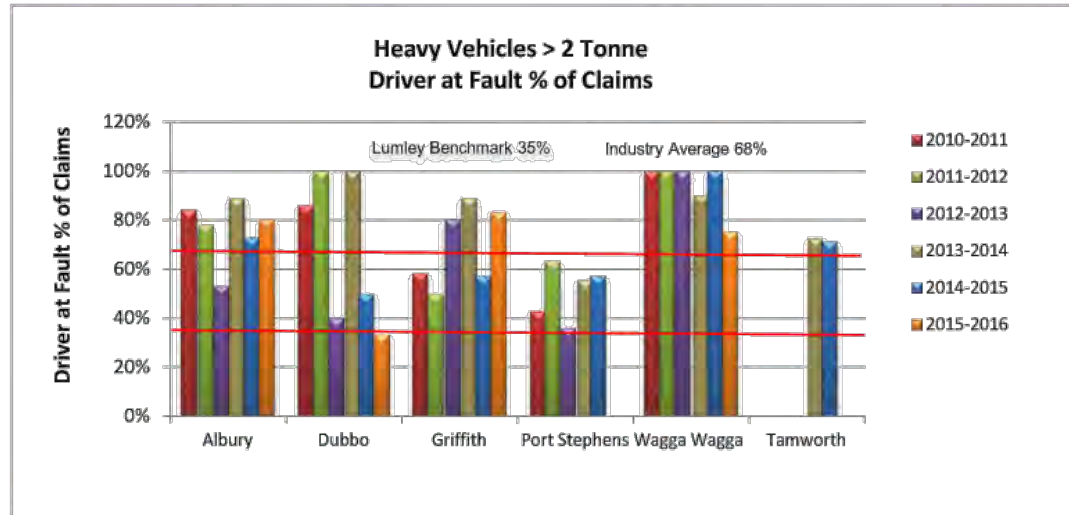
Sedans and Light Commercial Vehicles Average Cost per Claim						
Albury	Dubbo	Griffith	Port Stephens	Wagga Wagga	Tamworth	Year
\$1,011.63	\$1,541.57	\$733.58	\$1,035.55	\$900.44		2010-2011
\$3,659.87	\$2,375.17	\$4,005.27	\$3,014.67	\$1,394.72		2011-2012
\$685.48	\$1,537.24	\$1,064.46	\$397.10	\$1,419.08		2012-2013
\$843.63	\$1,096.52	\$3,964.36	\$1,073.72	\$840.03	\$4,625.39	2013-2014
\$2,224.10	\$2,969.36	\$2,744.73	\$1,486.82	\$2,072.60	\$1,577.33	2014-2015
\$1,412.24	\$3,198.40	\$3,215.56		\$956.75	\$8,216.86	2015-2016



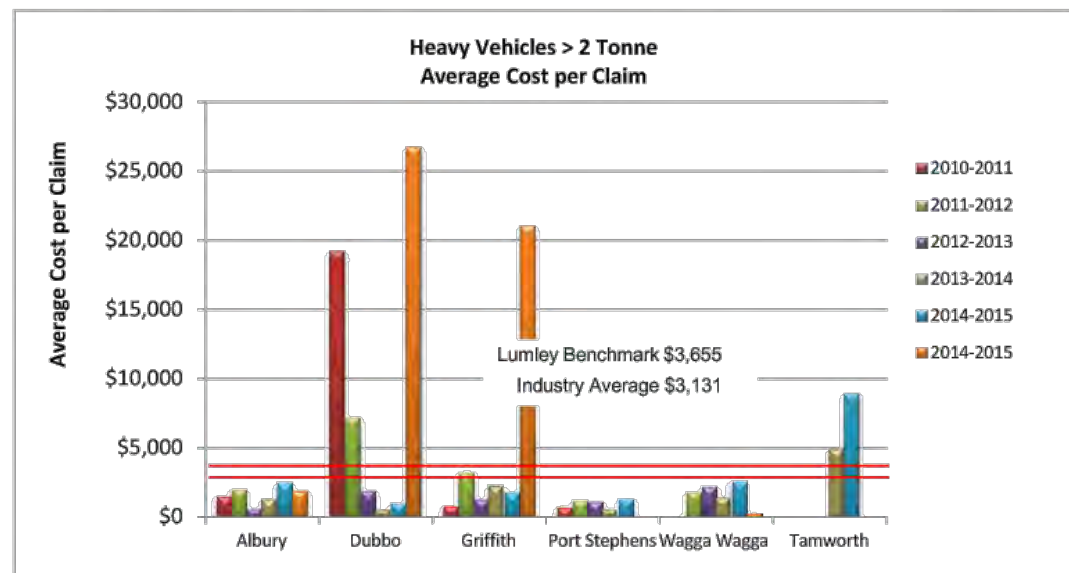
Heavy Vehicle > 2 Tonne Crash Rate per 100 Vehicles						
Albury	Dubbo	Griffith	Port Stephens	Wagga Wagga	Tamworth	Year
31	16	31	40	15		2010-2011
30	4	5	41	11		2011-2012
50	21	24	33	9		2012-2013
29	2	24	20	10	30	2013-2014
20	4	18	37	3	26	2014-2015
27	6	15		30	2	2015-2016



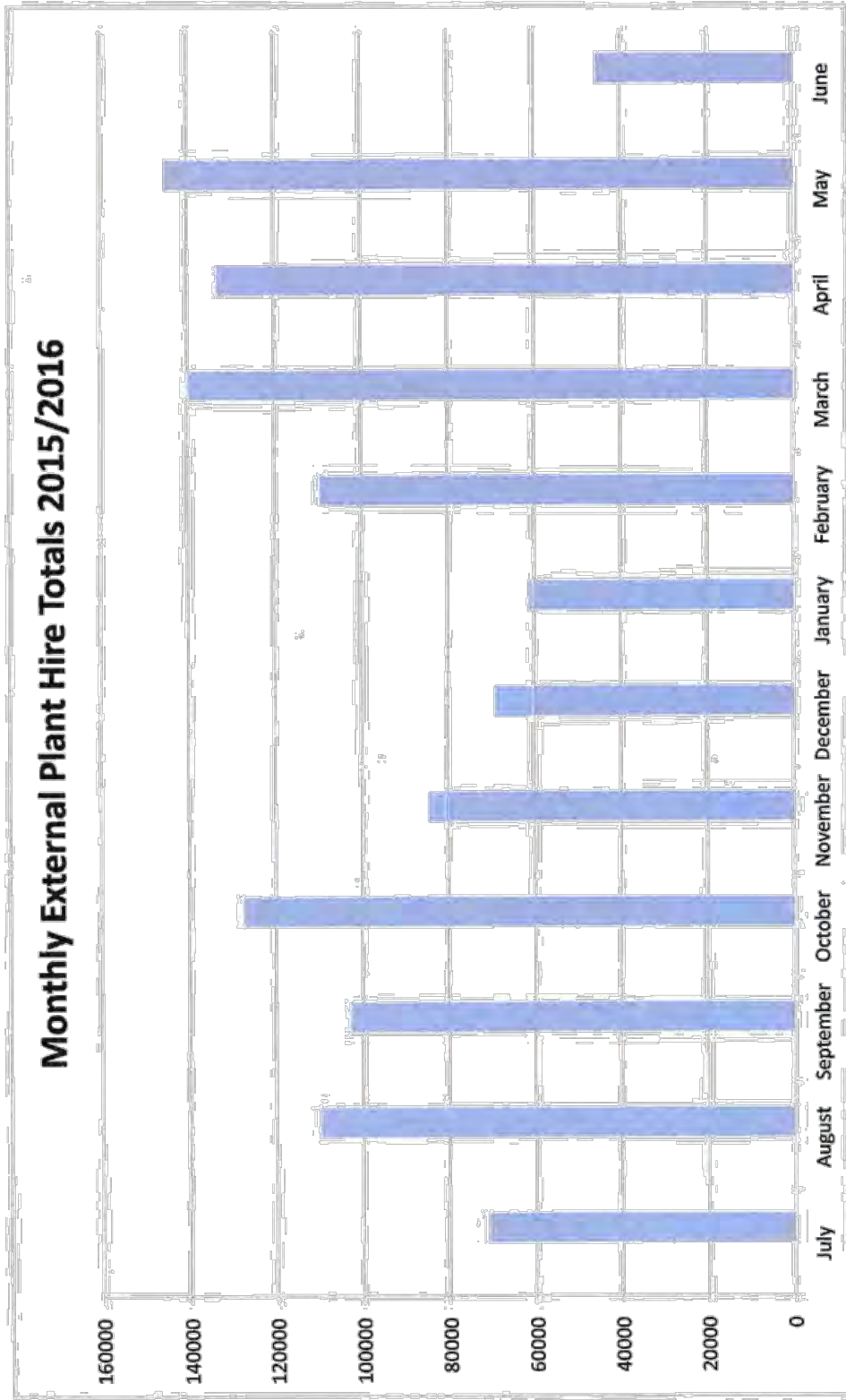
Heavy Vehicles >2 Tonne Driver at Fault % of Vehicles						
Albury	Dubbo	Griffith	Port Stephens	Wagga Wagga	Tamworth	Year
84%	86%	58%	43%	100%		2010-2011
78%	100%	50%	63%	100%		2011-2012
53%	40%	80%	36%	100%		2012-2013
89%	100%	89%	56%	90%	73%	2013-2014
73%	50%	57%	57%	100%	71%	2014-2015
80%	33%	83%		75%		2015-2016



Heavy Vehicles >2 Tonne Average Cost per Claim						
Albury	Dubbo	Griffith	Port Stephens	Wagga Wagga	Tamworth	Year
\$1,525.78	\$19,218.31	\$799.08	\$732.85	\$87.07		2010-2011
\$1,995.00	\$7,198.50	\$3,238.50	\$1,215.70	\$1,817.00		2011-2012
\$594.94	\$1,923.60	\$1,246.70	\$1,128.00	\$2,201.00		2012-2013
\$1,247.55	\$500.00	\$2,239.95	\$511.00	\$1,377.80	\$4,878.27	2013-2014
\$2,449.91	\$1,006.50	\$1,747.86	\$1,263.00	\$2,545.00	\$8,942.52	2014-2015
\$1,910.27	\$26,713.67	\$21,049.17		\$235.50		2014-2015



Appendix 3



REPORT: Proposed Transfer of Crown Land at the Whylandra Waste and Recycling Centre to Council Ownership

**AUTHOR: Manager Civil Infrastructure and Solid
Waste**

REPORT DATE: 11 August 2016

TRIM REFERENCE: ID16/1507

EXECUTIVE SUMMARY

In regard to the attached report (Appendix 2), titled "Proposed Purchase of Crown Road at Whylandra Waste Disposal Depot" the former Dubbo City Council resolved to close Crown roads for the purpose of purchasing and consolidating with the waste disposal land holding, Lot 1125 in DP880898 at its meeting on 21 March 2008.

It is now proposed that the Crown public roads be purchased at the price set by the State Valuation Office of \$11,615 and the land be transferred to Council's ownership.

FINANCIAL IMPLICATIONS

The land acquisition cost of \$11,615 and stamp duty associated with the land transfer (\$141.25) are proposed to be funded from the Other Waste Services restricted asset.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

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

Stephen Clayton

Manager Civil Infrastructure and Solid Waste

BACKGROUND

The attached report titled “WSC 08/052 – Proposed Purchase of Crown Road at Whylandra Waste Disposal Depot” proposing the closure of Crown Roads for the purpose of purchasing the land and consolidating it within the waste depot holding was adopted at the meeting of the former Dubbo City Council on 21 March 2008.

The former Council made the following determination in respect to the report:

1. *“That application be made to the Department of Lands to close the Crown roads the subject of Enclosure Permits 132446 and 29513 at Whylandra Waste Disposal Depot for the purpose of purchasing and consolidating with the waste disposal land holding, Lot 1125 in DP880898.*
2. *That any necessary legal documents pertaining to the application be executed under the Common Seal of the Council*
3. *That following receipt of the valuation and determination of a purchase price, a further report be submitted to Council on the matter.”*

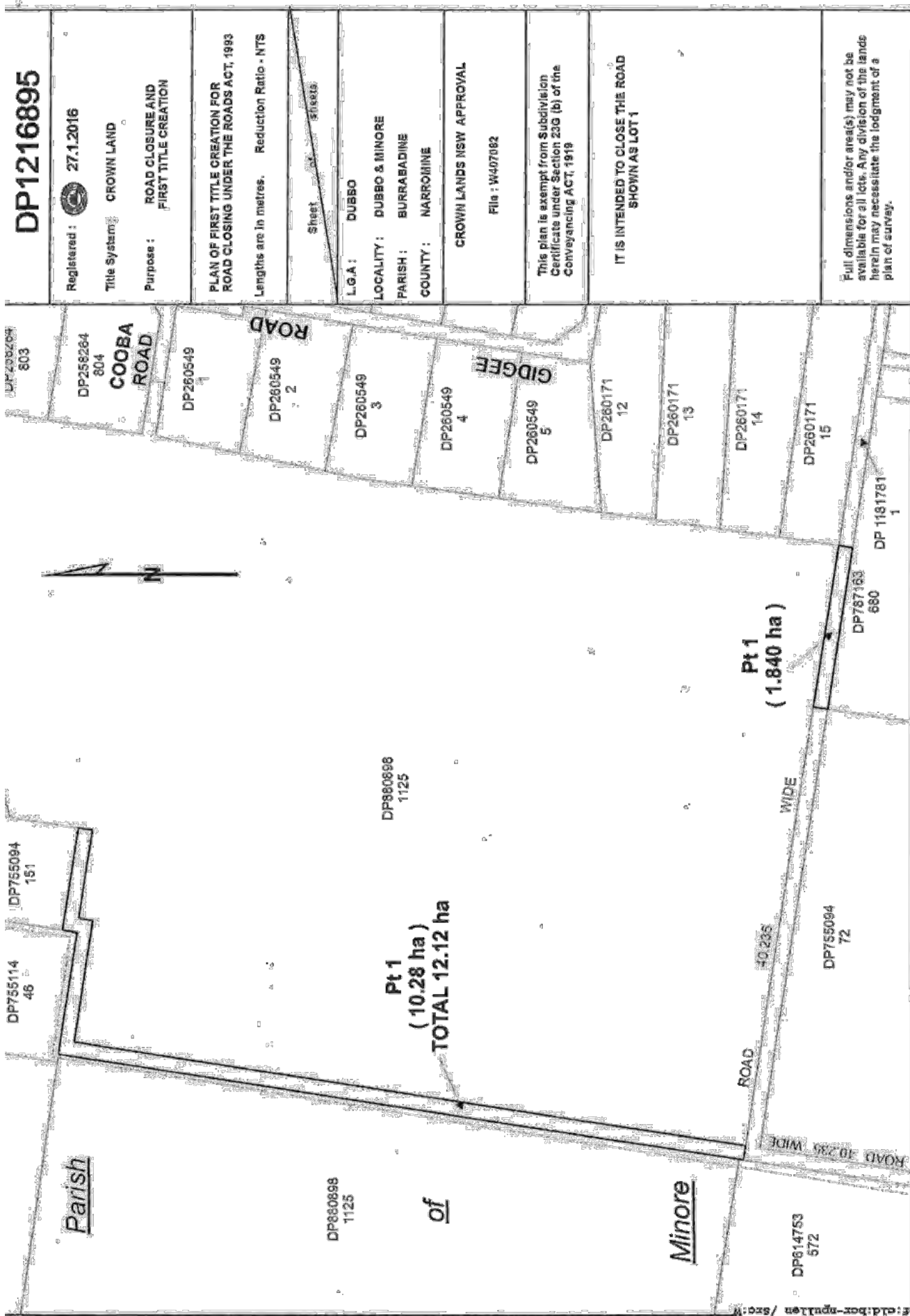
REPORT

I now advise that the State Valuation Office has set a purchase price of \$11,615 for the Crown roads within the Whylandra Waste and Recycling Centre holding (13.96 Ha) as identified on the attached survey plan (Appendix 1).

It is recommended that the Crown roads be purchased at a cost of \$11,615 and the land be transferred to Council’s ownership.

Appendices:

- 1 Crown Roads Survey Plan
- 2 WSC 08/052 - Proposed Purchase of Crown Road at Whylandra Waste Disposal Depot - 14/03/2008



BUSINESS PAPER

Works and Services Committee

Meeting Date: 21/04/2008

WSC 08/052

REPORT: Proposed Purchase Of Crown Roads At Whylandra Waste Disposal Depot

FROM: Manager Civil Infrastructure and Solid Waste

DATE: 14 March 2008

FILE: OW2.1

EXECUTIVE SUMMARY

It is proposed to make application to close Crown Roads over which Council holds Enclosure Permits at the Whylandra Waste Disposal Depot for the purpose of purchasing the land and consolidating it within the waste depot holding.

The proposal is recommended in order to improve the future security of the land and to take advantage of the Department of Lands' offer to process road closure and title conversions of Crown road at reduced rates.

FINANCIAL IMPLICATIONS

The proposed land acquisition has a cost estimate of \$2,065 plus the value of the 12.17ha of land (to be valued) and it is proposed to fund this amount from the Other Waste Services Restricted Asset.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

1. That application be made to the Department of Lands to close the Crown roads the subject of Enclosure Permits Nos 132446 and 29513 at Whylandra Waste Disposal Depot for the purpose of purchasing and consolidating within the waste depot land holding, Lot 1125 in DP880898.
2. That any necessary legal documents pertaining to the application be executed under the Common Seal of the Council.
3. That following receipt of the valuation and determination of a purchase price, a further report be submitted to Council on the matter.

Stephen Clayton
Manager Civil Infrastructure and Solid Waste

BUSINESS PAPER

REPORT

The land which comprises Whylandra Waste Disposal Depot (Lot 1125 in DP 880898) is bisected and bordered by Crown Road over which Council holds three Enclosure Permits.

The Department of Lands has been actively encouraging enclosure permit holders to consider purchasing the Crown road land following its conversion to freehold title. As an extra incentive, the fees for closing and purchasing Crown road have been set at a low level.

It is in Council's interest to acquire the redundant road reserve so that it can be consolidated with the waste depot land and thereby provide added security to the land by denying public access through it which would otherwise be legally permitted.

The total area of road reserve to be acquired is 12.17 ha and the cost is estimated to be \$2,065 in application fees plus the purchase price of the land to be determined by the State Valuation Office.

REPORT: Dubbo Stampede Running Festival 2016 - Temporary Road Closure Obley Road

AUTHOR: Manager Technical Support
REPORT DATE: 9 August 2016
TRIM REFERENCE: ID16/1495

EXECUTIVE SUMMARY

The 2016 Dubbo Stampede Running Festival will incorporate a course change to include the new Regand Park Track between Macquarie Street and Tamworth Streets.

The Dubbo Stampede proposes temporary road closures of Obley Road between the Newell Highway and Camp Road intersections and Tamworth Street on the western side of South Street for the purposes of facilitating the Dubbo Stampede Running Festival 2016 that incorporates a 5.5 km, 10 km, 21.1 km (half marathon run) and 42.2 km (full marathon run) including the use of the Tracker Riley Cycleway and the new Regand Park Track. This is the fifth such event and is to be held on Sunday 28 August 2016 with the runs undertaken between 7.00 am to 1.00 pm.

It is proposed that Obley Road will be closed from 6.15 am to 10.15 am between the Newell Highway and Camp Road intersections with "local traffic only" permitted to the Taronga Western Plains Zoo and return to the Newell Highway. An Obley Road detour will be required further south via Camp Road. The temporary road closure of Obley Road is subject to the implementation of a traffic management plan and temporary B Double access along Camp Road.

Additionally there will be temporary road closures of Tamworth Street (7.30 am – 12 noon) west of South Street, with changed traffic conditions for the use of Huckel Street, Regand Park Boulevard and Macquarie Street, between Margaret Crescent and the new Regand Park Track.

It is considered that there will be minimal impact on the road and traffic network with a temporary closure of Obley Road and the detour via Newell Highway and Camp Road. Macquarie Street between Margaret Crescent and the new Regand Park Track is to be utilised as part of the 21.1 km half and 42.2 full marathon runs that also includes lower Tamworth Street (West of South Street).

It should be noted that following the re-opening of Obley Road runners still competing in the half and full marathons will negotiate the Obley Road crossing at the existing pedestrian refuge adjacent the zoo under the direction of the marshalls.

All intersections and road closure points will be undertaken by manned traffic control involving accredited traffic controllers and marshals. The requirement for local residential access from Macquarie Street to Huckel, Regand Park and Tamworth Streets will be under traffic control conditions. In the event of the Tamworth Street footbridge being closed due to flooding, a contingency plan will be implemented that reverts back to the original course along Macquarie Street including Huckel, Tamworth and South Streets. Council's Traffic Control Plan TM 7052, incorporating the contingency plan, is to be implemented for the event.

Event organisers have undertaken to ensure that all risks have been addressed to provide the optimum road safety environment for competitors and the general public.

It is recommended that Council approval be granted for the Dubbo Stampede 2016 to be undertaken in accordance with the Traffic and Event Management Plan incorporating the temporary road closure and detour of Obley Road between Newell Highway and Camp Road with local traffic access only to the Zoo entrance, the utilisation of Macquarie Street on the western side of the carriageway between Margaret Crescent and the new Regand Park Track including the temporary closure of Tamworth Street west of South Street and the Flood Contingency Plan, as conditioned by the NSW Police Service and Council and in accordance with Council's Traffic Control Plan TM 7052.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

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

1. A temporary road closure will be implemented between 6.15 am and 10.15 am in Obley Road commencing on the southern side of Taronga Western Plains Zoo access south to the intersection of Camp Road including the implementation of a Traffic Control Plan and detour via the Newell Highway and Camp Road Intersection. "Zoo local traffic" access only will be available at the intersection of Newell Highway and Obley Road.
2. That temporary road closures be implemented between 6.15 am and 12.00 pm in Tamworth Street west from the intersection of South Street to its conclusion.

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

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Friday 5 August 2016. The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

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

1. A temporary road closure will be implemented between 6.15 am and 10.15 am in Obley Road commencing on the southern side of Taronga Western Plains Zoo access south to the intersection of Camp Road including the implementation of a Traffic Control Plan and detour via the Newell Highway and Camp Road Intersection. "Zoo local traffic" access only will be available at the intersection of Newell Highway and Obley Road.
2. That temporary road closures be implemented between 6.15 am and 12.00 pm in Tamworth Street west from the intersection of South Street to its conclusion.
3. The submissions of a Traffic Management and Traffic Control Plan to Council for approval in accordance with Australian Standard 1742.3 and the Roads and Maritime Services Guide to traffic control at worksites and prepared by an accredited person. Council's Traffic Control Plan TM 7052 is to be implemented for the event.
4. Traffic Controllers and trained course marshals are to be provided at all road closure points and other locations as identified in the Event Management Plan with restricted access only to emergency and authorised vehicles. All Traffic Controllers are to be specifically authorised for the event with current Roads and Maritime Services certification.
5. Council's Administration Officer must sight a copy of the current Public Liability Insurance Policy for a minimum amount of \$20 million on which Western Plains Regional Council and NSW Police are specifically noted to be indemnified against any action resulting from the event.
6. The applicant is responsible for the provision of all traffic control required for the event in accordance with the traffic control plan.
7. The applicant is responsible for all costs associated with the placement of a public notification and advice to the residents within the closed and affected roads prior to the event advising of the Dubbo Stampede Running Festival.
8. All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Traffic and Event Management Plan.
9. The NSW Police Service consent and conditions for the running of the event as considered necessary.
10. The applicant is to provide Council with a signed/dated copy of the Traffic and Event Management Plan.
11. The applicant is to submit to Council all the appropriate documentation required accepting the above terms and conditions before final approval will be granted.
12. All costs associated with implementing these event conditions are to be met by the Event Organiser.
13. That in the event of the Tamworth Street footbridge being closed to flooding the "Contingency Plan" as detailed in the Event and Traffic Management Plan shall be invoked requiring the closure of Tamworth and South Streets, and the use of Huckel Street in accordance with Appendix 9 and the Traffic Control Plan TM 7052, sheet 3.

Mark Stacey
Manager Technical Support

REPORT

Council has received an application from the Dubbo Running Festival Committee Incorporated seeking Council approval to conduct the 5th Dubbo Stampede Running Festival 2016 that incorporates temporary road closures on several urban and rural roads. The 2014 and 2015 event was an overwhelming success with improvements made to the 10 km and 21.1 km course route that initially reduced the time period that the Obley Road closure will be in place. This was achieved by placing the 5.5 km internal loop of the Zoo at the conclusion of those events instead of at the start. Even with the introduction of a 42.2 km (full marathon) Obley Road closure will only increase by 30 minutes. The 2016 Dubbo Stampede will have an additional course change that will include the new Regand Park Track. As a consequence Macquarie Street will only be partially used and Tamworth and South Streets will not need to be closed. However, in the event that the Tamworth Street Footbridge is closed due to flooding a "Contingency Plan" has been developed that will revert back to the original course along Macquarie Street including Huckel, Tamworth and South Streets.

Event Description (see attached Traffic Management Plan and Traffic Control Plan)

The Dubbo Stampede Running Festival 2016 is proposed for Sunday, 28 August 2016 between the hours of 6.15 am to 1.00 pm that involves 4 running events:

- 5.5 km run
- 10 km run
- Half marathon, 21.1 kms
- Full marathon, 42.2 kms

The start and finish of the 4 separate races will be within the Taronga Western Plains Zoo. The Zoo will accommodate the Event Parking on site and in zoo land on the northern side of Obley Road east of the Newell Highway intersection – **Appendix 1 and 2.**

5.5 km Run

This run is undertaken wholly within Taronga Western Plains Zoo incorporating a single lap of the internal loop road, in a clockwise direction around the Zoo.

10 km Run

This event commences in the Zoo continues northbound within the Zoo to Obley Road, then south to the 10 km turnaround point towards Camp Road and return to the Taronga Western Plains Zoo entrance and follows the internal 5.5 km route to the start/finish point within the Zoo.

21.1 km Half Marathon

The half marathon follows the same route as the 10 km run however on the return leg northbound from Camp Road runners proceed east into the Dundullimal turnoff and the Tracker Riley Cycleway to Macquarie Street. Runners will then join Macquarie Street north past Huckel Street and the Water Treatment Plant, and then left into the new Regand Park track to Tamworth Street, continue across Tamworth Street to connect with the off road Tracker Riley Cycleway along the eastern side of the river corridor, west over the Serisier Bridge and then south continuing on the Tracker Riley Cycleway along the river corridor to Obley Road and the main entrance to the Zoo, then follows the internal 5.5 km route concluding at the start/finish point within the Zoo.

42.2 km Full Marathon

The full marathon follows the initial route as the 10 km and half marathon. However, in the Obley Road section runners will return northbound past the Dundullimal turnoff to the Council Weir Road turnoff and then return southbound on the cycleway to Dundullimal turnoff. Runners will then complete the first loop of the River circuit and continue on the second loop, however on return to the "Y" junction (east of the Tracker Riley Bridge), runners complete a shortened third loop turning left and continue across the Yabang Gee footbridge to Tamworth Street, then left northbound to Serisier Bridge, and southbound along the western side of the river to the Zoo, to then complete an internal Zoo loop back to the finish line.

Race Start Times

Marathon	7.00 am, cut off time 1.00 pm.
Half Marathon	7.45 am, cut off time 11.45 am.
10 km	8.15 am, cut off time 10.15 am
5.5 km	7.30 am, cut off time 9.00 am

Road Closures

Temporary road closures and appropriate traffic control will be required to provide optimum safety for competitors, spectators, officials and general public throughout the course.

Temporary road closures:

1. It is proposed to temporarily close Obley Road between 6.15 am and 10.15 am, commencing on the northern side of the pedestrian refuge (Centre of the Zoo entrance) in Obley Road, south to the intersection of Camp Road. Obley Road will be opened to traffic at 10.15 am. The half marathon cut off time is 11.45 am and 1.00 pm for the full marathon. It is expected that there will be a minimal number of runners who may still be on the course who are required to cross Obley Road at the existing pedestrian refuge and give way to traffic. Marshalls will be in assistance to reinforce the requirements.

Obley Road from the Newell Highway south to the Zoo entrance will be designated for "Zoo local traffic only" to facilitate traffic to the zoo for the event and subsequent visitors to the Zoo following the 9.00 am opening time. Closure of Obley Road will require a detour via the Newell Highway and Camp Road. There are 2 private access points along the Obley Road closure, being to a separate Taronga Western Plains Zoo property, and at Dundullimal. The organisers will again consult with Dundullimal Homestead regarding the event. Enquiries have also been made with the Roads and Maritime Services and NSW Police Service with respect to the closure of Obley Road and detour via Camp Road. No concerns have been raised subject to the implementation of an approved Traffic Control Plan. Obley Road is a B Double Route to the intersection of Benolong Road. The Roads and Maritime Services have raised no concerns with a temporary B Double Route along Camp Road between the Newell Highway and Obley Road. Accredited Traffic Controllers and Trained Course Marshals will be stationed at all road closure points and along the course.

2. Macquarie Street, the 21.1 km Half and 42.2 km Full Marathon course will utilise the western side of Macquarie Street between Margaret Crescent and the new Regand Park track access. Runners will compete in an anti clockwise direction along the 2 metre wide on road cycleway and adjacent parking lane that will be delineated by traffic cones along the traffic lane edge line. Temporary warning signs will be strategically placed at intervals along Macquarie Street advising motorists of "Running Race in Progress".

The flood contingency course for the Tamworth Street Footbridge closure will utilise Macquarie Street between Margaret Crescent and Tamworth Street.

3. Huckel Street is to be used to its conclusion and return to Macquarie Street as part of the half and full marathon course only if the "Flood Contingency Plan" is implemented. Local resident access would be permitted under Traffic Control conditions. Huckel Street is a no through road accessing several properties. Runners will utilise the left hand side of the carriageway with a turn-around at its southern end.
4. Tamworth Street west of South Street is to be temporarily closed between 7.00 am and 12.00 pm to allow runners to exit the new Regand Park Track and continue northbound across Tamworth Street and join the existing Tracker Riley.

In the event of implementing the "Flood Contingency Course" Tamworth Street (Western End) will be temporarily closed between 7.00 am and 12.00 pm west from the intersection of Macquarie Street to its conclusion and South Street, south of Bligh Street to the intersection of Tamworth Street to permit the uninhibited movement of runners to transition from the public road system to the off road Tracker Riley Cycle Way in a northerly direction along the eastern side of the Macquarie River corridor. There are two property access points in Tamworth Street. Resident access will be available under traffic control conditions if required. There is no considered traffic impact on the competitors.

The event organiser will undertake a letterbox drop along Macquarie Street some two weeks in advance of the event date to advise of the course and runners utilising the western side of the Macquarie Street carriageway and associated traffic management within Macquarie Street, Huckel Street, Regand Park Boulevarde and Tamworth Street.

5. An additional off road parking area is being established in Zoo property on the northern side of Obley Road east of the Newell Highway that can accommodate approximately 400 vehicles. Vehicles will be directed to the area at the start of the half marathon 7.45 am and the 10 km event, 8.15 am, and controlled by traffic controllers.

CONCLUSION

The Dubbo Stampede Running Festival incorporates four (4) course events that will be run on private property, public reserve and on public roads.

The Traffic and Event Management Plan has provided details of the need for temporary road closures on Obley Road and Tamworth Street, west of South Street. Detours will be required around Obley Road via the Newell Highway and Camp Road. Appropriate Traffic Management and Traffic Control is to be implemented to provide a safe road environment for competitors in the 10 km and 21.1 km Half and 42.2 Full Marathon events. The 5.5 km course is wholly within the Zoo. The Roads and Maritime Services and NSW Police Service have indicated their support for the event and have identified matters that need to be addressed with the Traffic Control Plan. Council's Traffic Control Plan TM 7052 is to be implemented. The impact on the road network and road safety environment for the general public and competitors in the event is considered minimal and can be managed in accordance with the proposed traffic management. The duration is some 7 hours, between 6.15 am and 1.00 pm and should not impact on the local road and urban amenities. A "Flood Contingency Plan" has been developed in the event that the Tamworth Street footbridge is closed, that will require a revision to the original Stampede Course utilising the full length of Macquarie, Huckel, Tamworth and South Streets.

It is recommended that approval be granted for the temporary road closures required in Obley Road, between Newell Highway and Camp Road and associated detour via Camp Road, Tamworth Street west of South Street to facilitate the running of the Dubbo Stampede Running Festival 2016 on Sunday 28 August 2016, subject to Council's and NSW Police Service's standard conditions of consent that apply to road closures and events of this nature.

Appendices:

- 1 Dubbo Stampede Running Festival 2016 - Traffic and Event Management Plan
- 2 Dubbo Stampede Running Festival 2016 - TM 7052 Traffic Control Plan

The Dubbo Stampede Running Festival 2016 Traffic and Event Management Plan

Event Location:	Taronga Western Plains Zoo, Dubbo
Event date and time:	Sunday 28 August 2016 from 6.15 am – 1.00 pm
Event Organiser:	Dubbo Running Festival Committee Incorporated

Approval

This Traffic Management Plan is approved by:

Name	Signature	Date of signing	Title
Tim Ferraro	/...../20....	Chairman Dubbo Running Festival
	/...../20....	
	/...../20....	
Dennis Valantine	/...../20....	Western Plains Regional Council Traffic Engineer

Authority of the Event / Traffic Management Plan

This Traffic Management Plan (TMP) when approved by the relevant authorities becomes the prime document detailing the traffic and transport arrangements under which an event is to proceed.

Changes to the TMP require the approval of the Police, and Council. All functional or single agency supporting plans are to recognise the primacy of the TMP and nothing contained on these plans may contravene any aspect of the TMP.

Signatories to this TMP should normally be the agency's senior officer appointed to the operational command team for the event on the day.

In case of emergencies, or for the management of incidents, the Police are not subject to the conditions of the TMP but will make every effort to inform the other agencies of the nature of the incident and the Police response.

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Purpose of This Traffic Management Plan

The purpose of this TMP is to ensure that the traffic management aspects of the Dubbo Stampede Running Festival are:

1. Provide maximum safety for event participants, spectators and volunteers.
2. Reduce as far as possible the traffic impact on the rest of the community.

Contact Names of Those Responsible for Organising and Approving the Event.

Event Organiser	Tim Ferraro Chairman - Dubbo Running Festival Incorporated mob. 0428 298 582 Email: ferraro.tim@gmail.com
Police LAC	Dubbo
Council	Dennis Valantine Traffic Engineer (w) 6801 4000

Description of The Event

The Dubbo Stampede Running Festival 2016 will consist of the following events:

- Marathon (42.2 km)
- Half marathon (21.1km);
- 10km run; and
- 5.5km run.

Description of Courses

The start and finish of the four separate races will be inside the Taronga Western Plains Zoo (zoo) on the roadway near the finish of the zoo loop; directly adjacent to the Cob & Co Shed, West of the flying fox and public play area of the zoo.

The Obley Rd section from the Zoo entrance down to the Camp Rd intersection will be closed to traffic from 6:15am until 10:15am.

5.5km

- From the start point at the Cob & Co Shed, entrants follow the Zoo road in a clockwise direction around the zoo precinct to the finish line once again opposite the Cob & Co Shed.

10km

- From the start point near the Cob & Co Shed, entrants run towards the Zoo entrance passing through the left hand side of the roundabout, move into the Eastern most lane (RHS) of the zoo internal road and continue North to the main zoo entrance gates. No Traffic will be using the lane at this Stage.
- From the main Zoo entrance gates, runners continue in the Eastern most lane (RHS) and turn right onto Obley Road.
- Runners continue running down Obley Road on the right hand side of the road, past Dundullimal turn-off, around the bend toward Camp Road intersection before getting to the turn-around point for the 10km event.
- Runners will keep right at the turn around point and head back toward the zoo entrance, keeping in the right hand lane of Obley Road.
- Runners turn into the zoo entrance, through the main gates in the easternmost lane which will be closed to traffic. Then 55 metres past the main entrance gates runners will take a sharp left at the flag poles and follow the path toward the bike hire shed.
- Runners continue past the bike shed and circumvent the zoo carpark before turning right at the end of the car park and then left to continuing running through the toll booths at the start of the fee paying section of the zoo.
- Runners run a loop of the zoo circuit in a clockwise direction to finish at the start/finish arch.

21.1km Half Marathon

- Runners start at the Cob & Co Shed and then follow the initial route as the 10km, past Dundullimal turn-off for approx. 500m where they will turn around, keeping to their right, and return along Obley Road to the Dundullimal turn-off.
- Runners will then turn right off Obley Rd (towards Dundullimal) and follow the sealed running track across Shibble Bridge to Macquarie Street.
- At Macquarie Street runners will turn left and run along the left side of the road which will have red Witches Hats placed along it for separation with vehicles.
- Immediately past the Water Treatment Works, runners will turn left through the entrance to the new river running track.
- At the bottom of Tamworth St, runners will cross over the bitumen car park onto the crushed granite running track and will continue on this track in a Northern direction, keeping the river on their left.
- Runners will continue on the river track down to Serisier Bridge, turn left onto the bridge pedestrian lane and cross the Macquarie River.
- Once on the Western side of the river, runners will turn left and head in a Southern direction along the crushed granite track, keeping the river on their left.
- Participants will run under the LH Ford Bridge and continue running on the concrete river track past Sir Roden Cutler Park, across Wiradjuri Bridge and then turn right at the "y" junction on the concrete path and head in a Southern direction up towards the zoo.
- Runners will stay on the concrete path veering left at the intersection of the Newell Highway and Obley Road, and continue to the zoo entrance.
- **Prior to 10:15am while Obley Rd is closed to traffic**, Runners will leave the concrete path directly opposite the zoo entrance at Zoo Gate 11 turning right towards the zoo entrance and running through the main gates in the Left hand lane. Then 55 metres past the main entrance gates runners will take a sharp left (near the flagpoles) and follow the path toward the bike hire shed.
- **After 10:15 when Obley Road reopens**, runners will go approx. 20m further down Obley Rd and cross at the Pedestrian Crossing and normal traffic rules will apply.
- From the bike shed, runners will cross the zoo carpark before turning right at the end of the car park, then left through the toll booths at the start of the fee paying section of the zoo.
- Runners run a loop of the zoo circuit in a clockwise direction to finish at the start/finish arch.

Marathon (42.2 km)

- Runners start at the Cob & Co Shed and then follow the initial route as the 10km and 21.1km runners, out the main Zoo gates, down Obley Rd. past Dundullimal turn-off for approx. 500m to the Marathon turnaround point.
- Keeping to the RHS, return back up along Obley Road past the Dundullimal turnoff to the Council Weir Rd turnoff where they will turn right onto the sealed running track and then right again. (Approx. half way between the Dundullimal turn-off and the Zoo entrance.)

- Once on the running track, continue back to and turn left at the Dundullimal turnoff and follow the sealed running track across Shibble Bridge to Macquarie Street.
- At Macquarie Street runners will turn left and run along the left side of the road which will have red Witches Hats placed along it for separation with vehicles.
- Immediately past the Water Treatment Works, runners will turn left through the entrance to the new river running track.
- At the bottom of Tamworth St, runners will cross over the bitumen car park onto the crushed granite running track and will continue on this track in a Northern direction, keeping the river on their left.
- Runners will continue on the river track down to Serisier Bridge, turn left onto the bridge pedestrian lane and cross the Macquarie River.
- Once on the Western side of the river, runners will turn left and head in a Southern direction along the crushed granite track, keeping the river on their left.
- Participants will run under the LH Ford Bridge and continue running on the concrete river track past Sir Roden Cutler Park, across Wiradjuri Bridge and then turn right at the “y” junction on the concrete path and head in a Southern direction up towards the zoo.
- From the “y” junction runners will continue back towards the Zoo and then go around for another loop back to the “y” junction.
- This time at the “y” junction the Marathon runners will turn left, continue to and cross the Macquarie River on the footbridge at the bottom of Tamworth St. (Gobang Gee Footbridge)
- They will then turn left and follow the running track for another loop to the “y” junction again.
- This time they will turn right and continue back to and enter the Zoo for the last time.
- **Prior to 10:15am while Obley Rd is closed to traffic**, Runners will leave the concrete path directly opposite the zoo entrance at Zoo Gate 11 turning towards the zoo entrance and running through the main gates in the Left hand lane. Then 55 metres past the main entrance gates runners will take a sharp left (near the flagpoles) and follow the path toward the bike hire shed.
- **After 10:15 when Obley Road reopens**, runners will go approx. 20m further down Obley Rd and cross at the Pedestrian Crossing and normal traffic rules will apply.
- From the bike shed, runners will cross the zoo carpark before turning right at the end of the car park, then left through the toll booths at the start of the fee paying section of the zoo.
- The Marathon runners will then run a full loop of the zoo circuit in a clockwise direction to finish at the start/finish arch.

Race Start and Cut-off Times

Event	Start time	Cut-off time
Marathon	7.00 am	1.00 pm
Half marathon	7.45am	11.45am
10km	8.15am	10.15am
5.5km	7.30am	9.00am

Road Closures / Changed Traffic Conditions

Road Section:	Obley Road – South of zoo entrance to just prior to Camp Road intersection.
Estimated closure time:	6.15am – 10.15am
Comments:	After the last runner has reached the turnaround point on Obley Road, and has run back toward the zoo, past Dundullimal turn-off, signage at the intersection of Obley Road and Camp Road will be changed to include 'Local Traffic Only' to permit vehicles to enter Dundullimal. This is expected to occur at 8.45am. Contact is being made with National Trust in Sydney to determine building work that may be occurring at that time. Newell Highway traffic heading north from Tomingley intending to turn onto Obley Road will be directed to turn onto Camp Road and head east onto Obley Road. Newell Highway traffic heading south from Dubbo toward Obley Rd will be directed to continue past the zoo and turn down Camp Rd to meet up with Obley Rd. Obley Rd traffic travelling into Dubbo will be directed to divert onto Camp Road to meet up with the Newell Highway.
Road Section:	Macquarie Street between Margaret Crescent & Water Treatment Works
Estimated time of changed traffic conditions:	6.15am – 10.15am
Comments:	Witches hats will be positioned along the left hand road edge on Macquarie Street to delineate the separation of vehicles from runners. Road signs will be located on Old Dubbo Rd notifying traffic coming into Dubbo of the running event.
Road Section:	Huckel Street
Estimated time of changed traffic conditions:	7.00am – 11.45am
Comments:	In 2016 runners won't be entering Huckel St but will instead cross straight over to the other side. Signage to slow vehicles will be installed either side of the intersection of Macquarie St and Huckel St to notify vehicles of runners along Huckel Street. Residents of Huckel Street will be notified by letter drop of the running event in the weeks prior to the event day.
Road Section:	Tamworth Street Carpark at the river end.
Estimated closure time:	6.15am – 12.00pm
Comments:	Car Park will be closed off at the South St intersection. Road closure signs will be removed after the last runner has reached this point.

Finish and Opening of Roads

Obley Road will close at 6:15am and be re-opened to traffic at 10.15am. After 10.15am and until 12.30pm, any marathon and half marathon entrants that are still running will be able to cross Obley Road from the running path on the northern side of the road, across to the zoo entrance, using the normal pedestrian and pushbike crossing area highlighted in red in the image below which will be marshalled to ensure safe pedestrian passage over this crossing.



Traffic Management Details

The Route

Marshalling is to be undertaken by a combination of Accredited Traffic Controllers (ATC) and Trained Course Marshals (CM). The CM will simply direct runners and alert traffic of the presence of runners. They will not be directing vehicles. ATC will be responsible for positioning of signage as per RMS and Council requirements.

Appropriate warning signage will be placed to notify vehicles of changed traffic conditions and runners on the roadways. This will include the driveway of 21 Obley Road (Lot 9 DP 753233) located on the northern side of Obley Road between the zoo entrance and Dundullimal entrance. This property with residence is owned by the zoo.

The Running Festival Committee will be responsible to notify residents that may be affected by the event of the planned traffic changes. This will include residents on the western side of Macquarie Street from Margaret Crescent to the river track entrance just past the Water Treatment Works. A letterbox drop will be done for all affected residents two weeks prior to the event date.

Route Mapping

Each year the use of a motor-bike/scooter will be used around the Tracker Riley runway to help map out the course with the use of GPS systems. A motor-bike may also be used on race day to help monitor and offer assistance to runners and volunteers if necessary.

Volunteers and Event Marshals

- Volunteers who will be donating their time and skills to assist in the smooth running of the Dubbo Stampede Running Festival include:
- Various Dubbo Rotary Clubs
- Various sporting clubs
- Various Church committees
- State Emergency Service (using accredited traffic controllers)
- Taronga Western Plains Zoo staff and volunteers

The festival committee will produce locations and lists of traffic control duties for event marshals, including where cones and barriers are to be installed. There will be allocated personnel and trucks to install these items on the morning of the event, and retrieve them at the close of each particular running leg.

Public Safety

Waterways:	No waterways are used in this event.
Food:	<ul style="list-style-type: none"> ● The zoo café will be open to cater for the participants and observers. ● Outlets will be scattered around the public staging area on the zoo grounds. <p>All necessary approvals will be obtained through Council's Environmental Health Services for the provision of foods.</p>
Crowds	<p>2016 is the 5th year of the Dubbo Stampede event and last year saw 2,900 entrants register for the event. There was also a solid increase in crowd numbers over the past two years, and it is envisaged a crowd of up to 800 will be gathered around the finish chute, on the grassed areas within the zoo, and along the footpath grassed area at the entrance to the zoo, and all cheering on the participants.</p> <p>Spectators will also position themselves around the river circuit, which is along the route of the full and half marathon. This is a public area that provides safe vantage points for spectators with no interaction with motor vehicles.</p> <p>Small numbers of spectators are expected along the running track paralleling Obley Road between the zoo entrance and Dundullimal entrance, as the runners will be using Obley Road itself and the sealed track as well.</p> <p>Of the runners expected to participate in the four events, the majority of those will enter the 5.5km event which involves a loop of the zoo road and is contained within the zoo boundaries.</p>
First Aid	NSW Ambulance will be present for the event. Eight (8) first aid personnel will be employed during the event. Six will be located at the Zoo staging area. Two will be located at the drink station at Sandy Beach amenities car park.
Space and Resource Requirements	The existing 'Cobb & Co' stables in the zoo recreation area will be used to store equipment and baggage. Between 3 & 5 marquees will be erected on the grassed area of the zoo grounds, near the café. These will be provided by sponsors. Council will also be asked to supply traffic cones, road barriers, and slow/changed traffic signage for roadways. If Council is not forthcoming these items will be hired. Dubbo Traffic Control will be supplying the Witches Hats.
Waste	Impacts on the environment are expected to be minimal. Sufficient garbage bins will be provided and located at each drink station along the route. Volunteers manning the drink stations will collect discarded cups and any other rubbish within their vicinity progressively during the race. A sweep vehicle will collect any cups and waste after the race.
Insurance	Public Liability Insurance to the amount of \$20M has been sourced and

	<p>Western Plains Regional Council will be listed as an interested party on the certificate of currency. Council will be provided with a copy.</p>
Noise	<p>The PA system is being provided and installed by Audio Plus. This will be set up on the road verge adjoining the 'Cobb & Co stables' in the located in the public playground area. This is in excess of 500m from the nearest dwelling and the volume of the system will have minimal impact on surrounding land owners. The zoo is familiar with hosting events including bands and jazz festivals.</p>
Parking	<p>Participant and spectator vehicles will be primarily parked within the zoo grounds in the visitor car parking areas. Entrants will also be parked within the paid section of the zoo, approximately 250m past the ticket booths. This overflow parking area is used by the zoo for all their large events including Easter weekend and the Jazz Festival.</p> <p>Zoo Parking officers will be located within the zoo grounds to guide vehicles and buses. Vehicles will be directed to enter from Obley Road onto the 2nd road lane from the west, to enable cars leaving the zoo to exit along the western most lane. This will ensure vehicles are separated from runners. A map of traffic control within the zoo is included as Appendix 1.</p> <p>If required, cars may also be parked in the zoo owned farm land on the North side of Obley Road, just prior to the zoo entrance, as highlighted in the image below. (Appendix 2) This paddock is estimated to be able to accommodate 400 vehicles and vehicles will only be directed into this area at times when deemed required so as to ensure runner and vehicle interaction is minimised. The directing of vehicles into and out of the paddock area will be controlled by Zoo Staff and/or other accredited traffic controllers.</p> <p>Vehicles leaving the overflow parking section in the zoo grounds prior to 9.30 am (runners that have finished their event and are leaving the zoo) will follow the zoo circuit until the Bison Exhibit where they will then be directed left onto the service road. These vehicles will exit into the main western car parking area, thereby not having to pass through the start / finish precinct.</p> <p>Designated Drop off zone: Taxis and vehicles dropping off runners will be able to drop off runners at a designated drop off area just inside the main Zoo Gates. They will be controlled and directed by Zoo staff.</p>
Barriers	<p>Road closure barriers will be erected on Obley Road just after the zoo entrance and just prior to the Camp Road intersection, and any other locations as directed by Dubbo City Council.</p> <p>Further barriers will be used to designate the finish area and specific parts of the run courses to ensure the safe and continuous flow of</p>

	competitors throughout the races. Changed Traffic Conditions and other traffic signage will be prominently displayed in accordance with the approved Traffic Control Plan.
Control of Entry Points	All road entry points along the running route will have ATC and/or CM and signage, to alert vehicles of the event. This includes the following: <ul style="list-style-type: none"> ● Obley Rd / Zoo entrance, ● Obley Rd / Dundullimal Entrance, ● Obley Rd / Camp Rd intersection, ● Huckel St ● Tamworth St / South St carpark intersection.
Pedestrian Management	Spectators will be mainly situated within the zoo grounds and some along the river circuit route. The river circuit will remain open to the general public during the half and full marathon events. Competitors will be advised during the pre-race briefing to be aware of other track users and provide them the relevant courtesy.
Security	The race compound, including marquee area, is located entirely within the secure perimeter fence of the zoo. Committee members will be on site Saturday afternoon until zoo closing time. The zoo is closed to the public outside of normal operating hours.
Toilets	Twelve (12) portaloos will be positioned near the race marshalling area to supplement the existing zoo toilet facilities. There are toilets available to participants and spectators at the 2km, 3km and 4km marks within the zoo grounds, as well as public toilets for the half and full marathon competitors at Dundullimal bike track, Sandy Beach, Ollie Robbins and the Lions Club Park in West Dubbo.
Emergency Management Procedures	Key CM and ATC will have Mobile Phone contact and possibly two-way radio communication with the race precinct supervisors and the Race Director. All emergencies will be reported to the RD and appropriate emergency services will be deployed. CM will be advised not to render medical assistance outside of their training. In the event of an emergency, vehicles will be able to access the course, (mindful of the safety of other competitors) to collect injured competitors where their injury permits and transport them back to the zoo First Aid room for further treatment / assessment. Where an ambulance is required, the trained First Aid Officer will render initial assistance at the site and stabilise the patient until the arrival of the ambulance.

Appendices

1. Map of parking arrangements within the zoo
2. Map of parking area in paddock opposite Obley Road
3. Map of 5.5km 'Dingo Dash' circuit
4. Map of 10km 'Cheetah Chase' circuit
5. Map of 21.1km 'Zebra Zoom' circuit
6. Map of 42.2km 'Rhino Ramble' circuit
7. Contingency Road Closures/Changed Traffic conditions in the event of a flood.
8. Contingency 21.1km circuit in the event of a flood.
9. Contingency 42.2km circuit in the event of a flood.

Appendix 1. Map of parking arrangements within the zoo



Appendix 2. Map of parking area in paddock opposite Obley Road



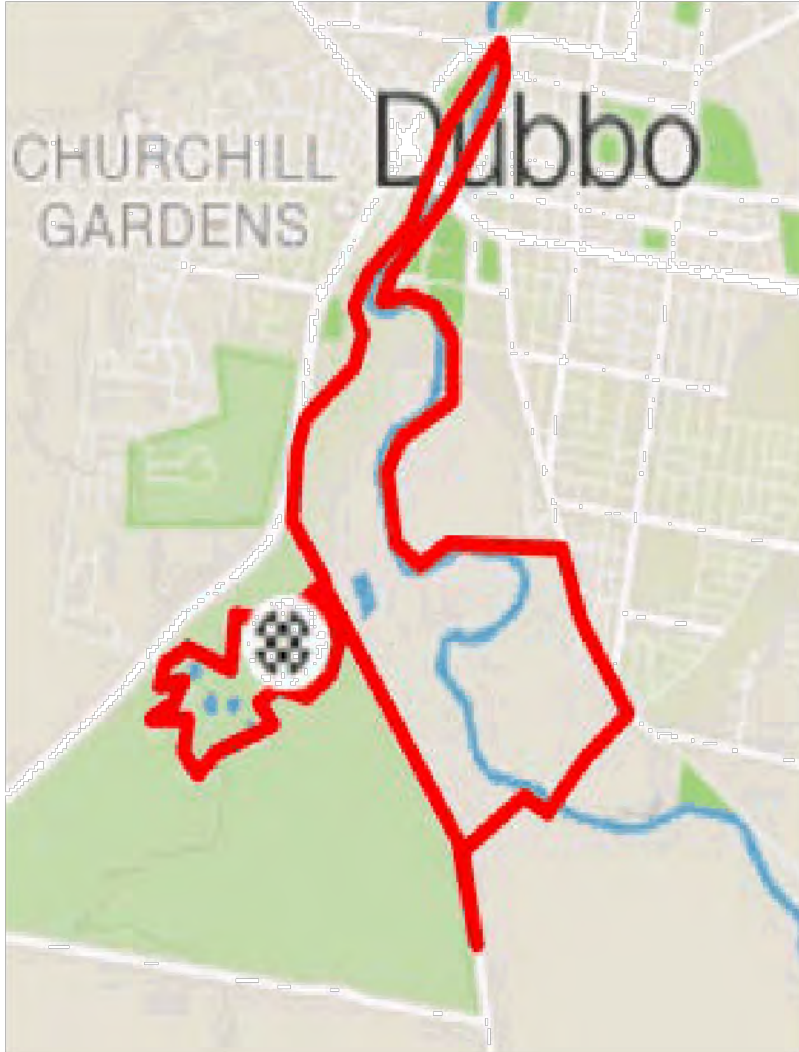
Appendix 3. Map of 5.5km 'Dingo Dash' Circuit



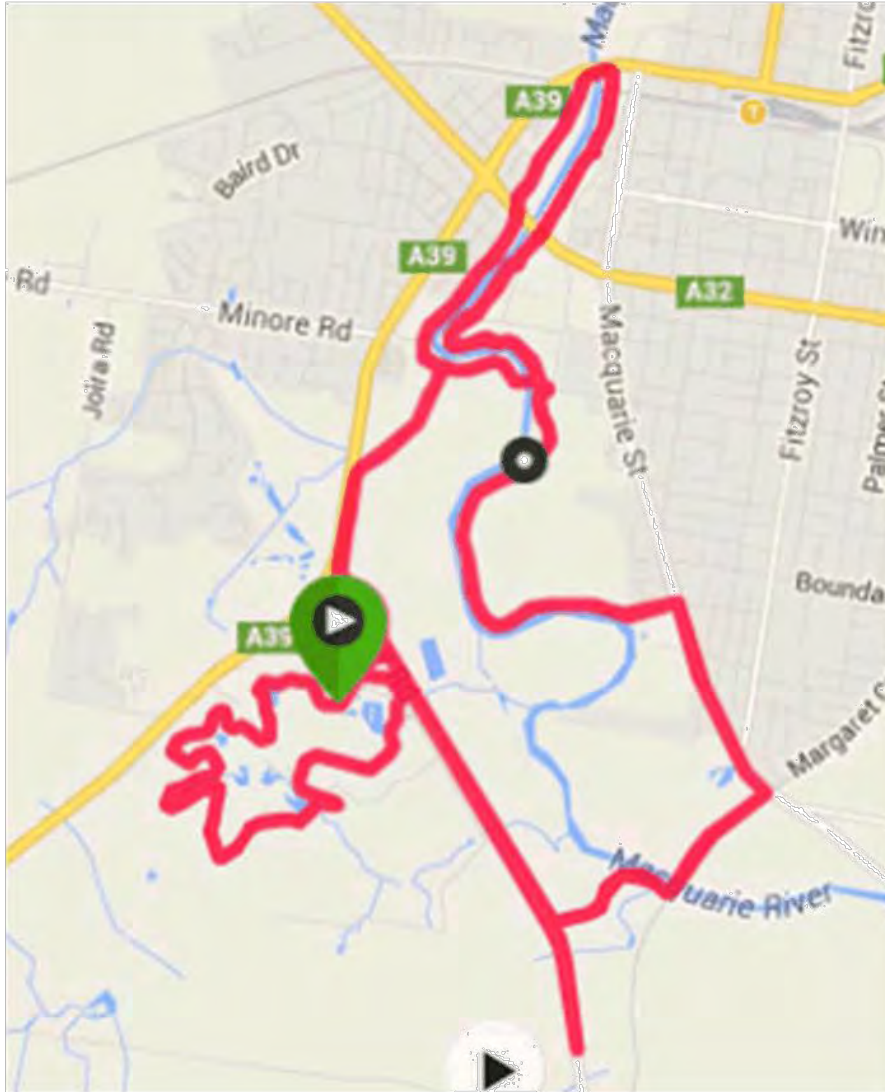
Appendix 4. Map of 10km 'Cheetah Chase' Circuit



Appendix 5. Map of 21.1km 'Zebra Zoom' Circuit



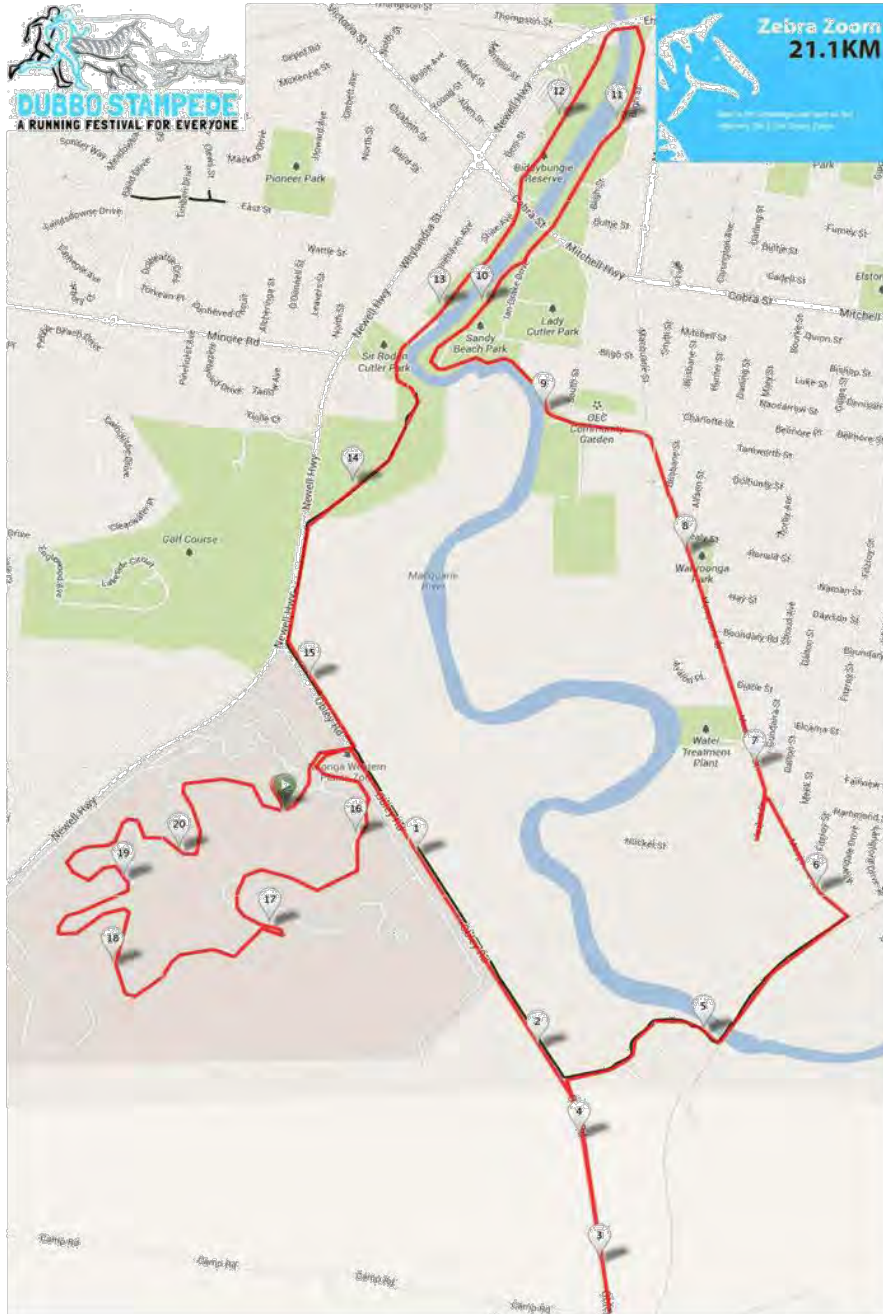
Appendix 6. Map of 42.2km 'Rhino Ramble' Circuit



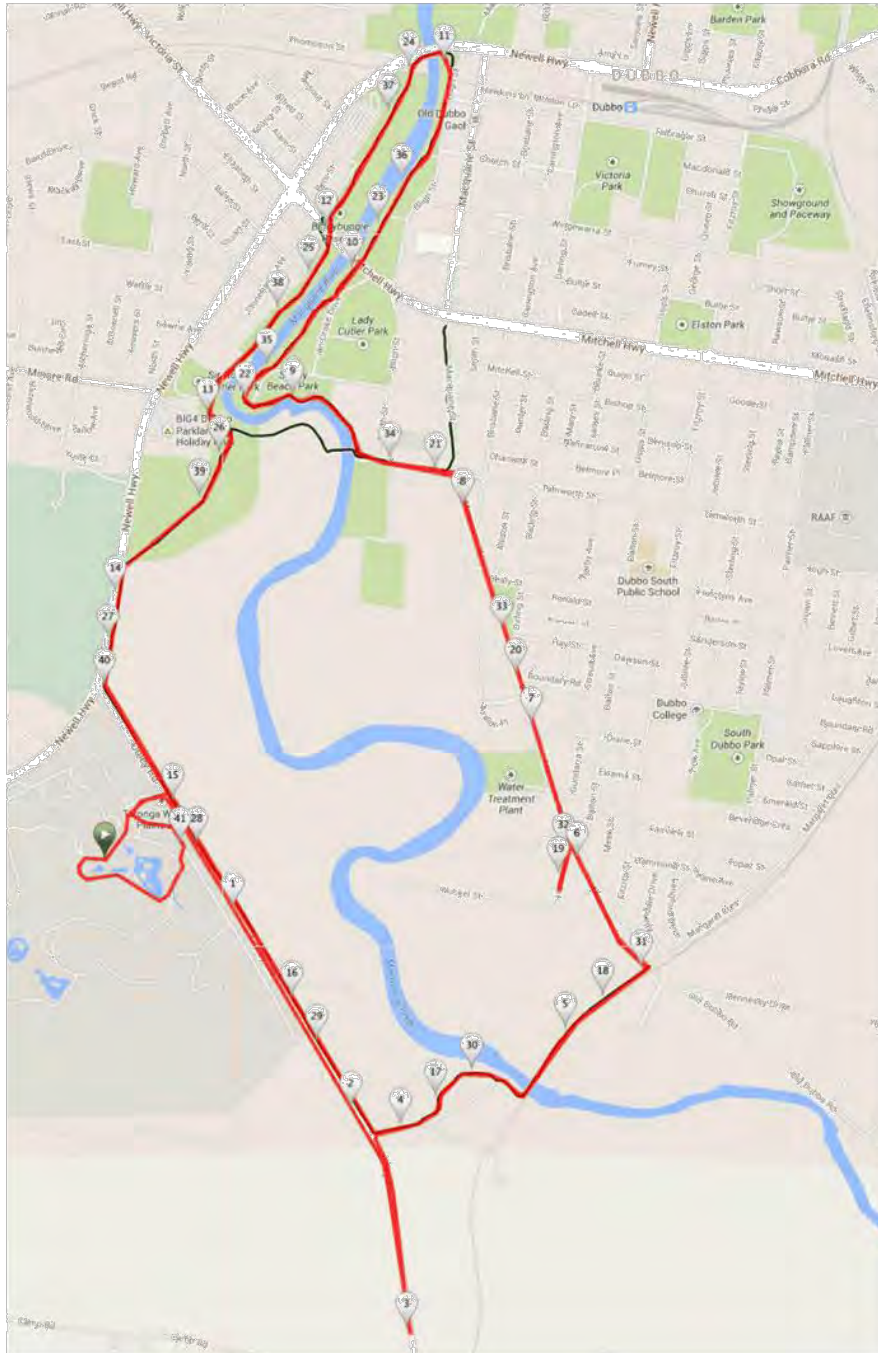
Appendix 7. Contingency Road Closures/Changed traffic conditions in the event of a flood closing the Tamworth St footbridge.

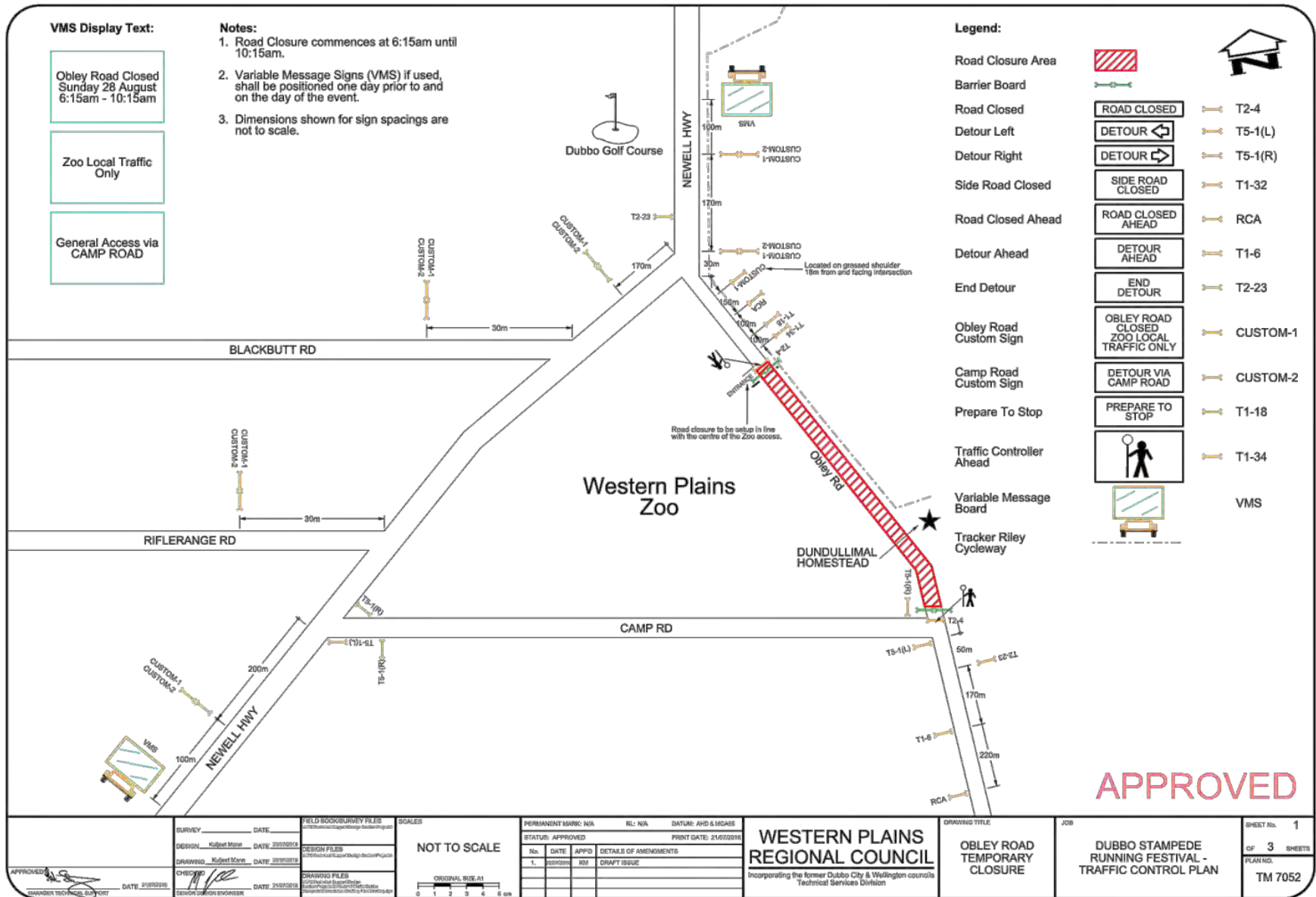
Road Section:	Obley Road – south of zoo entrance to just prior to Camp Road intersection.
Estimated closure time	6.15am – 10.15am
Comments:	After the last runner has reached the turnaround point on Obley Road, and has run back past Dundullimal turn-off, signage at the intersection of Obley Road and Camp Road will be changed to permit vehicles to enter Dundullimal. This is expected to occur at 8.45am. Am in contact with National Trust with regard to building work being carried out on the site. SES personnel will direct and control the traffic on the road.
Road Section:	Macquarie Street between Margaret Crescent & Tamworth St
Estimated time of changed traffic conditions:	7.00am – 11.30am
Comments:	Witches hats will be positioned along the left hand road edge on Macquarie Street to delineate the separation of vehicles from runners. Road signs will be located on Old Dubbo Rd notifying traffic coming into Dubbo of the running event.
Road Section:	Huckel Street
Estimated time of changed traffic conditions:	7.00am – 11.45am
Comments:	Runners will turn left down Huckel St and run to the end of bitumen sealed road before turning around and running back onto Macquarie St. Signage and Lollypop Marshals will be present to notify and slow traffic. Residents of Huckel Street will be notified by letter drop of the running event in the weeks prior to the event day.
Road Section	Regan Park Blvd
Estimated time of changed conditions	7.00am - 11.45am
Comments	Runners will cross the turnoff. Signage and Lollypop Marshals will be present to notify and slow traffic.
Road Section:	Tamworth Street from Macquarie Street, West to Macquarie River. South Street between Bligh St (North) and Tamworth Street (South).
Estimated closure time	7.00am – 12.00pm
Comments:	Road closure signs on Macquarie Street and South Street will be removed after the last runner has reached the river running track, West of South Street / Tamworth St intersection.

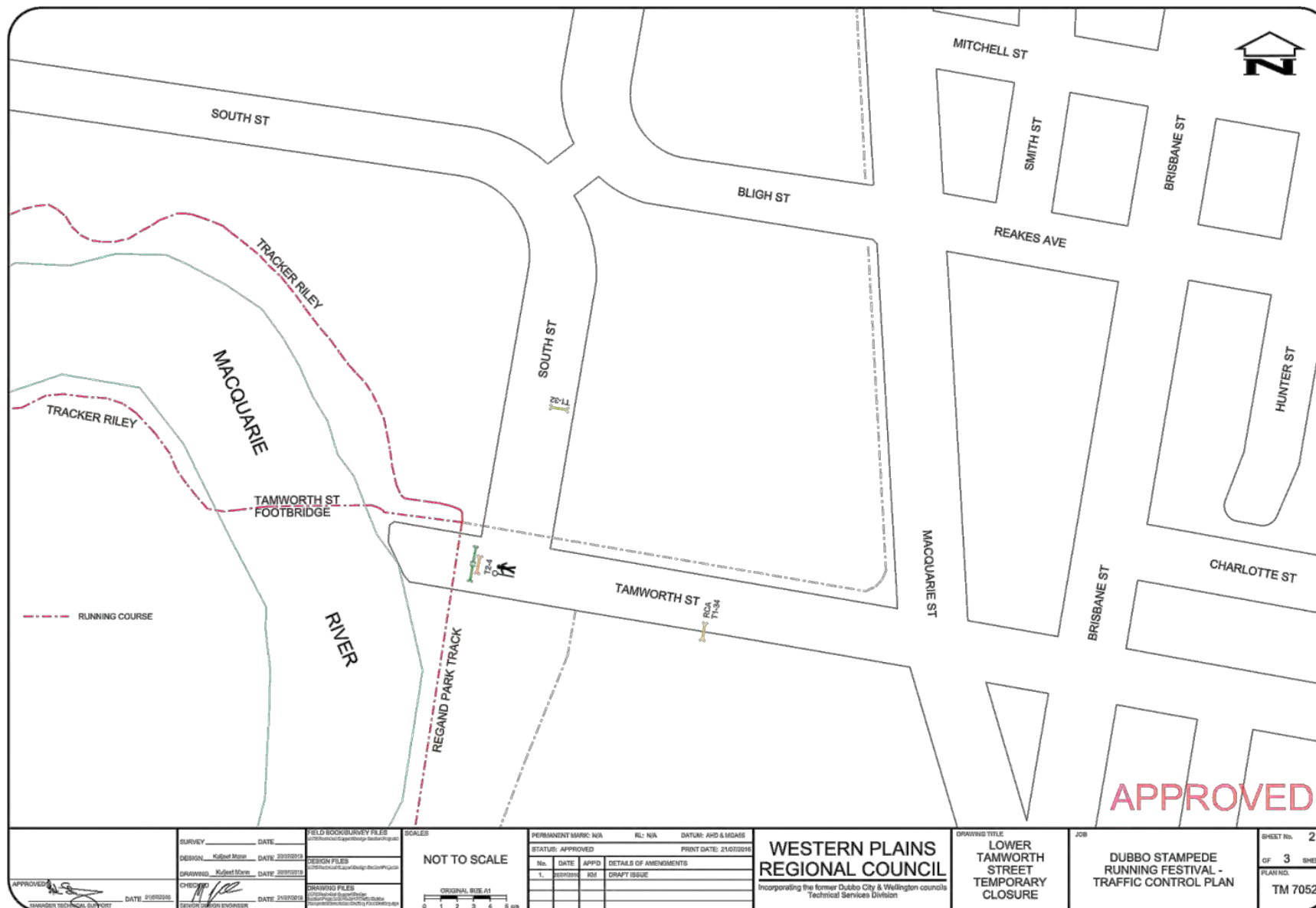
Appendix 8. Contingency Map of 21.1km Circuit



Appendix 9. Contingency Map of 42.2km Circuit

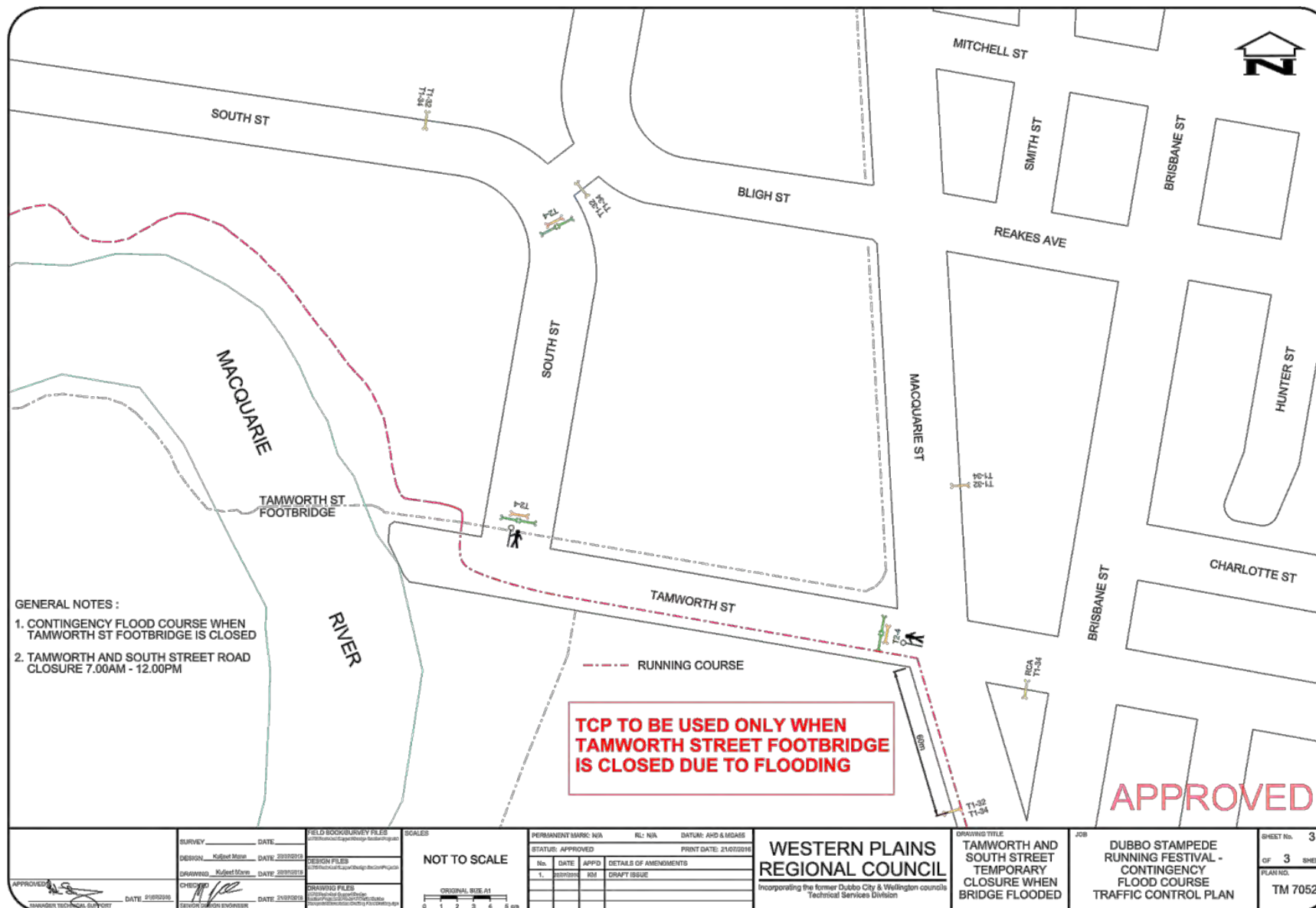






APPROVED

APPROVED: TAMWORTH TECHNICAL SERVICES DATE: 20/09/2016 SENIOR DESIGN ENGINEER	SURVEY: _____ DATE: _____ DESIGN: <i>Kulseth Maw</i> DATE: 20/09/2016 DRAWING: <i>Kulseth Maw</i> DATE: 20/09/2016 CHECKED: <i>MJC</i> DATE: 21/09/2016 SENIOR DESIGN ENGINEER	FIELD BOOK/SURVEY FILES DESIGN FILES DRAWING FILES	SCALES NOT TO SCALE ORIGINAL SIZE A1 0 1 2 3 4 5 6 8 10m	PERMANENT MARK: N/A RL: N/A DAY/URL: AHD & MDA65 STATUS: APPROVED PRINT DATE: 21/07/2016 No. DATE APPD DETAILS OF AMENDMENTS 1. 20/09/2016 KM DRAFT ISSUE	WESTERN PLAINS REGIONAL COUNCIL Incorporating the former Dubbo City & Wallington councils Technical Services Division	DRAWING TITLE LOWER TAMWORTH STREET TEMPORARY CLOSURE	JOB DUBBO STAMPEDE RUNNING FESTIVAL - TRAFFIC CONTROL PLAN	SHEET No. 2 OF 3 SHEETS PLAN NO. TM 7052
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APPROVED: DATE: 21/07/2016 TOWNSEND TECHNICAL SERVICES SENIOR DESIGN ENGINEER	SURVEY: _____ DATE: _____ DESIGN: <i>Kylest Maw</i> DATE: 20/02/16 DRAWING: <i>Kylest Maw</i> DATE: 20/02/16 CHECKED: <i>[Signature]</i> DATE: 21/07/2016 SENIOR DESIGN ENGINEER	FIELD BOOK/SURVEY FILES DESIGN FILES DRAWING FILES	SCALES NOT TO SCALE ORIGINAL SIZE A1 0 1 2 3 4 5 6 8 10m	PERMANENT MARK: N/A RL: N/A DAYLURE: AHD & MDA65 STATUS: APPROVED PRINT DATE: 21/07/2016 <table border="1"> <thead> <tr> <th>No.</th> <th>DATE</th> <th>APPD</th> <th>DETAILS OF AMENDMENTS</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>20/02/2016</td> <td>KM</td> <td>DRAFT ISSUE</td> </tr> </tbody> </table>	No.	DATE	APPD	DETAILS OF AMENDMENTS	1.	20/02/2016	KM	DRAFT ISSUE	WESTERN PLAINS REGIONAL COUNCIL Incorporating the former Dubbo City & Wallington councils Technical Services Division	DRAWING TITLE TAMWORTH AND SOUTH STREET TEMPORARY CLOSURE WHEN BRIDGE FLOODED	JOB DUBBO STAMPEDE RUNNING FESTIVAL - CONTINGENCY FLOOD COURSE TRAFFIC CONTROL PLAN	SHEET No. 3 OF 3 SHEETS PLAN NO. TM 7052
	No.	DATE	APPD	DETAILS OF AMENDMENTS												
1.	20/02/2016	KM	DRAFT ISSUE													

**WESTERN
PLAINS
REGIONAL
COUNCIL**

Incorporating the former
Dubbo City & Wellington councils

REPORT: Building Summary - July 2016

AUTHOR: Director Environmental Services

REPORT DATE: 12 August 2016

TRIM REFERENCE: ID16/1509

EXECUTIVE SUMMARY

Information has been prepared on the statistics of the number of dwellings and residential flat buildings approved in the Western Plains Regional Council Local Government Area and statistics for approved Development Applications for the information of Council, also throughout the Western Plains Regional Council Local Government Area.

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 in this report be noted.

Melissa Watkins

Director Environmental Services

Provided for information are the latest statistics (as at the time of production of this report) for Development Applications for the Western Plains Regional Council.

1. Residential Building Summary

Dwellings and other residential developments approved during July 2016 were as follows:

	<u>Dubbo Branch</u>	<u>Wellington Branch</u>
Dwellings	24	0
Other residential development (No. of units)	8 (10)	0 (0)

For consistency with land use definitions included in the Dubbo Local Environmental Plan 2011, residential development has been separated into dwellings and other residential developments. Other residential developments include dual occupancies, secondary dwellings, multi-unit and seniors living housing.

These figures include Development Applications approved by Private Certifying Authorities (Complying Development Certificates).

A summary of residential approvals for the former Dubbo City Council area since 2009-2010 is provided attached as **Appendix 1**.

2. Approved Development Applications

Dubbo Branch

The total number of Development Applications (including Complying Development Certificates) for July 2016 and a comparison with 2015 figures and the totals for the financial years to date for 2016 and 2015 for Dubbo City are as follows:

	<u>1 July 2016 – 31 July 2016</u>
No. of applications	75
Value	\$15,099,889
	<u>1 July 2015 – 31 July 2015</u>
No. of applications	84
Value	\$31,009,817

A summary breakdown of the figures for the Dubbo Branch for July 2016 and 2015 is included in **Appendices 2 and 3**.

Wellington Branch

1 July 2016 – 31 July 2016

No. of applications	4
Value	\$110,500

1 July 2015 – 31 July 2015

No. of applications	5
Value	\$43,300

A summary of the determined applications for the Wellington Branch for July 2016 is included in **Appendix 4**.

SUMMARY

The information included in this report is recommended for notation.

Appendices:

- 1 Building Summary
- 2 Approved Development Applications - July 2016 (Dubbo)
- 3 Approved Development Applications - July 2015 (Dubbo)
- 4 Determined Development Applications - July 2016 (Wellington)

STATISTICAL INFORMATION ON DWELLINGS AND MULTI UNIT HOUSING

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
2009/2010													
Dwellings	20	11	16	14	7	3	5	11	11	7	12	11	128
Flat Buildings	-	1	1	1	1	3	-	2	2	-	1	-	12
(No of units)	(-)	(2)	(2)	(2)	(2)	(6)	(-)	(4)	(4)	(-)	(4)	(-)	(26)
2010/2011													
Dwellings	8	15	10	7	2	6	-	6	6	6	7	9	82
Flat Buildings	-	1	0	3	1	-	-	1	1	1	4	-	12
(No of units)	(-)	(2)	(0)	(5)	(2)	(-)	(-)	(2)	(2)	(2)	(7)	(-)	(22)
2011/2012													
Dwellings	6	12	10	6	7	16	4	16	12	8	12	9	118
Flat Buildings	1	1	-	1	2	2	-	-	-	-	-	1	8
(No of units)	(14)	(2)	(-)	(1)	(4)	(3)	(-)	(-)	(-)	(-)	(-)	(16)	(40)
2012/2013													
Dwellings	3	7	14	13	9	3	9	9	13	13	15	13	121
Flat Buildings	4	6	-	-	1	9	-	-	1	-	2	-	23
(No of units)	(8)	(6)	(-)	(-)	(2)	(11)	(-)	(-)	(2)	(-)	(39)	(-)	(68)
2013/2014 (incl. private certifiers)													
Dwellings	23	17	25	20	14	15	19	10	18	14	19	14	208
Flat Buildings	-	1	1	-	-	1	4	2	1	2	-	3	15
(No of units)	(-)	(2)	(2)	(-)	(-)	(2)	(46)	(1)	(2)	(4)	(-)	(6)	(65)
2014/2015 (incl. PCs and redefined land use categories based on LEP definitions)													
Single dwellings	19	34	19	21	13	16	14	12	20	19	15	20	222
Multi unit housing	3	1	6	5	6	12	-	4	2	1	9	5	54
(No of units)	(6)	(2)	(31)	(50)	(6)	(21)	(-)	(87)	(4)	(1)	(25)	(10)	(243)
2015/2016 (incl. PCs and redefined land use categories based on LEP definitions)													
Single dwellings	27	20	26	19	21	26	19	14	16	17	17	22	244
Multi unit housing	6	8	8	4	1	3	3	3	3	5	3	8	55
(No of units)	(50)	(98)	(12)	(7)	(2)	(5)	(18)	(4)	(5)	(14)	(6)	(23)	(244)
2016/2017 (incl. PCs and redefined land use categories based on LEP definitions)													
Single dwellings	24												24
Multi unit housing	8												8
(No of units)	(10)												(10)



DUBBO
CITY COUNCIL

Civic Administration Building
PO Box 81 DUBBO 2830
Phone (02) 6801 4000
Fax (02) 6801 4259
ABN 77 296 185 278

Print Date: 3/08/2016

Print Time:10:44:17AM

**Approved Development & Complying Development Applications
for DCC and Private Certifiers-Period 1/07/2016 - 31/07/2016**

Development Type	Number of Applications	Est. \$	New Developments	Est. \$	Additions and Alterations	Est. \$	New Dwellings	New Lots
Dwelling - single	27	8,714,547	23	8,304,147	4	410,400	23	
Dwelling- Transportable/Relocatable	1	198,884	1	198,884			1	
Dwelling - Secondary/Dual Occ Dwelling	2	15,000	2	15,000			2	
Dwelling - Dual Occupancy, one storey	8	2,690,000	8	2,690,000			12	1
Garage/Carport/Roofed Outbuildings	17	298,400	17	298,400			1	
Swimming Pool	4	98,750	4	98,750				
Retail Building	4	2,404,808			4	2,404,808		
Office & Retail Building	1	30,000			1	30,000		
Factory/Production Building	1	95,000	1	95,000				
Warehouse/storage	1	290,000	1	290,000				
Infrastructure - Transport, Utilities	1	60,000	1	60,000				
Signs/Advertising Structure	1	22,500	1	22,500				
Home Industry	1	0			1			
Change of Use - Commercial	3	155,000	1	35,000	2	120,000		
Subdivision - Residential	5	0	1					2
Subdivision - Industrial	2	12,000			1			
Miscellaneous	1	15,000	1	15,000				
Totals for Development Types	80	15,099,889						

Total Number of Applications for this period: 75

*** Note: There may be more than one Development Type per Development Application
Statistics include applications by Private Certifiers

----- End of Report -----



DUBBO
CITY COUNCIL

Civic Administration Building
PO Box 81 DUBBO 2830
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Fax (02) 6801 4259
ABN 77 296 185 278

Print Date: 3/08/2016

Print Time:10:47:12AM

**Approved Development & Complying Development Applications
for DCC and Private Certifiers-Period 1/07/2015 - 31/07/2015**

Development Type	Number of Applications	Est. \$	New Developments	Est. \$	Additions and Alterations	Est. \$	New Dwellings	New Lots
Dwelling - single	32	8,641,933	27	8,233,933	5	408,000	27	
Dwelling - Secondary/Dual Occ Dwelling	1	229,542	1	229,542			1	
Dwelling - Dual Occupancy, one storey	4	1,711,800	4	1,711,800			8	
Medium Density Res - Seniors Living SEPI	1	8,000,000	1	8,000,000			41	
Garage/Carport/Roofed Outbuildings	20	312,342	20	312,342			1	
Fences/Unroofed Structures	1	10,000			1	10,000		
Swimming Pool	4	75,700	4	75,700				
Retail Building	10	1,672,000			10	1,672,000		
Hotels	1	10,000			1	10,000		
Warehouse/storage	3	5,500,000	3	5,500,000				
Infrastructure - Transport, Utilities	1	40,000	1	40,000				
Signs/Advertising Structure	1	1,500	1	1,500				
Change of Use - Commercial	2	750,000			2	750,000		
Subdivision - Residential	1	16,000	1	16,000				
Subdivision - Commercial	1	0			1			
Subdivision - Industrial	1	0	1					
Miscellaneous	4	4,039,000	4	4,039,000				
Totals for Development Types	88	31,009,817						

Total Number of Applications for this period: 84

*** Note: There may be more than one Development Type per Development Application
Statistics include applications by Private Certifiers

----- End of Report -----



Register Listing

Status: DETERMINE 20 Development Application

From: 1/07/2016 to: 31/07/2016

Print Date: 11/08/2016

Print Time : 11:58:33AM

<u>Application No.</u>	<u>Applicant</u>	<u>Property Address</u>	<u>Type of Work</u>	<u>Current Status</u>	<u>Received</u>	<u>Determined</u>	<u>Days in Council</u>
20/2016/16	Mr Joseph Allan Daly Mrs Jamie Dawn Daly	48-50 Wellington Street GEURIE	Shed with Bathroom Facilities	Determination Made	28/04/2016	4/07/2016	67
20/2016/19	Ms Linda Marita Sheridan	5-9 Trickett Street STUART TOWN	Shed	Determination Made	11/05/2016	11/07/2016	61
20/2016/22	Mr Christopher John Miller Mrs Stella-May Miller	3 Gobolion Street WELLINGTON 9-11 Raymond Street WELLINGTON	Subdivision	Determination Made	19/05/2016	21/07/2016	63
20/2016/29	Mrs Angela Swann	6049 Burrendong Way STUART TOWN	Temporary Structure - Railway carriage	Withdrawn by Applicant	14/06/2016	6/07/2016	22
20/2016/32	Western Plains Regional Council	79 Twiggs Road MARYVALE	Rural Fire Service Brigade Station	Determination Made	30/06/2016	29/07/2016	29

REPORT: Planning Proposal - Existing Holding Provisions for Dwelling Houses on Land zoned RU1 Primary Production - Wellington Local Environmental Plan, 2012 (Amendment 3)

AUTHOR: Manager City Strategy Services
REPORT DATE: 12 August 2016
TRIM REFERENCE: ID16/1482

EXECUTIVE SUMMARY

The former Wellington Council commenced preparation of a Rural Land Study for land zoned RU1 Primary Production and RU4 Rural Small Holdings in October 2012. Preparatory work for the draft Wellington Rural Lands Study highlighted a number of issues in respect of the clarity and application of 'existing holding' provisions in the Wellington Local Environmental Plan, 2012 for dwellings on land zoned RU1 Primary Production. In addition, this preparatory work included a review of the status of 'existing holdings' in the former Wellington Local Government Area. This review resulted in the 'existing holding' status of 14 allotments as being unable to be confirmed based on the level of information the former Wellington Council held in respect of their status and their ownership characteristics.

Clause 4.2C of the Wellington Local Environmental Plan, 2012 (Wellington LEP 2012) allows for the development of a dwelling house on land zoned RU1 Primary Production if the land complies with one or more of the categories as provided below:

- (a) An allotment of land is equal to or larger than the minimum allotment size in the Wellington LEP 2012 (400 hectares); or
- (b) An allotment of land was approved under a former Environmental Planning Instrument for the purposes of allowing for the development of a dwelling house (not in the case of an allotment that was specifically created for the purposes of agriculture or another use); or
- (c) An allotment of land is part of an Existing Holding. In the case of the Wellington LEP 2012, this means land that has been held in the ownership of one person/s on 26 June 1987.

A Planning Proposal was prepared which sought to remove the 'existing holding' provisions from the Wellington LEP 2012 and to introduce a 'sunset clause' for the provision to remain in the LEP for a period of five (5) years. This would mean that any land classified as an 'existing holding' would only be permitted to have a dwelling entitlement for five (5) years. After five (5) years, the subject lands would not hold a dwelling entitlement unless the land had an area

of at least 400 ha or was created for the purposes of a dwelling house and not agriculture only.

The Planning Proposal also sought to map all existing holdings and the 14 additional allotments where their respective existing holding status was undeterminable.

Based on these issues, the former Wellington Council prepared a Planning Proposal which sought to undertake amendments to the Wellington Local Environmental Plan, 2012.

The former Wellington Council at its meeting on 17 December 2014 considered a report in respect of the Planning Proposal and resolved as follows:

- “1. Council resolve to prepare a Planning Proposal to address 14 anomalies relating to the existing holding status of certain lands in the rural zones;*
- 2. The draft Planning Proposal also instigate actions to replace the existing holding provisions as defined in Clause 4.2B(5) of the Wellington LEP 2012 with appropriate amendments to the lot size map;*
- 3. The draft Planning Proposal presented to Council’s Ordinary Meeting of 17 December 2014 be forwarded to the Regional Manager of the Department of Planning and Environment, seeking the matter be progressed through the Gateway process to allow the proposals to proceed to public exhibition.”*

A copy of the report considered by the former Wellington Council, including the subject Planning Proposal, is provided in **Appendix 1**.

Following amalgamation of the former Dubbo City and Wellington councils on 12 May 2016, a detailed review of the Planning Proposal has been undertaken to determine compliance of the Planning Proposal with the provisions of the Environmental Planning and Assessment Act, 1979 and the requirements of the Department of Planning and Environment in accordance with the Department of Premier and Cabinet’s ‘Merger Implementation Action Checklist’.

The review found the current provisions of the Wellington LEP 2012 appropriate in guiding development of rural lands at the current time.

Based on the findings of the review, it is recommended that the Planning Proposal not be further processed and for the matter to not proceed.

The proposed amendments included in the Planning Proposal will form components of an Operational Review of the Wellington LEP 2012 which is required to be undertaken by Council in the 2016/2017 financial year. This review will determine if any changes should be made to the Wellington LEP 2012 to improve the clarity and understanding of the LEP in conjunction with the development of a comprehensive Local Environmental Plan for the new Western Plains Regional Council Local Government Area.

It is recommended that Council, pursuant to Section 58(4) of the Environmental Planning and Assessment Act, 1979 prepare correspondence to the Minister for Planning and Environment to discontinue the Planning Proposal process in respect of the subject amendment to the Wellington Local Environmental Plan, 2012 (Amendment 3).

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

Policy implications in respect of the Planning Proposal are discussed in this report.

RECOMMENDATION

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

Steven Jennings
Manager City Strategy Services

BACKGROUND

1. Wellington Local Environmental Plan 2012

The Wellington Local Environmental Plan, 2012 was gazetted by the Minister for Planning and Environment on 23 November 2012. The majority of rural lands in the former Wellington Local Government Area (LGA) are zoned RU1 Primary Production under the provisions of the Wellington LEP 2012 and are subject to a minimum allotment size of 400 hectares.

Clause 4.2C of the Wellington LEP 2012 specifically controls the provision of dwellings on land zoned RU1 Primary Production, RU4 Primary Production Small Lots and E3 Environmental Management as provided below:

- “(1) The objectives of this clause are as follows:*
- (a) to minimise unplanned rural residential development,*
 - (b) to enable the replacement of lawfully erected dwelling houses and dual occupancies in certain rural and environmental protection zones.*
- (2) This clause applies to:*
- (a) for the erection of a dwelling house—land in Zone RU1 Primary Production, Zone RU4 Primary Production Small Lots or Zone E3 Environmental Management, or*
 - (b) for the erection of a dual occupancy—land in Zone RU1 Primary Production.*
- (3) Development consent must not be granted for the erection of a dwelling house or a dual occupancy on land, and on which no dwelling house or dual occupancy has been erected, unless the land:*
- (a) is a lot that is at least the minimum lot size shown on the Lot Size Map in relation to that land, or*
 - (b) is a lot created under an environmental planning instrument before this Plan commenced and on which the erection of a dwelling house or dual occupancy was permissible immediately before that commencement, or*
 - (c) is a lot resulting from a subdivision for which development consent (or equivalent) was granted under an environmental planning instrument before this Plan commenced and on which the erection of a dwelling house or dual occupancy would have been permissible if the plan of subdivision had been registered before that commencement, or*
 - (d) is an existing holding, or*
 - (e) would have been a lot or a holding referred to in paragraph (a), (b), (c) or (d) had it not been affected by:*
 - (i) a minor realignment of its boundaries that did not create an additional lot, or*
 - (ii) a subdivision creating or widening a public road or public reserve or for another public purpose.*

Note. A dwelling cannot be erected on a lot created under clause 9 of State Environmental Planning Policy (Rural Lands) 2008 or clause 4.2.

(4) *Development consent may be granted for the erection of a dwelling house or dual occupancy on land to which this clause applies if there is a lawfully erected dwelling house or dual occupancy on the land and the dwelling house or dual occupancy to be erected is intended only to replace the existing dwelling house or dual occupancy.*

(5) *In this clause:*

existing holding means land that:

(a) *was a holding on 26 June 1987, and*

(b) *is a holding at the time the application for development consent referred to in subclause (3) is lodged, whether or not there has been a change in the ownership of the holding since 26 June 1987, and includes any other land adjoining that land acquired by the owner since 26 June 1987.*

holding means all adjoining land, even if separated by a road or railway, held by the same person or persons.

Note. *The owner in whose ownership all the land is at the time the application is lodged need not be the same person as the owner in whose ownership all the land was on the stated date.*

Clause 4.2C of the Wellington LEP 2012 allows for the development of a dwelling house on land zoned RU1 Primary Production if the land complies with one or more of the categories as provided below:

- (a) An allotment of land is equal to or larger than the minimum allotment size in the Wellington LEP 2012 (400 hectares);
- (b) An allotment of land was approved under a former Environmental Planning Instrument for the purposes of allowing for the development of a dwelling house (not in the case of an allotment that was specifically created for the purposes of agriculture or another use); and
- (c) An allotment of land is part of an Existing Holding. In the case of the Wellington LEP 2012, this means land that has held in the ownership of one person/s on 26 June 1987.

2. Wellington Land Use Strategies

In 2007, the former Wellington Council was successful in obtaining \$100,000 in funding from Round 4 of the NSW Planning Reform Fund to prepare a new comprehensive Wellington Local Environmental Plan and a comprehensive Wellington Land Use Strategy, incorporating three components as provided as follows:

- 1. Urban Lands Strategy;
- 2. Rural Residential Strategy; and
- 3. Rural Land Use Strategy.

The Wellington Rural Land Use Strategy is the only remaining component of the Wellington Planning Reform Fund Project which has not been completed.

The former Wellington Council appointed consultants, Booth Associates to prepare both the Rural Residential Strategy and the Rural Land Use Study. Booth Associates provided the former Wellington Council with a draft Rural Land Use Study for RU1 and RU4 land in October 2013.

3. Planning Proposal (Amendment 3)

Preparatory work for the draft Wellington Rural Lands Study in 2012 and 2013 highlighted a number of issues in respect of the clarity and application of 'existing holding' provisions in the Wellington Local Environmental Plan, 2012 for dwellings on land zoned RU1 Primary Production. It is also understood that the process for the consideration of whether an 'existing holding' existed was also considered to be cumbersome by the former Wellington Council.

In addition, this preparatory work also included a review of the status of existing holdings in the former Wellington LGA. This review resulted in the 'existing holding' status of at least 14 allotments as being uncertain based on the level of information the former Wellington Council held in respect of their status and their ownership characteristics.

Based on these issues, the former Wellington Council prepared a Planning Proposal (**Appendix 1**) which sought to undertake amendments to the Wellington Local Environmental Plan, 2012.

The former Wellington Council at its meeting on 17 December 2014 considered a report in respect of the Planning Proposal and resolved as follows:

- "1. Council resolve to prepare a Planning Proposal to address 14 anomalies relating to the existing holding status of certain lands in the rural zones;*
- 2. The draft Planning Proposal also instigate actions to replace the existing holding provisions as defined in Clause 4.2B(5) of the Wellington LEP 2012 with appropriate amendments to the lot size map;*
- 3. The draft Planning Proposal presented to Council's Ordinary Meeting of 17 December 2014 be forwarded to the Regional Manager of the Department of Planning and Environment, seeking the matter be progressed through the Gateway process to allow the proposals to proceed to public exhibition."*

A copy of the report considered by the former Wellington Council is included in the subject Planning Proposal, included in **Appendix 1**.

REPORT

1. Planning Proposal, Existing Holdings Provisions for Dwellings

(a) Components of the Planning Proposal

The subject Planning Proposal seeks to remove the 'existing holding' provisions from the Wellington LEP 2012 and to introduce a 'sunset clause' for the provision to remain in the LEP for a period of five (5) years.

This would mean that any land classified as an 'existing holding' would only be permitted to have a dwelling entitlement for five (5) years. After five (5) years, the subject lands would not hold a dwelling entitlement unless the land met the following criteria:

- The allotment has an area of 400 hectares or more; or
- The allotment was created for the purposes of allowing the development of a dwelling house.

As a component of the Planning Proposal, the former Wellington Council also undertook an extensive mapping exercise to review the location and characteristics of 'existing holdings' in the former Wellington LGA. In seeking to remove the 'existing holding' provisions from the Wellington LEP 2012, a component of the subject Planning Proposal included an amendment of the minimum lot size mapping to separately map each existing holding as having a dwelling entitlement. It is understood that this component of the Planning Proposal would also map the 14 allotments where the 'existing holding' status was uncertain, as having a dwelling entitlement.

(b) Progression of the Planning Proposal

The former Wellington Council sought a Gateway Determination from the Department of Planning and Environment on 6 January 2015. A Gateway Determination was provided on 29 January 2015. The Gateway Determination was issued to the former Wellington Council subject to the following conditions:

- "1. Prior to undertaking public exhibition, Council is to amend the planning proposal to address all applicable State Environmental Planning Policies (SEPPs) and Section 117 Directions, and include and map all 17 existing holding anomalies. The planning proposal is not to be placed on public exhibition until the Department is satisfied that the SEPPs and Section 117 Directions have been adequately addressed.*
- 2. Community consultation is required under sections 56(2)(c) and 57 of the Environmental Planning and Assessment Act, 1979 as follows:*
 - (a) the Planning Proposal must be publicly available for a minimum of 28 days; and*

- (b) *the relevant planning authority must comply with the notice requirements for public exhibition of planning proposals and the specifications for material that must be made publicly available along with planning proposals as identified in section 5.5.2 of A Guide to Preparing LEPs (Department of Planning and Environment 2013).*
3. *Consultation is required with the following public authorities under section 56(2)(d) of the Environmental Planning and Assessment Act:*
- (a) *Office of Environment and Heritage; and*
(b) *Department of Primary Industries (Agriculture)*

Each public authority is to be provided with a copy of the planning proposal and any relevant supporting material, and given at least 21 days to comment on the proposal.

4. *A public hearing is not required to be held into the matter by any person or body under section 56(2)(e) of the Environmental Planning and Assessment Act. This does not discharge Council from any obligation it may otherwise have to conduct a public hearing (for example, in response to a submission or if reclassifying land).*

It is understood that the Planning Proposal was not placed on public exhibition by the former Wellington Council due to staff resourcing and consultation requirements which were required to be undertaken as part of the public exhibition process. It should also be noted that the former Wellington Council were originally provided with a 12 month timeframe in which to process the Planning Proposal through to completion. This would mean that the Planning Proposal was required to be completed by 6 January 2016.

(c) Review of the Planning Proposal

Following amalgamation of the former Dubbo City and Wellington councils on 12 May 2016, a detailed review of the Planning Proposal has been undertaken to determine compliance of the Planning Proposal with the provisions of the Environmental Planning and Assessment Act, 1979 and the requirements of the Department of Planning and Environment. In addition, the review also focused on whether the subject Planning Proposal was required to facilitate further development of the former Wellington LGA and the current operation of the Wellington LEP 2012.

Review of the Planning Proposal indicates that further amendment and clarification of existing holding provisions in the Wellington LEP 2012 will not facilitate any additional development in the former Wellington LGA that would have otherwise been permissible if the Planning Proposal had been further progressed. In addition, it is also considered that whilst the current process of reviewing the 'existing holding' status of land in Wellington is somewhat cumbersome, the current provisions of the Wellington LEP 2012 are considered appropriate in guiding development of rural lands at the current time.

Based on the findings of the review as provided above, it is recommended that the Planning Proposal not proceed.

2. Future Direction

The former Wellington Council was provided with Delegations by the Minister for Planning and Environment to undertake the functions of Section 59 of the Environmental Planning and Assessment Act, 1979. This means that Western Plains Regional Council, as the Relevant Planning Authority (RPA) must continue to exercise functions in respect of the processing and management of the Planning Proposal.

For the Planning Proposal to be ceased, Section 58 (4) of the Environmental Planning and Assessment Act, 1979 and the Department of Planning and Environment's 'A guide to preparing local environmental plans' requires the RPA to request the Minister to determine that the Planning Proposal not proceed. If the Minister determines for the Planning Proposal not to proceed, the subject amendment to the Wellington LEP 2012 can be ceased.

The proposed amendments included in the Planning Proposal will be given further consideration as a component of the Operational Review of the Wellington LEP 2012 which is required to be undertaken by Council in the 2016/2017 financial year. This review will determine if any changes should be made to the Wellington LEP 2012 to improve the clarity and understanding of the LEP and to determine whether any other changes are required to further facilitate development of the former Wellington LGA and to progress the development of a comprehensive Local Environmental Plan for the Western Plains Regional Council LGA.

SUMMARY

Preparatory work for preparation of the draft Wellington Rural Lands Study in 2013 raised a number of issues in respect of the clarity and application of 'existing holding' provisions for dwellings on land zoned RU1 Primary Production in the Wellington Local Environmental Plan, 2012. In addition, this preparatory work included a review of the status of 'existing holdings' in the former Wellington LGA which resulted in the existing holding status of at least 14 allotments as being unclear.

Following completion of this preparatory work, a Planning Proposal was prepared which seeks to remove the existing holding provisions from the Wellington LEP 2012 and to introduce a 'sunset clause' for the provision to remain in the LEP for a period of five (5) years. This would mean that any land classified as an 'existing holding' would only be permitted to have a dwelling entitlement for five years. After five years, the subject lands would not hold a dwelling entitlement unless the land met the following criteria:

- The allotment has an area of 400 hectares or more; or
- The allotment was created for the purposes of allowing the development of a dwelling house.

Following amalgamation of the former Dubbo City and Wellington councils on 12 May 2016, a review of the Planning Proposal has been undertaken in accordance with the Department of Premier and Cabinet's 'Merger Implementation Action Checklist'. The review found that the current provisions of the Wellington LEP 2012 are appropriate in guiding development of rural lands at the current time.

Based on the findings of the review, this report recommends that the Planning Proposal not be further processed and the matter not proceed.

Further, this report also recommends that the proposed amendments included in the Planning Proposal form part of the Operational Review of the Wellington LEP 2012 which is required to be undertaken by Council in the 2016/2017 financial year. This review would determine if any changes should be made to the Wellington LEP 2012 to improve the clarity and understanding of the LEP and to progress the development of a comprehensive Local Environmental Plan for the Western Plains Regional Council LGA.

Appendices:

- 1 Council Report - 'Wellington LEP 2012 Planning Proposal for Amendments to the Lot Size Map to Simplify Existing Holding Provisions and to Rectify Certain Anomalies**

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ITEM 5 WELLINGTON LOCAL ENVIRONMENTAL PLAN 2012 PLANNING PROPOSAL FOR AMENDMENTS TO THE LOT SIZE MAP TO SIMPLIFY EXISTING HOLDING PROVISIONS AND TO RECTIFY CERTAIN ANOMOLIES

Reason for Report

In the course of the Rural Strategy work, Council has discovered 14 anomalies where past advice about the ability of land to have a dwelling may be ambiguous under the refined provisions of LEP 2012. Steps need to be taken to amend the LEP to ensure there is no confusion as to the dwelling status of these lands.

It is also recommended that Council take action to replace the cumbersome, confusing and resource hungry Existing Holding provisions of Clause 4.2B (5) of the LEP with much simpler amendments to the Lot Size map.

It is recommended Council adopt the attached draft planning proposal to initiate the actions required to amend the Wellington LEP.

Background

Former Councils at Wellington going back to the 1990s introduced and continued a process of memorandums as a method of defining dwelling permissibility. The intention of this was sound but unfortunately has left anomalies for 14 parcels since the introduction of LEP 2012.

Council has given previous advice that a dwelling may be approved on these parcels but the wording of the 2012 LEP creates some ambiguity. The attached planning proposal aims to lot size these 14 parcels so there is no ambiguity.

In addition, the opportunity is being taken to replace the cumbersome Existing Holding provisions of the LEP with simple and clear amendments to the Lot Size map. The current provisions require time consuming research into property ownership history and are very complex, leading to much public confusion as to where dwellings are permissible on lots below the standard lot size in the rural zones.

Mapping existing holdings is a complex task. Staff and Council consultants have devised a mapping technique to capture most existing holdings but the accuracy cannot be taken to higher levels without unreasonable expenditure of resources.

To ensure equity for all owners of legitimate existing holdings where a dwelling is permissible subject to consent, a three phase process is recommended in the draft Planning Proposal:

1. That the draft maps be exhibited and widely publicised so people who consider that they have an existing holding can make submission if they feel they have a case and are not included in the draft maps.
2. That the current provisions defining an existing holding as of 26 June 1987 be retained with a grandfather clause that sees this path for

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definition of an existing holding removed after five years. Effectively, that allows a further five years for people who may miss the exhibition to apply for a dwelling if they can prove EH status by historic title records.

3. The lot size map, at the conclusion of the five year period, will be the single and simple definition of where vacant existing holdings exist.

The Rezoning Process

If it supports the recommendation, Council needs to formally resolve to prepare a Planning Proposal to start off the rezoning process. A draft Planning Proposal has been prepared for Council's consideration and is attached.

If Council so resolves, the matter would then be referred to the Department of Planning and Environment (DPE) for Gateway consideration. Should the Department support the proposal, the draft Planning Proposal would then be authorised to allow public exhibition. It has been recommended such exhibition be for four weeks with information to be provided in all relevant towns and villages and special notification be targeted at owners of rural land.

Following exhibition, Council would consider submissions from the community and make resolutions to proceed as exhibited, make alterations or not proceed at all with the Proposal.

Should Council resolve to proceed with the making of the Planning Proposal after consideration of submissions, the plan would then be submitted to the Department for finalisation and the new lot size map with grandfather conditions in place for five years would become part of the LEP once the Plan amendment was published in the Government Gazette.

RECOMMENDATION:

That:

1. Council resolve to prepare a Planning Proposal to address 14 anomalies relating to the existing holding status of certain lands in the rural zones;
2. the draft Planning Proposal also instigate actions to replace the existing holding provisions as defined in Clause 4.2B(5) of the Wellington LEP 2012 with appropriate amendments to the lot size map; and
3. the draft Planning Proposal presented to Council's Ordinary Meeting of 17 December 2014 be forwarded to the Regional Manager of the Department Of Planning and Environment, seeking the matter be progressed through the Gateway process to allow the proposals to proceed to public exhibition.

Director of Strategic & Planning Services' Report
Ordinary Meeting held on Wednesday, 17th December 2014

**DRAFT
PLANNING PROPOSAL**

**A PROPOSAL TO AMEND WELLINGTON LEP 2012
TO INCORPORATE AMENDMENTS TO THE LOT SIZE MAP TO
ADDRESS SOME ANOMALIES AND TO IDENTIFY EXISTING
HOLDINGS.**

DECEMBER 2014

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1 INTRODUCTION

1.1 The Proposal

Wellington Council is developing a Rural Land Use Strategy to review its rural land use planning needs for the coming 20 years.

As part of the research for that strategy 14 anomalies were identified where the existing holding status of certain land as defined in clause 4.2B (3) (d) of the Wellington LEP 2012 was unclear.

In addition Council has decided to explore the possibility of simplifying the Existing Holding (EH) provisions with lot sizing of appropriate sizes on the lot size map.

Current provisions require cumbersome searching of historical title and ownership data which is wasteful of Council planning resources and confusing for the public.

2 OBJECTIVES OR INTENDED OUTCOMES

- To address 14 anomalies where past Council advice has indicated EH status but where the position is not clear with respect to the requirements of LEP 2012.
- To replace the cumbersome and confusing EH provisions of LEP 2012 with simple amendments to the Lot Size Map.
- To retain the equity of persons who own land which currently qualifies as an existing holding during the transition to a map definition.

3 EXPLANATION OF THE PROVISIONS

The current Wellington LEP 2012 defines an existing holding as follows:

Clause 4.2B (5) states:

existing holding means land that

(a) was a holding on 26 June 1987 and

(b) is a holding at the time the application for development consent referred to in subclause (3) is

whether or not there has been a change in the ownership of the holding since 26 June 1987 and includes any other land adjoining that land acquired by the owner since 26 June 1987

holding means all adjoining land, even if separated by a road or railway, held by the same person or persons

Note. The owner in whose ownership all the land is at the time the application is lodged need not be the same person as the owner in whose ownership all the land was on the stated date

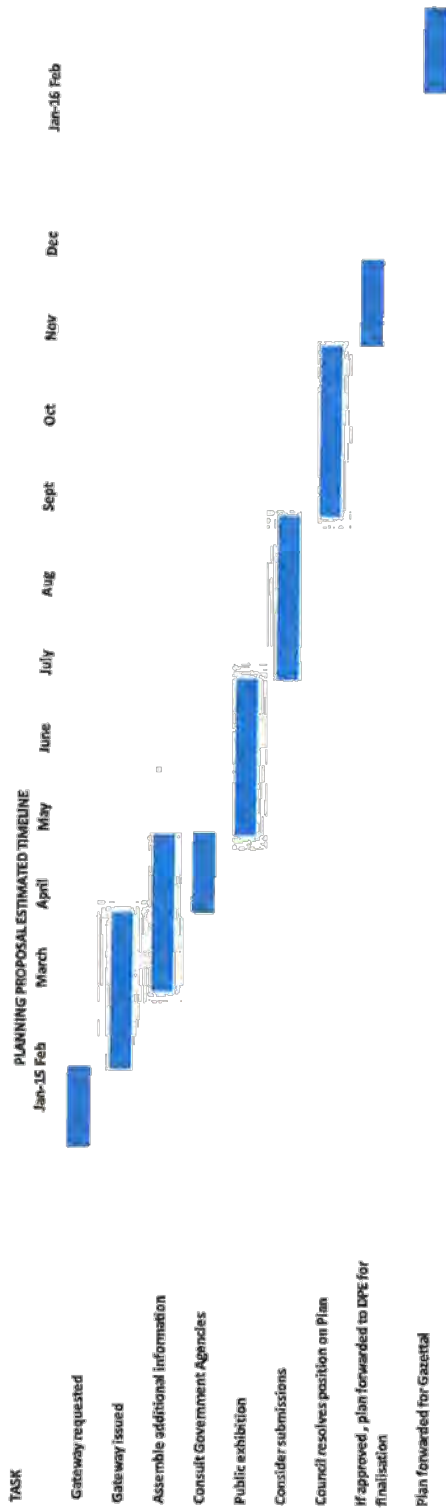
Currently, to define an Existing Holding (EH) is a significant task requiring a search back into the ownership history of the land and the adjoining lands. This is consuming Council's planning resources and making it complex and uncertain for people to be able to readily define if a dwelling is permissible on land where the area is less than the current lot size.

This Planning Proposal aims to map the vacant Existing Holdings on the Lot Size Map at a lot size which would make a dwelling permissible with Consent but not allow any additional dwellings beyond that already possible under the 2012 LEP.

Council has completed a mapping exercise and estimates there are approximately 172 Existing Holdings below lot size. Given the complexity of the task and the conservative approach to the mapping, it is likely some Existing Holdings may have been missed in the mapping work. To address this, the planning proposal recommends 3 actions:

1. That the draft maps be exhibited and widely publicised so people who consider they have an existing holding can make submission if they feel they have a case and are not included in the draft maps.
2. That the current provisions defining an existing holding as of 26 June 1987 be retained with a grandfather clause that sees this path for definition of an existing holding removed after five years. Effectively that provision allows a further 5 years for people who may miss the exhibition to apply for a dwelling if they can prove EH status by historic title records.
3. The lot size map, at the conclusion of the 5 year period, will be the single and simple definition of where vacant existing holdings exist.

In addition, Council is aware of 14 parcels where the Existing Holding status has been previously confirmed by Council but where, under the new and clearer definitions of LEP 2012 there is an anomaly. It is proposed to also lot size these 14 parcels to confirm that a dwelling is permissible with Consent.



7 CONCLUSION

The replacement of the current cumbersome existing holding provisions with simple definition on the Lot size map will simplify Council's planning administration and greatly reduce the current public confusion and doubt as to which lands below the 400 ha lot size can be considered for a dwelling, subject to consent.

In addition, 14 parcels currently the subject of confusion or anomaly over existing holding status would be clarified.

No new dwelling opportunities would be created beyond those already permissible in the Wellington LEP 2012.

A copy of the proposed draft amendments to the Lot Size Map accompanies this Planning Proposal text.

RECOMMENDED DRAFT CHANGE TO CLAUSE 4.2B (5) OF WELLINGTON LEP 2012

That the following wording be added at the end of clause 4.2B (5):

Subclause 4.2B (5) will lapse five years from the date of the coming into force of the amendment to the Wellington LEP 2012 that created this Clause.

a.

**WESTERN
PLAINS
REGIONAL
COUNCIL**

Incorporating the former
Dubbo City & Wellington councils

REPORT: Planning Proposal to Reduce the Minimum Lot Size in the RU1 Primary Production Zone - Wellington Local Environmental Plan, 2012 (Amendment 6)

AUTHOR: Manager City Strategy Services
REPORT DATE: 12 August 2016
TRIM REFERENCE: ID16/1477

EXECUTIVE SUMMARY

In February 2015, the former Wellington Council prepared a Planning Proposal which seeks to reduce the minimum allotment size for subdivision of land in the RU1 Primary Production zone from 400 ha to 250 ha under the provisions of the Wellington Local Environmental Plan, 2012 (Wellington LEP 2012).

The Planning Proposal was prepared following the preparation of the draft Wellington Rural Land Use Study by Booth Associates in 2013. In consideration of the draft Study, the Department of Planning and Environment in consultation with the Department of Primary Industries (Agriculture) identified a number of areas in the draft Study which require additional work to be undertaken.

In addition, it was also noted by the Department of Planning and Environment that the findings of the draft Rural Land Use Study did not actually support a reduction of the minimum lot size in the RU1 Primary Production zone from 400 ha to 250 ha.

Following amalgamation of the former Dubbo City and Wellington councils on 12 May 2016, a detailed review of the Planning Proposal has been undertaken to determine compliance with the provisions of the Environmental Planning and Assessment Act, 1979 and the requirements of the Department of Planning and Environment and in accordance with the NSW Department of Premier and Cabinet's 'Merger Implementation Action Checklist'.

The review found that the Planning Proposal was inconsistent with the information and analysis as included in the draft Rural Land Use Study. The draft Study included an analysis of the sizes of existing holdings and economic analysis of a typical farm business with and without off-farm income. However, this analysis has not adequately justified the proposal to reduce the minimum allotment size for the subdivision of land in the RU1 Primary Production zone from 400 ha to 250 ha.

Given the issues previously raised by the Department of Planning and Environment and the Department of Primary Industries, this report recommends that the Planning Proposal not proceed.

The proposed amendments included in the Planning Proposal will form components of the Operational Review of the Wellington LEP 2012 which is required to be undertaken by Council in the 2016/2017 financial year in progressing the development of a comprehensive LEP for the Western Plains Regional Council Local Government Area.

It is recommended that Council, pursuant to Section 58(4) of the Environmental Planning and Assessment Act, 1979 provide correspondence to the Minister for Planning and Environment to cease the Planning Proposal in respect of the subject amendment to the Wellington Local Environmental Plan, 2012.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

Policy implications in respect of the Planning Proposal are discussed in the report.

RECOMMENDATION

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

Steven Jennings
Manager City Strategy Services

BACKGROUND

1. Wellington Local Environmental Plan, 2012

The Wellington Local Environmental Plan, 2012 was gazetted by the Minister for Planning and Environment on 23 November 2012.

The process of preparing the Wellington LEP 2012 was informed by a range of supporting strategies and policies, including the Wellington LEP Review Discussion Paper, 2007, Wellington Local Profile and Issues Paper (LPIP), 2009 and the draft Wellington Settlement Strategy, 2012.

A number of issues in respect of rural lands were raised during the public exhibition of the Wellington Local Environmental Plan, 2012. One of these issues included the suitability of the 400 ha minimum lot size (MLS) in the RU1 Primary Production zone. The 400 ha minimum lot size has been in force since 1987 with the gazettal of the Wellington LEP 1987 and was again reaffirmed with preparation of the Wellington Local Environmental Plan, 1995.

Any amendments to the rural land use provisions during development of the comprehensive Wellington Local Environmental Plan, 2012 were held in abeyance pending the preparation and adoption by the former Wellington Council of a comprehensive Rural Land Use Strategy.

2. Wellington Land Use Strategies

The former Wellington Council was successful in obtaining \$100,000 in funding from Round 4 of the NSW Planning Reform Fund to prepare a new comprehensive Wellington Local Environmental Plan and a comprehensive Wellington Land Use Strategy, incorporating three components, as follows:

1. Urban Lands Strategy;
2. Rural Residential Strategy; and
3. Rural Land Use Strategy.

The Wellington Rural Land Use Strategy is the only remaining component of the Wellington Planning Reform Fund Project which has not been completed.

The former Wellington Council appointed consultants, Booth Associates to prepare both the Rural Residential Strategy and the Rural Land Use Study. Booth Associates provided the former Wellington Council with a draft Rural Land Use Study for RU1 and RU4 land in October 2013.

The draft Rural Land Use Study was provided to the Department of Planning and Environment (DPE) for assessment and endorsement in November 2013. The DPE advised the former Wellington Council that it was unable to endorse the draft Study as further justification and refinement of the draft Study was required. This work has not yet been completed. As a

result, the draft Study was not adopted by the former Wellington Council or publicly exhibited.

Notwithstanding, the former Wellington Council prepared a Planning Proposal which seeks a reduction in the minimum allotment size for subdivision in the RU1 Primary Production zone from 400 ha to 250 ha under the provisions of the Wellington Local Environmental Plan, 2012 (**Appendix 1**).

The former Wellington Council at its meeting on 25 February 2015 considered a report (**Appendix 2**) in respect of the Planning Proposal and resolved as follows:

- “1. Council resolve to prepare a Planning Proposal to replace the current 400 ha Lot Size applying generally in the RU1 Primary Production Zone of the Wellington LEP 2012, with a Lot Size of 250 ha.*
- 2. The draft Planning Proposal and supporting Booth’s Report presented to Council’s March Meeting be forwarded to the Regional Manager of the Department of Planning and Environment, seeking the matter be progressed through the Gateway process to allow the proposals to proceed to public exhibition.”*

The Planning Proposal was provided to the Department of Planning and Environment (DPE) on 12 March 2015 for a Gateway Determination to enable the Planning Proposal to be placed on public exhibition. The DPE advised on 7 April 2015 that the Planning Proposal in its current form was not supported as it was not consistent with the draft Rural Land Use Study which was provided to the Department in November 2013. It is understood that no further work was undertaken on the Planning Proposal or the draft Study.

This report provides a background to the draft Rural Land Use Study and the subject Planning Proposal to reduce the minimum allotment size in the RU1 Primary Production zone from 400 ha to 250 ha and recommends that the Planning Proposal not be further pursued.

REPORT

1. Draft Wellington Rural Land Use Study 2013 – RU1 and RU4 Land

The former Wellington Council engaged agribusiness and environmental consultants, Booth Associates, to prepare a Rural Land Use Study specifically in respect of land zoned RU1 Primary Production and RU4 Primary Production Small Lots in October 2012.

The broad methodology for the Rural Land Use Study undertaken by Booth Associates is outlined as follows:

- Consultation;
- Land Use and Land Capability Survey;
- Agricultural Holdings and Farm Size Analysis;
- Current and Future Trends and Drivers;
- Constraints and Resource Assessment; and
- Workshops.

The major components of the Study are discussed below.

(a) Consultation

A number of workshops were held with the community in late 2012 and early 2013. The purpose of the workshops was to raise awareness of the preparation of the Study and seek feedback from key stakeholders including farmers, real estate agents and councillors. The workshops also enabled a discussion of farming systems and practices, local planning impacts on farming and other impacts on primary production such as mining and wind farms.

It is understood that these workshops provided mixed views on the 400 ha minimum lot size.

(b) Sensitive Natural Resources and Rural Lands Analysis

The draft Study also included an analysis of sensitive natural resources including biodiversity, vulnerable groundwater and waterways. The draft Study also included an analysis of the Wellington landscape context, soils and geology, climate, broad agricultural trends and drivers of change affecting the former Wellington LGA.

This component of the draft Study included an analysis of historical and current land use, land capability, agricultural land suitability, current agricultural production, irrigation and non-primary production.

(c) Agricultural Holdings and Farm Size Analysis

An analysis of the spatial distribution of landholdings in the RU1 zone and an analysis of landholding size across the former Wellington LGA was undertaken. The draft Study included a detailed economic analysis of the realistic minimum farm size required for three commercial farm systems, subject to rainfall and land productivity. This analysis provided the following results:

1. Mixed farm (with an average land area of 625 ha);
2. Grazing only with improved pastures (with an average land area of 1,150 ha); and
3. Grazing only on native pastures (with an average land area of 2,225 ha).

The findings of the draft Study are based on the Department of Primary Industries' (DPI) gross margin data which is an assumption that a farm will generate a debt-free profit in an average year of 2.6% and require a certain level of capital assets.

The analysis of minimum farm size with no off-farm income in the former Wellington LGA found that the following minimum areas are required to sustain a single family unit:

- 625 ha for a mixed farm;
- 1,150 ha for a livestock farm with improved pastures; and
- 2,225 ha for a livestock farm with native pastures.

Further analysis for minimum farm size including an off-farm income stream further reduces the minimum farm size required to sustain a single family unit, as shown in Table 1.

Off-farm income	Farm salary	Mixed Farm (ha)	Improved Pastures (ha)	Native Pastures (ha)
\$30,000	\$20,000	305	490	910
\$20,000	\$30,000	415	710	1,350
\$0	\$50,000	625	1,150	2,225

Table 1. Minimum farm size analysis with off-farm income

However, as shown in Table 1, even with a significant level of off-farm income, 8 out of the 9 commercial farm scenarios require a minimum farm size that is greater than the current RU1 minimum allotment size of 400 ha. The mixed farm scenario with \$30,000 in off-farm income is the only situation which can justify any reduction in the minimum allotment size below the existing 400 ha.

(d) Council Consideration

The former Wellington Council, at its meeting on 23 October 2013, considered a report in respect of the draft Rural Land Use Study and resolved to refer the draft Study to the Department of Planning and Environment for preliminary comment.

(e) Department of Planning and Environment Review

The draft Study was submitted to the DPE for consideration on 7 November 2013. The Department on 10 January 2014 provided further correspondence in respect of the proposed reduction of the minimum lot size from 400 ha to 250 ha, as provided below:

“ ... the proposed reduction of the MLS for a dwelling on rural lands to 250ha is not adequately justified and insufficient planning, environmental or agricultural reasoning has been provided in the Strategy. The main argument presented in support of reducing the MLS is based on socio-economic factors, for example that the reduced MLS will reduce the cost of buying rural land. However upon assessment, the Strategy's analysis of these factors highlights the negative impacts for rural land if lot sizes are reduced.

The reduced MLS is considered to be inconsistent with the State Environmental Planning Policy (Rural Lands) 2008 in that it promotes fragmentation of rural lands, increases potential for land use conflict, increases the cost of accumulating a viable farm unit, relies on off-farm income and does not protect agricultural land. Indeed the information contained in the Strategy demonstrates that the minimum lot size (MLS) of 400ha for a dwelling on land in Zone RU1 Primary Production is adequate meet the agricultural needs of Wellington local government area (LGA).”

The DPE requested the former Wellington Council to provide additional information to justify the recommendations in the draft Study, including a recommendation to reduce the minimum lot size in the RU1 Primary Production zone from 400 ha to 250 ha.

Following subsequent meetings with the DPE and the former Wellington Council staff and their consultant, it was decided that the discussion and recommendations component of the draft Study with respect to rural lot size be removed from the draft Study and instead be included in a future addendum which would explore these issues more fully.

The preparation of an addendum to the draft Study would involve further work to assess opportunities for and the suitability of rural lands in the former Wellington LGA for primary production and clear justification of any proposed changes to development standards required to support such opportunities. The additional work identified in correspondence from the former Wellington Council on 3 March 2014 including the following:

- “1. Further data on identifying a more rigorous median current farm size in the LGA;*
- 2. Some further data on the importance of agriculture to the LGA, possible emerging agricultural directions and the role Planning can play in assisting;*
- 3. More data on the existing dwelling opportunities potentially generated by the Existing Holding Provisions and possible phased replacement of these provisions with more certain planning controls with regard to future dwelling supply. Specifically the option of a 5 year sunset clause for Existing Holdings be analysed;*
- 4. The positives and negatives of the current 400 ha lot size in the RU1 zone and discussions on alternatives. Council wishes to assess the alternative of a 250ha lot size and this option should be analysed in greater depth than contained in the draft strategy work to date.”*

This additional body of work has not yet been prepared. Further consultation is required by both Council and the DPE in order to progress the completion of the Wellington Rural Land Use Study which will inform future planning decisions, land use applications and Planning Proposals to amend the Wellington Local Environmental Plan, 2012.

2. Planning Proposal – Reduction in the Minimum Lot Size in the RU1 Primary Production Zone

A Planning Proposal was prepared by the former Wellington Council that sought to amend the Wellington Local Environmental Plan, 2012 to reduce the minimum allotment size in the RU1 Primary Production zone from 400 ha to 250 ha.

The Planning Proposal included the following information:

“Council is very appreciative of the need to protect the important agricultural economy and resources of Wellington. Lot sizing can be a tool to protect quality agricultural lands from fragmentation into sizes where the land is not utilised to the same productive capacity as larger holdings.

But sophistication is needed in the evolving circumstances of agriculture in the twenty-first century and to match the geographical circumstances applying to Wellington. Council is confident the area of land needed for a reasonable commercial part time farm is the appropriate threshold for lot sizing in the RU1 Primary Production zone.

While there is evidence to indicate prudent purchases will even utilise lots down to 100 ha in a commercial way, Council has adopted a conservative position of seeking 250 ha as a line above which serious commercial part time agriculture can be assured and as such productive capacity be maintained across the LGA. From discussions with the adjoining Councils Cabonne and Mid-Western, there seems to be no evidence of fragmentation problems in those Areas even though they have operated to a quite low 100 ha standard for many years.

The concept of attempting to match lot size with that of the area needed for a full time commercial farming operation, able to support a family without external income, is considered dated and, given the declining real terms of trade of agriculture of the past 20 to 30 years, means lot sizes in excess of 1000 ha for much of LGAs like Wellington.”

(a) Council Consideration

The Planning Proposal was considered by the former Wellington Council at its meeting on 25 February 2015. In consideration of the Planning Proposal, the former Wellington Council resolved that the Planning Proposal and draft Rural Land Use Study be forwarded to the DPE seeking the matter be progressed through the Gateway Determination process to allow the Proposal to proceed to public exhibition.

(b) Request for Initial Gateway Determination

A request for an initial Gateway Determination which included the Planning Proposal, draft Rural Land Use Study prepared by Booth Associates and associated documentation, was provided to the DPE on 13 March 2015.

The purpose of the Gateway Determination process is for the Department to review a Planning Proposal while in its initial stages and to seek the approval of the Department to undertake consultation with the community and relevant State public agencies.

In response to the request for a Gateway Determination, Council officers met with representatives from the DPE and the Department of Primary Industries (Agriculture) to discuss the Planning Proposal on 18 March 2015, and again with the Department of Planning and Environment on 25 March 2015.

The DPE provided correspondence to the former Wellington Council on 7 April 2015 advising that the Planning Proposal was unable to be supported in its current form, as the draft Rural Land Use Study provided did not support the proposed reduction in the minimum lot size from 400 ha to 250 ha in the RU1 Primary Production zone. The Department recommended that the Planning Proposal be withdrawn to enable further consultation and progression of the draft Rural Land Use Study.

Following these discussions, further correspondence was received from the Department of Planning and Environment advising that the Planning Proposal be placed on hold pending the outcome of the Agricultural Industry Development Study which was being prepared to partly inform the draft Central West and Orana Regional Plan. It was advised that this Study may

provide further information for Council to consider in developing the Wellington Rural Land Use Study and the Planning Proposal.

Despite the draft Central West and Orana Regional Plan being placed on public exhibition from 4 April 2016 to 4 July 2016, no further consultation or correspondence regarding the findings of the Agricultural Industry Development Study have been received by Council.

(c) Review of the Planning Proposal

Following amalgamation of the former Dubbo City and Wellington councils on 12 May 2016, a detailed review of the Planning Proposal has been undertaken to determine compliance with the provisions of the Environmental Planning and Assessment Act, 1979 and the Department of Planning and Environment.

Review of the Planning Proposal has shown that a reduction in the minimum lot size in the RU1 Primary Production zone from 400 ha to 250 ha is not supported by the technical analysis undertaken in the draft Wellington Rural Land Use Study.

In addition, correspondence from the Department of Planning and Environment identified that the Planning Proposal is considered to be inconsistent with State Environmental Planning Policy (Rural Lands), 2008 in that it may allow for the fragmentation of rural lands, increase the potential for land use conflict, increase the cost of accumulating a viable farm unit, rely on off-farm income and does not protect agricultural land.

Based on the findings of the review as provided above, it is recommended that the Planning Proposal not proceed.

3. Future Direction

While it is considered that the technical analysis underpinning the draft Study is sound in nature, the Department of Planning and Environment and Department of Primary Industries (Agriculture) have identified a number of inconsistencies in the draft Strategy which require further work to be completed.

For the Planning Proposal to be ceased, Section 58(4) of the Environmental Planning and Assessment Act, 1979 and the Department of Planning and Environment 'A guide to preparing Local Environmental Plans' requires that the relevant planning authority request that the Minister determine for the Planning Proposal not to proceed. If the Minister determines that the Planning Proposal is not proceed, the proposed amendment to the Wellington LEP 2012 can be ceased.

The proposed amendments included in the Planning Proposal will form the component of the Operational Review of the Wellington LEP 2012 which is required to be undertaken by Council in the 2016/2017 financial year in progressing towards development of a comprehensive LEP for the Western Plains Regional Council Local Government Area.

SUMMARY

The former Wellington Council prepared a Planning Proposal which seeks to reduce the minimum allotment size for subdivision of land in the RU1 Primary Production zone from 400 ha to 250 ha under the provisions of the Wellington Local Environmental Plan, 2012 (Wellington LEP 2012).

Following amalgamation of the former Dubbo City and Wellington Councils on 12 May 2016, a detailed review of the Planning Proposal has been undertaken to determine compliance with the provisions of the Environmental Planning and Assessment Act, 1979 and the Department of Planning and Environment and in accordance with the Department of Premier and Cabinet's 'Merger Implementation Action Checklist'.

Review of the Planning Proposal has shown that a reduction in the minimum lot size in the RU1 Primary Production zone from 400 ha to 250 ha is not supported by the draft Wellington Rural Land Use Study. In addition, the Planning Proposal has not received support from the Department of Planning and Environment and has not yet received a Gateway Determination.

Based on the findings of the review, this report recommends that the Planning Proposal not be processed at the current time and the matter no longer proceed.

Further, this report also recommends that the proposed amendments included in the Planning Proposal form part of the Operational Review of the Wellington LEP 2012 which is required to be undertaken by Council in the 2016/2017 financial year.

Appendices:

- 1** Wellington Local Environmental Plan, 2012
- 2** Council report - 'Wellington Local Environmental Plan, 2012 - Planning Proposal to Change the General Lot Size in the RU1 Primary Production Zone

**DRAFT
PLANNING PROPOSAL**

**A PROPOSAL TO AMEND WELLINGTON LEP 2012
TO REVISE THE LOT SIZE GENERALLY APPLYING IN THE RU1
(PRIMARY PRODUCTION) ZONE.**

FEBRUARY 2015

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1 INTRODUCTION

1.1 The Proposal

This planning proposal seeks to amend the lot size applying generally in the RU1 zones of Wellington LEP 2012 from 400 ha to 250 ha.

Wellington Council is developing a Rural Land Use Strategy to review its rural land use planning needs for the coming 20 years.

As part of the background for this Strategy, Council commissioned Booth and Associates to prepare a study report: "Wellington Council Rural Lands Use Study RU1 and RU4 Land", April 2014.

That report forms background information to this Planning Proposal.

Council has carefully reviewed the data from Booth, including the State policies and guidelines applying to the planning of rural land.

Council is very appreciative of the need to protect the important agricultural economy and resources of Wellington. Lot sizing can be a tool to protect quality agricultural lands from fragmentation into sizes where the land is not utilised to the same productive capacity as larger holdings.

But sophistication is needed in the evolving circumstances of agriculture in the twenty-first century and to match the geographical circumstances applying in Wellington. Council is confident the area of land needed for a reasonable commercial part time farm is the appropriate threshold for lot sizing in the RU1 Primary Production zone.

While there is evidence to indicate prudent purchasers will even utilise lots down to 100 ha in a commercial way, Council has adopted a conservative position of seeking 250 ha as a line above which serious commercial part time agriculture can be assured and as such productive capacity be maintained across the LGA. From discussions with the adjoining Councils Cabonne and Mid-Western, there seems to be no evidence of fragmentation problems in those Areas even though they have operated to a quite low 100 ha standard from many years.

The concept of attempting to match lot size with that of the area needed for a full time commercial farming operation, able to support a family without external income, is considered dated and, given the declining real terms of trade of agriculture of the past 20 to 30 years, means lot sizes in excess of 1000ha for much of LGAs like Wellington.

Council wants to be able to support establishing farmers, facilitate family adjustments and intergenerational transfers and ensure its LEP has flexibility in a rapidly evolving agricultural market place. Requiring people to assemble 400 ha of land before they can have the operational efficiency of living on the farm, is considered prohibitive. 250 ha is seen as both reasonable and effective.

2 OBJECTIVES OR INTENDED OUTCOMES

- To amend the current 400 ha lot size applying in the RU1 zone with a 250 ha lot size as the minimum area needed for a dwelling.
- To improve flexibility for the best economic and social use of rural land in Wellington.
- To assist succession planning for farm families and improve potential for people to establish a part time commercial agricultural operation in Wellington.

3 EXPLANATION OF THE PROVISIONS

The current mapping of the Wellington LEP 2012 applies a uniform 400 ha lot size for the whole of the RU1 (Primary Production) zone. The lot size provisions are enforced through Clauses 4.1 to 4.3 of the LEP and control the placement of dwellings on existing lots and minimum lot size for new subdivision lots where a dwelling exists or is to be permissible.

Council also has a separate Planning Proposal (Amendment No. 3) under consideration that may vary some of the lot size in the RU1 zone to replace the Existing Holding provisions of Clause 4.2B (3)(d).

Other than any existing holdings which would be mapped to a lot size to permit a dwelling on such existing holdings, this proposal would result in the remainder of RU1 zoned lands moving from a lot size of 400 ha to 250 ha.

4 JUSTIFICATION

4.1 Section A – Need for the Planning Proposal

A Planning Proposal is needed as the lot size maps applying to the RU1 zone will need to be formally amended to change the lots size depicted from 400 ha to 250 ha.

The public exhibition process required as part of this Planning Proposal will also be an opportunity for community feedback and review of the recommended Lot Size, before any final decision is made.

4.2 Section B – Relationship to strategic planning framework

The proposed changes to the lot size provisions do not conflict with the strategic planning framework for the Central West region.

4.2.1 State Plan

The NSW Government has introduced the NSW 2021 Plan to set objectives for infrastructure and growth direction. Regional expression to this plan is given through Regional Action Plans and Regional Growth Plans. The goals at this level have no conflict with the aims of this planning proposal.

4.2.2 Orana Regional Action Plan

Wellington Council LGA lies in the Orana Regional Action Plan area. As with the State Plan, this regional plan is a very broad strategy which has several goals relevant to agriculture such as:

- Encouraging new migration and new business to the region.
- Improving the use of water in agriculture and the intensity of its production.
- Ensuring agriculture is "productive and profitable".

This Planning Proposal is considered to assist those goals. A more affordable farm size may attract new start up farmers and innovative land use. Part time operations over several holdings with supporting off farm income need not be less productive in agricultural output than the same area in a single large holding.

4.2.3 State Environmental Planning Policies

4.2.3.1 SEPP Rural Lands 2008

Booth at pages 14-16 provides a detailed summary of the requirements of this policy and responses relating to the Wellington situation. Of particular relevance are the following points:

In Wellington LGA key trends impacting agriculture include:

- *Increasing business scale;*
- *Drought;*
- *Declining terms of trade;*
- *Declining livestock numbers;*
- *Increasing crop production; and*
- *Growth of off-farm income with total off-farm wages in the Central West of NSW.*

Council is mindful of the inroads declining terms of trade is making on the "traditional family farms". Even on most properties well above the current 400 ha lot size, there is some reliance on off farm income. So a model that protects a threshold of commercial *part time* farming is more suited to today's situation and the likely future in Wellington. 250 ha warrants sufficient investment to ensure a prudent purchaser will use it commercially.

Given its siting between the two major regional centres of Dubbo and Orange, land values are already such that Wellington will not likely be a significant destination for aggregations of holdings by corporate agricultural operations.

4.2.4 *Ministers directions under section 117 EPA Act 1979*

Section 117 of the *Environmental Planning and Assessment Act* empowers the Minister for Planning to set directions to planning authorities such as councils. These directions have statutory weight and need to be complied with or the Minister/DPE persuaded to grant an exemption.

The following of the current 117 Directions have some relevance to this Planning Proposal:

Direction 1.2 Rural Zones

This direction prohibits any increase to the density of rural land for housing unless justified by a strategy which:

- (i) *gives consideration to the objectives of this direction,*
- (ii) *identifies the land which is the subject of the planning proposal (if the planning proposal relates to a particular site or sites), and*
- (iii) *is approved by the Director-General of the Department of Planning, or*
- (a) *justified by a study prepared in support of the planning proposal which gives consideration to the objectives of this direction, or*
- (b) *in accordance with the relevant Regional Strategy or Sub-Regional Strategy prepared by the Department of Planning which gives consideration to the objective of this direction, or*
- (c) *is of minor significance.*

Comment: Council has prepared a relevant study to address the requirements of this direction and the Planning Proposal is considered to comply with the objectives as it presents a case as to why 250 ha is an objective size for agricultural production at professional part time scale.

Direction 5.1 Implementation of Regional Strategies

This Direction requires Planning Proposals to be consistent with relevant regional strategies.

Generally only minor inconsistencies are permitted and even they must be consistent with the objectives of the Strategy.

At this time a regional growth plan is evidently under development for Central West NSW.

4.2.5 *State Policies of Department of Primary Industry*

There are two current principle documents that set the DPI position on planning land use and agriculture:

- DPI Policy 0-104 – Maintaining land for agricultural industries (2011)

- DPI: Minimum lot size methodology paper

These two policy documents and other background material can be accessed at the DPI web site:

<http://www.dpi.nsw.gov.au/agriculture/resources/lup/strategic-planning>

Extracts of these policy documents are also presented in Appendix one.

The following elements of the 2011 policy are of direct relevance to this Planning Proposal:

- *Minimum size of holdings for dwelling entitlement*

The minimum area for a dwelling entitlement and other provisions in Environmental Planning Instruments to regulate subdivisions should take into account:

- a. the agricultural productivity and suitability of the land in question;

Comment: 250 ha is considered to be a productive part time parcel across most of the land types of Wellington.

- b. the nature and requirements of agricultural industries in the area being considered;

Comment: The dominant industries of beef, sheep and mixed farming can achieve part time commercial viability on 250ha.

- c. the risk of creating land use conflict;

Comment: A 250 ha parcel is large enough to ensure no neighbour conflicts and ensure right to farm practices.

- d. the current distribution of property sizes and the agricultural industry they support;

Comment: The following is summarised from Section 4.3 of this Proposal:

- 250 ha is almost exactly the current farm median size in Wellington once true "hobby lots" below 50 ha are deducted.
- Half of the properties over the current lot size of 400 are under 600 ha.
- There are perhaps 60 to 80 current properties in the LGA that would qualify under the DPI policy goal as "full time farms able to support an average farming family without off farm income".
- Most agricultural holdings in Wellington are part time operations dependant on some non-farm income.

- e. the trends in the size of properties engaged in agriculture;

Comment: There is little evidence of aggregation of any scale occurring in Wellington.

There is clear evidence of growing numbers of property owners relying on significant off farm income and the number and proportion has grown significantly in the past 20 years.

Wellington is very much a **part time** professional farming area.

- f. cumulative impacts e.g. gradual subdivision of agriculture becomes rural residential zone.

Comment: since the cessation of concessional lot provisions in 2008, the only subdivision option for lots with a dwelling right is 400 ha or larger. Very few such lots have been created since the 400 ha standard was applied in 1987.

Evidence in 4.3 and Booth report establishes a 250 ha standard will still protect professional agriculture. An investment in 250 ha warrants commercial management and on the average of land types in the LGA, 250 ha can still yield a net income on average over \$12,000 pa.

There is little evidence to suggest a 250 ha standard in Wellington will lead to rural residential use of productive agricultural land. In adjoining Cabonne Shire with only a 100 ha standard, and close proximity to Orange, there is still little evidence of adverse fragmentation of productive agricultural lands.

4.3 Section C – Environmental social and economic impact

4.3.1 Economic Analysis of shift from 400ha to 250 ha

4.3.1.1 Some relevant measures and statistics

The following facts and statistics are drawn from the Booth report and Council data. This information is of some direct relevance to the justification of a 250 ha lot size for Wellington LGA:

- The current median property size in the RU1 zone is 153 ha. ie half of all rural properties in Wellington are under 153 ha.
- If properties below 50 ha are excluded (likely to be true hobby farms), the total number of properties over 50 ha is 1015 and the median size is 247 ha. ie if a 250 ha lot size is selected and true hobby lots deducted, a little over half current properties would be under lot size.
- There are 290 properties in Wellington over 400 ha and that covers 70% of the zone area.
- Of the 290 properties in Wellington over 400 ha, the average size is 852 ha and the median 597 ha. ie half the properties over the current lot size are under 600 ha.
- There are 508 properties over 250 ha of which the median is 428 ha. There are 204 properties over 500 ha of which the median is 721 ha. So if the lots size moved to 250, 60% of properties over lot size would be under twice lot size- ie have no subdivision potential. There would be 204 properties over 500 but under 750 ha, where maximum subdivision potential would be one additional lot. And only 99 properties would be over 3 times lot size.
- The land qualities of Wellington mean there are relatively few current or potential "rural retreat" properties- ie larger holdings, generally forested with minimal agricultural use. In other words, once ownerships get above about 50 ha most contain a majority of area at least suitable to lower stocking, native pasture grazing.
- If the DPI policy objective of setting a lot size that can generate a full time income and a 2.6% return to a debt free operation is applied to Wellington, Booths calculate (P80):
 - A lot size of at least 650 ha of premium mixed farming land would be needed.
 - A lot size of 1150 ha would be needed of improved pasture country.

- A lot size of 2225 ha would be needed for native pasture lands.
- There are only 85 properties in the LGA still over 800 ha and only 52 over 1200 which establishes that less than 100 properties in Wellington would currently meet the DPI definition of a "full time professional farm". Part time farming (or acceptance of relatively low income for farm lifestyle) is the norm and operational model for about 90% of Wellington farmers.
- From 1990 to 2006 the proportion of central west farmers relying on off farm income grew from 30 to 45% and their average off farm income grew from \$18,000 to \$36,000 in the same period (Booth P 82).
- From ABARE data, it is clear the off farm income trend is continuing and growing in %. The average off farm income in Central West increased in the range of 10 to 26% between 2008 and 2012. (Booth p82)
- There is little evidence of large scale commercial "company" agriculture aggregating holdings in Wellington. As is argued in the next dot point and from the Booth data, land prices and current smaller ownership patterns already make Wellington uncompetitive for major commercial aggregations compared to less populous parts of the State, with more uniform agricultural land quality. If pure agricultural profit is the motivation, Wellington is already an expensive area to aggregate farms.
- The price of a cow and calf area in NW NSW has been estimated at between \$4000 and \$6000. From discussion with agents cow and calf units (turning the weaner off property at 6-8 months) in Wellington are estimated as follows:
 - On premium lands 2 ha per unit @ \$3000/ha = \$6,000
 - On improved pasture 4 ha / unit @\$1500/ha = \$6,000
 - On native pasture 8 ha/unit @ \$ 750/ ha = \$6,000
 - le a large commercial operator, motivated purely by agricultural profit, can probably get better than 1/3 higher production for the same investment elsewhere. Also the above per ha prices are the average estimate of raw land without dwelling or improvements and are therefore conservative.
- 250 ha of land in Wellington will return enough part time income to be worth the effort. Extrapolating from Booth (P 82):
 - 250 ha of prime land well managed might net \$14000 to \$18000 pa
 - 250 ha of improved pasture- \$9000 to \$15000 pa.
 - 250 ha of native pasture lower productive land might net \$4000 to \$10,000.
 - This is after operational costs and as such is still a serious contribution to a family income and an investment likely to ensure the operator runs the property commercially.
 - The scale of operation at 250 ha is certainly part time (likely between 120 and 30 cow/ calf units) ensuring time for off farm employment.

4.3.1.2 Supply implications

This section models the anticipated supply changes, a lot size change from 400 to 250 ha might generate.

Map 1 depicts the current assessments in the LGA RU1 zone of area between 250 and 400 ha which currently do not have the right of consideration for a dwelling unless they contain a lot that qualifies under Clause 4.2B (3) (b) or (c). There are 50 such ownerships but allowing for dwelling lots perhaps 30 would gain a dwelling potential.

Map 2 depicts all current assessments in the LGA RU1 zone of area between 500 and 800. A shift to a 250 ha lot size hypothetically gives each of these properties a potential to subdivide that did not exist under 400. These total 108 but approximately 30 are considered to face economic costs of access and power so high as to economically bar subdivision. **So 80 is suggested as a more likely maximum.**

Map 3 depicts all current assessments in the LGA RU1 zone over 500 ha. There is a total of 202.

About half have difficult access, power extension costs and other development costs that likely bar subdivision on economic grounds. So reduce the 202 to say 100 realistic properties where the lower lot size might give economic potential to create 1-2 extra dwelling lots. Say a realistic yield of 150.

Total hypothetical extra yield of a 250 ha lot size over than of a 400 ha lot size is estimated from the above at 260.

But land has been tightly held in families across the LGA for a considerable time and unwillingness to split coupled with limitation on demand likely mean very few of the estimated 260 dwelling lots with economic potential would, in fact, face any application in the foreseeable future.

Casual review of subdivision to create 400 ha plus lots in Wellington and even 100 ha lots in Cabonne, identifies very low yields over the past 20 years.

250 ha and even 100 ha is a size sufficient to discourage all but serious part time farmers- needing to make sound economic use of the land.

So only a small percentage of the economic potential of 260 extra dwelling properties would likely eventuate in the foreseeable future.

A few people might aggregate some smaller holdings to assemble a 250 ha "dwelling area", but this would be an advantage for commercial production.

4.3.1.3 *Cost per ha implications of a shift to a 250 ha lot size*

Discussion with agents and some review of land transfer data has indicated the following prices for raw rural land in Wellington:

About \$2250 per ha for prime mixed farming land.

About \$1500 per ha for land with potential for reasonable pasture improvement.

About \$750 per ha for native pasture land of lower quality.

So if an establishing farmer in Wellington has to assemble 400 ha, the raw land cost could be as much as \$900,000 for quality land and eve \$300,000 for rougher native pasture country.

Allow \$300, 000 for a basic dwelling and farm building takes establishment cost to between \$600,000 and \$1.2 million, under a 400 ha lot size. A very substantial figure for an establishing farmer.

At 250 ha, the prime land with house drops to under \$900,000 and the lower value country to less than \$500, 000. Still enough to discourage most hobby farmers but somewhat more affordable for part time establishing farmers with off farm income.

Conversely if a farmer seeks to aggregate, changing to a 250 ha standard, adds an additional small amount of "dwelling value" to the per ha. price.

The value of a dwelling potential varies depending on location but an average from discussion with agents is suggested at \$40,000. So assuming a LGA average raw land value of about \$1500 / ha:

- Buying 250 ha to 400 ha would trigger an extra dwelling value of say \$40,000 over 250 ha = an additional \$160 per ha.

- At the other extreme, a 1000ha "average" property would gain 2 more potential dwelling values – ie \$80, 000 over 1000 ha or \$80 per ha.

So a shift from 400 to a 250 ha lot size would not drastically push up the price of raw land for an owner seeking to aggregate.

4.3.2 *Social implications of a shift to a 250 ha lot size*

A 250 ha lot size should increase opportunities for establishing farmers and for people either in or migrating to the region wanting a part time farm as well as off farm employment.

Wellington LGA is experiencing challenges in retaining population and some additional flexibility and opportunity for farm establishment and part time commercial agriculture for people working at other business in the region, will have positive social outcomes for Wellington in assisting to retain population and diversity of services.

4.4 **Section D – State and Commonwealth interests**

The proposal to reduce the lot size in the RU1 zone of the Wellington LEP 2012 from 400 to 250 ha is not seen to invoke any issues of State or Federal significance. See also 4.2 for compliance with State and regional policies

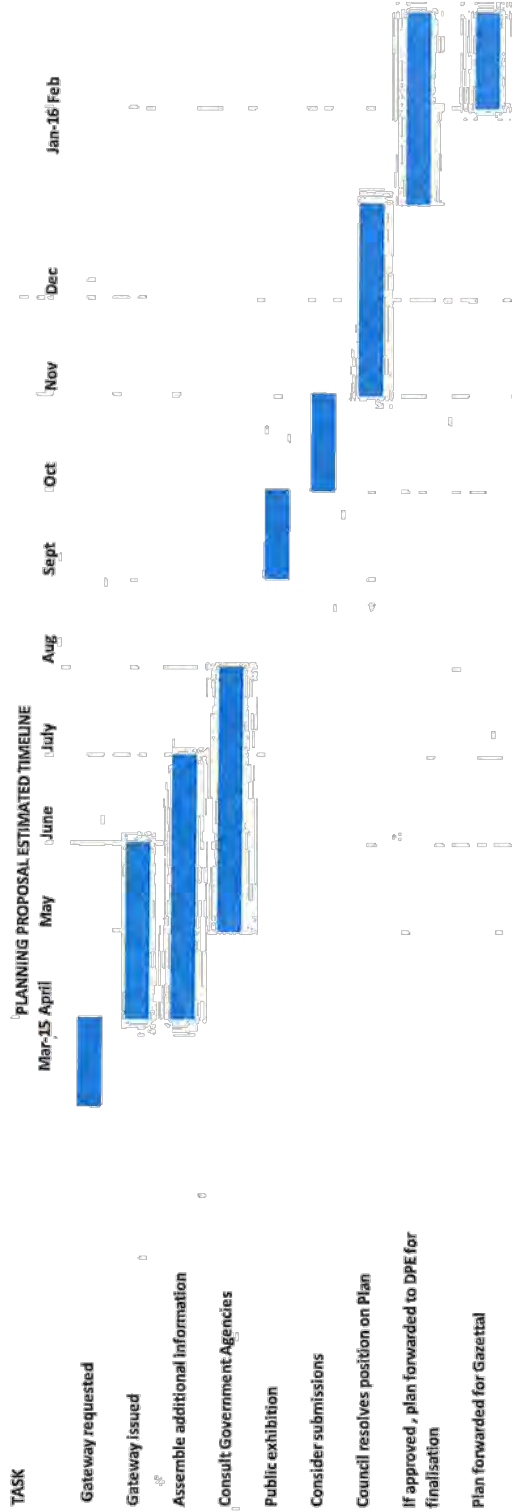
5 **COMMUNITY CONSULTATION**

It is recommended this planning Proposal be publicly exhibited for 4 weeks. The exhibition should include appropriate advertising in the local press and Council's web page. A copy of the exhibition package should be made available in each of the affected villages as well as at Council's Wellington office.

Particular publicity should be aimed at people who own land in the RU 1 zone.

6 **PROJECT TIMELINE**

An estimate of the timeline to complete this planning Proposal, should it be supported through to gazettal, is presented on the following page.



7 CONCLUSION

The shift from a 400 ha lot size to a 250 ha lot size in the RU1 Primary Production zoned lands of Wellington LEP 2012, will not adversely affect the overall agricultural production or potential in the Wellington LGA.

The current dominant and likely future main agricultural operations in Wellington LGA for the next 20 or more years will be some mixed farming but with a dominance of cattle and sheep production.

These main agricultural operations in Wellington already demonstrate a high proportion of part time farmers and a growing reliance on off farm income. 250 ha is an appropriate minimum lot size to ensure land is professionally used for commercial agriculture but small enough to give some modest incentives for farm establishment and attraction of new part time farmer residents with off farm employment.

A copy of the proposed draft amendments to the Lot Size Map will be provided once this draft Planning Proposal achieves Gateway.

8 Appendices

APPENDIX ONE DPI AGRICULTURAL PLANNING POLICIES AND GUIDELINES

DPI Policy 0-104 – Maintaining land for agricultural industries (2011)

The purpose of this document is to guide the planning system in providing certainty and security for agricultural enterprises over the long term and to enable those enterprises to respond to future market, policy, technology and environmental changes. It provides direction in development and implementing planning instruments relevant to agriculture or rural communities, such as rural strategies. Four policy provisions and procedures are outlined:

- *Environmental planning instruments should be structured to:*
 - promote the continued use of agricultural land for commercial agricultural purposes, where that form of land use is sustainable in the long term;
 - avoid land use conflicts;
 - protect natural resources used by agriculture;
 - protect other values associated with agricultural land that are of importance to local communities, such as heritage and visual amenity;
 - provide for a diversity of agriculture enterprises, including specialised agricultural developments, through strategically planned locations to enhance the scope for agricultural investment in rural areas; and
 - allow for value adding and integration of agricultural industries into regional economies.

- *Conversion of land*

The conversion of land used by agricultural enterprises to other uses should only take place where fully justified in the strategic planning context. Considerations include:

- all alternative sites and options for non-agricultural developments;
- any decisions to convert agricultural land of high value to regional and state agricultural industries should be a last option; and
- the impact of non-agricultural developments on agricultural business and infrastructure reliant on the surrounding agriculture production.

- *Minimum size of holdings for dwelling entitlement*

The minimum area for a dwelling entitlement and other provisions in Environmental Planning Instruments to regulate subdivisions should take into account:

- g. the agricultural productivity and suitability of the land in question;
- h. the nature and requirements of agricultural industries in the area being considered;
- i. the risk of creating land use conflict;

- j. the current distribution of property sizes and the agricultural industry they support;
- k. the trends in the size of properties engaged in agriculture; and
- l. cumulative impacts e.g. gradual subdivision of agriculture becomes rural residential zone.

Minimising land use conflict

Councils should also consider other approaches to achieving the goal of minimising conflict in agricultural production zones so that farms can operate without unnecessary restrictions.

Minimum lot size methodology paper

This document describes two methods that may be used to identify or determine minimum lot sizes. They provide a realistic snapshot of what could be regarded as a commercial farm size for a locality.

Option A is a basic assessment which can assist local government to determine an acceptable minimum lot size without detailed analysis. It is the DPI recommended approach to determining a minimum lot allotment size for an entire LGA.

Option B is a more detailed economic analysis and compilation of data for sub districts, which can assist local government to determine minimum allotment sizes appropriate for the promotion of sustainable agriculture in that locality.

A detailed case study is provided for reference in the methodology document.

The Option A method is presented below:

Option A: Basic assessment

Step 1: Identify the key agricultural industries and enterprises in the LGA

What are the main agricultural industries in the LGA? These may include the type and mix of crops, the grazing enterprises, and horticultural or vegetable crops.

What is the LGA well-known for? Most LGAs have economic development reports that provide a detailed account of agriculture in the area, and which can be used to contribute to this procedure.

Has agriculture in the LGA changed over time and if so what has happened? It is important to look at the changes in crops or livestock over time and the number and size of holdings that make up the enterprises. While holding size may be fairly stable, factors such as drought and seasonal variability, or fluctuating commodity prices, will affect economic returns, and should all be considered. In some areas changes in enterprises may occur due to technological change, or new market opportunities.

It is important to identify any major shifts and trends in enterprises as a result of technological, market or environmental influences.

Industry organisations, government agencies such as the Australian Bureau of Statistics (ABS) and ABARE and the farm service sector may be able to provide information on key enterprises and trends across the LGA. Once the major agricultural

enterprises have been identified across the LGA, the process of undertaking some case studies can begin.

Step 2: Identify the characteristics of farms in the LGA

What are the land use characteristics of the major existing agricultural enterprises in the area?

The mix of crops and livestock enterprises across the LGA may vary according to factors such as locality, topography, soil type and climate.

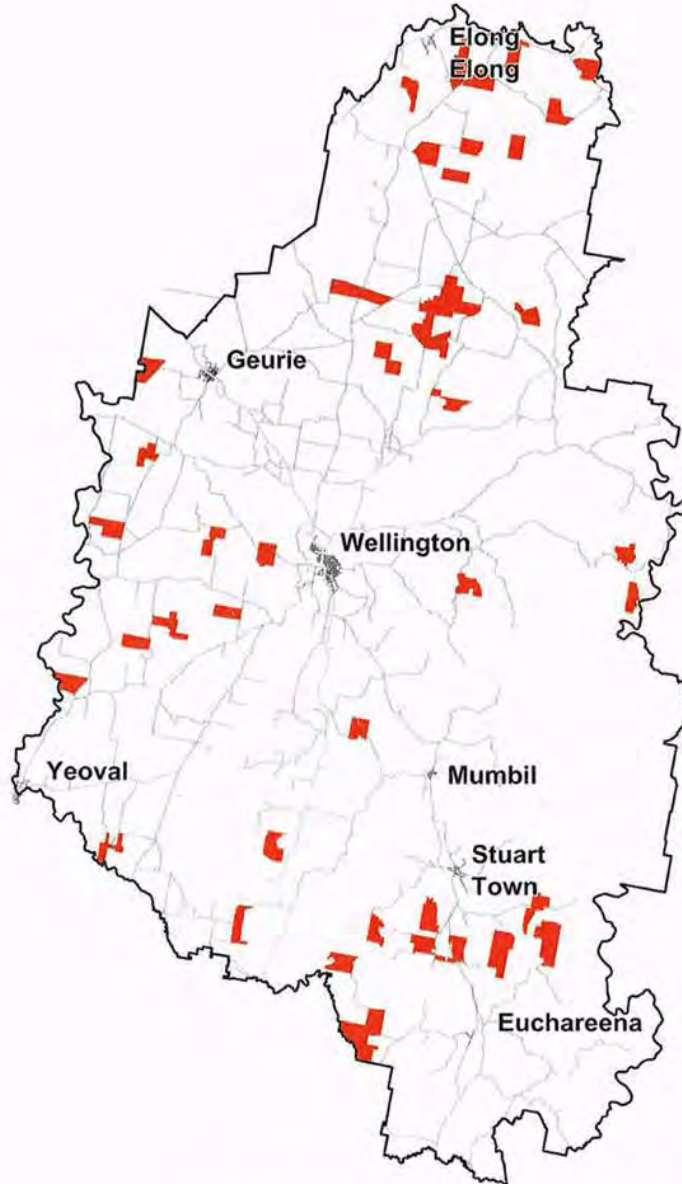
Are there distinctly different patterns of agriculture in different areas across the LGA? Different areas may need to be considered for special provisions where the potential for conflict may arise, ie intensive agriculture.

In cropping areas, several crop options may need to be investigated, while grazing enterprises may operate both sheep and cattle enterprises, for example.

Assessment of holding size and pattern. The size of existing commercial holdings may be a useful indication of a realistic holding size in the area. It is important to recognise that some farmers are constantly adjusting their holding size and enterprise selection in response to economic conditions, so this may be a factor in determining the base size of a holding considered to be reflective of commercial farms in an area. An estimate of a realistic holding size can be determined at this point.

9 Maps

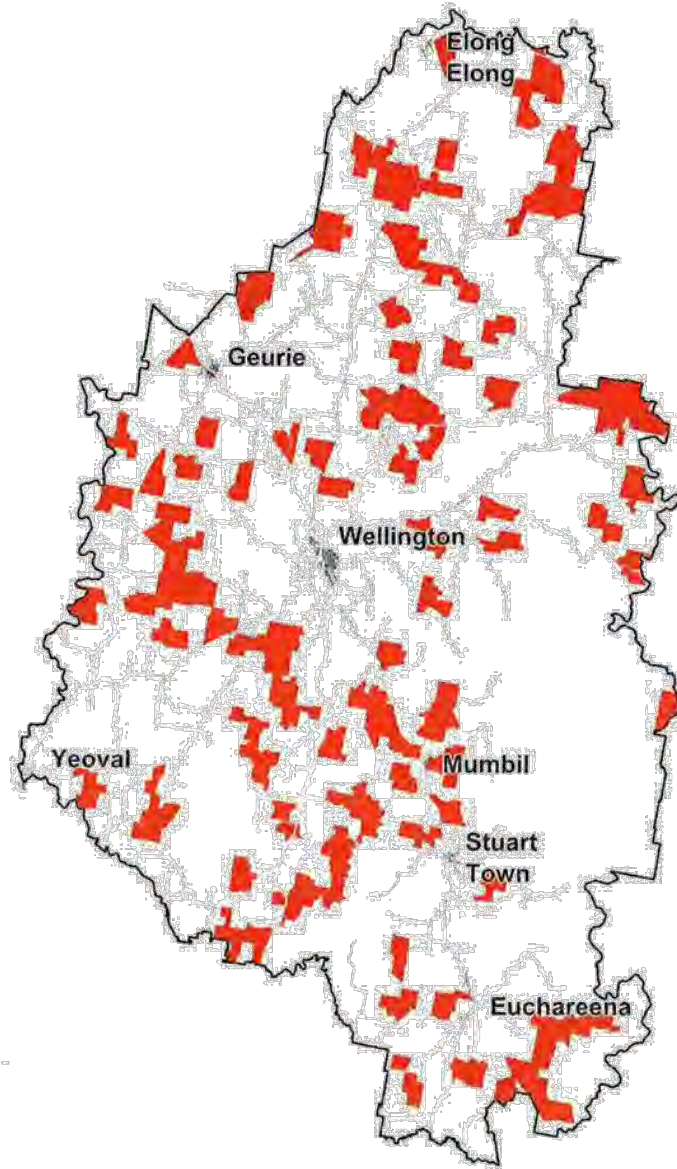
Map 1: Assessments 250 to 400 ha that might gain a dwelling right



2013 ASSESSMENTS IN RU1 ZONE
VACANT 250 - 400 Ha Less Amend Lot Size LEP = 50

SCALE 1 : 300 000
AS AT A3

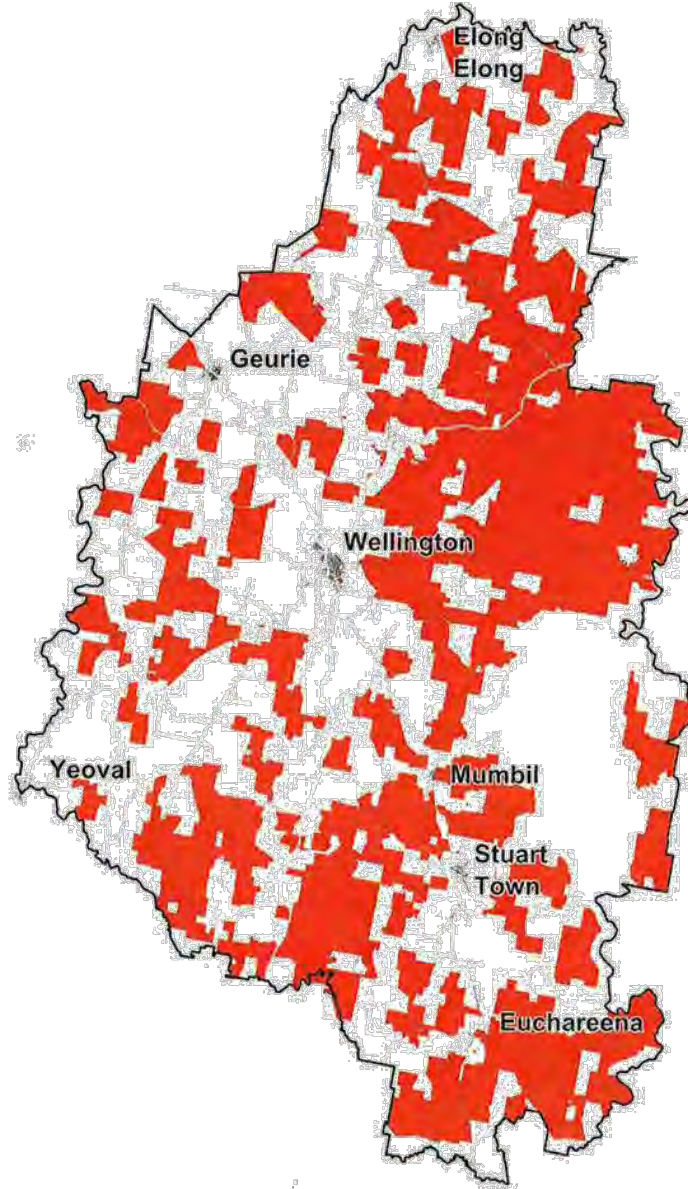
Map 2: Assessments of area 500 to 800 ha



2013 ASSESSMENTS IN RU1 ZONE
VACANT & DWELLINGS 500 - 800 Ha = 108

SCALE 1 : 300 000
AS AT A3

Map 3: Assessments over 500 ha



2013 ASSESSMENTS IN RU1 ZONE
VACANT & DWELLINGS OVER 500 Ha = 202

SCALE 1 : 300 000
AS AT A3

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**ITEM 2 WELLINGTON LOCAL ENVIRONMENTAL PLAN 2012 - LOT SIZE
PLANNING PROPOSAL TO CHANGE THE GENERAL LOT SIZE IN THE RU1
PRIMARY PRODUCTION ZONE FROM 400HA TO 250 HA**

Reason for Report

Over the past two years, Council has been progressing a general review of its rural planning provisions.

In December, Council approved preparation of 3 Planning Proposals, which were subsequently sent to the Department of Planning and Environment for Gateway approval. It was planned a draft Planning Proposal would come forward for Council's consideration at its February meeting which proposed to change the lot size in the RU1 Primary Production zone from 400 ha to 250 ha.

This report recommends Council support a Planning Proposal to change the lot size in the RU1 zone from 400 to 250 ha.

Background

The development of the 2012 LEP saw the former Wellington planning instruments converted to the NSW Standard Instrument format.

The State Government had requirements for all Councils to promptly convert to the new state-wide plan format and it was agreed early in the process that Wellington would essentially move to a "conversion" plan and largely introduce the Standard Instrument in its basic format. Then modifications could be considered subsequently in the light of trialling the new plan and following work such as the urban and regional strategies.

Council commissioned a Rural Study from Booth and Associates and as part of that process there have been workshops with the rural community and a wide review of past rural development.

A range of recommendations have flowed from the Rural Strategy process. In December, Council resolved to proceed with 3 Planning Proposals to implement aspects of the rural review:

- A Planning Proposal to increase the supply of land for rural small holding development.
- A Planning Proposal to allow greater flexibility in rural boundary adjustments.
- A Planning Proposal to replace the cumbersome Existing Holding provisions of the LEP with a map.

These three proposals have received Gateway approval from the Department of Environment and Planning to proceed to public exhibition.

The 2012 LEP introduced the State wide system of Lot Size mapping. The Lot Size map depicts by various colours the minimum area required for subdivision for the land so mapped. As part of Council's move to the Standard Instrument, the general rural zone subdivision area of 400 ha was rolled over to apply to the new Primary Production zone that replaced the former 1(a) zoning. The 400 ha standard has been in force since 1987.

The exhibition process for the 2012 LEP and subsequent community workshops on the Rural Strategy, raised issues as to the suitability of the 400 ha lot size.

From these community discussions and Council research of development trends and the needs of local agriculture, it appeared that the 400 ha lot size was unduly restrictive and that a size of 250 ha would both provide an adequate barrier to undesirable

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fragmentation of productive rural land while importantly allowing potential for establishing farmers to access a more affordable sized part time farm.

The Booth report has previously been provided to Councillors and contains some detailed information relevant to the Lot Size research. The attached Planning Proposal presents a detailed argument in support of a 250 ha Lot Size. It is clear most farming enterprises in Wellington now depend on a level of off-farm income and 250 ha represents a more suitable lower limit for subdivision that still requires professional management and commercially productive agricultural use.

The Rezoning Process

If Council supports the recommendation, it needs to formally resolve to prepare a Planning Proposal to start off the rezoning process. The attached draft Planning Proposal has been prepared for Council's consideration.

If Council so resolves, the matter would then be referred to the Department of Planning and Environment (DPE) for Gateway consideration. Should the Department support the proposal, the draft Planning Proposal would be authorised to allow public exhibition. It has been recommended such exhibition be for 4 weeks with information to be provided in all relevant towns and villages.

In the course of development of the 250 ha proposal, informal discussions were held with the NSW Primary Industries Department (DPI). The DPI's general policy approach across NSW is to press for larger, not smaller lot sizes. As such, no final resolution was achieved with DPI and Council has elected to pursue this proposal and present its case now formally to the Department of Planning and Environment (DPE).

The draft Planning Proposal and Booth data present a documented case as to why 250 ha is an appropriate lot size for the Wellington LGA. It is recommended Council request DPE to allow the Planning Proposal to proceed to public exhibition and that the exhibition period be the vehicle for further discussions with both the community and State Government departments.

The exhibition would include a set of draft Lot Size maps depicting 250 ha as the lot size.

Following exhibition, Council would consider submissions from the community/State agencies and make resolutions to proceed as exhibited, make alterations or not proceed at all with the Proposal.

Should Council resolve to proceed with the making of the Planning Proposal after consideration of submissions, the plan would then be submitted to the DPE for finalisation and the new 250 ha lot size would become part of the LEP once the Plan amendment was published in the Government Gazette.

RECOMMENDATION:

- 1. That Council resolve to prepare a Planning Proposal to replace the current 400 ha Lot Size applying generally in the RU1 Primary Production Zone of the Wellington LEP 2012, with a Lot Size of 250 ha.**
- 2. That the draft Planning Proposal and supporting Booths Report presented to Council's March Meeting be forwarded to the Regional Manager of the Department Of Planning and Environment, seeking the matter be progressed through the Gateway process to allow the proposals to proceed to public exhibition.**

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Ordinary Meeting held on Wednesday, 25th February 2015

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Incorporating the former
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REPORT: Proposed Reclassification of Lot 27 DP 837818, Silkwood Close, Dubbo

AUTHOR: Manager City Strategy Services
REPORT DATE: 12 August 2016
TRIM REFERENCE: ID16/1504

EXECUTIVE SUMMARY

Lot 27 DP 837818 Silkwood Close, Dubbo is a 4,089 square metre allotment of land which is public land owned by Council. The land is classified as Community Land under the Local Government Act, 1993. The land is zoned R2 Low Density Residential under the provisions of the Environmental Planning and Assessment Act, 1979.

The land was originally created under Development Application No. D1992-320 which was a 58 lot residential subdivision of Meadowbank Drive approved by Council on 18 March 1993. Condition 21 of the Development Consent required the subject land to be dedicated to Council in accordance with the requirements of Council's Section 94 Open Space Contributions Plan.

Council at its meeting on 25 May 2016 considered a report in respect of a proposal to reclassify the land from Community Land to Operational Land under the provisions of the Local Government Act, 1993. In consideration of the report, Council resolved to commence the land reclassification process.

The proposed reclassification was placed on public exhibition in accordance with the requirements of Section 34 of the Local Government Act, 1993, from 9 June 2016 to 8 July 2016. Two (2) submissions were received by Council during the exhibition period. The issues raised in the public submissions are further discussed in the body of this report.

In accordance with the requirements of Section 29 of the Local Government Act, 1993, a Public Hearing was held into the proposed reclassification of the land. In accordance with legislative requirements, Council provided correspondence to land owners originally notified of the proposed reclassification and placed an advertisement in local print media.

The Public Hearing was chaired by an independent chairperson, Ms Leeanne Ryan, Director Development Services, Warrumbungle Shire Council. A copy of the Public Hearing report prepared by Ms Ryan is provided here in **Appendix 1**.

Should Council resolve to reclassify the subject land from Community Land to Operational Land under the Local Government Act, 1993, an amendment to Council's Land Register would be required to reflect Council's resolution.

In addition, it should be noted that the subject land has a stipulation of Public Reserve which is reflective of the original dedication of the land for the purposes of public open space. Should Council resolve to reclassify the subject land, Council would be required to undertake a dealing with NSW Land and Property Information to seek removal of the Public Reserve stipulation from the land.

This report recommends that the classification of Lot 27 DP 837818, Silkwood Close, Dubbo be changed from Community Land to Operational Land under the provisions of Section 32 of the Local Government Act, 1993.

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

Steven Jennings
Manager City Strategy Services

BACKGROUND

Council at its meeting on 25 May 2016 considered a report in respect of a proposal to reclassify public land at Lot 27 DP 837818 Silkwood Close, Dubbo from Community Land to Operational Land under the provisions of the Local Government Act, 1993. Council in consideration of the report resolved as follows:

- “1. That Council commence the land reclassification in respect of changing the classification of Lot 27 DP 837818, Silkwood Close, Dubbo from Community Land to Operational Land under the Local Government Act, 1993.*
- 2. That the proposed reclassification be pursued on the basis that the subject land is considered unsuitable as public open space due to its location, limited access arrangements and the provision of stormwater infrastructure.*
- 3. That Council place the proposed land reclassification on public exhibition for a period of no less than 28 days and undertake consultation with adjoining and adjacent property owners.*
- 4. That following completion of the public exhibition period, Council hold a Public Hearing in accordance with Section 29 of the Local Government Act, 1993.*
- 5. That a subsequent report be presented to Council following conclusion of the public exhibition period and the Public Hearing process.”*

This report presents the results of the public exhibition period and the Public Hearing held by Council on 27 July 2016 into the proposed reclassification.

REPORT

1. Proposed Reclassification

Lot 27 DP 837818 Silkwood Close, Dubbo is a 4,089 square metre allotment of land which is public land owned by Council. The land is classified as Community Land under the Local Government Act, 1993. The land is zoned R2 Low Density Residential under the provisions of the Environmental Planning and Assessment Act, 1979.

The Community Land classification under the Local Government Act, 1993 places limitations on the use of public land and also limits the ability of Council to consider any alternative land management regimes.

The land was originally created under Development Application No. D1992-320 which was a 58 lot residential subdivision of Meadowbank Drive approved by Council on 18 March 1993. Condition 21 of the Development Consent required the subject land to be dedicated to Council in accordance with the requirements of Council's Section 94 Open Space Contributions Plan that was in force at the time. Dedication of the land was required by the developer at the time in lieu of paying a monetary contributions to Council for the subdivision under the provisions of the Council's Section 94 Open Space Contributions Plan.

It should be noted that the land has not been embellished or used for its intended purpose as formal open space.

Figure 1 shows the subject site and its relationship with the immediate locality.



Figure 1. Locality map – Lot 27 DP 837818 Silkwood Close, Dubbo (outlined in red)

Section 32 of the Local Government Act, 1993 allows a Council to consider a proposal to reclassify Community Land to Operational Land only if the land was dedicated to Council in accordance with a condition imposed under Section 94 of the Environmental Planning and Assessment Act, 1979. In addition, the land must also be found to be unsuitable for the provision, extension or augmentation of public amenities and public services because of any one or more of the following reasons:

- Size of the land;
- Shape of the land
- Topography of the land
- Location of the land; and/or
- Difficulty of providing public access to the land.

Council's Parks and Landcare Services Division undertook an assessment of the suitability of the land for public open space purposes and whether the land was suitable for the extension or augmentation of public amenities or public services.

Assessment of the suitability of the land for the purposes of public open space raised the following concerns:

- Council's Strategic Open Space Master Plan was first adopted in 2008 by the former Dubbo City Council and was again reviewed in 2016. The Plan provides specific minimum criteria for the provision of parks and recreation areas. The subject land is not included in the Strategic Open Space Master Plan as being required for future open space and recreation purposes. In addition, the overall area of the land at 4,089 square metres does not meet the minimum area requirement for a local park.
- The land is located in an isolated position at the end of a cul-de-sac. Legal access to the land is available through a four (4) metre-wide walkway from Silkwood Close only. This means that there is no dedicated vehicle parking area for potential users of the land.
- The overall location and configuration of the land may also provide for anti-social behaviour. The design of development in Silkwood Close and surrounding areas has resulted in passive surveillance of the subject land being difficult to achieve.
- A six (6) metre-wide open stormwater channel is required to be constructed through the land to cater for stormwater from adjoining land which would make access to the park through the walkway difficult during periods of water flow.

2. Public Exhibition

In accordance with the requirements of Section 34 of the Local Government Act, 1993, the proposed reclassification was placed on public exhibition from 9 June 2016 to 8 July 2016, inclusive.

The proposed reclassification was displayed at the Dubbo Branch of the Western Plains Regional Council and on its website. Advertisements were placed in local print media and correspondence was sent to land owners immediately adjoining the subject site.

Two (2) submissions were received by Council during the public exhibition period. The submissions are summarised below and a relevant response is provided where considered necessary:

Submission 1 – Brian G Holmes (on behalf of Mr and Mrs G W Philipson)

- *I am instructed that the dirt road which runs from Sunset Way and through the subject land to railway land has been used for access purposes by residents of the Churchill Garden subdivision since approximately 1997. Mr and Mrs Philipson purchased their property in March 2015 on the basis that this road would provide them access to the rear of their property.*

Comment:

The dirt road as referred to in the submission is an informal track situated at the end of Sunset Way that traverses through Lot 1 DP 1201172, 11 Currawong Road (Macquarie Anglican Grammar School) through the subject land and onto railway land (Lot 1 DP 1155171).

It should be noted that the dirt road referred to in the submission is not a public road.

- *I am further instructed that Mr and Mrs Philipson would withdraw their objection if they could acquire that part of the subject land which lies between Lots 17 and 18 in DP 837818. This land would provide the necessary area for access and storage of the motor home.*

Comment:

The land reclassification process would allow Council to consider alternative management regimes for the land. The land reclassification process does not include or make allowance of any sale of land at the current time.

Any future proposal/s for use and/or disposal of the land would be subject to separate consideration and resolution of Council.

Submission 2 – Mr Richard Holdorf

- *Regarding the proposed reclassification of Lot 27 DP 837818, Silkwood Close, Dubbo, I would like to lodge an objection based on the following. Our house has a small backyard and we use Lot 27 to exercise our dogs and as a larger area for our Grandson to run around in.*

Comment:

The land reclassification process would allow Council to consider alternative management regimes for the land which would be the subject of separate consideration and resolution of Council. Reclassification of the land from Community Land to Operational Land does not preclude the continued use of the land for recreational purposes.

- *We would withdraw our objection if we could acquire a small amount of land at the back of our property to increase the size of our backyard. The land in question is triangle in shape and goes from the north-western corner of Lot 5 DP 830946 to the north-western corner of our block Lot 17 DP 837818.*

Comment:

The land reclassification process would allow Council to consider alternative management regimes for the land. The land reclassification process does not include or make allowance of any sale of land at the current time.

Any future proposal/s for use and or disposal of the land will be subject to separate consideration and resolution of Council.

3. Public Hearing

In accordance with the requirements of Section 29 of the Local Government Act, 1993, a Public Hearing was held into the proposed reclassification of the land from Community Land to Operational Land. In accordance with legislative requirements, Council provided correspondence to land owners originally notified of the proposed reclassification and placed an advertisement in local print media.

The Public Hearing was chaired by an independent chairperson, Ms Leeanne Ryan, Director Development Services, Warrumbungle Shire Council. A copy of the Public Hearing report prepared by Ms Ryan is provided here in **Appendix 1**.

One (1) member of the public provided a submission to the Public Hearing; Mr Craig Mansour, representing the Macquarie Anglican Grammar School. Mr Mansour provided the following submission:

- The land subject to the proposed reclassification backs onto the Macquarie Anglican Grammar School site.
- The school is in support of the reclassification from Community Land to Operational Land.

In consideration of the proposed reclassification, the report of the independent chairperson provides the following discussion and recommendation:

“From the information provided by Council regarding the size, shape and location of the land, and the difficulty in providing public access, it is evident that the land is unsuitable for use as a public park as it was originally intended.

I recommend that Council proceed with the reclassification of Lot 27 DP 837818 from Community Land to Operational Land under the provisions of the Local Government Act, 1993 for the reasons outlined in this report.

Pursuant to Section 32 of the Local Government Act, 1993, any future proceeds of sale of land dedicated in accordance with a condition imposed under Section 94 of the Environmental Planning and Assessment Act, 1979 must be dealt with under that section as if those net proceeds were a monetary contribution paid instead of dedication.”

4. Future Direction

If Council resolves to reclassify the subject land from Community Land to Operational Land under the Local Government Act, 1993, an amendment to Council's Land Register would be required to be made to reflect Council's resolution.

In addition, it should be noted that the subject land has a stipulation of Public Reserve which is reflective of the original dedication of the land for the purposes of public open space. Should Council resolve to reclassify the subject land, Council will be required to undertake a dealing with the NSW Land and Property Information to seek removal of the Public Reserve stipulation from the land.

Following reclassification of the land and removal of the Public Reserve stipulation, Council can at that point consider any potential alternative land management regimes for the subject site. However, it should be noted that if Council at any time in the future resolves to sell any component of the land, Section 32(5) of the Local Government Act, 1993 requires any net proceeds from a sale to be utilised by Council for the purposes of the provision of public open space and recreation facilities in accordance with Council's current Section 94 Contributions Plan for Dubbo Open Space and Recreation Facilities.

SUMMARY

Lot 27 DP 837818 Silkwood Close, Dubbo is a 4,089 square metre allotment of land which is public land owned by Council. The land is classified as Community Land under the Local Government Act, 1993. The land was originally created under Development Application No. D1992-320 which was a 58 lot residential subdivision of Meadowbank Drive approved by Council on 18 March 1993. Condition 21 of the Development Consent required the subject land to be dedicated to Council in accordance with the requirements of Council's Section 94 Open Space Contributions Plan.

Council at its meeting on 25 May 2016 considered a report in respect of a proposal to reclassify the land from Community Land to Operational Land under the provisions of the Local Government Act, 1993. In consideration of the report, Council resolved to commence the land reclassification process.

As the land is considered to be unsuitable for the provision, extension or augmentation of public amenities and public services, it is recommended that the classification of Lot 27 DP 837818 Silkwood Close, Dubbo be changed from Community Land to Operational Land under the provisions of Section 32 of the Local Government Act, 1993.

Appendices:

- 1** Public Hearing Report dated 27 July 2016

REPORT OF PUBLIC HEARING

Proposed Reclassification of Public Land from Community Land to Operational Land

Meeting:	Western Plains Regional Council Dubbo Branch, corner Church and Darling Streets, Dubbo Wednesday 27 July 2016, 12:30 pm
Subject Land:	Lot 27 DP 837818, Silkwood Close, Dubbo
Report Prepared By:	Leeanne Ryan, Independent Chairperson, Director Development Services, Warrumbungle Shire Council

1. Background

Introduction

This report relates to a proposal by Western Plains Regional Council to reclassify Lot 27 DP 837818, Silkwood Close, Dubbo from Community Land to Operational Land under the provisions of Section 32 of the Local Government Act 1993. This report includes the results of the public hearing arranged by Western Plains Regional Council in accordance with Section 29 of the Local Government Act 1993.

2. The Public Hearing

Introduction

The public hearing into the proposed reclassification was held at Western Plains Regional Council – Dubbo Branch on Wednesday 27 July 2016 at 12:30pm. Council wrote to 17 land owners in the vicinity of the subject land and also placed notices in the Daily Liberal advising of the public hearing in accordance with legislative requirements.

One (1) member of the public attended and spoke at the public hearing. A list of those present at the public hearing is as follows:

- Craig Mansour, Headmaster, Macquarie Anglican Grammar School
- Leeanne Ryan, Independent Chair, Director Development Services, Warrumbungle Shire Council
- Natasha Everett, Manager Business Support Parks & Landcare Services, Western Plains Regional Council
- Simon Tratt, Manager Commercial Facilities, Western Plains Regional Council
- Steven Jennings, Manager City Strategy Services, Western Plains Regional Council
- Molly Porter, Strategic Planner, Western Plains Regional Council

Independent Chair – Leeanne Ryan

The public hearing was opened by the Independent Chair who gave an overview of the proceedings of the public hearing in accordance with the provisions of the Local Government Act, 1993.

The Chair advised the Hearing that in accordance with Clause 26 of the Local Government Act 1993, all public land must be classified as either Community Land or Operational Land. Pursuant to section 32 of the Local Government Act 1993, reclassification of land dedicated under section 94 of the Environmental Planning and Assessment Act 1979 may only be undertaken if the Council is satisfied that the land has been found to be unsuitable for the provision, extension or augmentation of public amenities and public services because of any one of the following:

- the size of the land
- the shape of the land
- the topography of the land
- the location of the land
- the difficulty of providing public access to the land.

Section 29 of the Local Government Act 1993 specifies that Council must hold a Public Hearing in respect of any proposal to reclassify land as operational.

The Chair also advised the Hearing that the purpose of the public hearing is to allow members of the community to make submissions to an independent person about the proposed reclassification. The independent person then reports to Council on these submissions. Council will consider the recommendations of the public hearing report and issues raised during the public exhibition period prior to making a determination on whether or not the reclassification should proceed.

Manager City Strategy Services – Steven Jennings

The Chair called on the Manager City Strategy Services to provide a background and overview of the proposal as provided below:

- The land is known as Lot 27 DP 837818, Silkwood Close, Dubbo.
- The land has an overall area of 4,089 m² parcel and is Public Land that is currently classified as Community Land under the Local Government Act, 1993 and is shown in Figure 1 as below:



Figure 1 Location Map

- The land is zoned R2 Low Density Residential under the provisions of the Dubbo Local Environmental Plan 2011.
- The land is owned by Western Plains Regional Council.
- The land was dedicated to Council as a condition of development consent D1992-320 for the subdivision of Meadowbank Drive into 58 residential lots, plus a reserve on 18 March 1993.
- Condition 21 of the consent required Lot 27 DP 837818 to be dedicated to Council in accordance with Council's Section 94 Open Space Contributions Plan that was in force at the time in lieu of payment of a monetary contribution.

Manager Business Support Parks and Landcare Services – Ms Natasha Everett

The Chair called on the Manager Business Support Parks and Landcare Services to provide an overview of the land from an open space perspective:

- Council's Open Space Master Plan 2008 outlines specific criteria for land to be used as a public park as the size of the land is 4,089 m² in accordance with Council's Open Space Master Plan which was adopted in 2008 and last reviewed in 2015.
- The land does not meet the minimum criteria contained within Council's plan of management for community land which was adopted by Council in 1998.

The Manager Business Support Parks and Landcare Services also provided the following reasons as to why the land is unsuitable to be used for public open space purposes:

- The land is located in an isolated position at the end of a cul-de-sac;

- Legal access to the land is via a four metre wide walkway from Silkwood Close only;
- There is no suitable vehicle parking for any users of the land if a Park was to be created;
- A six (6) metre wide open stormwater channel as shown in red on Figure 2 is required to be constructed through the land to cater for stormwater from adjoining land which would make access to the Park through the walkway difficult during periods of water flow.



Figure 2. Indicative position of open storm water channel required

Public Submissions

The Chair called for submissions from the Hearing:

Mr Craig Mansour, Macquarie Anglican Grammar School

Mr Mansour provided a short verbal submission to the hearing as provided below:

- The land subject to the proposed reclassification backs onto the Macquarie Anglican Grammar School site.
- The school is in support of the reclassification from community land to operational land.

The public hearing concluded at 12:40pm.

3. Discussion and Recommendation

From the information provided by Council regarding the size, shape and location of the land, and the difficulty in providing public access, it is evident that the land is unsuitable for use as a public park as it was originally intended.

I recommend that Council proceed with the reclassification of Lot 27 DP 837818 from Community Land to Operational Land under the provisions of the Local Government Act, 1993 for the reasons outlined in this report.

Pursuant to Section 32 of the Local Government Act 1993, any future proceeds of sale of land dedicated in accordance with a condition imposed under section 94 of the Environmental Planning and Assessment Act 1979 must be dealt with under that section as if those net proceeds were a monetary contribution paid instead of the dedication.

Pursuant to section 47G of the *Local Government Act 1993*, Council is required to make a copy of this report available for inspection by the public within four days of receiving this report.



Leanne Ryan
Independent Chair

9 August 2016

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REPORT: Draft Contaminated Land Policy - Results of Public Exhibition Process

AUTHOR: Manager Environmental Control

REPORT DATE: 12 August 2016

TRIM REFERENCE: ID16/1485

EXECUTIVE SUMMARY

Contamination Central is a Regional Capacity Building Project funded through the Environment Protection Authority to assist councils in the NSW Central West develop their systems and staff to better manage contaminated land in their Local Government Area (LGA).

A Contaminated Land Policy is necessary for Council to mitigate risks and liabilities involved in carrying out certain planning functions relating to contaminated land including assessing development applications and providing information on Section 149 planning certificates.

Following Council's resolution at its June 2016 Ordinary meeting, the draft Policy (**Appendix 1**) was placed on public exhibition from 7 July 2016 until 4 August 2016. As a result of the exhibition period one (1) submission (**Appendix 2**) was received by Council which did not result in any necessary amendments to the Policy.

The Policy is based on a Regional Contaminated Land Policy template which was developed as part of the Contamination Central Project and has been amended for Council to include details specific to Western Plains Regional Council, including the former Dubbo and Wellington council areas.

This report recommends that the draft Policy be adopted by Council.

FINANCIAL IMPLICATIONS

The Policy development and training is being funded by the Environment Protection Authority through the Contamination Central Project. Some additional resources for implementation may be available through the project if required.

POLICY IMPLICATIONS

If adopted by Council, the Contaminated Land Policy will become a Policy of the Council.

RECOMMENDATION

- 1. That the draft Contaminated Land Policy as attached to the report as Appendix 1 be adopted.**
- 2. That the person who made the submission be thanked and advised of Council's determination in this matter.**

Debbie Archer
Manager Environmental Control

BACKGROUND

Council has a responsibility to ensure that when exercising its statutory planning functions in relation to the development and use of contaminated land, all the relevant information is considered.

To do this, Council must:

- Consider the likelihood of land contamination as early as possible in the planning and development control process;
- Link decisions about the development of land with the information available about contamination possibilities;
- Adopt a policy-approach which will provide strategic and statutory planning options based on information about contamination; and
- Exercise statutory planning functions with a reasonable standard of care.

The draft Contaminated Land Policy (**Appendix 1**) outlines how Council will carry out the specific planning functions related to contaminated land and other matters such as the Underground Petroleum Storage System (UPSS) regulation and dealing with the illegal dumping of contaminated waste.

The draft Policy is based on a Regional Contaminated Land Policy template which was developed as part of the Contamination Central Project and has been amended for Council to include details specific to Western Plains Regional Council, including the former Dubbo and Wellington council areas.

Following Council's resolution at its June 2016 Ordinary meeting, the draft Policy was placed on public exhibition from 7 July 2016 until 4 August 2016.

REPORT

The draft Contaminated Land Policy (**Appendix 1**) was placed on public exhibition from 7 July 2016 to 4 August 2016. During the public exhibition period, one (1) submission was received from a Mr Chris Owens (**Appendix 2**).

The submission received made general comments regarding the types of contaminants that contribute to the potentially contaminating land uses listed in Appendix A of the Policy. As this level of detail is not considered necessary to include in the Policy, the submission resulted in no changes to the Policy.

The Policy identifies the type of past land uses that may contribute to land contamination and classifies land where those land uses or activities have occurred in the past or present and what actions have been undertaken to assess or remediate contamination as well as any contaminated land consultant's recommendation relating to suitability of future land uses.

If adopted by Council, the Policy will provide staff and the community with clear guidance on the application of planning legislation around contaminated land management.

This report recommends that the draft Policy be adopted and that the person who made a submission be advised accordingly.

Appendices:

- 1** Draft Contaminated Land Policy
- 2** Submission



Western Plains Regional Council Policy

Document Type Council Policy

Title:	Contaminated Land Policy
Responsible officer:	Manager Environmental Control
Date:	26 April 2016
Council resolution date:	
Clause number:	
Review due:	<i>April 2018</i>

1. Objective

The Contaminated Land Policy is made under the Managing Land Contamination Planning Guidelines, 1998 as notified in accordance with Section 145C of the Environmental Planning and Assessment Act, 1979. Council is taken to have acted in good faith where it acts substantially in accordance with these Guidelines.

The Policy will, together with the Contaminated Land Management Plan (CLMP):

- Restrict the use of land under particular circumstances;
- Determine how information is managed;
- Identify when potential contamination is notified on Section 149 Planning Certificates;
- Outline requirements for remediation;
- Set standards for consultants that report on contaminated land; and
- Define when a Site Audit is required.

2. Applicability

The Policy will apply to all land with respect to the investigation and remediation of land contamination in relation to making planning decisions, keeping and providing relevant information and the monitoring of remediation.

3. Principles

3.1 Restriction of land

Where Council is aware of any past or present potentially contaminating land uses or activities (as described in the CLMP) it will maintain relevant information about the land on which that use or activity occurred or is occurring to ensure:

- That land owners and other interested parties may be made aware of those uses; and
- That Council can assess land contamination issues and monitor remediation under State Environmental Planning Policy 55 Remediation of Land (SEPP 55).

The information held is intended to aid decision-making regarding contaminated land investigations, land use planning and development consents.

This Policy will restrict the use of land by:

- Requiring remediation or assessment of land contamination before consent can be granted for any development on that land or before the land can be rezoned; and
- Enforcement of restrictions that, in the opinion of the consultant or auditor, are required through the imposition of a Site Management Plan that may be imposed on the land following remediation.

This Policy relates to those land uses that have a reasonable potential to result in land contamination and which therefore may need to be addressed during development. The list of potentially contaminating land uses and activities are listed in Appendix A.

3.2 Information access and management

While Council will endeavour to develop and maintain a comprehensive collection of relevant information, it does not guarantee the completeness or accuracy of all the information held. Information that has not been required to be provided to, or kept by, Council may not be available for any given property at any given time.

Council will hold information in a dedicated information system known as the Contaminated Land Register (the Register). Land will be included on the Register on the basis of past land use. In accordance with the information held, each parcel on the Register will be classified into one of five investigation statuses (Identified, Assessed, Site Management Plan, Suitable for Limited Use or Unrestricted).

Information on the Register may be provided to any person in the form of a Section 149 Planning Certificate in accordance with the Environmental Planning and Assessment Act, 1979 or a person with a valid interest may seek to view:

- Information contained in the Register; and
- Contamination reports held by Council.

However, due to Council's privacy requirements and copyright restrictions (including the legislative requirements of the Government Information (Public Access) Act, 2009 and Privacy and Personal Information Protection Act, 1998), Council may not be able to provide all information it holds.

Information provided on the Section 149 (2) Planning Certificate shall include the restriction on the land as relevant to the investigation status on the Register.

A notice will be placed on the Section 149(5) Planning Certificate where:

- The site is known to be subject to the UPSS regulation as regulated by Council;
- The land has been used for specific purposes listed in Appendix A;
- Council is in possession of contamination assessment reports;
- Council is in possession of a Site Audit Statement;
- Remediation has been approved in accordance with SEPP55; and
- Remediation has been notified in accordance with SEPP55.

Other information pertaining to the Contaminated Land Management Act, 1997 will be provided as required by that Act and the State Environmental Planning Policy (Exempt and Complying Development Codes), 2008.

As a minimum requirement for all development applications and planning proposals, a list of former land uses should be provided to the best of the applicant's knowledge.

3.3 Remediation

To ensure that contamination and remediation can be effectively managed and monitored for the benefit of the community, Council's standards for the conduct of remediation and reporting of contaminated land matters are as detailed below.

Any remediation carried out as Category 2 remediation (carried out without consent, SEPP 55) must:

- Be notified to Council in writing, including all information required by clause 16 of SEPP 55;
- Be accompanied by a copy of the Remediation Action Plan (RAP); and
- Comply with the Conduct of Remediation as detailed in the Contaminated Land Management Plan.

Underground Storage Tanks (USTs) that are not regulated by the Protection of the Environment (Underground Petroleum Storage Systems) (UPSS) Regulation, 2014 must not be removed without validation sampling and laboratory analysis in accordance with appropriate guidelines.

Following any remediation, it is required that:

- 1 A validation report be provided within 30 days of completion of the work (except where legislation or a development consent permits another time period); and
- 2 As specified in Clause 18, SEPP55, a Notice of Completion is provided (which may be incorporated into the Summary Report, as specified in the Contaminated Land Management Plan, if provided with a complete validation report).

3.4 Consultants' Reports

All reports regarding the assessment of site contamination must be prepared by a suitably qualified person and be completed in accordance with the relevant reporting guidelines; currently, the Guidelines for Consultants Reporting on Contaminated Sites, EPA 2011.

All reports must reference Council's Policy and Contaminated Land Management Plan and specifically refer to any conditions for remediation and should not have liability exclusions that prevent Council from relying on the information provided for carrying out its functions including maintaining and sharing information in accordance with this Policy.

Reports provided to Council should contain factual information and avoid subjective opinion, language or analysis that has the potential to mislead Council or a third party to whom the report may be disclosed under Section 149 (5) of the Environmental Planning and Assessment Act.

All reports submitted to Council after 1 April 2017 for the purposes of fulfilling the SEPP55 and the UPSS regulation are to be prepared, or reviewed and approved, by a consultant who is certified under a contaminated land consultant certification scheme recognised by the EPA.

Summary Reports

Council requires that any Assessment of Site Contamination Report be accompanied by a Summary Report which provides a succinct overview of the site investigation or remediation on the parcel of land. A Summary Report cannot be relied upon solely for decision making under SEPP55.

Site Audits

Under this Policy, a Site Audit Statement will be required for reports on sites where:

- Modified investigation threshold levels are used;
- A risk assessment is relied upon for determination of suitability;
- A groundwater assessment (in accordance with UPSS Guidelines) is not carried out where underground tanks or infrastructure has been identified;
- A Site Management Plan is to be imposed;
- Council does not accept the consultant's recommendation; or
- Council considers it necessary.

Site Management Plan

A Site Management Plan (SMP) is required when contamination is to remain onsite. The SMP should be developed in consultation with Council to determine that it can be reasonably complied with and enforced. It should make provisions for Council to carry out checks of relevant compliance.

Where there is an SMP and where Council is able to do so, Council will require the owner or proponent to register a covenant on title requiring compliance with the Site Management Plan.

Appendix A - Potentially Contaminating Land Uses

The following land use definitions generally relate to the land use definitions used in the *Standard Instrument—Principal Local Environmental Plan*. Additional definitions and comments are included in the table to assist in identifying the potential to contaminate land from that land use.

Should only be used where specific information about the site is available

Grouping	Potentially contaminating land use	Definition or comments
Agriculture	Aquaculture	Cultivating or keeping fish or marine vegetation for commercial purposes; Fisheries Management Act 1994
	Extensive agriculture#	Used to capture farm shed activities such as chemical storage and handling
	Food manufacturing	All types of food and drink manufacturing that may have included boilers or cooking, needs to be at reasonable scale
	Intensive livestock agriculture	Feed lots, piggeries, dairies, concentrated waste products Designated development triggers
	Intensive plant agriculture	Vineyards, orchards, irrigated cropping, turf farming
	Livestock processing industries	Production of products derived from the slaughter of animals (including poultry) or the processing of skins or wool of animals, and includes abattoirs, knackeries, tanneries, wool scourers and rendering plants.
	Rural supplies	Store large quantities of chemicals but should be only applied where chemicals are decanted or repackaged on site
	Sheep and cattle dips	Public or private facilities
	Stock and sale yards	Associated with waste, wash-down facilities and stock dips or other pest treatments
	Tanning and associated trades	
Asbestos	Asbestos Disposal#	Where asbestos containing material has been buried for permanent disposal
	Asbestos production and disposal	Includes mining and asbestos product manufacturing

Grouping	Potentially contaminating land use	Definition or comments
	Demolition without asbestos clearance	A building with significant ACM demolition without providing an asbestos clearance
Chemical	Acid/alkali plant and formulation	
	Battery manufacture, storage and recycling	Commercial scale storage of used batteries
	Chemical storage facilities	Includes the bulk storage and handling of chemical in association with other activities
	Chemicals manufacture and formulation	
	Defence works	UXOs, fuels and chemical use or storage
	Dry cleaning establishments	
	Hospitals	Incinerators and boilers, radioactive wastes
	Laboratory	Place equipped to conduct scientific experiments, tests, investigations, etc., or to manufacture chemicals, medicines, or the like. Includes large scale photographic labs etc.
	Paint formulation and manufacture	
	Paper and printing works	Commercial printeries with significant stores of ink and solvents
	Pesticide manufacture and formulation	
	Wood preservation	
Fuel	Liquid fuel depots	
	Oil production and storage	Oil refineries

Grouping	Potentially contaminating land use	Definition or comments
	Service stations	
	Store and dispense (150) or more of fuel or oils	Fuel storage on land where primary land use is not otherwise listed
Industry	Cement works	
	Drum re-conditioning works	
	Electrical manufacturing (transformers)	
	Electroplating and heat treatment premises	
	Engine works	Manufacture of engines
	Explosives industry	Includes explosives magazines, ammunition and fireworks manufacture and testing
	Gas works	
	Heavy industrial storage establishment	Storage of goods, materials, plant or machinery for commercial purposes
	Heavy industrial workshops and metal fabrication	Includes welding, sand blasting, spray painting
	Iron and steel works	
	Metal treatment	
	Mining and extractive industries	including mineral or ore processing or coal washing etc.
	Paper pulp or pulp products industries	

Grouping	Potentially contaminating land use	Definition or comments
	Pet food manufacturing	As distinct from food manufacturing
	Power stations	
	Sawmill or log processing works	Relating to often being off grid using steam or liquid fuel driven machinery, also drying kilns and use of pesticides
	Small engine service and repairs	Lawnmowers and other small engine not considered motor vehicles
	Smelting and refining	
	Storage of plant and equipment	Generally informal storage of equipment that may lead to land contamination
	Vehicle body repair workshops	Panel beaters and spray painting
Transport	Air transport facilities	Includes heliports and all ancillary buildings
	Emergency services facilities	Police, Ambulance Fire, SES have often included fuel storage
	Freight transport facility	
	Motor vehicle service and repairs	Including cars sales yards and tyre shops
	Railway yards	
	Truck or transport depots	Place used for the servicing and parking of trucks, earthmoving machinery and the like
	Vehicle washing	Where involved in truck washing or engine degreasing for the public or as a standalone operation
Waste	Contaminated soil and groundwater treatment works	

Grouping	Potentially contaminating land use	Definition or comments
	Junk yard	land used for the collection, storage, abandonment or sale of scrap metals, waste paper, bottles or other scrap materials or goods, or land used for the collecting, dismantling, storage, salvaging, or abandonment of cars or other vehicles or machinery or for the sale of their parts.
	Landfill sites	sites used for the disposal of waste
	Oil Recycling	
	Scrap yards	
	Sewage treatment plants	
	Site use for illegal waste disposal	
	Use of uncertified fill	Land has been levelled or reshaped with fill material that has not been certified as suitable and/or the filling has not been approved
	Waste storage and treatment	
Other	Commercial or industrial fixed plant with liquid fuels, e.g. generator sets	
	Rifle or shooting range	

Western Plains regional Council Policy
Contaminated Land Policy

Comments on Appendix A - Potentially Contaminating Land Uses

- Agriculture includes – Sheep & cattle dips for arsenic, etc
 _ DDT, organochlorines & other pesticides, herbicides
 & fertilizers
- Chemical
 _ Batteries includes lead & cadmium especially &
 sulphuric acid
 _ Dry cleaning fluids like carbon tetrachloride & other
 solvents
- Paint formulation & manufacture
 _ Heavy metals such as lead & cadmium may be in
 paint used on old house brickwork & timber.
 _ Wood preservation may have copper, chromium &
 arsenic contamination.
- Fuel
 _ Service stations may have petrol leaking into the
 water table from underground. Resulting in lead
 contamination.
 _ A greater chance of accidents occurring when
 dozens of fuel tankers have replace a train carrying
 fuel to Dubbo.
- Industry
 _ Mining & extractive industries. Mercury was used
 for amalgamation of gold in the Macquarie River.
 _ Sawmilling or log processing works may have
 contamination from copper, chromium & arsenic.
- Transport
 _ Contamination by fuels, oils, other hydrocarbons,
 heavy metals, & coal.

Dubbo City	
Parcel.....	
Asset.....	MEC
19 JUL 2016	
File C.....	113
.....	
.....	

Waste

_ vehicle washing will result in detergents in waste water.

_ Junk yards will have heavy metals, plastics, etc.

_ Land fill sites will have heavy metals, plastics & other solids

_ Scrap yards will have heavy metals, plastics, hydrocarbons, etc.

_ Sewage treatment plants contain levels of lead, cadmium, zinc, iron, chromium, nickel, manganese & cobalt in the effluent that need monitoring.

Other

_ Mercury was used in dredging in the Macquarie River in the Wellington-Dubbo area for collecting gold. Large quantities of alluvial gold was found.

This implies significant amounts of mercury was used in forming gold/mercury amalgam. So some of this material is still likely to be in the bottom of the river. Over time some of this mercury will be absorbed through the food chain.

From "The Health Risk Assessment and Management of Contaminated Sites" by A. Langley & M. Van Alphen (eds).

There are sections on:

Carcinogenic soil contaminants

Evaluation of DDT contaminated soil associated with cattle tick sites

Contaminant uptake by home-grown produce

Organochlorine tericides

Investigation of PCBs

Health risk assessment for soils contaminated with fuel hydrocarbons; petrol.

Chris Owens 16/7/16
Chris Owens 16/7/16
 MR CHRIS OWENS FRAC, CCL16

WESTERN
PLAINS
REGIONAL
COUNCIL

Incorporating the former
Dubbo City & Wellington councils

REPORT: Adjustments to Parks and Landcare Services Revenue Policy

**AUTHOR: Manager Recreation Planning and
 Programs**

REPORT DATE: 26 July 2016

TRIM REFERENCE: ID16/1124

EXECUTIVE SUMMARY

A review of both function 9.07 Recreation Planning and Programs and function 9.08 Dubbo Aquatic Leisure Centre of the Western Plains Regional Council Revenue Policy was conducted in March 2016 to create efficiencies within the current sporting facility fees and charges, while still providing a high level of customer service. The Council adopted the 2016/2017 Western Plains Regional Council Revenue Policy at its Ordinary meeting held on 29 June 2016.

Following the adoption through consultation with user groups and bookings received, it became apparent greater flexibility with charges for specific areas within Caltex Park, usage of the 50m pool at the Dubbo Aquatic Leisure Centre and professional coach and school coaching session fees within the Barden Park Athletics Facility (formerly DCL Park) are needed within the Revenue Policy.

With an aim to increase the usage of Dubbo's sporting facilities, such as the Barden Park Athletics Facility and the Dubbo Aquatic Leisure Centre, and in looking for efficiencies within the administration of charges, additional fees and charges are required within the Revenue Policy. The additional fees and charges include a subsidised Barden Park Athletics Facility Yearly Private Training Permit, new Barden Park Coaching Fees, a Major Event pass, a Pool Party Package and an all-day entry and waterslide access pass.

It is therefore recommended that the adjustments to the 9.07 Recreation Planning and Programs and 9.08 Dubbo Aquatic Leisure Centre functions of the Western Plains Regional Council Revenue Policy 2016/2017 be adopted.

FINANCIAL IMPLICATIONS

The financial implications associated with including the additional fees and charges to the 2016/2017 Western Plains Regional Council Dubbo Branch Revenue Policy will include an increase in the revenue for the 9.07 Recreation Planning and Programs function and 9.08 Dubbo Aquatic Leisure Centre function. The adjustments will also create efficiencies in the administration of fees and charges in accordance with the Policy.

POLICY IMPLICATIONS

Should the recommendations be adopted, subject to the public exhibition process there may be minor modifications required to the adopted Western Plains Regional Council Revenue Policy 2016/2017.

RECOMMENDATION

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

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

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

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

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

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

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

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

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

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

Tracey Whillock
Manager Recreation Planning and Programs

BACKGROUND

A review of both function 9.07 Recreation Planning and Programs and function 9.08 Dubbo Aquatic Leisure Centre functions of the Western Plains Regional Council Dubbo Branch Revenue Policy for 2016/2017 was carried out in March 2016 by the Director Parks and Landcare Services, Manager Sporting Facilities and Manager Business Support Parks and Landcare Services. The review aimed to create efficiencies within the current sporting facility charges by removing unutilised charges, incorporating additional charges where gaps existed and refining the existing charges. The draft Revenue Policy was placed on public exhibition and with no submissions received for the 9.07 and 9.08 functions Council adopted the policy at its Extraordinary Meeting held on 29 June 2016.

From the adoption of the Western Plains Regional Council Revenue Policy 2016/2017 through user group consultation and booking applications received, it has become apparent that greater flexibility is needed within sporting facility charges and greater options made available for usage of particular sporting facilities such as the Barden Park Athletics Facility and Dubbo Aquatic Leisure Centre.

REPORT

Through consultation with the Caltex Park user groups for the 2016 winter season, it became evident that the charges for this facility needed to include greater flexibility. Options to book certain areas within Caltex Park and pay the relevant charges is required. Currently the core user groups of the facility have requested to book the function room only for sponsors days or social events while the corporate lounge is hired for the sale of liquor for Group XI Rugby League home games and other events. In relation to non-core user groups the only predominant booking requested received are for the Caltex Park function room only. This function room is booked by a variety of organisations to hold meetings, coordinate workshops and deliver training.

Therefore, in relation to the Western Plains Regional Council Revenue Policy 2016/2017 the following sporting facilities charges for Caltex Park are required and applicable for bookings:

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

Sponsorship of the Barden Park Athletics Facility, formerly DCL Park ceased in May 2016 and therefore requires renaming within the Revenue Policy. The Barden Park Athletics Facility Private Access Passes in the Western Plains Regional Council Revenue Policy 2016/2017, currently only provide the option of a monthly pass. Since the introduction of the Barden Park

Athletics Facility Private Access Passes in December 2014, there have been 11 monthly passes and 11 passes for a 12 month period with only six (6) of these passes renewed beyond the initial 12 months. With the aim of Council to increase the usage of the Barden Park Athletics Facility, as well as create efficiencies in the administration of the Private Access Passes, a need exists to provide a Private Access Yearly Pass to Barden Park.

Therefore, a highly subsidised Barden Park Athletics Facility Private Access Yearly Pass would provide a greater value for money option, which ideally would be affordable and more attractive to individuals and families of the Dubbo Community, thus increasing the number of individual and family passes allocated each year. Furthermore, the subsidised yearly pass would entice current and future pass holders to take up the Private Access Yearly Pass, as opposed to paying from month to month, which will reduce the level of administration in relation to the programming and allocating of keys, carrying out of inductions, renewal of passes and the key redemption.

The following Barden Park Athletics Facility Private Access Yearly Pass charges are proposed to be included in the Western Plains Regional Council Revenue Policy 2016/2017.

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

School booking requests for the use of Barden Park Athletics Facility to allow for the coaching of students prior to local, regional and state school athletics carnivals have been received. With appropriate charges and promotion within the school networks, this would see an increase in usage of the facility during out of peak times between 9am and 3pm. Therefore a charge of \$12.00 per hour flat rate (not scheduled or unscheduled) for school coaching bookings has been recommended to be included in the Western Plains Regional Council Revenue Policy 2016/2017. Therefore Club and Association (Amateur) Coaching would be amended to include schools.

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

Booking applications received from organisations for the 2016/2017 season who wish to utilise the Dubbo Aquatic Leisure Centre and discussion with the Pool Contract Manager indicate a need to establish a Hire of Pool Charge (excluding schools) - Without lane ropes of \$80.00 per hour into the Western Plains Regional Council Revenue Policy 2016/2017.

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

With the aim of Western Plains Regional Council to increase the number of patrons accessing the Dubbo Aquatic Leisure Centre throughout the season, a one (1) and five (5) Year Communication and Marketing Plan for the Centre has been developed. Based on the 1 year Communication and Marketing Plan, and in liaison with the Pool Contract Manager additional offering and packages for the Dubbo Aquatic Leisure Centre have been developed to increase patrons and thus potentially drive additional revenue for the facility.

A new casual visit and unlimited water slide access package with a charge of \$15.00 per person has been developed for inclusion in the Western Plains Regional Council Revenue Policy 2016/2017 to entice additional daily patrons on weekends and during school holidays, as well as create efficiencies within the administration of water slide passes by pool staff due to the pass providing daily access and not a restricted number of rides.

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

A Pool Party Package including exclusive access to an area with a shade structure, BBQ and tables, entrance fees for 15 children and two (2) adults and unlimited water slide access for one (1) hour, with the option to include additional children and adults at normal entrance fees has been developed. The package provides an attractive birthday party option for the Dubbo community over the summer as do Flip Out, Inflatable World and PCYC Gymnastics. A Pool Party Package fee of \$150.00 is recommended to be incorporated into the Western Plains Regional Council Revenue Policy 2016/2017.

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

The one (1) year Communication and Marketing Plan for the Dubbo Aquatic Leisure Centre explored a Major Event Pass which would aim to increase tourist admissions and out of town visitation to the Dubbo Aquatic Leisure Centre over the summer. The pass will add value to Major Events that Dubbo will host as well as provide promotion for the facility. Dubbo is set to host a number of major sporting events over the summer which would provide an excellent opportunity for the Dubbo Aquatic Leisure Centre to offer the Major Event Pass.

The Major Event Pass will include all day access and unlimited entry for an adult for \$4.40 and child (2-16 years) for \$3.10 to the Centre and will enable event participants to come and go from the centre throughout the day of their event with visible 'pass-out' identification.

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

SUMMARY

To maintain high levels of customer service satisfaction through greater flexibility with sporting facilities bookings and charges, in increasing usage of sporting facilities such as Barden Park Athletics Facility and the Dubbo Aquatic Leisure Centre and in creating efficiencies within the administration of Sporting Facility usage and charges it is recommended that the adjustments as listed throughout the body of this report be adopted.

REPORT: Proposed Change to Lane Allocation Policy - Dubbo Aquatic Leisure Centre

AUTHOR: Manager Recreation Planning and
Programs

REPORT DATE: 3 August 2016

TRIM REFERENCE: ID16/1353

EXECUTIVE SUMMARY

The Former Dubbo city Council adopted the Dubbo Aquatic Leisure Centre (DALC) Business Plan at its Ordinary Meeting held on 26 April 2016. A long standing element of the Business Plan is the “Dubbo Aquatic Leisure Centre Policy Statement”. Under the section ‘Swimming Coaching’ (p. 42), there is a condition that states:

“That there be a maximum of five (5) lanes utilised for professional swimming coaching in the afternoon and a maximum of five (5) lanes in the morning with the following exceptions: Monday and Wednesday afternoons there shall be six (6) lanes allocated to clubs from 4pm until 5:30pm”.

Furthermore within the DALC Business Plan, there is also a formal condition that states:

“That the DALC management and the Manager Recreation Planning and Programs be jointly authorised to cancel the swimming clubs’ use of the DALC on any night should public demand warrant such cancellation but only after consideration has been given to reducing the number of lanes to be used to a number less than five (5) and consideration has been given to introducing across the pool lane configuration”.

Meetings were held with the swimming clubs (Dubbo City Swimtech Swimming Club and Orana Aquatic Swimming Club) and DALC Management to discuss the lane hire allocations and the continued trend of increasing swimming club membership numbers. It was determined no additional lane hire could be provided in the afternoon, due to the risk of alienating the general public from a public swimming pool during peak times. With less risk identified in regard to alienating the general public in the morning, when general public admissions are significantly lower, additional lane hire allocations for swimming clubs is favourable.

In summary, Council has received a joint request from both swimming clubs to allocate six (6) lanes (three (3) lanes to each Club) on a Tuesday, Wednesday and Thursday morning between 6am – 8am.

FINANCIAL IMPLICATIONS

There are expected to be only very minor financial benefits arising from an increase in lane hire fees.

POLICY IMPLICATIONS

Should the recommendations be resolved, there will be minor modifications made to the Council adopted Dubbo Aquatic Leisure Centre Business Plan.

RECOMMENDATION

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

Tracey Whillock
Manager Recreation Planning and Programs

BACKGROUND

The Dubbo Aquatic Leisure Centre (DALC) is managed under a licence agreement which externally contracts the day to day running of the Centre (all operational staff are employees of the Contractor).

The Centre is home for the Dubbo City Swimtech Swimming Club and Orana Aquatic Swimming Club. Clubs have formal tenancy arrangements through lane hire and Club agreements. Under these agreements Clubs conduct professional swimming coaching at the Centre.

Council adopted the Dubbo Aquatic Leisure Centre Business Plan at its Ordinary Meeting held on 26 April 2016. A long standing element of the Business Plan is the "Dubbo Aquatic Leisure Centre Policy Statement". Under the section 'Swimming Coaching' (p. 42), there is a condition that states:

"That there be a maximum of five (5) lanes utilised for professional swimming coaching in the afternoon and a maximum of five (5) lanes in the morning with the following exceptions: Monday and Wednesday afternoons there shall be six (6) lanes allocated to clubs from 4pm until 5:30pm".

Furthermore within the DALC Business Plan, there is also a formal condition that states:

"That the DALC Management and Manager Recreation Planning and Programs be jointly authorised to cancel the swimming clubs' use of the DALC on any night should public demand warrant such cancellation but only after consideration has been given to reducing the number of lanes to be used to a number less than five (5) and consideration has been given to introducing across the pool lane configuration".

REPORT

As part of the normal sporting ground allocation process, on 1 June 2016 Council requested both swimming clubs, Dubbo City Swimtech and Orana Aquatic Swimming Club, provide their desired lane allocations by 1 July 2016 to enable Council to allocate lanes formally to each club by 31 July 2016.

Upon receipt of the lane bookings for each club, it was apparent conflicts existed of a Friday afternoon between the hours of 4pm – 6.30pm and on a Tuesday, Wednesday and Thursday morning between the hours 6am – 7.45am, where both clubs sought three (3) lanes.

A meeting was held on 26 July 2016 with the swimming clubs to discuss lane hire allocations and consider the merits of each Club's application for additional lane hire. Both Clubs discussed the trend of increasing numbers of swimmers, and that there was limited opportunity to manage the swimmers effectively within the current lane hire policy.

In regard to the Friday afternoon, Council advised the Clubs that additional lane allocations for professional swimming coaching would not be considered due to higher general public admissions at this peak time. It was resolved by both Clubs that as the request for six (6) lanes of a Tuesday, Wednesday and Thursday morning was outside Council's adopted DALC Business Plan policy that they would seek formal change to the maximum lane allocation for the 2016/2017 swimming season.

Information supplied by the Western NSW Swimming Registrar, confirmed the general trend of increasing registered swimming participants in Dubbo with "305 swimmers training at the DALC in 2014/2015 which had increased to 344 in 2015/2016".

Consultation with B & N Aquatics, the Management Contractor of the DALC, revealed that additional lane hire allocations for the afternoon/evening had already been increased for the 2015/2016 season, and that further lane allocations in the afternoon/evening particularly on a Friday, would raise concerns about alienating the general public from a public swimming pool. The Management Contractor of the DALC identified less risk associated with swimming clubs being provided six (6) lanes on a Tuesday, Wednesday and Thursday morning from 6am – 8am due to a significantly lower number of general public patrons during the morning.

An admissions report further supports the variation in patron admissions with 3,116 admissions from 6am – 8am from Monday to Saturday throughout the 2015/2016 season compared to 13,241 admissions from 4pm -7pm Monday to Sunday.

The increase to six (6) lanes will be actively managed by both Council staff and the Centre Management Contractor, to ensure that the public is not alienated during this time. It should be noted that both Council and the Centre Management Contractor together, have the authority via the Council adopted DALC Business Plan to reduce the number of lanes available to swimming clubs, should the general public demand for space require it. Peak recreational demand times for the pool are on weekends or after standard working hours. Public 'lap swimmers' through adequate promotion and communication from Council, would also be able to avoid the peak club training times to carry out recreational and fitness activity.

SUMMARY

With considerations given, it is evident a need exists to achieve a balance between meeting the needs of swimming clubs and those of the general public to ensure a pleasurable experience is achieved for all patrons and user groups. The continued membership growth of the DALC swimming clubs and the subsequent provision of adequate lanes to conduct professional swimming coaching, while minimising the risk of the general public being alienated in a public swimming pool must be managed.

Therefore it is recommended that Council increase the lanes allocated to swimming clubs from five (5) to six (6) on Tuesday, Wednesday and Thursday morning between the hours of 6am and 8am only. A review of this arrangement will be conducted as part of the preparation of the 2017/2018 DALC Business Plan.

REPORT: Proposed Change to Business Plan and Management Contract - Dubbo Aquatic Leisure Centre - Opening Hours

AUTHOR: Manager Recreation Planning and Programs

REPORT DATE: 8 August 2016

TRIM REFERENCE: ID16/1486

EXECUTIVE SUMMARY

The former Dubbo City Council adopted the Dubbo Aquatic Leisure Centre (DALC) Business Plan at its Ordinary meeting held on 26 April 2016. A long standing element of the Business Plan is the "Dubbo Aquatic Leisure Centre Policy Statement". Under the section 'Hours of Operation' (p. 38), there is a condition that states:

"In each season and subject to weather conditions the Dubbo Aquatic Leisure Centre shall be open from 6.00am Monday to Saturday and from 9am on Sundays and close at 7.00pm from the last weekend in October to the last weekend in March and at 6.30pm during September, October and April. The pool is open from 9.00am on public holidays. The Centre will remain closed on Christmas Day and Good Friday".

The DALC Contract Agreement commenced on 1 April 2015 for a contract term of three (3) years. An element of the Contract Agreement is the "SCHEDULE TWO – THE SERVICES" referencing '3.2. Hours of Operation – DALC', there is a condition that states:

"In each season and subject to wet weather conditions the DALC shall be open as follows:

Day	Month	Open	Closed
Monday – Friday	September – October	6.00am	6.30pm
Saturday – Sunday	September – October	9.00am	6.30pm
Monday – Friday	November – April	6.00am	9.00pm
Saturday – Sunday	November – April	9.00am	9.00pm
Except for the following			
Christmas	Closed		
Good Friday	Closed		
Anzac Day		12.00pm	9.00pm

Please note the discrepancy in closing times between the DALC Business Plan and Contract Agreement.

Furthermore within the DALC Business Plan and the Contract Agreement, there is also a formal condition that states:

“During times of extreme weather conditions these times may be altered at the discretion of the Centre Contractor and/or Manager Recreation Planning and Programs”.

Meetings were held with the Management Contractor and swimming clubs to discuss the operating hours. It was determined that inconsistencies in the operating hours existed across the DALC Business Plan, Contract Agreement and those advertised and adhered to by the Management Contractor. To align the operating hours those advertised to the Dubbo community and adhered to by the Management Contractor over the past three (3) seasons were to integrate the suggested amendments of an earlier opening and closing time supported by the Management Contractor, user groups and general patrons feedback and the attendance report.

Therefore it is recommended that Council amend the DALC operating hours in the DALC Business Plan, Contract Agreement and advertisement at the Centre and through the website to:

- September, October and April:
Monday to Saturday 5.30am to 6.30pm and Sunday 10am – 6.30pm
- November to April:
Monday to Saturday 5.30am to 8.30pm and Sunday 10am to 8.30pm.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

Should the recommendations be resolved, there will be minor modifications made to the Council adopted DALC Business Plan and a variance for the Management contract.

RECOMMENDATION

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

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

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

Tracey Whillock

Manager Recreation Planning and Programs

BACKGROUND

The DALC is managed under a licence agreement which externally contracts the day to day running of the Centre (all operational staff are employees of the Contractor).

The former Dubbo City Council adopted the DALC Business Plan at its Ordinary meeting held on 26 April 2016. A long standing element of the Business Plan is the "Dubbo Aquatic Leisure Centre Policy Statement". Under the section 'Hours of Operation" (p. 38), there is a condition that states:

"In each season and subject to weather conditions the Dubbo Aquatic Leisure Centre shall be open from 6.00am Monday to Saturday and from 9am on Sundays and close at 7.00pm from the last weekend in October to the last weekend in March and at 6.30pm during September, October and April. The pool is open from 9.00am on public holidays. The Centre will remain closed on Christmas Day and Good Friday".

Furthermore within the DALC Business Plan, there is also a formal condition that states:

"During times of extreme weather conditions these times may be altered at the discretion of the Centre Contractor and/or Manager Recreation Planning and Programs".

REPORT

A meeting held with B & N Aquatics, the Management Contractor of the DALC, on 18 June 2016 saw a discussion occur around the operating hours of the DALC. The Management Contractor raised concerns around observations over the past two (2) season of minimal to no patrons utilising the Centre after 8.30pm. Swimming clubs on Thursday and Friday club nights utilised the pool until 8.30pm however, beyond this very few general public patrons attended on other evenings.

The Management Contractor of the DALC provided feedback received from swimming clubs and the general public lap swimmer patrons requesting an earlier pool opening to allow adequate time to train and then prepare for work or school. An earlier Sunday opening was also recommended based on families looking to come to attend the Centre early on weekends, especially across the summer months in order to avoid the extreme heat of the early to mid-afternoon. As a result the Management Contractor suggested the following considerations for amendments to the operating hours for the Centre:

- Monday to Saturday: 6am start to be brought forward to 5.30am
- Sunday: 10.30am start to be brought forward to 10am
- From November through to April: the closing time be brought forward to 8.30pm from the current 9pm close.

An attendance report further supported the limited use of the DALC of the late evening with only 98 admissions recorded between 7.30pm and 9pm from September to April for the 2015/2016 season.

Consultation with the swimming clubs at a meeting held on 26 July 2016 provided additional support to the 5.30am change to operating hours. Both clubs were in agreement that this would provide coaches with access to an additional half hour of training time, hence assisting with current training timetabling issues, due to lane allocations and the increasing swimming club memberships. Swimming clubs also suggested an earlier start time would provide students with more adequate time to train, get dressed, attend breakfast club and then be at school on time.

Through discussion with the Management Contractor and in reviewing the operating hours of the DALC outlined in the Business Plan and the Contract Agreement, it became apparent that inconsistency existed. Discrepancies were apparent between not only the Business Plan and Contract Agreement but also the times advertised at the DALC to the Dubbo community which the Management Contractor had adhered to over the past three (3) years.

The DALC Management indicated the operating hours adhered to for the past three (3) seasons had been Monday to Saturday from 6am – 6.30pm and Sunday from 10.30am – 6.30pm in September and October, with the closing time moved to 9pm for November through to April.

The adopted DALC Business Plan 2016/2017 referenced the “Dubbo Aquatic Leisure Centre Policy Statement” which under the section ‘Hours of Operation’ (p. 38), states:

“In each season and subject to weather conditions the Dubbo Aquatic Leisure Centre shall be open from 6.00am Monday to Saturday and from 9am on Sundays and close at 7.00pm from the last weekend in October to the last weekend in March and at 6.30pm during September, October and April. The pool is open from 9.00am on public holidays. The Centre will remain closed on Christmas Day and Good Friday”.

The DALC Contract Agreement commenced on 1 April 2015 for a contract term of three (3) years. When reviewed an element of the Contract Agreement identified was the “SCHEDULE TWO – THE SERVICES” referencing ‘3.2. Hours of Operation – DALC’, where a condition stated:

“In each season and subject to wet weather conditions the DALC shall be open as follows:

Day	Month	Open	Closed
Monday – Friday	September – October	6.00am	6.30pm
Saturday – Sunday	September – October	9.00am	6.30pm
Monday – Friday	November – April	6.00am	9.00pm
Saturday – Sunday	November – April	9.00am	9.00pm
Except for the following			
Christmas	Closed		
Good Friday	Closed		
Anzac Day		12.00pm	9.00pm

With reference made to differing operating hours across the DALC Business Plan, Contract Agreement and those advertised and adhered to by the Management Contractor, it is essential that documentation and advertising is aligned. In aligning the operating hours significant consideration should be given to the hours advertised to the Dubbo community and previously adhered to by the Management Contractor. In considering previous operating hours integration of the suggested amendments to the current operating hours, to reflect an earlier start and finish time, is recommended due to the supportive evidence from the Management Contractor, user groups and lap swimmer patron feedback and the attendance report.

With documentation outlining differing operating hours the DALC Business Plan and the Contract Agreement both made reference to a formal condition that states:

“During times of extreme weather conditions these times may be altered at the discretion of the Centre Contractor and/or Manager Recreation Planning and Programs”.

With alignment of operating hours for the 2016/2017 DALC season this formal condition remains relevant allowing the Management Contractor and/or Council staff the opportunity to alter operating hours during times of extreme weather conditions.

SUMMARY

In order to ensure consistency, alignment of all documentation and advertising related to the DALC operating hours is required, with the hours identified for the 2016/2017 season considering previous hours of operation as well as feedback provided from the DALC Contract Management, Swimming Clubs, morning lap swimmers and the Gladstone report.

Therefore it is recommended that Council amend the DALC operating hours in the DALC Business Plan, Contract Agreement and advertisement at the Centre and through the website to:

- September, October and April:
Monday to Saturday 5.30am to 6.30pm and Sunday 10am – 6.30pm
- November to April:
Monday to Saturday 5.30am to 8.30pm and Sunday 10am to 8.30pm.

A review of the operating hours will be conducted as part of the preparation of the 2017/2018 DALC Business Plan.

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REPORT: 2016 Local Government NSW Youth Week Awards

AUTHOR: Director Community Services

REPORT DATE: 9 August 2016

TRIM REFERENCE: ID16/1494

EXECUTIVE SUMMARY

The Western Plains Regional Council (for activities conducted by the former Dubbo City Council) was assessed as a finalist for the 2016 Local Government NSW Youth Week Awards. The Council was selected as a finalist in the Award categories of:

- Best On-Going Commitment to Local Youth Week Programs
- Best Local Youth Week Program 2016
- NSW Health's Play Safe Sexual Health Project

Council was the joint recipient with Walgett Shire Council of the 2016 Best On-Going Commitment to Local Youth Week Programs Award.

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

David Dwyer

Director Community Services

BACKGROUND

As part of the acquittal documentation for Youth Week grants received by Councils, the various activities conducted during Youth Week within its area must be recorded by each Council. A judging panel established by the Young People's Advisory Committee within the NSW Department of Family and Community Services reviews all the acquittal documentation and based on the merits of the Council's Youth Week programs assigns Councils into the finalist list for various Youth Week Awards.

REPORT

The Western Plains Regional Council (for activities conducted by the former Dubbo City Council) was selected as a finalist in the Award categories of:

- Best On-Going Commitment to Local Youth Week Programs
- Best Local Youth Week Program 2016
- NSW Health's Play Safe Sexual Health Project

At the Awards ceremony held in Sydney on Thursday 4 August 2016, Council was announced as the joint recipient with Walgett Shire Council of the Best On-Going Commitment to Local Youth Week Programs Award.

This Award reflects the great variety of innovative and engaging Youth Week activities conducted and organised by the Dubbo City Youth Council in conjunction with Council's Youth Development Officer, Jason Yelverton. The former Dubbo City Council has been an Awards finalist and Award winner in past Awards Programs and this Award represents several years of outstanding Youth Week Programs conducted in Dubbo. It is just recognition for the excellent efforts of the Youth Council members and the Council's Youth Development Officer who should be formally congratulated on this Award.

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REPORT: Dubbo Regional Livestock Markets - Animal Welfare Award

AUTHOR: Director Corporate Development

REPORT DATE: 2 August 2016

TRIM REFERENCE: ID16/1483

EXECUTIVE SUMMARY

The Australian Livestock Markets Association (ALMA) recognises that the industry understands that animal welfare is fundamental to the operation of saleyards and lairages, and through design and practice those involved in the industry work to promote good animal welfare outcomes.

It is an objective of ALMA that such good animal welfare practices and outcomes are encouraged, recognised and supported throughout the industry. ALMA is also desirous of fostering innovation in regard to the promotion and practice of good animal welfare.

In recognition of this ethos, ALMA has instituted a National Award for Animal Welfare in Saleyards and Lairages. The award comprises a perpetual shield which the winner will hold for 12 months and a plaque which the winner retains in perpetuity.

The Dubbo Regional Livestock Markets was presented with the inaugural National Award for Animal Welfare in Saleyards and Lairages at the ALMA annual conference in Bendigo on 27 July 2016.

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 in this report be noted and the staff at the Dubbo Regional Livestock Markets be congratulated on the attainment of this award.

Ken Rogers

Director Corporate Development

REPORT

The ALMA Animal Welfare Award is to be made annually, except in the circumstance where no nominee meets the minimum standard required. In such case all nominees are formally advised of remedial action required.

The judging criteria for the award include:

- a. **Staff training and development.** Evidence of animal welfare related staff training, training and development plans.
- b. **Animal welfare policy and procedure.** Evidence of documented policy and procedure, animal welfare related.
- c. **Communication and implementation.** Evidence of how animal welfare policy and procedure is communicated and implemented.
- d. **Water and feed.** Evidence of arrangements to ensure that livestock have adequate access to water and feed.
- e. **Facilities and infrastructure.** Evidence of suitability [compliance with ALMA Code of Practice] of infrastructure including;
 - i. Ramps
 - ii. Drafts
 - iii. Selling pens
 - iv. Flooring
 - v. Shade/shelter
 - vi. Receival yards
 - vii. Delivery pens
 - viii. Feed yards
- f. **Unfit Stock.** Evidence of Procedures and processes for;
 - i. Identification of sick, injured, diseased, unfit stock.
 - ii. Humane destruction of such stock.
 - iii. Method(s) employed for humane destruction of unfit stock.
 - iv. Any penalty imposed on person or persons sending/delivering unfit stock to the saleyard or lairage.
- g. **Certification.** Evidence of any animal welfare related third party certification. eg. NSQA, MLA.
- h. **Innovation.** Evidence of any innovation in practice, policy, procedure, standard, infrastructure or control, animal welfare related.

In respect of the above criteria, areas where the Dubbo Regional Livestock Markets scored particularly well are:

- a) **Staff training and development** - evidence of animal welfare related development plans.
 - All staff have development plans and undertake training – are formally appraised
- b) **Animal welfare policy and procedure** - evidence of documented animal welfare policy and procedure.

- All agents sign deed of licence which incorporates animal welfare standards and guidelines
 - Internal animal welfare regulation
- c) **Communication and implementation** - evidence of how animal welfare policy and procedure is communicated and implemented.
- Examples of internal and external stakeholder communications provided
 - Signage regarding 24 hour video surveillance
 - Evidence of communicating non-compliance and its impact on 'licence to operate'
 - Clear direction to agents regarding animal welfare legislation that is required to be complied with
- d) **Water and feed** - evidence of arrangements to ensure that livestock have appropriate access to water and feed.
- In addition to internal council regulation addressing access to water and feed ... Biosecurity Management plan incorporates feed and water requirements in emergency situations
- e) **Facilities and infrastructure** (compliance with Australian Model Code of Practice for Saleyards and Lairages) of infrastructure including:
- i. ramps; purpose built and designed in accordance with Safe Design for Livestock Loading Ramps and Forcing Yards
 - ii. drafts; flooring addressed as well as sheltered
 - iii. selling pens;
 - iv. flooring;
 - v. shade/shelter; trees and sails provided
 - vi. receival yards;
 - vii. delivery pens; lighting, drainage and shade trees
 - viii. feed yards; feeders, fresh water and good drainage
- f) Unfit stock - evidence of procedures and process for the:
- i. identification of sick, injured, diseased or unfit stock;
 - ii. humane destruction of unfit stock;
 - iii. methods utilised for humane destruction;
 - iv. penalties imposed on person(s) or business sending /delivering / accepting unfit stock to the saleyard or lairage.

All scored well on this – Dubbo provided evidence of penalties for non-compliance

- g) **Certification** - evidence of any animal welfare related third party certification eg NSQA
- Formally adopted ALMA MCoP on top of NSQA
- h) **Innovation** - evidence of innovative animal welfare practice, policy, procedure, standard, infrastructure or control of animal welfare related matters.
- working animals also considered with dog kennels with water and shelter
 - sheep and cattle yards washed after each sale (cleaning schedule also provided)
 - Truck wash facilities well maintained
 - continual upgrade of facilities – eg increase pen capacity to reduce crowding (during large sales), additional weighbridge, wagon wheel delivery to scales, \$6.6M upgrade in train for cattle facility – reduced stress etc,
 - dust suppression in delivery pens
 - laneway to Fletchers – minimise transport stress (obviously not relevant to many yards but shows thought to local operational conditions)
 - water troughs regularly cleaned

OTHER

- Key to the success of this submission was the provision of examples and documentation to support claims

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REPORT: Dubbo Regional Livestock Markets Signage Agreement - Mediawiz

AUTHOR: Project Officer
REPORT DATE: 10 August 2016
TRIM REFERENCE: ID16/835

EXECUTIVE SUMMARY

Mediawiz sell advertising space to third parties, at facilities such as Dubbo Regional Livestock Markets (DRLM). In return for the space provided Mediawiz pay the host 25% of all monies collected in regards to the advertising and marketing (excluding installation and creative development).

Mediawiz previously had an agreement in place for five (5) years with the former Dubbo City Council for advertising at the Dubbo Regional Livestock Markets. This agreement expired in February 2016. Mediawiz are now seeking a new agreement with Western Plains Regional Council (WPRC) for advertising at the Dubbo Regional Livestock Markets for five (5) years.

Some of the advertising in the past has included Dubbo RSL Club, Chesterfield Machinery, Altex Stock Yards, Tracserv, Caltex, Ag and Vet Services and Dubbo City Motor Cycles.

FINANCIAL IMPLICATIONS

Mediawiz have identified some 56 sites within the DRLM for advertising signs. Assuming all 56 sites are sold, annual income is assessed at \$16,437.50 or \$82,187.50 over the five year agreement. That income generated from this advertising agreement be retained in the Dubbo Regional Livestock Market Function 5.01.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

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

Ross McCarthy
Project Officer

BACKGROUND

Mediawiz are seeking a new advertising agreement with WPRC to replace a five (5) year agreement that expired in February 2016 with Dubbo City Council. Mediawiz now seek a new advertising agreement with WPRC for a further five (5) year period. Mediawiz have similar arrangements in place with other saleyards, including Wagga Wagga and Roma, and are reported to be in discussions with Forbes.

REPORT

This proposed agreement allows signs to be located in certain approved locations throughout the Dubbo Regional Livestock Markets. These sites include offices, canteen, sheep ramps, rear of truck parking (new site), left of office carpark, Manager's office veranda and the rear of canteen (new site). Signs are made of galvanised steel 2mm thick and are attached to buildings or fences at approved locations.

In return for access to the site for advertising, 25% of all monies collected in relation to Livestock Markets advertising and marketing is paid to Western Plains Regional Council. This is done with no cost to DRLM and Mediawiz are responsible for ongoing maintenance to the signage.

Mediawiz have identified some 56 sites for signs after a number of possible sites were declined due to high concentrations of signage in proposed areas including entry and safety signage. Assuming all sites are sold, annual income is assessed at \$16,437.50 or \$82,187.50 for the five (5) year agreement.

A five year term is sought by Mediawiz to provide security of tenure for themselves and their advertisers.

SUMMARY

Mediawiz are seeking to renew advertising agreement that expired in February 2016 which had been in place for five (5) years. Mediawiz seek a new lease agreement with WPRC for five (5) years. Mediawiz will pay Western Plains Regional Council 25% on all monies collected in relation to saleyard advertising and marketing. This could total \$16,437.50 per annum or \$82,187.50 for the five (5) year agreement assuming all spaces are sold.

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**REPORT: Creation of Easement for
Electricity on Council Owned Lot 14 DP
730849 Pegasus Place**

AUTHOR: Manager Commercial Facilities
REPORT DATE: 4 August 2016
TRIM REFERENCE: ID16/1487

EXECUTIVE SUMMARY

Lot 14 DP 730849 is a council owned triangle shaped land parcel with an area of 1,247 m² on the corner of Pegasus Place and Cobbora Road. Development approval has been obtained by a private developer on the adjoining 1 ha land parcel described as Lot 2 DP 1095947. As part of these development works, Essential Energy require the developer to upgrade the electricity substation that services the immediate area, and for this new substation and associated network to be located off the road reserve and onto the Council owned land.

Director Parks and Landcare has provided his support to the substation and easement over the electricity cabling to service this adjoining development.

FINANCIAL IMPLICATIONS

All costs associated with the electricity upgrading works, registration of the easement for electricity, and Council's legal fees associated with this registration will be borne by the developer, Ryals Holdings Pty Ltd.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

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

Simon Tratt

Manager Commercial Facilities

BACKGROUND

Lot 14 DP 730849 was originally part of the larger adjoining land parcel and was subdivided by the owner as part of a development approval in 1983 (PR83/57) for a seven lot residential subdivision.

Lot 14 was excised from the original parcel to be used as temporary stormwater detention for the initial stage of development with the intention that Lot 14 would then become redundant once the residential development connected into Council's stormwater network. The land would then remain in Council ownership as a Reserve. The seven lot residential development did not eventuate even though Lot 14 was created and dedicated to Council. The deposited plan was registered in February 1986 and states that 'it is intended to create Lot 14 as a public reserve'.



REPORT

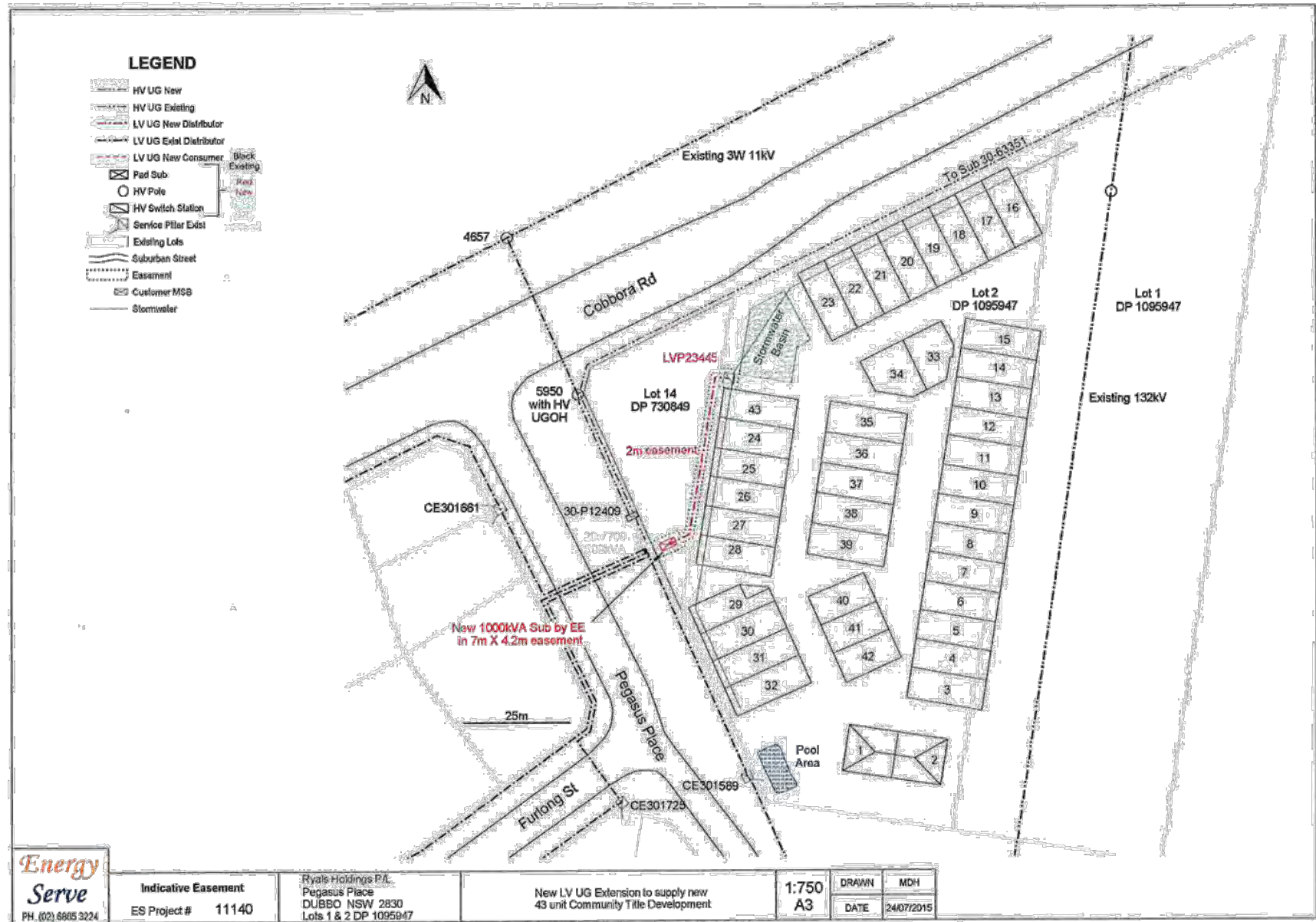
Lot 14 DP 730849 is an irregular shaped parcel with an area of 1,247 m². The land is classified 'community land' in accordance with the Local Government Act 1993.

Development consent was approved by Council on the 1 ha adjoining land parcel for the development of medium density housing. Essential Energy require the developer to upgrade the existing 500kVA substation that fronts Pegasus Place, with a 1,000 kVA substation which is to be located on the public reserve. Low voltage underground cabling will be trenched inside the eastern boundary of Lot 14 to arrive at a service pillar on the development site. A two metre wide easement is required by Essential Energy over the underground cabling and the easement will extend around the new substation to be installed on the public reserve.

Council's Director Parks and Landcare agreed to the substation and underground cabling being installed on the Council owned land on the basis that the land has limited functional use due to its size, shape and classification as 'community land'. There are no plans by Parks and Landcare to embellish this parcel and the proposed electricity infrastructure will not impact future planned use of the site.

Appendices:

- 1 Lot 14 DP 730849 Pegasus Place - plan showing indicative easement for electricity



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REPORT: Draft 2016/2017 LGA Economic Development Action Plan

AUTHOR: Manager City Development and
Communications

REPORT DATE: 11 August 2016

TRIM REFERENCE: ID16/1508

EXECUTIVE SUMMARY

Attached as **Appendix 1** is the draft 2016/2017 Western Plains Regional Council Economic Development Action Plan. This Action Plan reflects specific, relevant activities from the Wellington and Dubbo chapters of Council's adopted Delivery Plan. The Plan also identifies broader work programs and services that will be developed, maintained and in some examples expanded to support economic development across the new Local Government Area footprint.

As resolved by Council at its meeting on 22 June 2016, the structure of the Action Plan has been based on the 10 step framework and outcome areas of former Dubbo City Council Economic Development Strategy. This 12 month Action Plan will act as a bridging plan until a new, longer term Economic Development Strategy is identified for the newly amalgamated LGA.

Progress of the Economic Development Action Plan will be reported on quarterly to Council in December 2016, March 2017, June 2017 and September 2017.

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

Natasha Comber

Manager City Development and Communications

BACKGROUND

The former Dubbo City Council economic development activities were driven by the Dubbo Economic Development Strategy which was developed with extensive input from a committee comprising of community, industry, and government and business representatives. The four-year Strategy was adopted by the former Dubbo City Council in September 2011. The Strategy was supported by 12 month Action Plans, developed annually.

The Strategy is comprised of ten strategic themes: infrastructure development, mining and mining services expansion, tourism destination development, transport and distribution expansion, agricultural sustainability and diversification, regional service centre development, workforce and skills development, advocacy and leadership, business investment and attraction, business retention and expansion.

The former Wellington Council had resolved to remove the economic development function of the Council, and place some of the responsibilities under the former Acting General Manager. The former Acting General Manager had not yet had the opportunity prior to the amalgamation to develop activities and the new strategy for Wellington.

At its meeting on 22 June 2016, Council resolved that,

1. *"A 'bridging' Western Plains Regional Council Economic Development Action Plan be developed for an initial 12 month period, based on the 10 step framework of former Dubbo City Council Economic Development Strategy and Action Plan.*
2. *A Western Plains Regional Council Economic Development Action Plan be provided to the September 2016 meeting to reflect relevant actions from the, yet to be adopted, 2016/17 Delivery Program.*
3. *Delivery of economic development activities, and economic related outcomes from across the Organisation be reported on a quarterly basis to Executive Staff Committee and Council through the Economic Development Action Plan."*

To minimise the gap in time, City Development staff developed the Bridging Action Plan for Council's Executive Staff Committee to consider in August 2016.

The Council also resolved at its meeting on 22 June 2016, for the longer term that:

1. The Western Plains Regional Council Economic Development Strategy be developed with the community and stakeholders in alignment with the new Community Strategic Plan.
2. A draft Economic Development Strategy to be submitted to Council at the same time it considers the draft Community Strategic Plan.

REPORT

Following the May 2016 amalgamation of Dubbo City and Wellington Council, it was resolved by Council at its meeting on 22 June 2016, that the development of a new Economic Development Strategy be aligned to the development of the new Community Strategic Plan.

It was also resolved that a 'bridging', Western Plains Regional Council Economic Development Action Plan be developed for an initial 12 month period, based on the 10 step framework of former Dubbo City Council five year Economic Development Strategy.

Attached as **Appendix 1** is the draft 2016/ 2017 Economic Development Action Plan.

This Action Plan has been developed in liaison with Directors and reflects relevant actions, from the Wellington and Dubbo chapters of the adopted 2016/2017 Delivery Program.

Implementation of this Action Plan and delivery of economic development activities, and economic related outcomes from across the Organisation will be reported on quarterly to Executive Staff and Council, with future reports to include:

- Quarter 1 ('September', October, November) report provided in December 2016
- Quarter 2 (December, January, February) report provided in March 2017
- Quarter 3 (March, April, May) report provide in June 2017
- Quarter 4 (June, July, August) report provided in September 2017.

Appendices:

- 1 Draft 2016 2017 Economic Development Action Plan for Council consideration at August Meeting

Draft 2016/2017 LGA Economic Development Action Plan

1. Infrastructure Development

1.1. Monitor the infrastructure needs of local industry and business sectors and encourage the private sector and all other levels of government to prioritise and align infrastructure implementation programs and funding to key economic development and employment projects for the region			
Action	Progress	Accountable / Responsible	QTR
Implement the detailed long-term Infrastructure Strategy for the LGA.	•	Technical Services	
Undertake forums and initiate discussions with government infrastructure providers to pursue future infrastructure needs and funding requirements.	•	Corporate Development	
	•	Technical Services	
Actively monitor the Local Land Service's Built and Natural environment along with the community strategic plan initiatives and provide input as appropriate. (2.1.2.7)	•	Parks & Landcare Services	
1.2. Foster opportunities for joint infrastructure projects in cooperation with business and industry groups, government agencies and other local government			
Action	Progress	Accountable / Responsible	QTR
Gain support from the NSW and Australian Governments for the ongoing staged development of the Dubbo Hospital facility. (1.1.2.1)	•	Community Services	
Gain support from the NSW and Australian Governments for the ongoing staged development of the second city bridge development	•	Technical Services	
Promote infrastructure advantages and opportunities available for further growth of the LGA.	•	Corporate Development	

Seek and support the development of joint infrastructure projects that support economic growth of the LGA.	•	Corporate Development	
	•	Environmental Services	
Complete Wellington CBD Beautification project within grant funding budget and timeline.	•	Corporate Development	
1.3. Ensure adequate supply of available land for residential, commercial and industrial purposes that supports a diverse local and regional economy and promotes economic growth			
Action	Progress	Accountable / Responsible	QTR
Liaise with the NSW Real Estate Institute (Orana), all relevant Business bodies and Industry Inc. and development industry on locational demands and development types affecting the LGA. (2.4.3.1)	•	Environmental Services	
Maintain a comprehensive database of property market statistics and indicators from which to monitor the LGA market for residential and industrial development. (4.4.2.1)	•	Corporate Development	
Review and report on Council's property portfolio in respect of property development, acquisitions and disposals.(4.4.2.4)	•	Corporate Development	
Monitor, review and adjust planning imperatives, where possible, to aim for an adequate 'supply versus demand' balance for residential, commercial and industrial land in the LGA.	•	Environmental Services	
1.4. Encourage sustainable development and environmentally friendly business practices which protect and maintain the local natural environment and existing infrastructure, facilities and amenity			
Action	Progress	Accountable / Responsible	QTR
Undertake an annual review of the Economic Profile of the LGA. (2.4.1.2)	•	Corporate Development	

Undertake an annual review of the Education for Sustainability Strategy. (2.1.3.1)	•	Environmental Services	
Prepare and formulate the State of the Environment report in accordance with the requirements of the Local Government Act 1993. (2.1.2.5)	•	Environmental Services	
Review the implementation of and monitor the Dubbo Environmental Management Plan with respect to all identified environmental sectors. (2.1.1.1)	•	Environmental Services	
Undertake an annual review of the Development Control Plan to ensure relevance and compatibility with changing needs and ecologically sustainable development principles. (2.2.3.5)	•	Environmental Services	
Facilitate and / or coordinate information flows (including events) designed to educate the community regarding the benefits of sustainable development.	•	Environmental Services	
1.5. Promote alternative energy sources and infrastructure			
Action	Progress	Accountable / Responsible	QTR
Provide information and support for alternative energy / technology business opportunities in partnership with relevant industry sectors and State Government - to support initiatives that attract low carbon investment in LGA.	•	Environmental Services	
1.6. Monitor the availability of infrastructure and facilities which may influence the ability to attract and retain businesses and population across the region			
Action	Progress	Accountable / Responsible	QTR
Develop and commence implementation of an action plan to maximise the economic benefits for the LGA as a result of the Wellington Correctional Centre expansion project.	•	Corporate Development	

Liaise with industry representative bodies to gain feedback regarding emerging threats and opportunities in respect of the availability of infrastructure and facilities.	•	Corporate Development	
Implement rolling program to improve known deficiencies in existing drainage schemes. (1.5.8.1)	•	Technical Services	
Review and establish priorities for urban and rural road construction/re-construction for input into the annual Business Plans. (3.1.4.1)	•	Technical Services	
Seek additional water resources to cater for the growth of the LGA. (3.2.2.1)		Technical Services	
Implement a master plan for the Dubbo Showground. (4.4.5.4)	•	Corporate Development	
1.7. Research critical infrastructure needs for key growth industries in the region and identify and prioritise immediate infrastructure deficiencies			
Action	Progress	Accountable / Responsible	QTR
In collaboration with business and industry bodies provide input and lobby for critical infrastructure needs for key growth industries in the region, and identify and prioritise immediate infrastructure deficiencies.	•	Corporate Development	
Identify Wellington capital works for inclusion in Council's Capital Work Prioritisation framework.	•	All Divisions	
1.8. Develop criteria for determining the priority projects for infrastructure spending in the region giving consideration to those which will boost economic activity (such as jobs growth, developing external markets and productivity improvements)			
Action	Progress	Accountable / Responsible	QTR
Maintain a list of strategic priority projects for infrastructure within the LGA.	•	Corporate Development	
1.9. Pursue improvements to, and application of communication technology in the region and encourage all new developments to have advanced communications/technological infrastructure available such as the National Broadband.			

Action	Progress	Accountable / Responsible	QTR
Ensure that opportunities for economic growth of the LGA, associated with communication technology are realised.	•	Corporate Development	
Investigate opportunities for the LGA to take advantage of technological opportunities associated with business and community.	•	Environmental Services	
	•	Corporate Development	
1.10. Promote the development of airport infrastructure at the Dubbo LGA Regional Airport as an opportunity for business expansion in the aviation related industry and to support other business/industry expansion/investment			
Action	Progress	Accountable / Responsible	QTR
Continue to develop and promote the Dubbo Regional Airport as an opportunity for business expansion for aviation related industry.	•	Corporate Development	
Support the continuation of the Royal Flying Doctor expansion, training and development plans.	•	Corporate Development	
1.11. Encourage and promote partnerships with State and Federal governments and agencies in respect of infrastructure needs of local businesses and for future investment in infrastructure (such as transport links, roads, broadband access and phone coverage)			
Action	Progress	Accountable / Responsible	QTR
Undertake forums and initiate discussions with government infrastructure providers to pursue future infrastructure needs and funding requirements.	•	General Manager	
Continue plans and commitment from the NSW and Australian Government agencies for the construction of the additional flood free bridge across the Macquarie River at Dubbo. (3.1.3.1)	•	Technical Services	

Gain support for continuation of the Inland Rail Project.(3.1.9.2)	•	Technical Services	
Review in collaboration with community, Council, business and industry bodies’ critical infrastructure needs to be considered for funding under the Major Project Fund (as part of the Stronger Communities Fund)	•	Corporate Development	
Completion of the Dubbo Regional Livestock Markets facilities upgrade. (4.4.3.9)	•	Corporate Development	
Continue to seek Government funding to undertake the construction of a new headquarters building for the Dubbo Local State Emergency Services Unit as secondary stage of the new Rural Fire Service Zone Centre development at Dubbo Airport. (1.5.5.5)	•	Technical Services	

2. Mining and Mining Services Expansion

2.1. Provide support including networking on specific business development issues			
Action	Progress	Accountable / Responsible	QTR
Continue to support the Dubbo Zirconia Mine’s proposal to reopen the Dubbo-Toongi railway line as its preferred haulage route. (3.1.10.3)	•	Technical Services	
Promote business opportunities for, and provide support to, the mining industry, including implementation of the Mining Services Action Plan.	•	Technical Services	
	•	Corporate Development	
	•	Environmental Services	
2.2. Ensure appropriate infrastructure investment and planning, including investment in both hard and soft infrastructure for business and the community			
Action	Progress	Accountable / Responsible	QTR

Implement a Mining and Mining Services Strategy that identifies needs and opportunities likely to be associated with expansion in the region to ensure adequate land, services and facilities are available to support the industry.	•	Corporate Development	
2.3. Promote Dubbo as the premier mining service centre			
Action	Progress	Accountable / Responsible	QTR
Work closely with industry organisations to further highlight the LGA's key geographical positioning and to encourage mining sector business growth within the region.	•	Corporate Development	
2.4. Ensure adequate land is available to support investment and to provide accommodation options			
Action	Progress	Accountable / Responsible	QTR
In conjunction with the annual review of the LGA Local Environmental Plan ensure adequate, appropriately zoned land is available to support the mining industry.	•	Environmental Services	
2.5. Support micro-enterprise initiatives that support and service the mining sector and its employees			
Action	Progress	Accountable / Responsible	QTR
Work closely with industry organisations and other stakeholders to further develop small business opportunities related to growth of the mining sector within the region.	•	Corporate Development	
2.6. Encourage and support the provision of the specialised training and education within the LGA			

Action	Progress	Accountable / Responsible	QTR
Actively participate in and support the establishment of specialised training and education facilities within the LGA.	•	Community Services	

3. Tourism Destination Development

3.1. Establish a tourism destination development strategy to enable market gaps and opportunities to be formally identified and provide relevant fact based information for future development/investment consideration			
Action	Progress	Accountable / Responsible	QTR
Maintain audits and identify current gap and potential investment and development opportunities for the LGA.	•	Corporate Development	
Implement the Destination Management Plan (DMP) for the LGA.	•	Corporate Development	
Develop a visitor's economy strategy for the LGA aligned to the Great Western Plains Destination Management Plan and the draft Wellington Destination Management Plan.	•	Corporate Development	
3.2. Encourage diversification through tourism product development based on the cultural, natural and built assets of the region			
Action	Progress	Accountable / Responsible	QTR
Implement components of the Wiradjuri Park Master plan including sourcing external funding opportunities. (1.3.3.4)	•	Parks & Landcare Services	
Develop food, wine and agritourism products, providing an opportunity to link with neighbouring LGA's and tourism hubs	•	Corporate Development	

Implementation of new website for Wellington Caves and booking system (W.DP)	•	Corporate Development	
Explore the develop an Aboriginal Cultural Strategy (W.DP)	•	Community Services	
Liaise with Minokamo for advice and assistance in maintaining authenticity of Shoyoen. (2.2.4.6)	•	Parks & Landcare Services	
Submit an annual application to Roads and Maritime Services for cycleway funding. (3.1.13.1)	•	Technical Services	
Facilitate and support the development of new tourism related business ventures, and the expansion of existing tourism related business ventures.	•	Corporate Development	
	•	Parks & Landcare Services	
Implement a biennial touring program for Western Plains Cultural Centre curated exhibition. (1.3.1.12)	•	Community Services	
Complete capital projects at the Old Dubbo Gaol funded by the Cobbora Transition. (1.3.7.5)	•	Community Services	
3.3. Support alliances between local operators such as the Taronga Western Plains Zoo, the Regional Tourism Organisation, Destination NSW, the indigenous community, local industry associations and other relevant government departments and peak tourism organisations			
Action	Progress	Accountable / Responsible	QTR
Work on continuous improvement of local industry engagement and optimise business operations.	•	Corporate Development	
Foster alliances between local operators (e.g. TWPZ, Regional Tourism, Destination NSW, Indigenous community, local industry associations and other relevant government departments and peak tourism organisations.	•	Corporate Development	

3.4. Utilise the region's natural and cultural environment as tourist attractions in collaboration with tourism industry stakeholders to benefit from the \$24 Billion Australian Nature Tourism industry.			
Action	Progress	Accountable / Responsible	QTR
Investigate and pursue opportunities for further industry growth.	•	Corporate Development	
LGA Promotions Strategy and other associated programmes and strategies to include activities that support local promotion and community pride on being home of the TWPZ. (4.3.2.1)	•	Corporate Development	
3.5. Maintain and develop quality recreation infrastructure and public amenities which support tourism offerings (such as recreation areas, accommodation, cultural facilities, tourism information facilities, service areas, signage and tourist trails)			
Action	Progress	Accountable / Responsible	QTR
Implement the Dubbo LGA Strategic Open Space Master Plan.	•	Parks & Landcare Services	
Implement the Public Art Strategy. (2.6.2.2)	•	Community Services	
In conjunction with sporting groups seeks external funding for the construction of a new cycle track off Victoria No.1 Oval and the expansion of the Victoria No.1 Oval turf surface. 1.4.6.21)	•	Parks & Landcare Services	
Research and identify the value to the LGA of the 'Freedom Camper' /RV Travellers.	•	Corporate Development	
Complete Rygate Park development project within grant funding budget and timeline.	•	Parks & Landcare Services	
Identify specific tourism infrastructure and amenities considered important to servicing a current or emerging tourism segment not currently available in the LGA.	•	Corporate Development	
	•	Parks & Landcare Services	
3.6. Utilise the LGA's assets to attract business tourism and major events to the region, and through collaboration attract high quality and high yield events			
Action	Progress	Accountable / Responsible	QTR

LGA Events Support Program implemented. (4.2.1.1)	•	Corporate Development	
Support local initiatives to hold and attract high quality and high yield events.	•	Corporate Development	
Develop a proactive local events industry and strengthen local event management capability.	•	Corporate Development	
Position Great Western Plains as a destination for events leveraging from the destination appeal and brand.	•	Corporate Development	
Capital Upgrade Program with cost estimates to modernise the Convention Centre component of the Dubbo Regional Theatre and Convention Centre to be included in the Capital Works Prioritisation Program with a view of seeking funding from both rates/general revenue and external sources. (1.3.1.7)	•	Community Services	
Monitor commercial accommodation occupancy rates for trends. (4.2.2.6)	•	Corporate Development	
3.7. Establish an identity for both Wellington and Dubbo that reflects the community's aspirations and provides a platform for marketing and promotion of the LGA whilst identifying the LGA's unique selling points and year round tourism offer			
Action	Progress	Accountable / Responsible	QTR
Undertake activities to support Wellington's attraction of residents and major project relocations, including ongoing support for the Orana 'Love the Life we live' project.	•	Corporate Development	
Implement Great Western Plains Phase 3 Marketing campaign.	•	Corporate Development	
Ensure all key promotional activities reflect the LGA destination brands and support key brand messages. (4.3.1.1)	•	Corporate Development	

Implement LGA Signage Strategy. (4.2.1.7)	•	Corporate Development	
Conduct an annual LGA promotions programme customer satisfaction survey.	•	Corporate Development	
Undertake a monthly rolling visitor satisfaction survey.(4.1.2.9)	•	Corporate Development	
3.8. Support and encourage cooperative marketing and product development initiatives			
Action	Progress	Accountable / Responsible	QTR
Communicate with industry to provide information on co-operative campaign/promotional opportunities. (4.1.2.4)	•	Corporate Development	
Deliver two (2) major campaigns targeting key tourism markets annually. (4.1.2.6)	•	Corporate Development	
Undertake monthly and quarterly reviews and updates of key information and promotional material. (4.2.2.4)	•	Corporate Development	
Develop and implement a program for all permanent staff and Ambassadors of the Visitor Information Centre (VIC). (4.2.2.2)	•	Corporate Development	
Review service levels and Capital Works Program to ensure that the VIC's maintains its Visitor Information Network Accreditation. (4.2.2.3)	•	Corporate Development	
Support and encourage Dubbo CBD business owners under the Ignite Placemaking Program to collaborate with co-operative marketing and product development within the implementation of many of the 50 bright ideas through a two year funded program from Council.	•	Corporate Development	

Conduct local research and engage with Wellington business community to consider the interest and feasibility of a Wellington CBD Placemaking program, including co-operative marketing and product development for Wellington CBD economic development.	•	Corporate Development	
3.9. Provide quality information to enhance visitor experiences and attract visitation through a broad spectrum of mediums whilst identifying and responding to Dubbo's key tourism market segments			
Action	Progress	Accountable / Responsible	QTR
Provide a quality information service electronically.	•	Corporate Development	
Maintain a central information data base that is well maintained and made available to local stakeholders and prospective investors.	•	Corporate Development	
Provide an effective LGA destination management information service that promotes the LGA and its various attractions and services. (4.2.2.1)	•	Corporate Development	
Facilitate and maintain communication with key industry stakeholders across the LGA e.g.: Accommodation Network, DMP, and Events Network.	•	Corporate Development	
Develop regional LGA positioning paper in cooperation with Inland NSW and Destination Management for RV and caravanning services. (1.4.5.7)	•	Corporate Development	
Development of the Ignite Placemaking Program Facebook site and website to provide a centralised social media information hub to communicate all Ignite activations to city visitors, residents, visiting family & friends & tourists and increase awareness about Ignite activities in the Dubbo CBD.	•	Corporate Development	

4. Transport & Distribution Expansion

4.1. Expand and strengthen Dubbo's role as a 'hub' for transportation and service operations			
Action	Progress	Accountable / Responsible	QTR
Promote Dubbo as the 'hub' for transportation and service operations by ensuring appropriately zoned land and information via the Strategic Land Use and Infrastructure Strategies.	•	Environmental Services	
	•	Technical Services	
	•	Corporate Development	
Continue to gain support from NSW and Australian Governments and utilise the resources of the Australian Airport Association to ensure continued viable access to Kingsford Smith Airport for regional airlines. (3.1.18.1)	•	Corporate Development	
Facilitate and support initiatives that will assist with positioning Dubbo as the 'hub' for transportation and service operations in Western NSW.	•	Corporate Development	
4.2. Promote and market Dubbo as a major transport and logistics 'hub' to support the mining and agricultural sectors across the LGA.			
Action	Progress	Accountable / Responsible	QTR
Promote Dubbo as the transportation and logistics 'hub' for all mining and mining services in western NSW.	•	Corporate Development	
4.3. Expand and promote Dubbo's role as a major road/rail interchange centre			
Action	Progress	Accountable / Responsible	QTR

As a result of defined strategies and forward planning, establish and promote Dubbo as a major road and rail interchange, due to its strategic location.	•	Corporate Development	
	•	Technical Services	
4.4. Promote Dubbo as an air transport link for interstate business and travel			
Action	Progress	Accountable / Responsible	QTR
Promote Dubbo as the 'hub' for domestic and business travel and air logistics operations.	•	Corporate Development	
Maintain a watching brief on the developments with respect to the proposed Badgerys Creek airport. (3.1.18.10)	•	Corporate Development	
Strategically manage newly developed airline linkages along with potential development of increased flights and additional links.	•	Corporate Development	
4.5. Plan/design efficient road and rail access to complement requirements of industrial and agricultural expansion			
Action	Progress	Accountable / Responsible	QTR
Undertake regular liaison and initiate discussions with, government infrastructure providers – to pursue future infrastructure needs and funding requirements.	•	Technical Services	
Implement the new Road/Rail Interface Agreements with Australian Rail Transport Corporation (ARTC) and the John Holland Group. (3.1.4.3)	•	Technical Services	
4.6. Promote partnerships with and encourage NSW and Australian Governments, agencies and industry in respect of the transport infrastructure needs of local businesses and the need for future investment in infrastructure			
Action	Progress	Accountable / Responsible	QTR

Meet regularly with NSW and Australian Governments to discuss strategic priorities for the LGA and the region.	•	General Manager	
Facilitate meetings with relevant government agencies, stakeholders and developers to discuss partnerships in respect of the transport needs of local businesses.	•	Environmental Services	
Lobby for additional turning and overtaking lanes on the Mitchell and Newell Highways. (3.1.9.1)	•	Technical Services	
4.7. Ensure adequate high quality land is available to support demand for transport and distribution developments			
Action	Progress	Accountable / Responsible	QTR
In conjunction with the annual review of the Dubbo Local Environmental Plan ensure adequate appropriately zoned land is available to support the transport and logistics industry.	•	Environmental Services	

5. Agricultural Sustainability & Diversification

5.1. Maintain and develop Dubbo as the premier centre for regular commercial fat and store sheep and cattle sales and the indoor show and sales centre for stud cattle, sheep and horses in NSW			
Action	Progress	Accountable / Responsible	QTR
Promote the Dubbo Regional Livestock Markets.	•	Corporate Development	
Support and encourage a strong agricultural sector. Provide support for fundraising, promotional projects and grant applications within the sector. Planning proposals to support growth and development.	•	Corporate Development	
Complete staged upgrade of the Cattle Management Facility (4.4.3.9)	•	Corporate Development	

Review and update Dubbo Regional Livestock Market Asset Management Plan.	•	Corporate Development	
Develop and implement a detailed master plan for the Dubbo Show Ground to provide for further development and improvements to maintain and enhance Dubbo's position as a premier centre for indoor show and sales centre for stud cattle, sheep and horses in NSW. (4.4.5.4)	•	Corporate Development	
5.2. Expand the LGA as a major food processing centre			
Action	Progress	Accountable / Responsible	QTR
Facilitate and support economic growth initiatives in food production within the Dubbo and Wellington LGA.	•	Corporate Development	
Facilitate and support business investment and attraction along with business retention and expansion initiatives that focus on the expansion of the LGA in food production.	•	Corporate Development	
	•	Environmental Services	
Promote Dubbo as the regional service centre for agriculture based manufacturing and supply.	•	Corporate Development	
5.3. Position the LGA as a centre for agriculture based manufacturing and service centre			
Action	Progress	Accountable / Responsible	QTR
Establish and promote the LGA as a centre for diverse sustainable farming practices.	•	Corporate Development	
Explore opportunities for expanded agricultural and research development.	•	Corporate Development	

5.4. Establish and promote the LGA as a centre for diverse sustainable farming practices			
Action	Progress	Accountable / Responsible	QTR
Explore opportunities and undertake activities to support development of industry and related practices.	•	Corporate Development	
5.5. Encourage the expansion of agricultural education and research and development			
Action	Progress	Accountable / Responsible	QTR
Investigate opportunities for the LGA to take advantage of technological opportunities associated with business and community along with supporting the expansion of education, business and research opportunities.	•	Corporate Development	
5.6. Promote LGA as a cost effective and central location for food and product transport and distribution			
Action	Progress	Accountable / Responsible	QTR
Facilitate and support business investment and attraction and business retention and expansion promotions that focus on the diversity of the LGA's agricultural base and opportunities for future investment.	•	Corporate Development	
5.7. Position the LGA as an ideal location for carbon trading/sequestration and offsets			
Action	Progress	Accountable / Responsible	QTR
Facilitate discussions and develop materials that promote LGA as ideal location for carbon trading/sequestration and offsets.	•	Corporate Development	
5.8. Promote the diversity of the LGA's agriculture base and the opportunities available for agricultural investment at any scale			

Action	Progress	Accountable / Responsible	QTR
Develop materials that promote diversity of Dubbo's and Wellington agriculture base.	•	Corporate Development	

6. Regional Service Centre Development

6.1. Improvements to and within the health services sector			
Action	Progress	Accountable / Responsible	QTR
Continue to support the Western NSW Local Health Network to attract general and specialist medical practitioners to Dubbo including community health staff. (1.1.1.1)	•	Community Services	
Monitor the impact on LGA of the management/ operations of the Western NSW Local Health Network. (1.1.1.3)	•	Community Services	
In conjunction with Sydney University and Charles Sturt University gain support from the Australian Government for health tertiary courses and training courses and facilities in the LGA. (1.1.3.1)	•	Community Services	
Strategically manage newly developed airline linkages along with potential development of increased flights and additional links.	•	Corporate Development	
6.2. Improvements in education and amenity			
Action	Progress	Accountable / Responsible	QTR

Hold an annual meeting with the Dubbo Office of the Department of Education to discuss primary and secondary education in the LGA (1.1.5.3)	•	Community Services	
Monitor Federal Budget outcomes in regards to education implications.	•	Community Services	
6.3. Streamlined approval and information process			
Action	Progress	Accountable / Responsible	QTR
Monitor and continue to support a streamlined approvals process with a user friendly pathway to development.	•	Corporate Development	
Implement the Fast Track approvals program that was developed out of the Road Test initiatives undertaken by Council as part of the CBD precinct plan.	•	Environmental Services	
Provide a central point of contact for businesses to seek advice and information for investing in the LGA.	•	Corporate Development	
6.4. Promotion of a positive image through proactive public relations			
Action	Progress	Accountable / Responsible	QTR
Positively promote Dubbo CBD through the Ignite Placemaking Program	•	Corporate Development	
Implement the Corporate Communications Program. (1.4.3.4)	•	Corporate Development	
Promote the LGA positively to local and non-local audiences.	•	Corporate Development	

7. Workforce & Skills Development

7.1. Improvements to and within the health services sector			
Action	Progress	Accountable / Responsible	QTR
In conjunction with Sydney University, Charles Sturt University and TAFE, gain support from the Australian Government for health tertiary courses and training courses and facilities in the LGA. (1.1.3.1)	•	Community Services	
Make representations to the NSW and Australian Governments to increase coordinated funding for programs to improve the education, health, employment and economic development opportunities of Aboriginal people. (1.2.5.1)	•	Community Services	
Support Indigenous Youth Development Programs. Liaise with Wellington Local Aboriginal Land Council, local schools, TAFE and Interagency and Community Services Advisory Committee to support Indigenous Youth Development programs.	•	Community Services	
Promote education and training opportunities to increase the capabilities of the community, staff and expertise allowing for general 'up-skilling' across the LGA.	•	Corporate Development	
7.2. Understand the nature of demand and supply by engaging with local business and understanding skills and labour needs gaps and delivery of a regular skills and labour needs survey to track skilling and workforce requirements in the region and feeding this information back to education and training providers in the region			
Action	Progress	Accountable / Responsible	QTR
Engage with local business to understand skills and labour needs gaps.	•	Corporate Development	

Work in partnership with education providers and business programme to develop employment skills. Engage with development proponents to establish training opportunities. Work experience program / identify training opportunities.	•	Community Services	
	•	Corporate Development	
7.3. Encourage the promotion and expansion of locally available tertiary education opportunities			
Action	Progress	Accountable / Responsible	QTR
Encourage diversification of post-school education and training, and expansion of tertiary courses in the LGA.	•	Corporate Development	
Support relevant community groups and medical professionals who link medical students to training opportunities in Wellington through Sydney University and Rural Far West.	•	Community Services	
Encourage diversification of post-school education and training, and expansion of tertiary courses in the LGA.	•	Community Services	
7.4. Deliver programs and initiatives that support the attraction of skilled professionals			
Action	Progress	Accountable / Responsible	QTR
Provide support to businesses / agencies endeavouring to recruit skilled workers to the LGA. (1.1.6.1)	•	Corporate Development	
Develop and maintain information targeting new resident for the Dubbo and Wellington communities.	•	Corporate Development	
Undertake LGA Marketing activities (web, media, events, sponsorships) support the attraction of skilled professionals. (4.1.2.5)	•	Corporate Development	

8. Advocacy and Leadership Development

8.1. Communication and engagement with industry, government and the community			
Action	Progress	Accountable / Responsible	QTR
Promote industry collaboration and cooperation by holding and participating in number of collaborative forums and information sharing opportunities	•	Corporate Development	
Maintain organisational participation in the Small Business Friendly program	•	Corporate Development	
Gain support for infrastructure funding to support growth of industry sectors and improve the accessibility of the region in response to identified and prioritised needs.	•	Corporate Development	
Undertake a community survey to determine community satisfaction levels of community engagement activities. (5.2.1.1)	•	Corporate Development	
Develop partnerships with NSW and Australian Governments to review and improve regulations and business incentives to facilitate economic growth and diversification.	•	Corporate Development	
Provide support to environmental and nature based events and organisations across the LGA	•	Parks & Landcare Services	
Implement the Noxious Weeds/Pest Species Management Program and Plans. (2.2.1.10)	•	Parks & Landcare Services	
Produce annual documentation for the development and construction industries advising of legislative changes including Building Code of Australia (BCA) amendments and variations in Council's policies and requirements. (2.2.3.2)	•	Environmental Services	

Support forums with real estate agents, development and building industries and Chamber of Commerce on planning and building issues. (2.4.3.3)	•	Environmental Services	
8.2. Undertake activities to promote consolidated, united and representative action by business, industry, government and the broader community			
Action	Progress	Accountable / Responsible	QTR
Develop a consolidated and united approach across the LGA, and within Council by understanding the needs of community and developing appropriate actions, to move the region forward.	•	Corporate Development	
Engage in forums with business, industry, government and broader community leaders in economic development discussions sharing best practice and strategies.	•	Corporate Development	
Pursue opportunities for strategic alliances and/or resource sharing with neighbouring councils.	•	Corporate Development	

9. Business Investment & Attraction

9.1. Development of marketing material required to promote Dubbo as a business location and to highlight the growth opportunities available			
Action	Progress	Accountable / Responsible	QTR
Promote the competitive advantages of the area and reasons to invest in the LGA in all relevant marketing materials and communicate available opportunities.	•	Corporate Development	
9.2. Develop and maintain LGA economic profile, prospectus and population projections.			
Action	Progress	Accountable / Responsible	QTR
Provide a responsive economic development service to prospective investors.	•	Corporate Development	

Undertake an annual review of the procedure for processing Development Applications. (2.2.9.1)	•	Environmental Services	
Continue to implement the adopted Environmental Services Communications Strategy. (2.2.9.2)	•	Environmental Services	
Undertake a biennial client survey to determine client satisfaction levels in respect of land use services. (2.2.9.3)	•	Environmental Services	
Implement e-Services project plan to increase the extent of information available electronically. (2.2.9.7)	•	Environmental Services	
Encourage business to network and engage with specific prospective investors to discuss the benefits of locating to the LGA.	•	Corporate Development	
Positively promote Dubbo CBD through the Ignite Placemaking Program to investors	•	Corporate Development	

10. Business Retention & Expansion

10.1. Execute a business expansion and retention program			
Action	Progress	Accountable / Responsible	QTR
Support and promote local business development activities, such as development programmes, seminars and business awards. (4.1.3.4)	•	Corporate Development	
Communicate relevant business development funding opportunities to the LGA business community.	•	Corporate Development	

Undertake research for a detailed fundamental outlook of the economic future of the LGA. Examination of collaborative and independent strengths, weaknesses, opportunities and threats to determine true growth potential of the region.	•	Corporate Development	
Provide a responsive economic development service to existing businesses.	•	Corporate Development	
Support events and seminars for local business to assist communication and promote collaborative opportunities and partnership development.	•	Corporate Development	
Undertake an annual review of the Urban Land Monitors. (2.4.1.1)	•	Environmental Services	
Develop and support business development opportunities through the Ignite Placemaking Program.	•	Corporate Development	
Ensure that commercial and industrial land use planning and regulations are streamlined to facilitate and promote business expansion and investment.	•	Environmental Services	
10.2. Undertake a local business skills development program			
Action	Progress	Accountable / Responsible	QTR
Facilitate business support and training initiatives to the LGA business community to increase general business skills and improve general functionality and competitiveness of the Dubbo business community.	•	Corporate Development	
Develop and support a local business skills development through the Ignite Placemaking Program.	•	Corporate Development	

REPORT: Springfest 2016 – Request for approval to conduct Road Cycle Event – Saturday 24 September 2016

AUTHOR: Director Wellington Branch
REPORT DATE: 9 August 2016
TRIM REFERENCE: ID16/1496

EXECUTIVE SUMMARY

It is requested that the Committee give consideration to a request by the organisers of Springfest to conduct bicycle road races on public roads as detailed in the Roads and Maritime Services Guidelines for Bicycle Road Races.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

1. That the application of the Rotary Club Springfest Committee Cycle Event be approved as conditioned by the NSW Police Service and the following conditions of Western Plains Regional Council:
 - a) Approval for the ride to commence at 10.00am from the Lee Street departure point and initially proceed 4km northwards on the Mitchell Highway (A32) as far as the Cobbora Road turnoff.
 - b) Approval for the route to turn off the Mitchell Highway to access Cobbora Road. Traffic Marshalls will be stationed at this point to ensure all riders give way to oncoming traffic. After turning onto Cobbora Road the ride continues 18km north and then turns left onto the Geurie-Comobella Road.
 - c) Approval after 13.9km for the riders to enter the village of Geurie and for the ride to proceed along Mitchell Street to the Mitchell Highway. Riders then directly cross the Mitchell Highway and continue along Mitchell Street for 750m before taking a slight turn left onto Arthurville Road. A Marshall will be stationed at the junction of Mitchell Street and the Mitchell Highway to ensure riders only cross the highway when it is clear of traffic.
 - d) Approval for the ride to proceed 8.5km to the bridge across the Macquarie River downstream from Ponto Falls. Riders will dismount and walk across this bridge because of gaps between the longitudinal wooden beams of the road surface.

Marshall to be stationed at this point to remind riders of this requirement.

- e) Approval for the riders to continue in a south westerly direction for 7.5km and then turn left onto Zaias Lane. The ride then continues east towards Wellington joining Bushrangers Creek after 8.1km. From there the route continues 8.9km into Wellington joining the Renshaw McGirr Way for 700m before taking the first exit at the roundabout, with the ride finishing a further 210m along the Mitchell Highway where the ride commenced.
2. Submission of Traffic Control Plan to Council for approval to be submitted a minimum of three weeks prior to the first event. All traffic control measures contained in the plan are to be in accordance with Australian Standard AS1742.3 and the Road and Maritime Services NSW Guidelines for Bicycle Road Races and the Guide to Traffic Control at Worksites prepared by an accredited person.
3. All traffic control including the placement and removal of barricades and/or regulation of Traffic is to be carried out by Traffic Controllers appropriately trained in accordance with the requirements of Australian Standard AS1742.3 and the Roads and Maritime services accreditation requirements for Traffic Control Planners or Controllers as required. In this respect there is a requirement that Traffic Controllers and not Marshalls are to be provided at the start/finish to stop all traffic whilst riders are:
 - Starting and finishing within a 60km/h or less speed zone;
 - Assembled on the road carriageway immediately prior to a mass or staggered start.
4. The NSW Police Service consent and conditions for Bicycle races, and a Permit under the NSW Road Transport Act 2013 – Section 115 is required.
5. Council's relevant appointed officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Western Plains Regional Council and NSW Police Service is specifically noted to be indemnified against any action resulting from the cycle race.
6. The applicant is to submit to Council all the appropriate documentation required accepting the above conditions before final approval is granted.
7. That approval be granted subject to approval from Roads and Maritime Services being received for the event to take part on State Highway and Classified Roads prior to the event with evidence of such approval being emailed to the Committee members of the Local Traffic.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Friday 5 August 2016. The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

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

5. Council's relevant appointed officer must sight a copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Western Plains Regional Council and NSW Police Service is specifically noted to be indemnified against any action resulting from the cycle race.
6. The applicant is to submit to Council all the appropriate documentation required accepting the above conditions before final approval is granted.
7. That approval be granted subject to approval from Roads and Maritime Services being received for the event to take part on State Highway and Classified Roads prior to the event with evidence of such approval being emailed to the Committee members of the Local Traffic.

Karen Roberts
Director Wellington Branch

REPORT

This report deals with the approval procedures required for bicycle road races on public roads as detailed in the Roads and Maritime Services Guidelines for Bicycle Road Races.

The Rotary Club of Wellington (the Club) is an incorporated body and seeks approval to conduct a single Class 2 cycling ride on roads in the Wellington area on Saturday 24 September, 2016 between 9.30am and 2.30pm. The ride will be 70km and will be aimed at social and also more serious riders. The event is not a race. The cycle event is being held as part of the Springfest weekend celebrations being organised by the club.

The Club have requested approval to conduct its Inaugural Springfest Cycle Classic utilising Lee Street, Mitchell Highway, Cobbora Road, Geurie-Comobella Road, Mitchell Street at Geurie, Mitchell Highway at Geurie, Arthurville Road, Zaias Lane, Bushrangers Creek Road, Renshaw McGirr Way and then finishing on the Mitchell Highway in Nanima Crescent at the same point where the route commenced.

It should be noted that the roads used are mainly quiet rural roads, with limited vehicular traffic at the times indicated.

Application and Management Plans are attached to the report. A requirement of the RMS guidelines is that the bicycle road event be referred to the Local Traffic Committee for its consideration.

Appendices:

- 1 Application for proposed cycle route - Springfest



The Rotary Club of Wellington
P O Box 131
Wellington NSW 2820

2 June 2016

APPLICATION BY THE ROTARY CLUB OF WELLINGTON TO CONDUCT ROAD CYCLE EVENT IN WELLINGTON SHIRE AREA ON SATURDAY 24 SEPTEMBER 2016

1. INTRODUCTION

The Rotary Club of Wellington (the Club) is an incorporated body and seeks approval to conduct a single **Class 2** cycling ride on roads in the Wellington Shire Area on Saturday 24 September 2016.

The cycle event is being held as part of the SpringFest weekend celebrations being organised by the Club.

2. THE CYCLING EVENT

The cycle event, referred to as the *SpringFest Cycle Classic*, is planned for Saturday 24 September 2016 between 9.30am and 2.30pm. The ride will be of 70km and will be aimed at social and also more serious riders. The event is not a race.

The event will commence and finish at Lee St, Wellington, adjacent to the Visitor Information Centre in Cameron Park and will take place on the roads nominated:

The ride will commence at 10.00am from the Lee St departure point and initially proceed 4km northwards on the Mitchell Highway (A32) as far as the Cobbora Rd turnoff.

The route turns off the Mitchell Highway to access Cobbora Rd. Traffic marshals will be stationed at this point to ensure all riders give way to oncoming traffic. After turning onto Cobbora Rd the ride continues 18km north and then turns left onto the Geurie- Comobella Rd.

After 13.9km the riders enter the village of Geurie and the ride proceeds along Mitchell St to the Mitchell Highway. Riders then directly cross the Mitchell Highway and continue along Mitchell St for 750m before taking a slight turn left onto Arthurville Rd. A Marshal will be stationed at the junction of Mitchell St and the Mitchell Highway to ensure riders only cross the Highway when it is clear of traffic and safe to do so.

The ride proceeds 8.5km to the bridge across the Macquarie River downstream from Ponto Falls. Riders will need to dismount and walk across this bridge because of gaps between the longitudinal wooden beams which constitute the road surface. A Marshal will be stationed at this bridge to remind riders of this requirement.

From the bridge the ride continues in a south westerly direction for 7.5km and then turns left onto Zaias Lane. The ride then continues east towards Wellington, joining Bushrangers Creek after 8.1km. From there the route continues 8.9km into Wellington, joining Renshaw McGirr Way for 700m before taking the first exit

at the roundabout, with the ride finishing a further 210m along the Mitchell Highway – at the same point where the route commenced.

It should be noted that the roads used are mainly quiet rural roads, with limited vehicular traffic at the times indicated.

Electronic timing is used, which records the time each rider took to complete the course. Each rider is identified with bib numbers and electronic chips and as such there is no need for a mass start. A small award is presented in recognition of the persons who completed the course in the shortest time.

3. NATIONAL TRANSPORT REGULATIONS

Rotary is aware of the need to comply with the National transport regulations. In particular, it is cognisant of the requirement for consideration of public safety, convenience and consultation when conducting cycling events on public roads. In this regard, the Club will use the skills of riders with experience gained over a number of years combined with the process of consultation with State and Local Government authorities and the Police. The Club believes it has sufficiently considered all potential risks and control measures when conducting cycle events.

4. PUBLIC SAFETY AND CONVENIENCE

- a) The Event will be held under the auspices of Rotary's Insurance and a copy of the 2016 certificate of currency is provided with this application. This policy includes, amongst other things, Public Liability insurance cover to the value of \$50 million. Western Plains Regional Council is noted on the Policy as being 'an interested party' to the event.
- b) Safety for both cyclists and road users is the paramount criterion when choosing the venue and when conducting the event. The proposed course has been designed to minimise the number of intersections and turning points involved. There are two road crossings and Marshalls will be stationed at these points. Start/finish and turn points have been chosen to ensure minimum sight lines of 200m for other road users.
- c) There are no road closures required, nor turn around points, and as noted above, the courses are on roads through rural areas carrying minimal traffic and cycling will not impinge upon residential amenity. There is one right hand turn in the ride. Qualified traffic controllers will be stationed at this point to ensure the cross over is made safely.
- d) The Club's commitment to rider safety is evidenced by the use of instructions read to riders prior to the start of an event to ensure all possible action is taken to maintain rider and public safety.
- e) RTA standard approved road signs displaying the words "CYCLIST EVENT IN PROGRESS" will be placed at strategic locations on the course to warn motorists approaching from either direction of the start/finish. Signs will be placed at other points on the course. Escort vehicles, with signage, flashing amber dome lights and UHF radio communication between vehicles, will precede and follow the riders.
- f) One experienced member of a cycling club will be rostered as Referee. Members of the Wellington Branch of the SES will assume the roles of race Marshals for each event to ensure all requirements are carried out prior to and during the event. The SES will act as Traffic Controllers and will be stationed at the Start/Finish line to ensure cyclists are stopped if there is the likelihood of a rider interfering with vehicular traffic.
- g) Referees, Marshals and Traffic Controllers will be people with detailed knowledge and experience regarding the particular venue.
- h) The Referee will not permit the event to commence unless the required vehicles and signs are in place.
- i) The Referee, Marshal and Traffic Controllers will wear identifiable safety vests and have a red flag to warn cyclists to stop if deemed necessary.

- j) Marshals clearly understand the road rules and if necessary will slow down and/or stop cyclists to give priority to other road users at the Start/Finish lines.
- k) UHF radios and mobile phones are to be used for communication between lead and follow cars.
- l) The cyclists and officials are all mature citizens. Entrants will be keen, experienced cyclists and are expected to have considerable bike handling skills and a keen sense of road traffic awareness when turning or when being overtaken by vehicles.
- m) All cyclists will be instructed to stay on the left hand side of the left hand carriage-way on all roads to enable vehicles to overtake in a safe manner. Any cyclist who crosses the road centre-line is automatically disqualified from the event.
- n) The venue has off-road parking (including Pioneer Park parking areas) to ensure unhindered progress of other road users.
- o) All entrants will be made aware (if they were not already) of their responsibilities to avoid damage to local flora and fauna and the need to preserve the area as per government requirements.
- p) Any rubbish will be removed from the Start/Finish area and riders are forbidden to litter roadways during events.
- q) The Club will have on hand a qualified first aid officer, as well as fully stocked first aid kit.

5. **SUMMARY**

The Club acknowledges and greatly appreciates the assistance and support afforded to it by the NSW Police Service and the Wellington Council in enabling this very worthwhile community event to proceed. In return, the Club will ensure that in staging the event it will comply with all relevant NSW ordinances, National Transport Regulations and maintain responsible interaction with the public. The Club is keen to continue to promote cycling as a healthy and safe sport for interested riders. The Club is fortunate to have areas that offer a safe yet challenging topography for road cyclists.

The Club believes that this cycling event will successfully promote cycling, enjoyment of outdoor, recreation and healthy lifestyles within the local and wider community. The Club requests that you give a favourable response to this submission.

The Locality maps together with start/finish and turnaround point diagrams, list of equipment, Traffic Management Plan, Guidelines for Chief Marshal/Duty Official, Marshal's duties, Instructions to riders, and Insurance Certificate of Currency are in the attachments with this application.

Should you wish to discuss any matters arising from this submission, please do not hesitate to contact either the undersigned on 0416 034 106, or the Cycle Event Convenor, Richard Ivey on 0428 284 283.

Yours sincerely



Ian Law

Chairman, *SpringFest* Committee

**TRAFFIC MANAGEMENT PLAN
- ON ROAD EVENTS**

SPECIAL EVENT DETAILS

Name of Event:	SpringFest Cycle Classic
Event Organiser:	Rotary Club Wellington
Sponsor:	N/A
Requested Date:	One Day Only – Saturday 24 September 2016
Requested Times:	9.30am to 2.30pm

CONTACT DETAILS

Contact Name: Richard Ivey
Coordinator

Phone No.: 02 6845 4545

Fax No.:

Mobile No.: 0428 284 283

E-mail: rvivey@gmail.com

AGENCY CONTACT INFORMATION

Council: Western Plains Regional Council ph 6840 1700

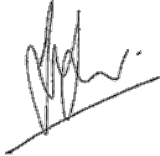
Police: Orana Local Area Command

RMS: (Local RMS Contact)

Proponent / Event Organiser Declaration

I the undersigned declare that the herein proposed event will be staged and operated in accordance with AS1742.3, NSW Police Service Instructions, Work, Health and Safety Act 2011 requirements and the conditions as set out in the RMS Traffic Control Manual Version 4 2010.

Signed

A handwritten signature in black ink, appearing to read 'IAN LAW', written over a horizontal line.

Name : IAN LAW
Chairman, SpringFest Committee

Date: 2 June 2016
Contact No. 0416034106

TRAFFIC MANAGEMENT PLAN

Location: Cameron Park Wellington NSW 2820

Date and Time: Saturday 24 September 2016

Sponsored by: N/A

Event Organiser: Rotary Club Wellington

TMP Version: *(Version 1)* **Revision Date:**

Document Author: Richard Ivey/Ian Law

This Traffic Management Plan is approved by:

Richard Ivey (Event Organiser) & Western Plains Regional Council (Road Manager)

Police

Authority of the Traffic Management Plan

This Traffic Management Plan (TMP), when approved by the relevant authorities becomes the prime document detailing the traffic and transport arrangements under which an event is to proceed.

Changes to the TMP require the approval of the Police and RMS and where necessary the appropriate local government organisation. All functional or single agency supporting plans are to recognise the primacy of the TMP and nothing contained in those plans may contravene any aspect of the TMP.

Signatories to this TMP should normally be the agency's senior officer appointed to the operational command team for the event on the day.

In case of emergencies, or for the management of incidents, the police are not subject to the conditions of the TMP but will make every effort to inform the other agencies of the nature of the incident and the police response.

PLANNING**Contact Names:****Event Organiser:** Richard Ivey

Phone: 02 6845 1611

Fax: 02 6845 34545

Mobile: 0428 284 283

E-mail: rvivey@gmail.com**Police (LAC):** Wellington Police

Phone: 02 6840 2099

Fax: 02 6840 2011

Mobile: *tba*E-mail: *tba: [name@police.nsw.gov.au](mailto:naam@police.nsw.gov.au)***Council:** Western Plains Regional Council Peter James, RMCC Manager

Phone: 02 68406409

Fax: 02 98401794

Mobile: 0428 634034

E-mail: peter.james@wellington.nsw.gov.au**Roads and Maritime Services:** N/A

Phone:

Fax:

Mobile:

E-mail:

SITUATION ANALYSIS

Mission

- This one day event is being organised as part of the annual SpringFest Festival organised by the Rotary Club of Wellington.
- There will be a road bike ride covering 70km on roads in the Western Plains Regional Council. The route for the bike ride is shown on the attached map.
- It is intended the day will provide an enjoyable day for residents of Wellington and the wider road bicycle communities.

EXECUTION

General Outline

- The road bike ride will be conducted over public roads situated entirely within the Western Plains Regional Council and within the Orana Local Area Police Command.
- Specific details of the rides are presented in the following sections.

The Routes

- Attachment 1 is a map showing the proposed route. The route has been selected so as to minimise the interaction with vehicular traffic. It should be noted that the roads used are mainly quiet rural roads, with limited vehicular traffic at the times indicated.
- Attachment 2 is a schedule giving details of roads, distances, times, turns and directions.

Physical Survey of Route

Item	Verified	Action Taken
All one way streets are described	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Block access to Church on Sunday	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block access to local business	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Ambulance /Fire Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Heavy Vehicle Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Hospital Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Local Resident	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Police Vehicle Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Public Facility (oval etc)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Block Public Transport Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Can route use alternatives such as bike tracks, paths, parks, bush tracks etc	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Conflict with local construction	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A <input type="checkbox"/>	
Distance measured is correct	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Measured on Google Maps and by odometer
Lane widths and numbers checked to ensure safety of participants and public	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Measured in situ
Restricted Turns / Movements Checked	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Course layout minimizes turns and traffic interaction
Road Signage / Restrictions Checked	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Checked and no restrictions apply
Route Impeded by Traffic Calming Devices?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Signalised Intersections Checked for event requirements / restrictions	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	All intersections are sign posted
Tidal Flows Relevant	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	
Traffic Generators such as shopping centres, schools etc checked and notifications given	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>	

TRAFFIC CONTROL PLAN**THE TRAFFIC CONTROL PLAN (TCP) IS ATTACHED TO THIS DOCUMENT****Responsibilities**

Event Organiser	<i>Developed the TCP</i>
Police	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
Councils	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
RMS	<i>Set out agreed responsibility (Review TMP & TCP's)</i>
Other	

CONTINGENCY PLANS

This section of the Traffic Management Plan describes the contingency plans for the event. The contingency plan checklist identifies all possible issues/risks that may interfere with the event and the action to be taken to minimise the disturbance of the event.;

Contingency Plan Checklist

Issues/Risks	Applicable		Action Taken/Comments
Heavy/Bad Weather	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Poor Lighting	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	All bikes have front & rear lights
Flood Hazard on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Flood Hazard at parking area	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	All weather parking available.
Parking during Wet Weather	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	All weather parking available.
Bush fire Hazard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Spring event = no bushfires
Accident on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.2
Breakdown on route	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.2
Absence of Marshal / Volunteer	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Back-up personnel available
Absence of Event Signage	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Back-up signage on hand
Blockage to Public Transport	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A
Slow Participants	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Delayed Event	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Cancellation of Event	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1
Security of Participants	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	See Attachment 3.1 and 3.2
Security of VIP's	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/A
Bridge Crossing Problems	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

Responsibilities

Event Organiser	See Attachments 3
Police	<i>Set out agreed responsibility (Review Contingency Plan)</i>
Councils	<i>Set out agreed responsibility (Review Contingency Plan)</i>
RMS	<i>Set out agreed responsibility (Review Contingency Plan)</i>
Others	<i>Set out agreed responsibility</i>

PREPARE TRAFFIC SIGNAL DATA

This Section Applies
 Does not apply

The RMS charges for ALL personnel or time required in the undertaking of Traffic Signal adjustments at fill cost to the Event Organiser.

Responsibilities

Event Organiser	<i>To be discussed with Western Plains Regional Council</i>
Police	<i>Set out agreed responsibility</i>
Council	<i>Set out agreed responsibility</i>
RTA	<i>Set out agreed responsibility</i>
Others	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>

RMS PERSONNEL REQUIRED

This Section Applies
 Does not apply

Requirements are;

Subject to Council's requirements

SPECIAL EVENT CLEARWAYS

This Section Applies
 Does not apply

The RMS can organise special event clearways in certain circumstances if required

The Special event clearway plan contains the following:

- **Clearway Enforcement**
- **Clearway Towing**
- **Clearway Advertising**
- **Clearway Signs**
- **Letterbox drops to local businesses and residents**

Responsibilities

Event Organiser	<i>(Application Submitted / Not Applicable)</i>
Police	<i>Set out agreed responsibility</i>
Councils	<i>Set out agreed responsibility</i>
RMS	<i>Set out agreed responsibility</i>
Others	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>
	<i>Set out agreed responsibility</i>

ADVERTISE TRAFFIC MANAGEMENT ARRANGEMENTS

No major changes to Traffic Conditions will occur. Advertising of the event will be carried out in the Wellington Times and on Binjang Radio in the 4 weeks leading up to the event.

Event Organiser	We are working with Western Plains Regional Council and many community organisations to advertise the event and advise the subsequent changes to traffic conditions. There will be strong publicity with our associated supporters and partners, e.g. (Newspaper/ Radio/ Television/Social media/Website and email).
Others	

VOLUNTEERS AND EVENT MARSHALS

This Section Applies
 Does not apply

Attachment 6 to this TMB outlines the following:

- Flow Chart showing the **organizational structure** which will operate for the duration of the event
- List of **duties and responsibilities** for the Event Coordinator, Referee, Marshals and Volunteers.
- Specific **locations and deployment of Traffic Control Marshals**.
- **Contingency plans** for personnel who fail to show on the day.

PUBLIC SAFETY – POLICE

It is requested that this section be finalised in consultation with the Police representative on the Traffic Management Committee.

The Challenge organisers are confident that any requirements specified by the Police as a result of their consideration of this application can be adhered to.

In submitting this application for consideration by the Police, the Organisers advise that:

1. Provisions of the Road Transport Legislation will be observed at all times.
2. Any person competing in, organising, supporting participants or in any other manner connected with the event, shall obey any reasonable directions given by a member of the NSW Police Force.
3. A member of the New South Wales Police Force has the authority to delay, halt or cancel the event at any stage of the event in the interests of road safety or the safety of the community.
4. Any directions issued by the RMS will be promptly obeyed.
5. The event will be conducted in accordance with the timing and route supplied and approved by Police.
6. The event will be conducted within the nominated dates of the event.
7. Any breach of these conditions may result in the event being halted by the NSW Police.
8. The Organiser, Officials and Participants will take all reasonable measures to reduce obstruction to pedestrians or vehicles during the course of the event.
9. The Organiser will provide sufficient Marshals to control participants in the event.
10. The Organiser will ensure that all participants and event Marshals are adequately briefed as to their roles and responsibilities.
11. Participants are not permitted on a road during periods of poor visibility due to inclement weather or fog, or where there is insufficient daylight to render a person dressed in dark clothing to be discernible at a distance of 100 metres.
12. Participants shall keep to the extreme left-hand side of the carriageway at all times.
13. Participants MUST NOT ride more than 2 abreast on multi lane roads.

14. Participants MUST ride in single file on single lane roads.
15. Participants to obey traffic rules and comply with “STOP” - “GIVE WAY” and “DON’T WALK “ signs during the event.
16. Participants to wear approved helmet in compliance with the Road Transport Legislation.
17. Participants MUST wear suitable reflective clothing when cycling upon a road.
18. The Organiser will provide escort vehicles as detailed below which will be positioned so as to create a positive awareness of the presence of the participants on the carriageway to other road users. Escort vehicles will not be larger than a Toyota Hi Ace type vehicle.
19. Escort and support vehicles will move off the carriageway when required to wait for the participants, so as not to obstruct traffic on single lane carriageways.
20. Except when held up by other traffic or mechanical failure, escort or support vehicles will not stop on the trafficable portion of the roadway for any reason.
21. Lead and rear vehicles will travel with rotating beacons and head and tail lamps illuminated when on escort duty.
22. Unless otherwise directed by police, escort vehicles shall be positioned in the following manner.
23. On a single lane carriageway a lead escort vehicle will be positioned ahead of the leading participants:
24. This vehicle will display a sign directed to the front of the vehicle displaying the words “CAUTION CYCLISTS FOLLOWING”, so as to provide advance warning to oncoming motorists and other road users.
25. A warning escort vehicle will be positioned about 300 metres to the rear of the last group of participants warning motorists of cyclists on the road ahead.
26. This vehicle will display a sign directed to the rear of the vehicle displaying the words “CAUTION CYCLISTS AHEAD” so as to provide advance warning to overtaking vehicles.
27. Warning signs referred to above will be not be less than 900mm x 400mm in size, on yellow/orange background with large black lettering, 170mm proportionate to the dimensions of the sign and in accordance with the Road Transport Legislation.

28. Each escort vehicle will also be fitted with flashing amber light on the highest point of the roof, and will have the hazard and warning lights operating at all times whilst performing escort duty.

29. Communication equipment will be provided to escort vehicles to enable communication between those vehicles and the Organiser. Communication is to be maintained between those vehicles at all times during the course of the event.

In addition the Organiser advises:

30. The Organiser will monitor road traffic. In the event of traffic built up, the cyclists will clear the road and allow traffic to pass.

31. Under no circumstances will support vehicles be used as escort vehicles.

32. Cyclists will travel in single file on all sections of roadway where road works are in progress.

Responsibilities

Event Organiser	Acknowledges all Conditions and Requirements as specified in this document and subsequently and agrees to abide by them.
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RMS	<i>Organiser to consult</i>

PUBLIC TRANSPORT

This Section Applies
 Does not apply

(Public Transport requirements to be shown in detail if this section applies)

Responsibilities

Event Organiser	As required, negotiate with Transport Companies to arrange <ul style="list-style-type: none"> • Provision of extra buses for the event spectators and ensure normal services continue to operate efficiently • Provision of extra trains for the event spectators and ensure normal services continue to operate efficiently
Police	<i>As agreed with Police Service</i>
Councils	<i>As agreed with council</i>
RMS	<i>As agreed with RMS</i>

Others	<i>As agreed / set out here</i>

EVENT SIGNS

This Section Applies
 Does not apply

General information signs will be installed one or two weeks prior to the event, informing road users of an impending cycle event .

These information special event signs will also be used on the day.
 In the case of the Fun Run (see separate application), the following sign will used prior to and during the event.

<p>SPECIAL EVENT SATURDAY 24 SEPTEMBER 2016 9.30AM TO 2.30PM SRINGFEST CYCLE CLASSIC</p>

VARIABLE MESSAGE SIGNS

This Section Applies
 Does not apply

Variable Message Signs (VMS) are used to advise road users of altered traffic conditions on the day of an event and are placed in strategic locations.

NOTE: THE RMS MUST APPROVE PLACEMENT OF THESE SIGNS.

Responsibilities

Event Organiser	<i>We have followed previous locations with RMS and Council on the suggested locations. Council will be providing the VMS.</i>
Police	<i>To be consulted in planning process</i>
RMS	<i>To be consulted in planning process</i>
Council	<i>To be consulted in planning process</i>
Other	

ACCESS FOR LOCAL RESIDENTS, BUSINESSES, HOSPITALS AND EMERGENCY VEHICLES

This Section Applies
 Does not apply

Local Resident Access

If applicable, occupants in areas affected will receive a letterbox notice with a minimum seven days notice. Alternative routes will be outlined in local media. Signs are to be displayed as per RMS & Local Council requirements, advising of the traffic arrangements.

Emergency Vehicle Access

Access for emergency vehicles during an event must be provided. Where necessary, any special arrangements should be shown in detail. Ambulance and Fire Brigade to endorse emergency access arrangements.

Responsibilities

Event Organiser	
Police	
Councils	
RMS	
Others	

PARKING

This Section Applies
 Does not apply

Sufficient parking for all cars is available within the Pioneer Park and adjacent precincts. Participants will then walk to the assembly area adjacent to the Start/Finish gate.

Responsibilities

Event Organiser	Arrange with Wellington Showground for coordination of parking areas.
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RMS	<i>Organiser to consult</i>
Others	

HEAVY VEHICLE ALTERNATIVE ROUTES

This Section Applies
 Does not apply

All heavy vehicle alternative routes must be of similar standards to existing road system. Standards would include road width, structural strength and height clearances. E.g. bridges and overhead wires.

Heavy vehicle alternative routes need to be provided with advanced advisory signs 2-3 weeks prior to the event. These alternatives also need to be advertised in local and or major newspapers.

Responsibilities

Event Organiser	<i>Organise with Police & RMS in planning process</i>
Police	<i>Organiser to consult</i>
Councils	<i>Organiser to consult</i>
RMS	<i>Organiser to consult</i>
Others	

COUNCIL – SPECIAL CONDITIONS

It is requested that any special conditions which Western Plains Regional Council may require could be incorporated in this Traffic Management Plan Application. Mr Peter James of Western Plains Regional Council has been consulted in the planning process and preparation of this submission.

Local Council Consulted: Western Plains Regional Council
Council Officer Consulted: Peter James
Date of traffic Meeting at Council (DD/MM/YYYY)
Special Conditions Imposed / Requested by Council were; (Conditions)

OTHER CONSIDERATIONS

This Section Applies
 Does not apply

Television

Locations for all static television / camera crews and details of any mobile cameras should be shown. Traffic Control Plans are required for each static location, using AS1742.3 as its reference document.

Responsibilities

Event Organiser	<i>Once approval is granted we will then have television producer/director attend to locate camera positions etc.</i>
Police	<i>List as agreed</i>
Councils	<i>List as agreed</i>
RMS	<i>List as agreed</i>
Others	<i>List as agreed</i>
	<i>List as agreed</i>
	<i>List as agreed</i>

ADMINISTRATION, LOGISTICS, COMMAND AND COMMUNICATIONS

See Organisational Flowchart for further details (Attachment 6.2)

Table of Contact Names and Responsibilities:

#	DUTY	RESPONSIBILITY	CONTACT NAME	CONTACT NO.
	Chairman, SpringFest Committee	SpringFest Convenor	Ian Law	0416 034 106
1	Event Organiser	Event Coordinator	Richard Ivey	0428 284 283
2	Police	Ultimate Responsibility	Jason Bush?	tba
3	SES	Traffic Control	Sonsera Boles	tba
4	Referee and Marshals	Ensuring all conditions and regulations are adhered to	Richard Ivey	0428 284 283
5	Parking	Correct Parking within Showground	Peter Perry	tba
6	Event Signs	All Warning and traffic signs	Peter Perry	tba
7	Barriers / cones /delineation		Peter Perry	tba
8	Media Liaison		Sharon Frogley	tba
9	Confirm all marshals in position		Richard Ivey	0428 284283
10	Advise NSW Ambulance Service		Richard Ivey	0428 284283
11	Insurance (WPR Council noted as		Ian Law (Rotary)	0416 034106

interested party)			
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COMMAND & COMMUNICATIONS

Command Post Location

The Command Post will be located under cover adjacent to the old Western Stores building corner Swift and Lee St.

Richard Ivey - Event Coordinator and ride referee – will be based at the Command Post and he will have access to: Sharon Frogley – Media Relations, the St Johns Ambulance Officer and Sonsera Boles - SES Coordinator

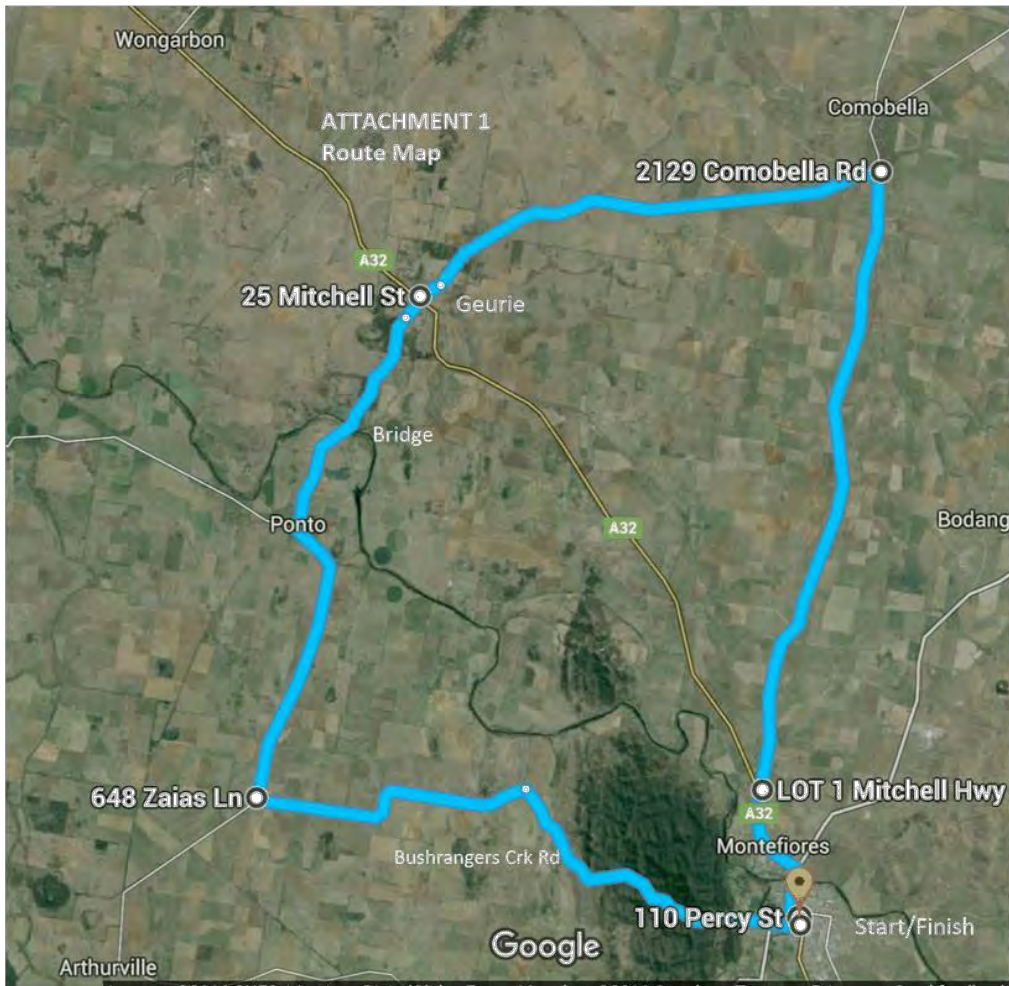
ORGANISATION	CONTACT NAME	CONTACT NO:
Event Organiser	<i>Insert contact details</i>	<i>Insert contact details</i>
Police	<i>Insert contact details</i>	<i>Insert contact details</i>
RMS	<i>Insert contact details</i>	<i>Insert contact details</i>
SES	<i>Insert contact details</i>	<i>Insert contact details</i>
Council	<i>Insert contact details</i>	<i>Insert contact details</i>
Media Liaison	<i>N/A</i>	<i>Insert contact details</i>
St John Ambulance	<i>Insert contact details</i>	<i>Insert contact details</i>

ATTACHMENTS

The attachments to this Traffic Management Plan are as follows:

- 1. MAPS**
70km Ride
- 2. ROUTE DESCRIPTION**
70km Ride
- 3. CONTINGENCY PLAN CHECKLIST**
 - 3.1 Weather Conditions**
 - 3.2 Accident on route**
- 4 INSTRUCTIONS TO PARTICIPANTS**
- 5 PARTICIPANT'S AGREEMENT**
- 6 TRAFFIC CONTROL PLAN**
 - 6.1 Organisational Structure**
 - 6.2 Duties and Responsibilities**
 - Coordinator**
 - Registrar**
 - Referee**
 - Marshals**
 - Volunteers**
 - 6.3 Locations and Deployment of Traffic Control Marshals**
 - 6.4 Contingency Plans for 'non show' personnel**
- 7 RISK REGISTER AND CONTROL PLAN**

**ATTACHMENT 1
ROUTE MAP**



ATTACHMENT 3

CONTINGENCY PLAN CHECKLIST

Attachment 3.1

Weather and Conditions

Poor to extreme weather conditions leading to poor riding conditions and injuries.

Causes: Accidents from wet roads
Rider distress from either extreme cold or heat conditions
Floods
Accidents from storm conditions
Poor visibility in fog or low clouds leading to an accident

Proposed Controls:

1. Weather extreme information to be provided.
2. First aid kits available in support vehicles.
3. Emergency services to be identified at each location along the ride.
4. Utilize the following guideline on which to base a decision of stopping the ride, after the start, due to extreme weather conditions. "Event Organiser to liaise with Police and SES personnel for a decision whether to terminate, delay or alter the event."
5. Provide means of keeping the Marshalls up to date with weather conditions, to provide to riders, as follows:
 - i. Check that phone contacts with the authorities are relevant for the day of the event.
 - ii. Review weather conditions on day prior the event
 - iii. Relay weather forecast to riders in pre ride announcement.
 - iv. Check that support team has correct phone numbers and phones are working.
 - v. If weather forecast is severe place further controls in place.
 - vi. Warn participants at stops of possible severe conditions and that it may affect ride conditions and progress.

- vii. If conditions become too severe for riding, either terminate the event or, shorten the distance to by- pass the area if the condition is isolated.
6. Support Team to observe riders at checkpoints for obvious fatigue or stress and offer assistance if necessary. Exercise organiser's right to terminate ride if problem is wide spread. Determine time limits for each section and instruct riders who arrive later to terminate their ride.
7. Riders to wear high vis clothing in poor visibility conditions.
8. Public liability insurance obtained. (WPR Council noted as interested party)
9. Police advised.

Attachment 3.2

Accident on route

Road Layout

Scenario: A rider accident resulting from the inherent road layout.

Causes: Long descents
Junctions and intersections

Proposed Controls:

1. Advisory information of road layout to be provided
2. Map layouts will be provided.
3. RTA advisory signs are already in place.
4. First aid kits available in each support vehicle.
5. First aid qualified riders and support team members.
6. Emergency services to be identified at each location along the ride.
7. "Caution Cyclist" signs to be placed on support vehicles.
8. Flashing lights to be provided for support cars
9. Support vehicles instructed to be strategically placed before corners, hills, etc to protect riders.
10. Public liability insurance obtained.
11. Police advised.

Road Condition

Scenario: A rider accident resulting from poor road maintenance or condition.

Causes: Pot holes
Loose gravel and other debris
Rock fall
Corrugated sections
Broken shoulders

Proposed Controls:

1. Support team to advise of poor conditions where possible, particularly road works.
2. Lead riders to use standard calls to advise of road conditions.

3. Encourage team riding to provide support.
4. First aid kits available in each support vehicle.
5. First aid qualified riders and support team members.
6. Emergency services to be identified at each location along the ride.
7. Public liability insurance obtained. (WPR Council noted as interested party)
8. Police advised.

Interaction With Other Traffic

Scenario: A rider accident resulting from interaction with other traffic or obstacles.

Causes:

- Cars
- Trucks
- Motorcycles
- Non-participating cyclists
- Pedestrians
- Animals

Proposed Controls:

1. Riders to ride as a team and obey all road rules.
2. The general community is made aware through local media, advertising and local interest parties.
3. Fix "Beware Cyclists Ahead" signs on all support vehicles.
4. Flashing lights on vehicles.
5. Support vehicles instructed to be strategically placed before corners, hills, etc to protect riders.
6. Riders to wear high vis clothing in poor visibility conditions
7. First aid kits available in each support vehicle.
8. First aid qualified riders and support team members.
9. Emergency services to be identified at each location along the ride.
10. Public liability insurance obtained.
11. Police advised.

Rider Performance

Scenario: A rider accident resulting from their own performance.

Causes:

- Poor behaviour
- Dress — dark clothing
- Poor fitness
- Insufficient skills for the event
- Bunch riding
- Drafting too close
- Medical condition

Proposed Controls:

1. The requirements and conditions likely to be expected during the ride are provided at entry.
2. Support team monitoring rider performance.
3. Riders encouraged to be realistic about their ability to continue.
4. Advertised as a non-competitive ride, an individual challenge to complete the distance.
5. Riders requested to sign acknowledgement to ride rules.
6. First aid kits available in each support vehicle.
7. First aid qualified riders and support team members.
8. Emergency services to be identified at each location along the ride.
9. Public liability insurance obtained (WPR Council noted as interested party).
10. Police advised.

Bike Condition

Scenario: Bikes fail to operate effectively placing riders at risk of accident.

Causes:

- Brakes
- Tyres
- Wheels
- Helmets

Proposed Controls:

1. All riders required to provide a bike in appropriate condition.
2. Riders encouraged to service bike pre-event — clean and lubricate chain, derailleur, and other components. Ensure brakes and gearing in good working order. Fitted correctly.
3. Riders required to provide minimum two spare tubes each.
4. Riders encouraged to also provide additional spares such as spare tyres.
5. Bikes in inadequate condition will exclude riders from participation.
6. Public liability insurance obtained.
7. Police advised

Attachment 4

Instructions to Participants

1. Food and Water Supply

- Riders to be instructed to bring water and any particular energy foods or snacks required. Water available at Start/Finish area
- Riders to monitor own dietary requirements.

2. Supply of rehydrating additives:

- Water to be provided by support team.
- All riders required to carry sufficient water for each stage.

3. During event tidiness and clean-up

- Ensure all rubbish is collected and disposed at each stop.

4. Vehicles

- Warning signs to be fixed to cars.
- Flashing lights to be fixed to cars.
- Each car to follow a team of riders.
- Cars to follow strategically to stop before bends in the road or before crests to provide traffic with best possible warning of riders ahead.

Following information to be provided:

- Maps/route
- Contacts – police, medical/hospital, bike repair/retail
- Rider details (phone, medical etc)

Attachment 5

PARTICIPANT'S AGREEMENT

The Participant's agreement has been drawn up to protect the interest of event organisers and beneficiaries. The intention of this document is for all participants to acknowledge the risks involved in participating with such an event and agree to not hold responsible the organisers, beneficiaries and/or sponsors for any injury, loss or damage that may occur as a result of participating in the event.

Some of the risks associated with participating in an event such as this include, but are not limited to, the following:

- Riding accidents and subsequent rider injury and bike damage. Accidents may arise as a result any combination of the following:
 - o Traffic/other drivers;
 - o Rider error;
 - o Poor road conditions;
 - o Poor weather conditions including poor visibility;
 - o Mechanical malfunctions;
 - o Fatigue, etc.
- Health issues for riders may include:
 - o Dehydration;
 - o Hypothermia;
 - o Personal medical conditions (including fitness);

Organisers have attempted to manage risks as much as possible. However riders are ultimately responsible for ensuring they have the appropriate fitness and have completed sufficient training to complete this event. In addition, riders are required to provide bikes in appropriate condition and comply with all rules and decisions made by the organising committee and the ride organiser.

We encourage participants to contact the organisers should they have any concerns or additional suggestions to manage the various risks associated with this activity.

By signing this statement, participants acknowledge that:

“In consideration of the Rotary Club of Wellington Inc permitting me to enter into and participate in the SpringFest Cycle Classic event, I fully release, indemnify and hold harmless the Rotary Club, its servants and agents from all claims for injury, loss or damage of whatever kind I might suffer as a result of any acts or omissions whether negligent or otherwise of the Club, its servants or agents in relation to the event.”

Participants Name	Signature

ATTACHMENT 6**6.1 Organisational Chart (See over)****6.2 Duties and Responsibilities – Ride**

The following notes specify the roles of the officials and volunteers involved in the ride.

Coordinator

- Liaise with representatives of: Council
Police
SES
St Johns Ambulance
Media
prior to, during and post the Event.
- Liaise with Ride and Run Referees to ensure all communications from relevant parties are passed onto Ride and Run Referees.
- Ensure all regulations, advice and operational requirements are adhered to.

Registrar

- Attend to all administrative matters
- Ensure all participants are correctly registered
- Ensure all Participants Agreements are signed.
- Confirm starting arrangements and times with riders

Referee

The role of the Referee is to:

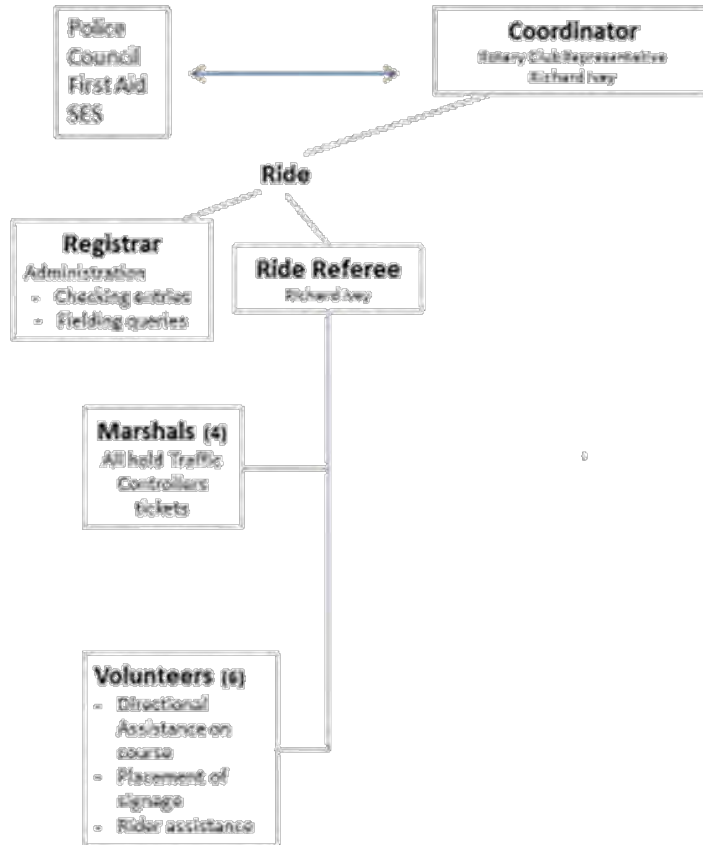
- Safely and effectively run the event for riders.
- Cause minimum inconvenience to other road users.
- Comply with the Road Traffic legislation.

In order to do this the Referee will:

- Undertake inspection of course prior to ride commencement.
- If there is any doubt that the event will continue safely e.g., inclement weather, road works, traffic conditions, lack of marshals, etc., - discuss with Event Coordinator.
- Be familiar with the NSW POLICE CONDITIONS for cycling events and the relevant Traffic Management Plan.
- Be familiar with the Emergency Procedures which layout exactly what should be done in the event of an accident.

SPRINGFEST CYCLE CLASSIC
24 SEPTEMBER 2016

Organisational Structure



- Brief Marshals and Traffic Controllers on their locations, communication ('phone, radio use), positioning of warning signs, Accident Management guidelines.
- Ensure escort vehicles are equipped with radios, signs, and flashing beacons, and that the drivers know procedures
- Confirm that all signs, UHF radios, etc., as per Equipment List attached, are at the event.
- Ensure any batteries are charged.
- Relay any directions received from the Event Coordinator
- Deploy and coordinate Marshals and volunteers.

Marshals

The following **guidelines and instructions** will be circulated to all Marshals involved in the Ride at least 3 weeks prior to the Ride.

- All marshals will be familiar with Marshal's Duties. Marshals' must have read a copy of the NSW Police Conditions.
- If the minimum number of marshals is not available the event will be cancelled.
- Besides the UHF radios, officials must have road worker's safety vests, red and white flags, traffic cones and road signs to be positioned along the course.
- Each Marshal is to be assigned and position along the course and have explained the particular responsibilities associated with that location, e.g., positioning of warning signs.
- Marshals are to be briefed on limits of responsibility. If necessary, they are to stop riders to ensure other road users have right of way at turn points.
- Advise Marshals that if the situation demands, they must stop the riders. To do this they must:
 - o Look and listen for oncoming traffic from both directions.
 - o Take up a safe position in readiness to signal rider(s)
 - o Decide whether to stop the rider(s) to allow traffic to safely pass – Show RED flag to rider(s).
 - o If traffic appears while riders are negotiating turn, attract drivers' attention to the situation with clear and confident signalling.
 - o At all times, show courtesy to other road users.
- Instruct the Marshals at the turn points not to leave the location until the last rider has passed that point and to follow that rider back to the Start/Finish point, picking up, if necessary, any riders who have pulled out, or are unable to continue.
- UHF radios to be issued to drivers and brief them on its operation. Y

On the day of the Ride Marshals will be briefed by the Referee on:

- Safety, locations, warning signs, timing, radio use, and
- Emergency procedures per the Accident Management Guidelines

The following specific **guidelines and instructions** will be circulated to all Marshals involved in the **Start**:

- Call 110km riders and 50km riders to the starting line as required..
- Remind all riders waiting start to stay inside the Showground.
- Brief each group of riders on course details and safety issues, i.e:- total distance.
- Crossing of centre line, if observed or reported, will result in DISQUALIFICATION. Urge riders to remind each other of this during the event.
- Location of turn points.
- Location of any known hazards – road works, gravel/sand patches, bad potholes, causeways, etc.
- Keep to the left hand side of the left hand carriageway to enable any following vehicle to overtake the group safely. Riders at the rear of a group/bunch are to warn riders ahead of vehicles approaching from behind.

After the Event Marshals are to ensure that:

- All road signs and traffic cones have been retrieved from the course.
- The site is left in a clean and tidy state. All rubbish to be properly disposed of in public rubbish bins.

Marshals will be issued with the following **equipment**:

- Reflective "Road Worker" vests.
- Traffic Cone Red flag.
- Warning Signs "warning cyclists ahead". These will be positioned so that traffic has adequate distance to slow/stop – at least 80m before meeting cyclists
- UHF radio and/or mobile phone.

Volunteers

Approximately six (6) volunteers will be available on the day to assist with the running of the event. The volunteers will be hold an RMS Traffic Controllers Ticket.

Tasks undertaken by these volunteers will include:

- Assisting the Registrar with administrative matters
- Relaying messages and equipment between Event officials and locations
- Assisting in pick-up of riders in the case of mechanical breakdown
- Ferrying back-up Marshals between positions if required.
- Other tasks as appropriate.

6.3 Locations and Deployment of Traffic Control Marshals

One (1) Traffic Control Marshall will be located at each of the following locations:

- Start Finish area
- At junction of Mitchell Highway and Coborra Rd
- At crossing of Mitchell Highway in Geurie
- At bridge crossing over the Macquarie River on the Arthurville Rd, downstream from Ponto Falls

6.4 Contingency Plans for 'no show' personnel

The possibility of this happening will be reduced to a minimum by contacting each person 3 days prior to the event.

In the event of the Event Coordinator being unavailable at the last minute, the Ride Referee will assume that role. The most experienced Marshal will assume the role of the Referee.

Between the Ride and the Run, six (6) qualified Traffic Marshals are required. The Club will have access to a pool of at least 12 qualified Traffic Marshalls who would be drawn upon as required.

ATTACHMENT 7

ON ROAD EVENTS

RISK ASSESSMENT AND RISK MANAGEMENT

SPRINGFEST CYCLE CLASSIC

24 SEPTEMBER 2016

ON ROAD EVENTS RISK REGISTER

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
1	Severe Weather Conditions eg Rain – Hail – Heavy Fog - Severe Winds – Excessive Cold encountered at the commencement/during event.	3	2	Rider accident and injury, exposure	<ul style="list-style-type: none"> The location, time and date of the event has been deliberately chosen so as to significantly lessen the likelihood of severe weather events. If weather conditions are severe at the commencement, then the ride will be abandoned, delayed or shortened. Weather conditions will be monitored hourly on the day and communicated to rider support teams and Event officials. The event is of relatively short duration (max 4hrs) and if conditions unexpectedly deteriorate then the ride will be terminated or shortened (see Attachment 3.1 to TMP). 	1	2	Effects of adverse weather events can be foreshadowed and largely averted.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
2	Participant's health deteriorates during the event as a result of dehydration – sunburn – frostbite.	2	2	Rider accident and injury, exposure	<ul style="list-style-type: none"> The event is of relatively short duration (max 4hrs). Extreme weather conditions are not expected but can be catered for (see above) Sunburn cream and water will be readily available at the Start and at strategic points along the route Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between riders and command post via mobile phones. Riders will be a maximum of 35km from the command post and easily assisted by the support vehicle if required. 	2	2	Preventative measures and assistance from support vehicle and first aid post will lessen residual risk.
3	Participant involved in an incident during the event resulting in serious injury.	3	3	Rider accident and injury	<ul style="list-style-type: none"> Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between riders, support vehicles and command post via mobile phones. Riders will be a maximum of 35km from the command post and easily assisted by the support vehicle if required Ambulance services are available from Wellington town (max 35km from furthest distance) 	3	2	Preventative measures and assistance from support vehicle and first aid post will lessen residual risk

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
4	Participant involved in an incident during the event resulting in a non serious injury that requires some degree of attention.	3	2	Rider accident and injury	<ul style="list-style-type: none"> Mobile First Aid facilities are available from the Start/Finish area. Contact will be maintained between riders and command post via mobile phones. Riders will be a maximum of 35km from the command post and easily assisted by the support vehicle if required 	2	1	Preventative measures and assistance from support vehicle and first aid post will lessen residual risk
5	Participants come across poor road conditions – road blocked/impassable during the event.	3	3	Pot holes, loose gravel, broken shoulders	<ul style="list-style-type: none"> Support team to advise of poor conditions where possible, particularly road works. Lead riders to use standard calls to advise of road conditions. Encourage team riding to provide support. First aid kits available in each support vehicle. First aid qualified riders and support team members. Emergency services to be identified at each location along the ride. Public liability insurance obtained. Police advised. See Attachment 3.2 to TMP for further details 	1	2	Communications between riders, support vehicle and command post will lessen amount of residual risk.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
6	Participants come across severe accent/descent on the road network during the event.	1	3	Bike instability	<ul style="list-style-type: none"> The proposed route has been selected so that there are no severe ascents or descents Map layout including ascent/descent information will be circulated to riders prior to commencement. 	1	3	Communications between riders, support vehicle and command post will lessen amount of residual risk

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
7	Participants have limited/no experience in participating in an event.	2	2	Rider fatigue, abandoning the ride	<ul style="list-style-type: none"> The event is of relatively short duration (max 4hrs). The requirements and conditions likely to be expected during the ride are provided at entry. Support team monitoring rider performance. Riders encouraged to be realistic about their ability to continue. Advertised as a non-competitive ride, an individual challenge to complete the distance. Riders requested to sign acknowledgement to ride rules. First aid kits available in each support vehicle. First aid qualified riders and support team members. Emergency services to be identified at each location along the ride. Public liability insurance obtained. Police advised. 	2	1	Low risk, riders abandoning the ride can be relatively easily catered for.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
8	Participants lose their way during the event.	1	2	Rider inattention	<ul style="list-style-type: none"> The course will be well signposted and marshals will be stationed at all strategic points. 	1	1	Even if riders lose their way, mobile phones and support vehicle will provide redirection.
9	Participant's equipment/vehicle becomes unserviceable or unroadworthy during the event.	3	3	Brakes, tyres, wheels, helmets	<ul style="list-style-type: none"> All riders required to provide a bike in appropriate condition. Riders encouraged to service bike pre-event — clean and lubricate chain, derailleur, and other components. Ensure brakes and gearing in good working order. Fitted correctly. Riders required to provide minimum two spare tubes each. Riders encouraged to also provide additional spares such as spare tyres. Bikes in inadequate condition will exclude riders from participation. Public liability insurance obtained (WPR Council noted as interested party). Police advised Rider/bike pick up available if necessary. 	2	2	At the extreme, participants will be required to abandon the event. Return transport to Finish will be available via support vehicle and coordinated via mobile phones

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
10	Participants suffer a mechanical/equipment breakdown/failure during the event.	3	2	As above	<ul style="list-style-type: none"> As above 	2	2	As above
11	Pilot/rear escort vehicle/s suffers mechanical breakdown during the event.	2	3	Breakdown	<ul style="list-style-type: none"> Back- up support vehicles are available 	2	1	Support vehicle and command post will be coordinated via mobile phones
12	Support vehicle/s suffers mechanical breakdown during the event.	2	3	Breakdown	<ul style="list-style-type: none"> Back- up support vehicles are available 	2	1	Support vehicle and command post will be coordinated via mobile phones
13	Participant attempts/participates in event when not authorised/licensed to drive/ride a vehicle, motor bike or boat.	1	3	Gear and participant's condition	<ul style="list-style-type: none"> All riders will be required to wear an approved helmet Bikes to be in serviceable condition Ride coordinator has discretion to refuse start/require abandonment of ride 	1	2	Ride coordinator can refuse participation if necessary.
14	Approved route unable to be travelled upon.	1	3	Unlikely due to present stability & condition of route	<ul style="list-style-type: none"> Police discretion and their subsequent ruling is final 	1	3	Participants will be advised of decision as soon as practical.

RISK REGISTER AND CONTROL PLAN – ON ROAD EVENTS								
REF	HAZARD	L	C	INITIAL RISK	RISK CONTROL PLAN	L	C	RESIDUAL RISK
15	Event cancelled prior/during the event.	1	3	Manageable risk	<ul style="list-style-type: none"> Police discretion and their subsequent ruling is final 	1	3	Participants will be advised of decision as soon as practical.

REPORT: Springfest 2016 – Request for approval to hold Street Parade – Saturday 24 September 2016

AUTHOR: Director Wellington Branch
REPORT DATE: 9 August 2016
TRIM REFERENCE: ID16/1497

EXECUTIVE SUMMARY

It is requested that the Committee give consideration to a request from the organisers of Springfest to have a temporary road closure of the Mitchell Highway, between Maughan Street and Soldier Street Wellington, from 9.30am to approximately 11.30am on Saturday, 24 September 2016, and between Swift Street and Warne Street Wellington from 8.00am to 3.00pm on the same day.

Springfest consists of a street parade, chariot races, artists and whares, buskers and bands.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

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

1. The parade will commence at 10am and move from the Maughan Street roundabout along Percy Street and Nanima Crescent through the Wellington CBD adjacent to Cameron Park. The event is to be undertaken under Police escort in accordance with the requirements of the NSW Police Force and approval documentation forwarded to Council for notation.
2. A submission of Traffic Management and Traffic Control Plans has been submitted to Council and the NSW Police Service prior to the event date. All traffic control measures contained in the plan are to be in accordance with the Australian Standard AS 1742.3,

and the RMS Guide to Traffic Control at Worksites and approved by an accredited person. Council's Traffic Control Plan No. 321205883 dated 17/3/2016 will be implemented.

3. The organiser is to provide Council's relevant appointed officer with a copy of the Public Liability Insurance Policy for the amount of at least \$20 million. Such policy is to note that Council and the NSW Police Service is indemnified against any possible action as a result of the parade.
4. Traffic Controllers are to be provided at the nominated road closure points by the SES and shall be specifically authorised for the event and have current RMS certification.
5. The applicant is responsible for all traffic control required for the event in accordance with the approved Traffic Control Plan.
6. The applicant is to provide Council with a formal letter of acceptance of the conditions prior to final approval.
7. The applicant is to ensure that the roadway is clear of any residue that may be deposited by the participants along the parade route.
8. All costs associated with implementing the event conditions are to be met by the Event Organiser.
9. That approval be granted subject to approval from Roads and Maritime Services being received for the event to take part on State Highway and Classified Roads prior to the event with evidence of such approval being emailed to Committee members of the Local Traffic.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Friday 5 August 2016. The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

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

- 1. The parade will commence at 10am and move from the Maughan Street roundabout along Percy Street and Nanima Crescent through the Wellington CBD adjacent to Cameron Park. The event is to be undertaken under Police escort in accordance with the requirements of the NSW Police Force and approval documentation forwarded to Council for notation.**
- 2. A submission of Traffic Management and Traffic Control Plans has been submitted to Council and the NSW Police Service prior to the event date. All traffic control measures contained in the plan are to be in accordance with the Australian Standard AS 1742.3, and the RMS Guide to Traffic Control at Worksites and approved by an accredited person. Council's Traffic Control Plan No. 321205883 dated 17/3/2016 will be implemented.**
- 3. The organiser is to provide Council's relevant appointed officer with a copy of the Public Liability Insurance Policy for the amount of at least \$20 million. Such policy is to note that Council and the NSW Police Service is indemnified against any possible action as a result of the parade.**
- 4. Traffic Controllers are to be provided at the nominated road closure points by the SES and shall be specifically authorised for the event and have current RMS certification.**
- 5. The applicant is responsible for all traffic control required for the event in accordance with the approved Traffic Control Plan.**
- 6. The applicant is to provide Council with a formal letter of acceptance of the conditions prior to final approval.**
- 7. The applicant is to ensure that the roadway is clear of any residue that may be deposited by the participants along the parade route.**
- 8. All costs associated with implementing the event conditions are to be met by the Event Organiser.**
- 9. That approval be granted subject to approval from Roads and Maritime Services being received for the event to take part on State Highway and Classified Roads prior to the event with evidence of such approval being emailed to Committee members of the Local Traffic.**

Karen Roberts
Director Wellington Branch

REPORT

This report deals with the temporary road closure of the Mitchell Highway, between Maughan Street and Soldier Street Wellington, from 9.30am to approx. 11.30am on Saturday, 24 September 2016 for the purposes of holding a street parade. The Springfest committee would also like to close the highway between Swift Street and Warne Street Wellington from 8.00am to 3.00pm on the same day for the purposes of conducting chariot races, artists displaying artwork, buskers and bands. Both closures would require the detour. The plan is to detour traffic via the Wellington heavy vehicle bypass, see attached Google Earth map.

The Springfest Committee have sought approval from Council in previous years to hold the annual Springfest community event. Part of this event involves a Street Parade which will commence at the Maughan Street end of the Mitchell Highway and travel down Percy Street and Nanima Crescent adjacent to Cameron Park where stall holders will be set up for the Springfest markets.

The Organiser has submitted a Special Event Transport Management Plan and relevant sectional Traffic Control Plans addressing all requirements specific to an event of this nature.

The event is considered to have an impact on the CBD traffic environment, however, suitable traffic diversions will be in place for traffic accessibility and detours of highway traffic will be via the Wellington Heavy vehicle bypass along Gisborne Street Wellington. Traffic control will be undertaken by Council's Wellington branch staff which includes the set-up and erection of signs, implementation of road closures and pull down of signage at end of parade. The SES will be responsible to the actual traffic control during the progression of the event. The local Police have been notified of all road closures and will assist where required as they have in previous years.

It is recommended that Council approval be granted for temporary road closures as mentioned above for the purpose the annual Springfest Street Parade on 24 September 2016, between the hours of 8.00am to 3.00pm.

Appendices:

- 1 Springfest 2016 - Event Application
- 2 Springfest Map Street Parade
- 3 Springfest 2016 - Detour master plan
- 4 Springfest - Zone 1
- 5 Springfest - Zone 2
- 6 Springfest - Zone 3



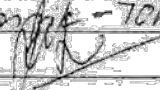
Wellington Council

PUBLIC EVENT

APPLICATION FORMS

To be completed 6 weeks from event date and returned
to Wellington Council via
mail@wellington.nsw.gov.au

Springfest 2016

Applicant Details	
Name of organisation:	ROTARY CLUB OF WELLINGTON
Name of Applicant/ Event co-ordinator:	IAN LAW
Contact Address:	P. O. BOX 226, Wellington
Contact phone Number:	0416 034 106
Contact email:	iblaw@bigpond.com
Event Details	
Event:	SPRINGFEST 2016
Event Date:	24/9/2016
Venue:	CAMERON PARK, WITH A STREET PARADE IN NAN MA CRESCENT
Event start & finish time:	7am - 9pm
Approximate number of people expected to attend:	<input type="checkbox"/> Under 500 <input checked="" type="checkbox"/> Over 500 to <u>2,000</u> approx
Details of event:	Please give a short summary of the event and what it involves. Springfest will start on Friday at - Quota Art Show & Brass Photo Exhibition. Main day - Sat 24/9 - markets, kids events, chariot races, Street Parade, Buskers, Food outlets, Bands in the evening with BBQs followed by a music event - Honey under the Stars in the Sunken garden. A Cycle Parade - 7am in the morning.
Applicant Signature:	Sign:  Date:
<small>I have filled this event form to best of knowledge. I understand Wellington Council's event requirements as listed online and in this form.</small>	

(Please refer to Prelim. Program attached)



SpringFest 2016 - 23rd to 25th September

Preliminary Program of Events

Friday 23rd September:

- Quota Charity Art Exhibition with music - Soldiers' Club
- SpringFest Drone Photographic Exhibition

Saturday 24th September:

- "Breakfast with the Poets" in Café 2820 (7.30am-9am)
- Quota Charity Art Exhibition - Soldiers' Club (8am-5pm)
- SpringFest Markets & Children's events (8am-3pm)
- Street Parade (10am)- band, gophers, Fowler, cars, floats
- SpringFest Cycle Classic (10am start)
- Chariot Races in Nanima Crescent (12 midday)
- School Art, Drone Photographic Exhibition & "Vases in the Valley" Exhibition in Western Stores (8am-5pm)
- Bands & sausage sizzle in the Park (4pm-6pm) in the Park
- SpringFest "Disney under the Stars" (6.30pm-late in the Sunken Garden)

Sunday 25th September:

- Quota Charity Art Exhibition - Soldiers' Club (8am-5pm)
- Burrendong Arboretum - plant sale & guided tours (10am)

Contact: Ian Law (0416034106) or visit
www.wellingtonspringfest.com.au



Council Approval Matrix

Please ensure you have completed the below check list. These items are necessary to enable the Council to approve your event.

<p>Public Liability Insurance Wellington Council requires a copy of your Public Liability Insurance when holding an event on Council property. A minimum of \$20 million cover is required. Wellington council must be noted on your Public Liability certificate.</p>	<p>Please attach your certificate to your application form. <i>copy attached - note renewal in July 2016 for the next 12 months</i></p>
<p>Does your event require Road Closures? <i>for the Street Parade</i> Yes / No</p>	<p>Please download and complete a Traffic Management Plan if required. <i>In preparation & will be submitted beginning June in time for Traffic Mgmt Committee meeting</i></p>
<p>Is alcohol being served at your event? Yes / No</p>	<p>Please attach a copy of your Office of Liquor and Gaming permit.</p>
<p>Will there be food stall holders at your event? Yes / No</p>	<p>Please ensure they all have their copy of their food handling certificate on the day in case of inspection <i>NOTED</i></p>
<p>Do you require First Aid at your event? Yes / No</p>	<p>Please include who will provide this. <i>ST. JOHN'S</i></p>
<p>Are there Amusement Rides at your event? Yes / No</p>	<p>Please download a copy of the Amusement ride form and attach to your event application form. <i>Handled as per Springfest 2015 - correspondence J.M. I know 26/5/15 - attached</i></p>
<p>Do you require Council Services? Fees Apply please tick</p>	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Access to power <input type="checkbox"/> Wheelfe Bins (\$11 per bin) <input type="checkbox"/> PA System (\$119 per day unmanned) <input type="checkbox"/> Chairs (\$2 per chair excluding delivery) <input checked="" type="checkbox"/> Erection of bridge banner (\$193) <input type="checkbox"/> Tiered seating <input type="checkbox"/> Other - please specify ? <p><i>WILL CONFIRM AT BEGINNING OF SEPTEMBER</i></p>



Broker:

QBE INSURANCE (AUSTRALIA) LIMITED
ABN 78 003 191 035

International Brokers
100 Edward Street
Brisbane QLD 4000

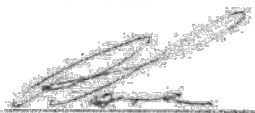
Postal Address & Enquiries care of:
Mr Alex Dimitrijevic
Aon Risk Solutions Australia Limited
GPO Box 65
Brisbane Qld 4001

Telephone: (07) 3223 7456
Facsimile: (07) 3223 7529

Certificate of Currency

Policy Number	AQ R008958 PLB		
Name of Insured	Rotary Club of Wellington		
Type of Insurance	Public and Products Liability		
Cover	QBE will pay in respect of Personal Injury or Property Damage first happening during the Period of Insurance and caused by an Occurrence within the Territorial Limits in connection with Your Business.		
Limit of Liability	Public:	\$50,000,000	any one Occurrence
	Products:	\$50,000,000	any one Occurrence & in the aggregate for all injury or damage occurring during the Period of Insurance.
Territorial Limits	Anywhere in the World but subject to the Terms, Conditions and Exceptions of the Policy		
Period of Insurance	From: 4.00pm on 30 th June 2015 to: 4.00pm on 30 th June 2016		
Special Conditions	Subject to the existing Terms, Conditions and Exceptions of the Policy		

Brisbane this 30th day of June 2015 Signed



QBE INSURANCE (AUSTRALIA) LIMITED
ABN: 78 003 191 035
AFS Licence No: 239545

Rotary Master CoFC

Saturday, 7 May 2016 10:55:19 am Australian Eastern Standard Time

Subject: RE: New Event Form
Date: Tuesday, 26 May 2015 9:56:11 am Australian Eastern Standard Time
From: Karen Roberts
To: 'Ian Law'

Good morning Ian,

I have reviewed your event application and forwarded it to our insurers just for their advice,

1. Peter James will forward you a copy of a traffic control plan for the event as requested.
2. Amusement Rides. I agree with the procedure you have in place, and would a copy of the approved operators insurance would be all we would need
3. I can confirm that there is a charge of \$193.00 for the erection of the banner over the bridge, Council will erect the lamp post banners at its own expense

I hope to get back to you with event approval shortly, though the traffic management plan will need to go to the next traffic committee meeting.

Cheers,
 Karen

From: Ian Law [mailto:iblaw@bigpond.com]
Sent: Thursday, 21 May 2015 11:32 AM
To: Karen Roberts
Subject: Re: New Event Form

Hi Karen,

I have looked through the event form that you sent me and have filled in as much as I can at this stage – see attached.

I have called this version *Rev 0* and ask that it be viewed as a 'place-holder' rather than the 'final' version, as it will have to be updated in the following areas:

1. Traffic Management Plan: We have started on this and have been in contact with RMS in Parkes. I left a message yesterday for San Robb to call me on this and hope he will call back soon.
2. Alcohol will be served at the Wellocal Dinner on the Saturday night but we still have a lot of planning to do before the event – one of which is the liquor licence. We have obviously had the necessary licence from Office of L & G for the last two dinners and will have it for this one as well. This will be sent to Council when available.
3. Amusement Rides form: Can we discuss this one? Surely you are not asking for the details to be filled in for each ride? No such forms have been used before and the procedure we adopted at the last 3 SpringFests is that each ride operator/owner has to provide a Certificate of Currency (\$20M) that is passed to Rotary's insurer for approval. This all occurs before the event and only those who are approved are allowed to operate.
4. Council Services: Give that the event is still some 4-5 months away and there is a lot of planning still to do, could we finalise this closer to the event – maybe a month before? One question – the SpringFest Committee was advised at its meeting of 24 Feb, by the then Council Rep on the committee (Peter Harlow), that while Council will charge for a number of items the erection (and removal) of the bridge banner would not be charged. Could you please confirm that this in fact is incorrect.

I look forward to your response and am happy to meet with you and/or whomever to progress the application.

Page 1 of 2



APPLICATION FORM TO OPERATE AN AMUSEMENT DEVICE

LOCATION DETAILS

Location(s) for operation of Amusement Device: CAMERON PARK
Proposed Period of Operation: From: _____ To: _____

OPERATOR DETAILS

Name of Operator: _____
Address of Operator: _____
Signature of Operator: _____

Name all people trained to operate amusement device: device
1. _____
2. _____
3. _____

REGISTRATION DETAILS

Attach a copy of the registration certificate to this application.

Registration Number: _____ Expiry Date: _____
Name of Registered Owner: _____
Address of Registered Owner: _____

AMUSEMENT DEVICE DETAILS

Type of Amusement Device: _____
Manufacturer or Sole Importer of Amusement Device: _____
Date Amusement Device first registered under Work Health and Safety Act 2011 and Work Health and Safety Regulations 2011: _____

AMUSEMENT DEVICE INSURANCE DETAILS

Liability Insurer's Name(s): _____
Name of Insured: _____
Business or Profession of Insured Detailed on Policy: _____
Period of Insurance: _____
Indemnity Limit (Note: Minimum \$20 Million): _____

Note:

The policy must be endorsed to note Wellington Council in respect of this event/activity.
Also, a copy of the Liability Insurance cover or Certificate of Currency to be attached to this application.

Reviewed: March 2015

Version 2

Review: March 2016

see note below

Risk Assessment CAMERON PARK EVENTS		
HAZARD	CONTROL MEASURE	WHO'S RESPONSIBLE
Eg: Electrical Leads	All leads to be covered or use battery operated equipment.	Stall Holder
Petty theft by kids	Patrols by Rotarians & Police	Rotary & Police
Anti-racial behaviour	Police presence & "No Alcohol" in the Parks	Police
Power failure at night	Rotarians with torches	Council

* Separate Risk Assessments ~~will~~ have been produced for the Street Parade & the Cycle Mass etc; the 2015 Special Events Guide refers.

Site Plan

Please include, marquees, toilets, emergency evacuation meeting point, first aid station where applicable, car parking.

All of the above will be as for the normal Rotary Markets (held monthly), with the exception of the First Aid station which will be located adjacent to the VIC building.

Comments

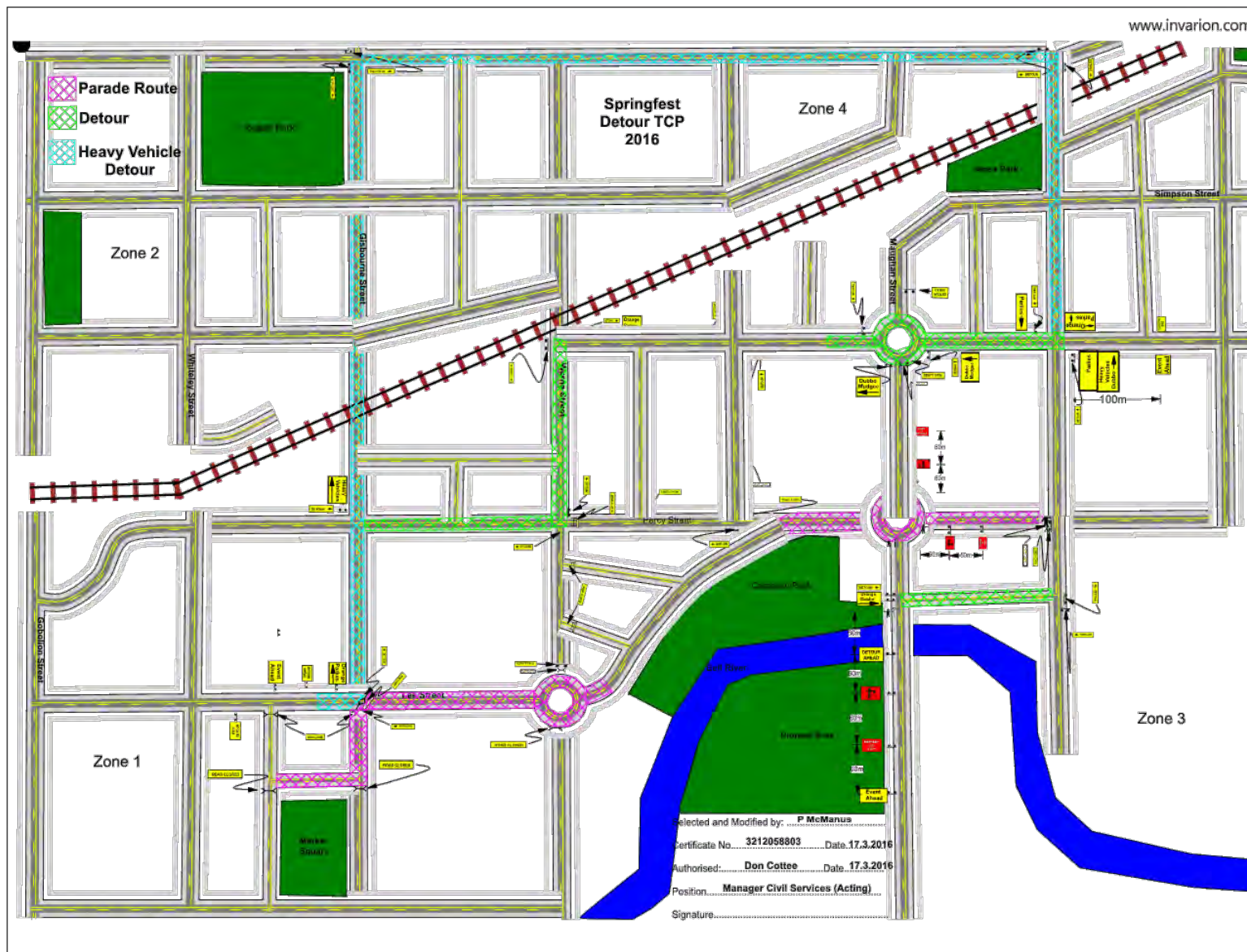
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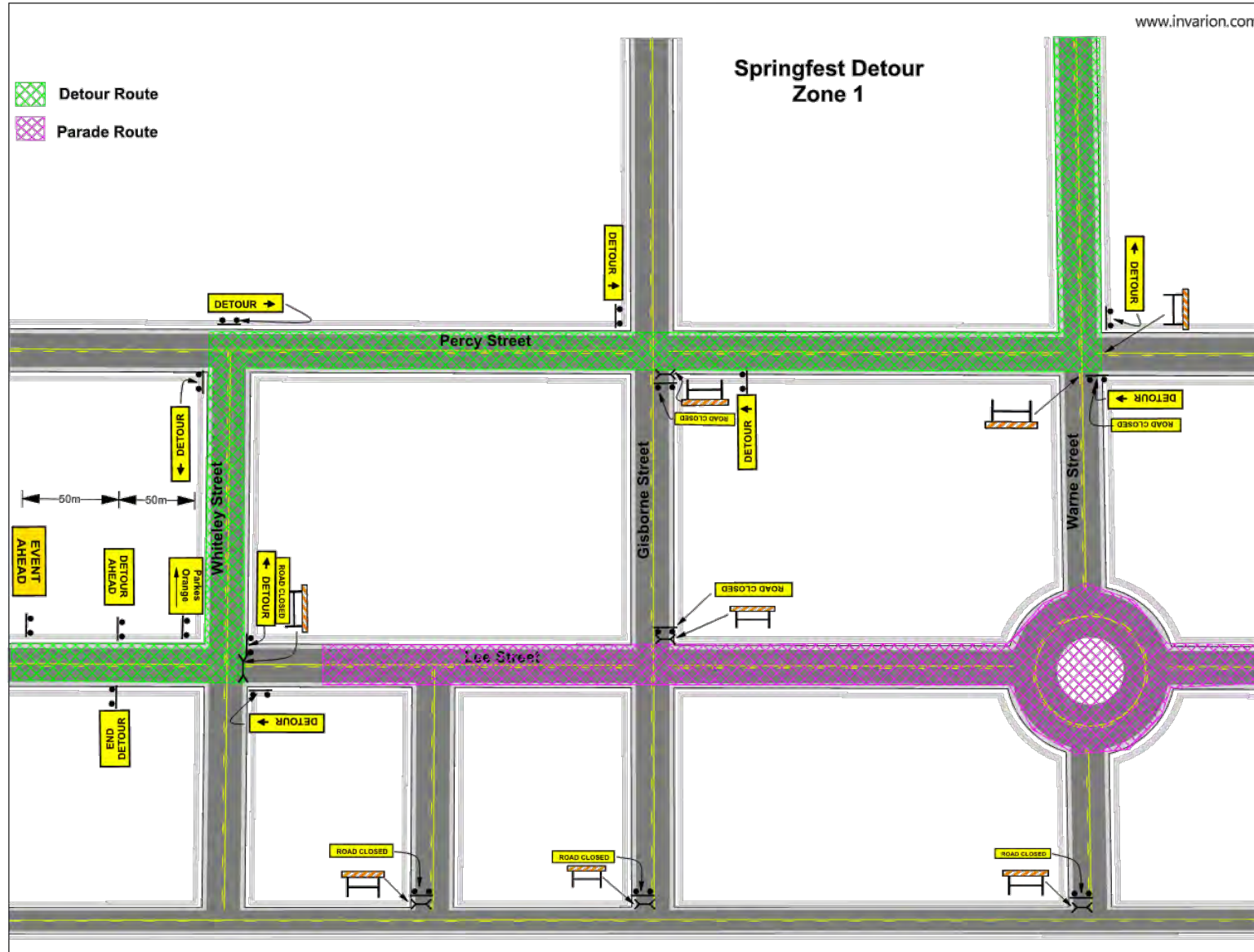
Public Liability Insurance	Risk Officer	Name:	Sign:	Date Given/...../..... Date signed for approval/...../.....
Traffic Management Plan	Technical Services	Name:	Sign:	Date Given/...../..... Date signed for approval/...../.....
Risk Assessment	Safety officer	Name:	Sign:	Date Given/...../..... Date signed for approval/...../.....
Overall Event Approval	Event coordinator	Name:	Sign:	Date Given/...../..... Date signed for approval/...../.....

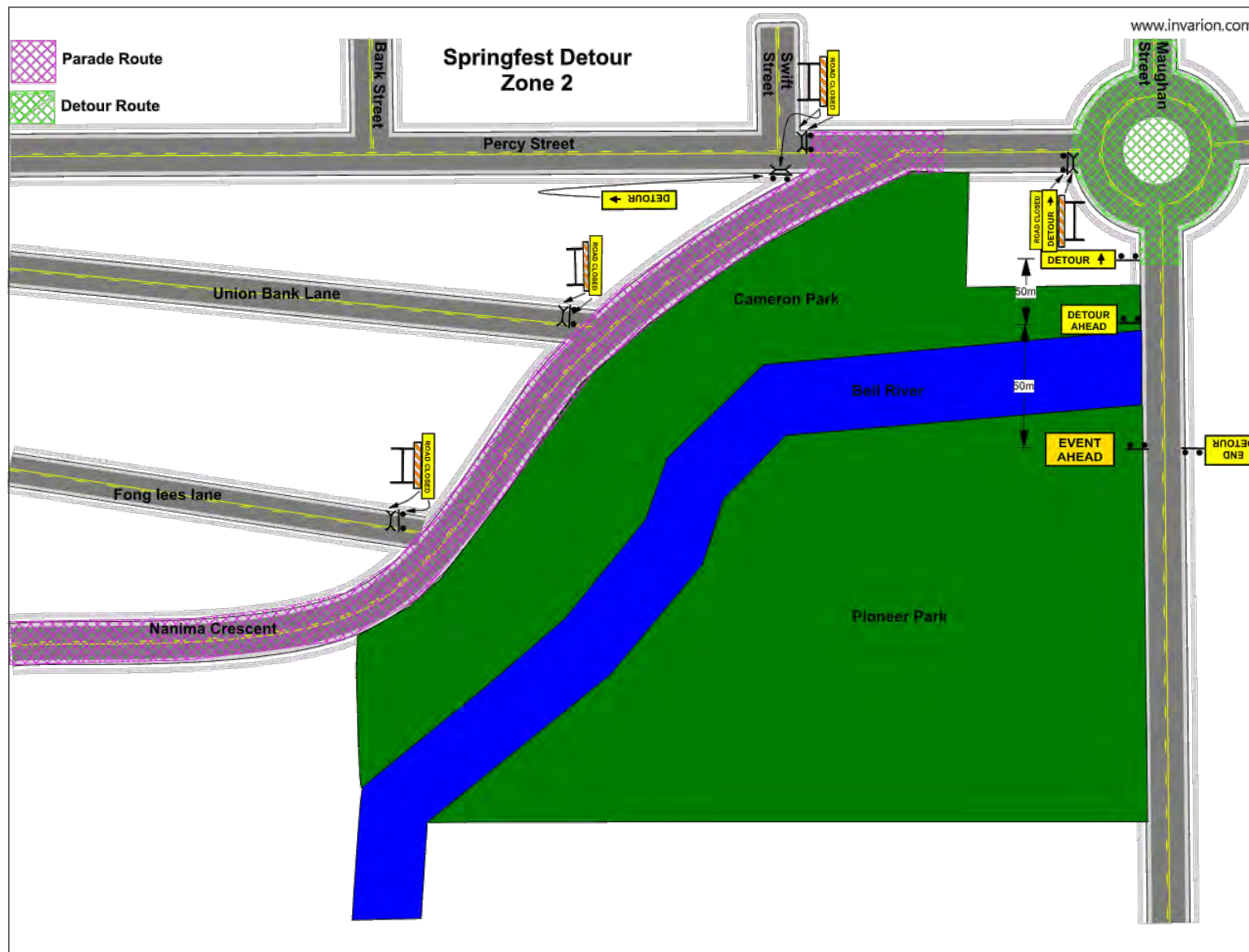
Approval Letter Trim# _____

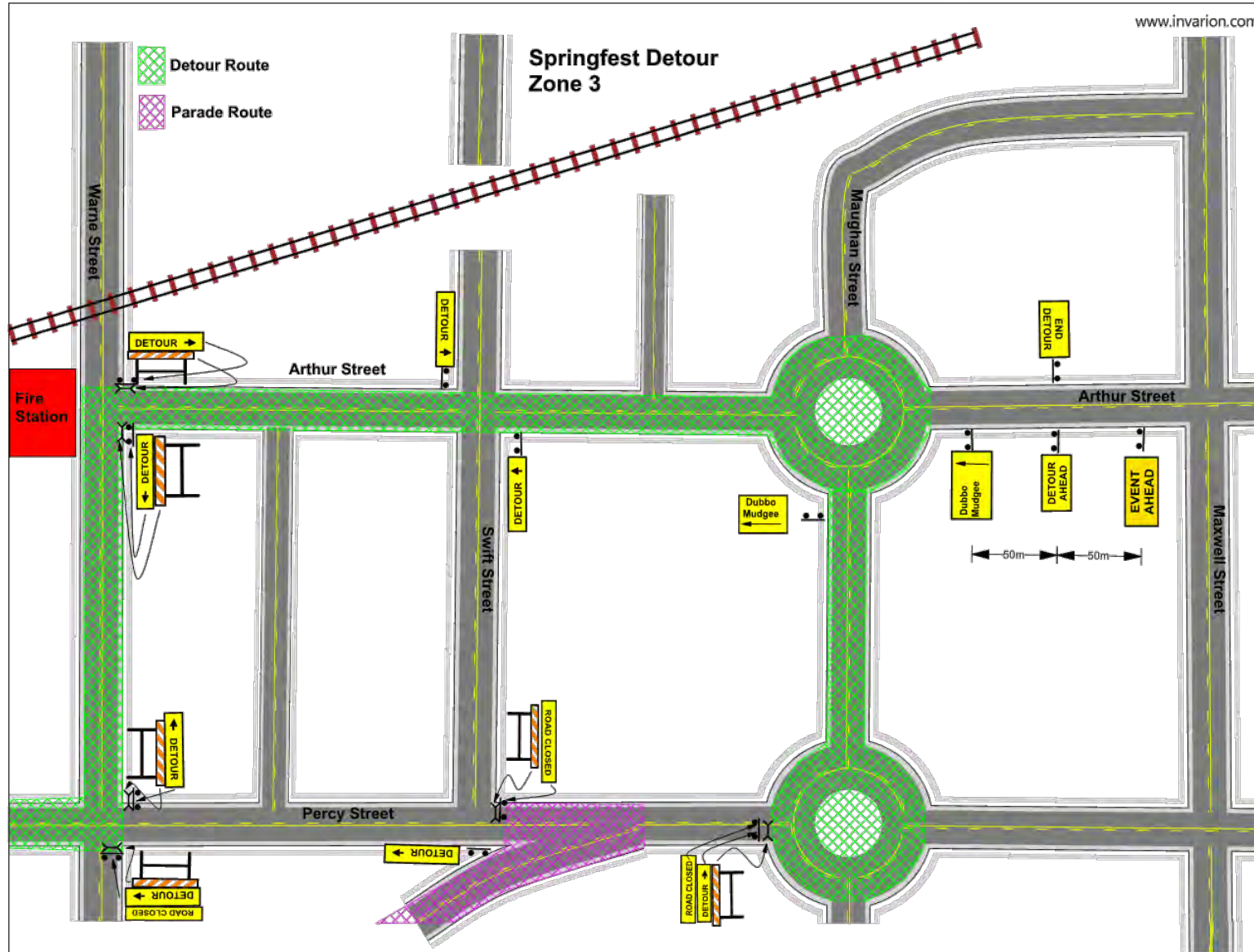


Regards









REPORT: Tarwong Lane Maryvale – Request for Creation of a 60kph Zone for the Full Length of the Lane

AUTHOR: Director Wellington Branch
REPORT DATE: 9 August 2016
TRIM REFERENCE: ID16/1498

EXECUTIVE SUMMARY

Issues associated with the use of Tarwong Lane Maryvale have been considered by Council at its meeting held on 22 June 2016.

Council had received a request for the closure of part of the lane as an unnecessary public road however the request was not supported by Council because of neighbourhood submissions.

Generally the neighbourhood wished to have connection with the intersection of the lane with the Mitchell Highway although concerns on speed were made in personal representations to the Administrator prior to the commencement of the meeting.

There is practical concern by residents that some vehicles are travelling in excess of the speed limit.

The primary concern was traffic speeds in the lane that were perceived as dangerous for the following reasons:

- The pavement is gravel.
- The pavement width is narrow and care needs to be exercised by passing vehicles.
- The road has multiple driveways.
- The road has a 90 degree bend.
- Large trees growing in the edge of the pavement and the resultant lack of straight alignment.

Council engaged consultants in November 2015 to report on the road and their report considered safety conditions on the lane.

The consultant's report is set out below.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

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

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Friday 5 August 2016. The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

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

Karen Roberts
Director Wellington Branch

Appendices:

- 1 Consultants Report - Tarwong Lane



Realising potential

2 November 2015

Karen Roberts
General Manager
Wellington Council
PO Box 62
Wellington NSW 2820

Dear Karen,

Re: Tarwong Lane

Please find below under relevant headings commentary relating to Tarwong Lane.

Road Condition

Tarwong Lane is a narrow winding unsealed road that runs from the Mitchell Highway to Twiggs Road. The road is approximately 1.8km long and there is no sign posted speed limit. The roads alignment avoids a number of constraints including trees, power poles, driveways and fencing particularly at the northern end. It is estimated from digital imagery that the road services approximately 10 rural residential allotments.

The formation is variable between 3.0 and 5.0m wide and has variable thickness pavement material residing over red insitu clays. On the day of the inspection the conditions were wet after a short shower of rain.

There are minimal drainage facilities with the majority of the water running adjacent to the pavement along the road. There is also minimal delineation and signage.

Safety

The alignment, roadside hazards, and variability in pavement condition all contribute to a higher risk of road related incidents, however it is envisaged that the traffic volumes are low. No vehicles were sighted during the inspection.

The conditions described are likely to result in lower traffic speeds if the motorists are driving in accordance with the prevailing conditions. Failure to recognise the prevailing conditions, and associated limitations, would likely result in a vehicle either leaving the roadway or colliding with a hazard within the clear zone. The condition and hazards along Tarwong Lane are not unique to this road, in comparison with other roads in the Shire, however the frequency of

PROFESSIONAL PROJECT, VALUE & ENVIRONMENTAL MANAGEMENT SERVICES

Constructive Solutions Pty Ltd
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ABN 72 070 324 640

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Tamworth NSW 2340
www.constructivesolutions.com.au

Phone 02 6762 1969
Fax 02 6762 1969
admin@constructivesolutions.com.au

issues are probably greater than the majority of the rest of the unsealed road network.

Dust Mitigation

Dust generated from the road pavement fines are a result of the gravel ravelling under dry conditions. There are three primary strategies that could be used to suppress dust which include:

- Increasing the frequency of maintenance grading ensuring adequate water is incorporated to improve cohesion and reduce the loss of fines. This could also be supported by the use of a water cart under dry conditions.
- Lime stabilisation of the road to increase the strength of the road pavement, reducing the rate of ravel, and binding some of the fines.
- Sealing the road which would prevent ravelling and the exposure of fines. This would also require significant road realignment and pavement works.

All options listed above will significantly increase the life cycle costs of maintaining a short section of the Council's road network and are generally considered to be unviable. Sealing may also set a precedent for other residents that are located near an unsealed road.

If you would like any further commentary in relation to Tarwong Lane please let me know.

Yours faithfully,



Ben Rossiter
Project Engineer

**REPORT: Wellington Primary School –
Request for the Creation of a No Parking
School Zone**

AUTHOR: Director Wellington Branch
REPORT DATE: 9 August 2016
TRIM REFERENCE: ID16/1499

EXECUTIVE SUMMARY

For the Committee to consider the creation of a No Parking -School Zone, consisting of five (5) No Parking School spaces, at the Percy Street frontage of the school of Wellington Public School.

FINANCIAL IMPLICATIONS

The work is to be carried out under Council's Signs vote.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

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

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Friday 5 August 2016. The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

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

Karen Roberts
Director Wellington Branch

REPORT

The P & C of Wellington Primary School has made representations to Council requesting the creation of a No Parking -School Zone at the Percy Street frontage of the school.

The request is for a zone immediately south of the existing bus zone.

The request is for the creation of five (5) No Parking School Zone spaces to meet school's needs.

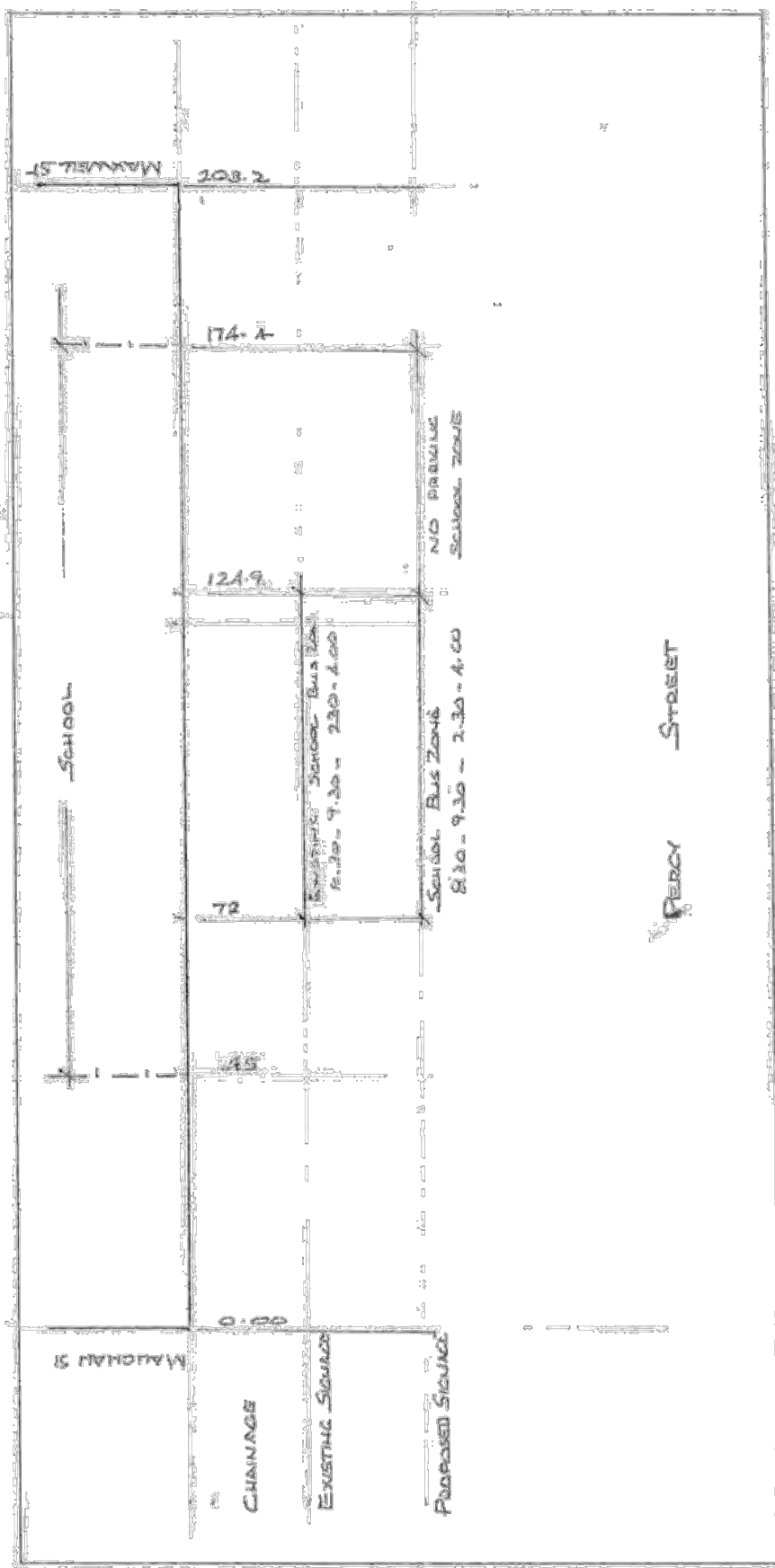
The section of the street required for the zone would be from the end of the bus zone to the southern boundary of the school.

RMS Parkes Office Safety around schools officer has consulted with the school and recommended the creation of a zone as shown in aerial photo attached.

A sketch showing the zone is attached.

Appendices:

- 1** Proposed No Parking School Zone Sketch
- 2** Proposed No Parking School Zone Map
- 3** Keeping our kids safe around schools
- 4** Parking restrictions around schools




PERCY STREET - WELLINGTON MAUGHAN STREET TO MAXWELL STREET
CREATION OF NO PARKING SCHOOL ZONE

Wellington Public School, Percy Street drop off zone



 Morning drop off zone with times 8.00am to 9.30am

 Drop off zone has 'no parking' signage.

Road safety



**Keeping our
kids safe
around schools**

Keeping our kids safe around schools

Your child's safety depends on you



Drop off and pick up by car

Make sure your children are in an appropriate child car seat that is fitted and used correctly.

Stick to the 40km/h speed limit in a school zone as children are about.

Look for buses pulling out – watch for flashing wig wag lights.

Always park and turn legally around schools. Avoid dangerous manoeuvres such as U-turns and three-point turns.

Always give way to pedestrians particularly when entering and leaving driveways.

Drop your children off and pick them up on the school side of the road in your school's designated drop off and pick up area. Calling out to them from across the road is dangerous – they may run to you without checking for traffic.

It's safest for children to get out of the car on the kerb side of the road to be away from passing traffic.

Walking together to and from school

Plan your trip to school so you use pedestrian crossings where possible.

Always hold your child's hand. Children need your help to spot dangers such as vehicles coming out of driveways. They can also be easily distracted and wander into traffic.

Drop off and pick up your child near the school gate and avoid calling them from across the road.

Talk with your children about Stop, Look, Listen and Think every time they cross the road.

STOP! one step back from the kerb.

LOOK! for traffic to your right, left and right again.

LISTEN! for the sounds of approaching traffic.

THINK! whether it is safe to cross.

Young children can learn these safe pedestrian habits from you and continue them later on when they are old enough to travel alone.

In and out of the car

To comply with national child restraint laws, your child should be restrained in the car as follows:

0 – 6 months

Approved rearward-facing child car seat

6 months – 4 years

Approved rearward-facing or forward-facing child car seat

4 – 7+ years

Approved forward-facing child car seat or booster seat.

For more information, visit

childcarseats.com.au

Make a rule that every child passenger must be securely buckled into a seatbelt or child car seat before you start the car.

A sleeping child must remain firmly buckled up while the car is in motion.

Reward your child with lots of praise for good road safety behaviour.

Assist your young child to buckle up – always check the buckle and make sure the belt is not twisted.

Ensure your children always get in and out of the car through the 'safety door'. This is the rear kerb side door of the car.

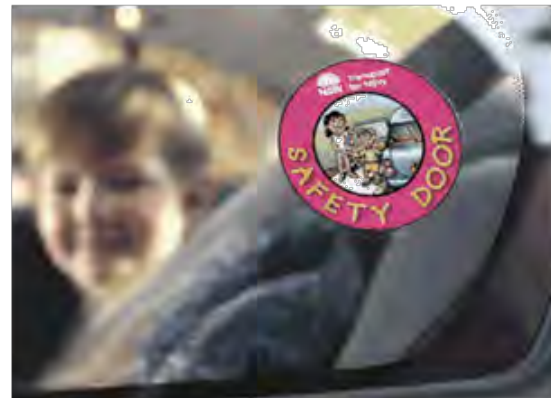
Never allow children to get out of the car on the traffic side.

When possible, children should remain in the car until an adult opens the 'safety door'. This helps ensure that children get out of the car safely.

Children aged between four and seven years cannot travel in the front seat of a vehicle with two or more rows, unless all other back seats are occupied by children younger than seven years in a child car seat.

A child that is properly secured in an approved child car seat is less likely to be killed or injured in a crash than one who is not.

Never leave a child of any age in a vehicle without supervision. A small child may rapidly suffer from dehydration, heat exhaustion and consequent organ failure. Older children could play games that may lead to danger.



Driving near school buses

There is a 40km/h speed limit for traffic passing a school bus that is setting down or picking up school children.

This speed limit is for all traffic travelling in the same direction as the bus, whether the bus is stationary or moving.

The 40km/h speed limit must be obeyed when the rear wig wag lights on the bus flash.

Flashing headlights on these buses also alert oncoming motorists that children are close by.

As a driver, remember: When the lights on the bus are flashing, you must slow down to 40 km/h.

Never park in or near a bus stop or bus zone.

For information about fines and demerit points, visit rms.nsw.gov.au



On and off the bus safely

Your child is most at risk in the minutes after getting off the bus. You can reduce this risk.

Meet your child (or arrange for another trusted adult to meet your child) at the bus stop, never on the opposite side of the road.

Wait until the bus has been driven away before choosing the safest place to cross the road, then follow the usual road crossing procedures with your children.

STOP! One step back from the kerb.

LOOK! For traffic to your right, left and right again.

LISTEN! For the sounds of approaching traffic.

THINK! Whether it is safe to cross.

Teach your children to keep turning their head in both directions to look and listen for traffic as they cross the road.

While waiting at the bus stop, stand well away from the passing traffic. Never wait right at the kerb.

Remind your children that when a bus is fitted with seatbelts, they must buckle up.

Until they turn ten, hold hands with your child as you cross the road.



Hold your child's hand

As pedestrians, children can be easily distracted and are often too small to be seen by drivers. They may be unable to predict or identify dangers and tend to act impulsively.

Talk with your child about safe behaviour on the footpath – it is not a safe place to play. Include discussion on the dangers of vehicles that may be entering or exiting driveways.

Until your child is at least eight years old, hold their hand:

- on the footpath
- in the car park
- when crossing the road.

Up until at least 10 years old, supervise your child very closely, holding their hand when crossing the road.

If you cannot be with your child, organise for another trusted adult to accompany them.

After school, meet your child at the school gate. At the end of the school day children may be excited, distracted and tired and may not concentrate on road safety.



Helmets and safety on wheels

Your child must wear a helmet when riding a bike in any public place – it's the law.

Your child's helmet must comply with the Australian and New Zealand Standards. It must be securely fitted and fastened on their head.

Check that your child wears a bicycle helmet whenever playing or riding on wheels – bikes, foot scooters, rollerskates, skateboards or rollerblades. The helmet should be firmly buckled so it fits without wobbling or slipping to the sides.

Although children quickly learn to pedal, steer and brake, they are not ready to cycle near traffic or on the road.

Children under 12 and adult riders accompanying and supervising them may ride on the footpath, unless there are signs specifically prohibiting cycling.

When riding on the footpath, cyclists must keep to the left and give way to pedestrians. Children need to take special care at driveways where vehicles may be driving in or out. At intersections, children must dismount and wheel the bicycle across the road as a pedestrian, following the 'STOP! LOOK! LISTEN! THINK!' procedure.



Driving and parking safely near schools

School opening and closing hours are busy times for pedestrians and vehicles outside the school.

Always take extra care in 40km/h school zones, which operate on gazetted school days.

Park safely even if it means walking further to the school gate.

Observe all parking signs. They are planned with children's safety in mind.

Never double park as it puts children at risk.

Model safe and considerate behaviour for your child – they will learn from you.

Slow down near the school crossing.

At a supervised crossing, observe the directions of the school crossing supervisor.

Always park and turn legally around the school.

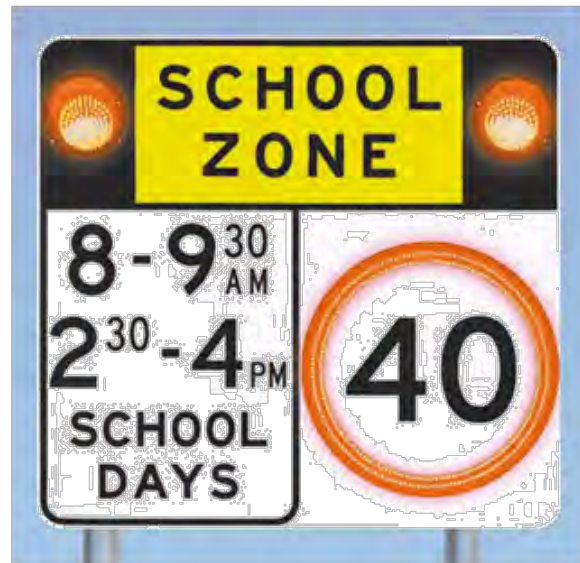
Avoid dangerous manoeuvres such as U-turns and three-point turns.

Always give way to pedestrians particularly when entering and leaving driveways.

Avoid parking across the school driveway or the entrance to the school car park.

Using your school's drop off and pick up facility will help keep all children as safe as possible during the busiest times of the school day.

Avoid parking in or near the school bus bay.



Safety around school crossings

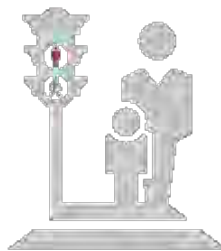
Ensure that your child always uses the school crossing as this is the safest point of entry to the school.

Where there is a school crossing supervisor at a school crossing, pedestrians must wait on the footpath, at least one step back from the edge of the road, until the school crossing supervisor indicates that it is safe to cross.

Drivers must not proceed until the crossing supervisor's hand-held sign is no longer displayed, or until the crossing supervisor indicates that the motorist may proceed through the crossing.

At an unsupervised children's crossing when 'CHILDREN CROSSING' flags are displayed, drivers must stop at the white line if pedestrians are waiting to cross at the crossing. Drivers must remain stationary until the crossing is completely clear of pedestrians.

Drivers need to know that a children's crossing is a part-time crossing that operates before and after school hours, and at times when children are using the crossing, such as for excursions or during lunchtimes.



40km/h school zones

The 40km/h school zone slows traffic in the vicinity of the school.

Most 40km/h school zones operate between 8am and 9.30am and from 2.30pm till 4pm. The 40km/h school zone speed limit must be observed even if school children cannot be seen.

A 40km/h school zone operates on all gazetted school days including staff development days (pupil free days).

While some schools may operate on different term dates, school zone speed limits must be adhered to during NSW Government determined school terms.

Gazetted school term dates can be found at roadsafety.transport.nsw.gov.au website and the websites of the NSW Board of Studies, Teaching and Educational Standards and the NSW Department of Education.

To increase motorists' awareness of 40km/h school zones, triangular dragon's teeth road markings indicate that the vehicle is entering a school zone.

Fines and demerit points

For information about fines and demerit points, visit rms.nsw.gov.au

For more information

roadsafety.transport.nsw.gov.au
rms.nsw.gov.au
childcarseats.com.au
safetytown.com.au

Telephone

13 22 13

Disclaimer

The information in this booklet is intended as a guide only and is subject to change at any time without notice. It does not replace relevant legislation.

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Catalogue no. 45092308



PARKING RESTRICTIONS AROUND SCHOOLS

Parking rules are there to help keep our children safe. They protect sight distances, provide safe pick up and drop off opportunities and minimise confusion where children are crossing roads.

Fines apply for parking illegally and in some situations, demerit points also apply.



No Parking

You may only stop in a No Parking zone while you set down or pick up passengers or goods. You must not stop for more than two minutes. You must remain in or within three metres of your vehicle.

Fines of \$177 + 2 demerit points apply



Bus Zone

You are not permitted to stop in a Bus Zone unless you are driving a public bus.

Fines of \$319 + 2 demerit points apply



Children's Crossing

Proceed at children's crossing contrary to directions.

Fines of \$531 + 4 demerit points apply



Accessible Parking

Only vehicles transporting a current Mobility Parking Scheme (MPS) permit holder may park in these zones. The MPS permit must be displayed in the parked vehicle.

Fines of \$531 + 1 demerit point apply



No Stopping/No Standing

You must not stop your vehicle in any area zoned with these signs, unless there is a medical or other emergency. Times of operation may apply if stated on the sign.

Fines of \$319 + 2 demerits apply



Double Parking

A driver must not stop on a road between the centre of the road and another vehicle parked at the side of the road.

Fines of \$319 + 2 demerits apply



Timed Parking

These signs mean that in certain areas you may park at the kerb for the duration of time shown on the sign between certain hours on particular days.

Fines of \$106 apply for disobeying restrictions

CURRENT AS OF 10 FEBRUARY 2016

**REPORT: Black Wattle Fair – 2 October
2016 – Request for Road Closure at
Burrendong Way, Mumbil**

AUTHOR: Director Wellington Branch
REPORT DATE: 9 August 2016
TRIM REFERENCE: ID16/1500

EXECUTIVE SUMMARY

Mumbil District Progress Association have submitted a request to hold the annual Black Wattle Fair on 2 October 2016. Permission is requested for part road closure of Burrendong Way between the hours of 6.30am and 5pm. The RMS have been notified and a TCP is attached for consideration. This event has been held in previous years and there have been no issues arising.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

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

- a. Approval is required from the RMS for the event to close part of Burrendong Way between Cudgegong and Mackerel Streets, with evidence provided to Council of the conditions of approval. In the event that approval is not granted, then the applicant is to advise Council if the event will proceed with a re-designed event course that excludes the crossing of a State Highway.
- b. The submissions of an Event and Traffic Management Plan and Traffic Control Plans to Council for approval in accordance with Australian Standard 1742.3 and the Roads and Maritime Services Guide to traffic control at worksites and prepared by an accredited person.
- c. Traffic Controllers and trained course marshals are to be provided at all road closure points and other locations as identified in the Event and Traffic Management Plan with restricted access only to emergency and authorised vehicles. All Traffic Controllers are to be specially authorised for the event with current Roads and Maritime Services certification.

- d. Council's Administration Officer must sight a copy the current Public Liability Insurance Policy for a minimum amount of \$20 million on which Western Plains Regional Council is specifically noted to be indemnified against any action resulting from the event.
- e. The applicant is responsible for the provision of all traffic control required for the event in accordance with the traffic control plan.
- f. The applicant is responsible for all costs associated with the placement of a public notification and advice to the residents within the closed roads prior to the event advising of Black Wattle Fair at Mumbil.
- g. All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Traffic and Event Management Plan.
- h. The NSW Police Force consent and conditions for the running of the event as considered necessary.
- i. The applicant is to provide Council with a signed/dated copy of the Traffic and Event Management Plan.
- j. The applicant is to submit to Council all the appropriate documentation required accepting the above terms and conditions before final approval will be granted.
- k. All costs associated with implementing these event conditions are to be met by the Event Organiser.
- l. That approval be granted subject to approval from Roads and Maritime Services being received for the event to take part on State Highway and Classified Roads prior to the event with evidence of such approval being emailed to Committee members of the Local Traffic.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Friday 5 August 2016. The Committee had unanimous support in the adoption of the recommendation shown below.

RECOMMENDATION

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

- a. **Approval is required from the RMS for the event to close part of Burrendong Way between Cudgegong and Mackerel Streets, with evidence provided to Council of the conditions of approval. In the event that approval is not granted, then the applicant is to advise Council if the event will proceed with a re-designed event course that excludes the crossing of a State Highway.**
- b. **The submissions of an Event and Traffic Management Plan and Traffic Control Plans to Council for approval in accordance with Australian Standard 1742.3 and the Roads and Maritime Services Guide to traffic control at worksites and prepared by an accredited person.**
- c. **Traffic Controllers and trained course marshals are to be provided at all road closure points and other locations as identified in the Event and Traffic**

Management Plan with restricted access only to emergency and authorised vehicles. All Traffic Controllers are to be specially authorised for the event with current Roads and Maritime Services certification.

- d. Council's Administration Officer must sight a copy the current Public Liability Insurance Policy for a minimum amount of \$20 million on which Western Plains Regional Council is specifically noted to be indemnified against any action resulting from the event.
- e. The applicant is responsible for the provision of all traffic control required for the event in accordance with the traffic control plan.
- f. The applicant is responsible for all costs associated with the placement of a public notification and advice to the residents within the closed roads prior to the event advising of Black Wattle Fair at Mumbil.
- g. All traffic advisory signs shall be placed in accordance with the approved Traffic Control Plan and the Traffic and Event Management Plan.
- h. The NSW Police Force consent and conditions for the running of the event as considered necessary.
- i. The applicant is to provide Council with a signed/dated copy of the Traffic and Event Management Plan.
- j. The applicant is to submit to Council all the appropriate documentation required accepting the above terms and conditions before final approval will be granted.
- k. All costs associated with implementing these event conditions are to be met by the Event Organiser.
- l. That approval be granted subject to approval from Roads and Maritime Services being received for the event to take part on State Highway and Classified Roads prior to the event with evidence of such approval being emailed to Committee members of the Local Traffic.

Karen Roberts
Director Wellington Branch

Appendices:

- 1 Mumbil District Progress Association - Request Road Closure - Mumbil Black Wattle Fair - 02/10/2016
- 2 Traffic Control Plan - Black Wattle Fair

Mumbil District Progress Association Inc.
PO Box 840
Mumbil NSW 2820

07 January 2016

General Manager
Wellington Council
Nanima Crescent
Wellington NSW 2820

Dear Sir / Madam

Re: Request for road closure at Burrendong Way, Mumbil on Sunday, 02 October 2016

Mumbil District Progress Association Inc. will be holding our annual Black Wattle Fair on Sunday, 02 October 2016, and request permission for the road closures on the enclosed map. This has worked very well to ensure public safety on previous occasions. We propose to close the road at 6.30am and reopen it at 5pm.

Black Wattle Fair activities include market stalls, displays, chocolate wheel, food stalls, Chuck Akubra competition, displays, children's activities.

Thank you for your consideration of this matter.

Yours sincerely



Norma Berry (Treasurer)

(on behalf of Mumbil District Progress Association Inc.)

Phone: (02) 68467667

RECEIVED
MUMBIL DISTRICT PROGRESS ASSOCIATION
Correspondence
Norma Berry
012/577 Mumbil District Progress
10 FEB 2016

Mumbil District Progress Association Inc.
PO Box 840
Mumbil NSW 2820

07 February 2016

Roads and Maritime Services
Locked Bag 928
North Sydney NSW 2059

Dear Sir

Attn: ROL.Western@rms.nsw.gov.au

Re: Detour and road closure at Burrendong Way, Mumbil on Sunday, 02 October 2016

Mumbil District Progress Association Inc. will be holding our annual Black Wattle Fair on Sunday, 02 October 2016. The enclosed map details the signage approved by Wellington Council. We will close the road at 6.30am and reopen it at 5pm.

Black Wattle Fair activities include market stalls, displays, chocolate wheel, food stalls, ChuckAkubra competition, displays, children's activities.

Yours sincerely



Norma Berry (Treasurer)

(on behalf of Mumbil District Progress Association Inc.)

Phone: (02)68467667

Special Event Resources

Special Event Transport Management Plan Template

Refer to Chapter 7 of the Guide for a complete description of the Transport Management Plan

I EVENT DETAILS

I.1 Event summary

Event Name: Black Wattle Fair

Event Location: Mumbil Hall & Mumbil Oval

Event Date: 02/10/2016 Event Start Time: 8am Event Finish Time: 4pm

Event Setup Start Time: 6.30am Event Packdown/Finish Time: 5pm

Event is: off-street on-street moving on-street non-moving
 held regularly throughout the year (calendar attached)

I.2 Contact names

Event Organiser: Norma Berry, PO Box 840, MUMBIL, NSW 2820

Phone: 0268467667 Fax: _____ Mobile: _____ E-mail: faram48@hotmail.com

Event Management Company (if applicable): _____

Phone: _____ Fax: _____ Mobile: _____ E-mail: _____

Police: Dubbo Police Station & Wellington Police Station

Phone: _____ Fax: _____ Mobile: _____ E-mail: _____

Council: Wellington Council

Phone: _____ Fax: _____ Mobile: _____ E-mail: _____

Roads & Traffic Authority (if Class 1): _____

Phone: _____ Fax: _____ Mobile: _____ E-mail: _____

Notes: The Event Organiser will be responsible for obtaining the Road Closing Permit's themselves.

I.3 Brief description of the event (one paragraph)

Family fun day, children's activities, market stalls, displays, chocolate wheel, food stalls, ChuckAkubra competition

WESTERN PLAINS REGIONAL COUNCIL
 For Further Information
 Correspondence to: Norma Berry

2 RISK MANAGEMENT - TRAFFIC

2.1 Occupational Health & Safety - Traffic Control

Risk assessment plan (or plans) attached

2.2 Public Liability Insurance

Public liability insurance arranged. Certificate of currency attached.

2.3 Police

Police written approval obtained

2.4 Fire Brigades and Ambulance

Fire brigades notified

Ambulance notified

3 TRAFFIC AND TRANSPORT MANAGEMENT

3.1 The route or location

Map attached as per 2010 TCP attached

3.2 Parking

Parking organised - details attached

Parking not required by MDPA Inc.

3.3 Construction, traffic calming and traffic generating developments

Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached

There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes

3.4 Trusts, authorities or Government enterprises

This event uses a facility managed by a trust, authority or enterprise: written approval attached

This event does not use a facility managed by a trust, authority or enterprise

3.5 Impact on/of Public transport

Public transport plans created - details attached

Public transport not impacted or will not impact event

3.6 Reopening roads after moving events

This is a moving event - details attached

This is a non-moving event.

3.7 Traffic management requirements unique to this event

Description of unique traffic management requirements attached

There are no unique traffic requirements for this event

3.8 Contingency plans

Contingency plans attached

CLASS 1	CLASS 2	3.9 Heavy vehicle impacts
		<input checked="" type="checkbox"/> Impacts heavy vehicles - RTA to manage TCP detour <input type="checkbox"/> Does not impact heavy vehicles
CLASS 1	CLASS 2	3.10 Special event clearways
		<input type="checkbox"/> Special event clearways required - RTA to arrange <input checked="" type="checkbox"/> Special event clearways not required

4 MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES

CLASS 1	CLASS 2	4.1 Access for local residents, businesses, hospitals and emergency vehicles
		<input checked="" type="checkbox"/> Plans to minimise impact on non-event community attached see TCP detour map <input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes
		4.2 Advertise traffic management arrangements
		<input checked="" type="checkbox"/> Road closures or restrictions - advertising medium and copy of proposed advertisements attached <input type="checkbox"/> No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached <input type="checkbox"/> No road closures, restrictions or special event clearways - advertising not required
		4.3 Special event warning signs
CLASS 1	CLASS 2	<input type="checkbox"/> Special event information signs are described in the Traffic Control Plans <input checked="" type="checkbox"/> This event does not require special event warning signs see TCP detour map
		4.4 Permanent Variable Message Signs
		<input type="checkbox"/> Messages, locations and times attached <input checked="" type="checkbox"/> This event does not use permanent Variable Message Signs
CLASS 1	CLASS 2	4.5 Portable Variable Message Signs
		<input type="checkbox"/> The proposed messages and locations for portable VMS are attached <input checked="" type="checkbox"/> This event does not use portable VMS

5 PRIVACY NOTICE

The "personal information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads and Traffic Authority (RTA), or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the Road Transport (General Act 1999) and the Road Act 1992).
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide higher "personal information".
- The "personal information" held by the Police, RTA or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

6 APPROVAL

TMP Approved by: Event Organiser Date

7 AUTHORISATION TO *REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

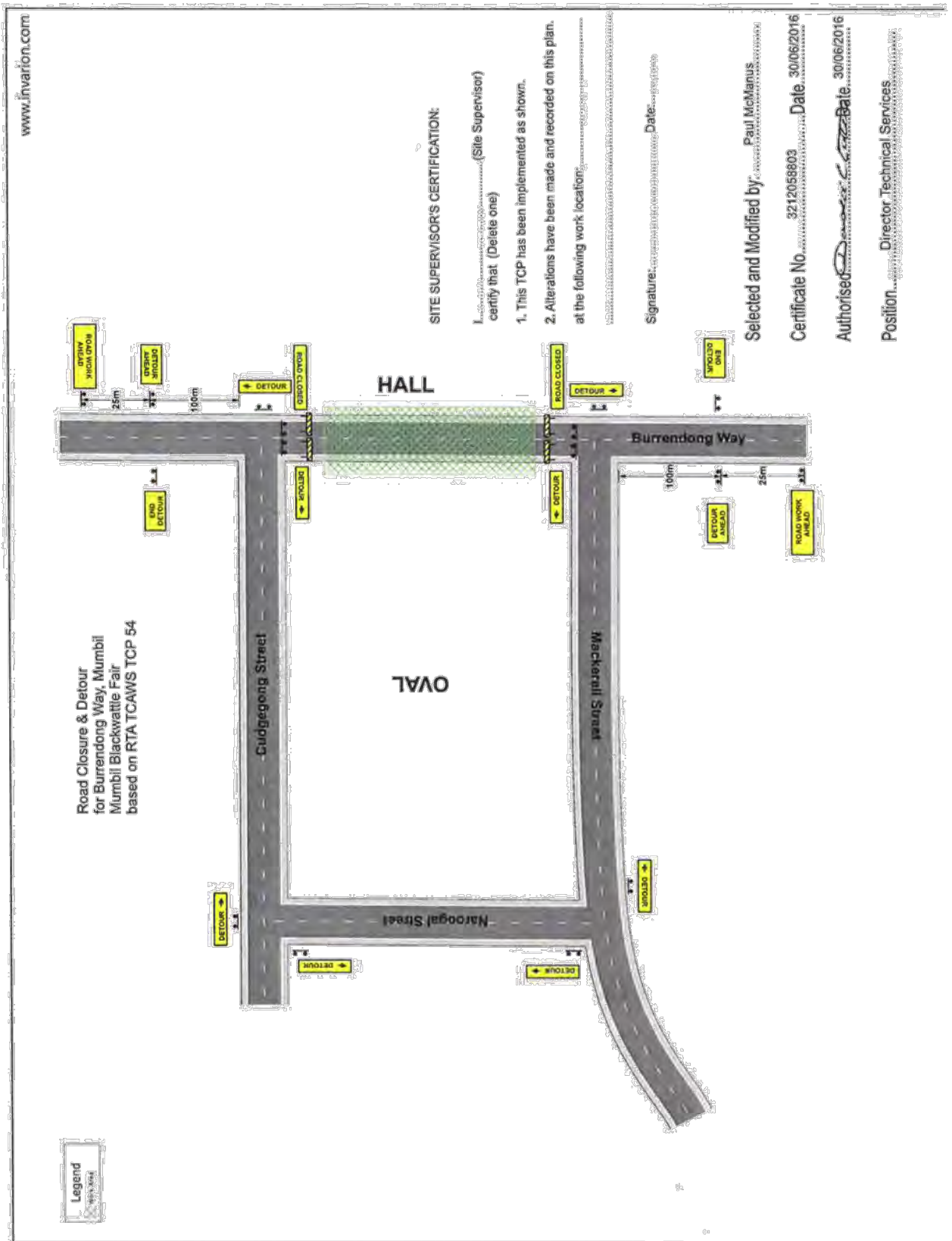
Regulation of traffic authorised by: Council Date

The RTA's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: RTA Date

* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (Roads Act, 1993). Council and RTA require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.

Risk Assessment	
<p>Event: Black Wattle Fair</p> <p>Date: 02 October 2016</p> <p>Location: Mumbil Hall & Mumbil Oval (opposite) Burrendong Road (between Cudgegong Street & Mackerel Street, Mumbil) Mumbil NSW 2820</p>	
Hazard Checklist	
Children / bystanders crossing from Mumbil Hall to Mumbil Oval	<p>Road closed and detour signs as on approved plan.</p> <p>Road closed 6.30am until 5pm to allow time for set up and pack away.</p>
Trips	<p>Remove small tree branches or large stones.</p> <p>Mumbil Hall entrances – put visible tape on steps as required.</p> <p>Vigilant and assist aged / frail patrons.</p>
Hot weather / heat related health problems	<p>Supply ample seating inside, outside the Hall and on the Oval.</p> <p>Provide some shade on the Oval for spectators.</p> <p>Variety of drinks and refreshments on sale.</p> <p>Indoor activities for children.</p> <p>Vigilant and assist if required.</p> <p>First Aiders available. St John Ambulance First Aid Kit available.</p>
If Ambulance required	<p>Remove road closure barrier to allow Ambulance access to Hall.</p> <p>Direct Ambulance to Oval entry gate.</p>



www.invation.com

Road Closure & Detour
for Burrendong Way, Mumbil
Blackwattle Fair
based on RTA TCAWS TCP 54

Legend
DETOUR

SITE SUPERVISOR'S CERTIFICATION:

I, Paul McManus (Site Supervisor)
certify that (Delete one)

1. This TCP has been implemented as shown.
2. Alterations have been made and recorded on this plan.
at the following work location:

Signature: Paul McManus Date: 30/06/2016

Selected and Modified by: Paul McManus

Certificate No. 3212058803 Date: 30/06/2016

Authorised: Paul McManus Date: 30/06/2016

Position: Director Technical Services

ADMINISTRATOR MINUTE: Administrator Appointments

AUTHOR: Administrator
REPORT DATE: 12 August 2016
TRIM REFERENCE: ID16/1317

To the Council
Ladies and Gentlemen

Office of the Administrator
Civic Administration Building
Church Street, Dubbo

18 July 2016

- Attended the welcome to Fly Pelican's inaugural flight at Dubbo City Regional Airport and welcomed FlyPelican CEO, Paul Graham.
- Attended the Stronger Communities Fund Stronger Grant Information Session in Euchareena along with Council's Acting Interim General Manager, David Dwyer.
- Attended inspection of Orange's Compost Facility along with JR Richards Operations Manager, Mr S Pleasance.
- Attended the Stronger Communities Fund Stronger Grant Information Session in Mumbil along with Council's Acting Interim General Manager, David Dwyer.
- Attended the Stronger Communities Fund Stronger Grant Information Session in Stuart Town along with Council's Acting Interim General Manager, David Dwyer.

19 July 2016

- Participated in weekly Teleconference with Department of Premier and Cabinet along with Council's Acting Interim General Manager, David Dwyer.
- Attended the two Stronger Communities Fund Stronger Grant Information Sessions in Wellington along with Council's Acting Interim General Manager, David Dwyer.
- Attended meeting with Committee members of the Wellington Museum.

20 July 2016

- Attended meeting with Council's Director Environmental Services, Melissa Watkins and Manager of Building and Development Services, Stephen Wallace.
- Attended meeting concerning the 50 year celebrations since the town of Dubbo was proclaimed a city.
- Attended Macquarie Regional Library and met with former Deputy Prime Minister of Australia, The Hon. Mr Tim Fischer AC and the Deputy Premier and Member for Dubbo the Hon. Mr Troy Grant MP.
- Attended meeting with Director Parks and Landcare, Ian McAlister.
- Attended the Stronger Communities Fund Stronger Grant Information Session in Wongarbron along with Council's Acting Interim General Manager, David Dwyer.

- Attended the Developers Forum along with Council's Acting Interim General Manager, David Dwyer, Director Environmental Services, Melissa Watkins, Director Corporate Development, Ken Rogers, Director Technical Services, Stewart McLeod, Transition Project Lead, Murray Wood.

21 July 2016

- Attended the two Stronger Communities Fund Stronger Grant Information Session in Dubbo along with Council's Acting Interim General Manager, David Dwyer.
- Attended meeting with Dubbo residents along with Director of Environmental Services, Melissa Watkins concerning a planning issue.
- Attended meeting with acting Interim General Manager, David Dwyer and Manager Governance and Risk, Michael Ferguson for review of the July Council meeting agenda items.

22 July 2016

- Media interview – 2DU
- Attended the Northern Basin Review seminar in Warren.

23 July 2016

- Attended the Burrendong Arboretum Trust meeting in Wellington.
- Attended the Official Dinner for Wujiang (Chinese Sister City) at Dubbo Golf Club along with Council's Director Community Services, David Dwyer.

25 July 2016

- Attended meeting with Riversmart Australia CEO, Mr B Phillips to discuss the Macquarie Riversmart Program and how it relates to Dubbo and Wellington.
- Attended meeting with Rural Financial Counselling Services CEO, Mr J Caldbeck to review issues in the area.
- Attended the presentation of survey results by Aurora Research and Development regarding the naming of the Council along with Council's Acting Interim General Manager, David Dwyer.

26 July 2016

- Attended a Tour of the Waste Management Facility in Eastern Creek and Kemps Creek, Sydney along with Impact Environmental Consulting Consultant, Mr G Freeman, Council's Manager Civil Infrastructure and Solid Waste, Steve Clayton and Asset Systems Engineer, Michael McCulloch.

27 July 2016

- Attended Council Briefing.
- Attended the Ordinary Meeting of Council in Wellington.

28 July 2016

- Media interview – 2DU
- Media interview - ABC
- Met with Department of Premier Cabinet Implementation Liaison Manager, Ms G Cole.
- Media interview – Prime
- Media interview – WIN
- Attended meeting with Manager Governance and Risk, Michael Ferguson regarding the external representation of Committees.

29 July 2016

- Attended the Wellington Office.

1 August 2016

- Attended regular meeting with Chamber of Commerce President, Mr M Wright.
- Attended meeting with Project Director – Short Term Correctional Facilities, Site Selection, Mr S Vinnicombe, General Manager Wellington Correctional Centre, Mr B Beebles, Business Manager Wellington Correctional Centre, Mr P Thomas, Project Manager GHD Consultants, Mr D Mees, Council's Director Environmental Services Dubbo Branch, Melissa Watkins, Acting Director Technical Services Wellington Branch, Don Cottee, Water Operations Engineer, Mr Stephen Carter, Manager Technical Support, Mark Stacey and Owen Johns, Contractor for Western Plains Regional Council.
- Attended meeting with Manager Governance and Risk, Michael Ferguson regarding agenda for the Local Representation Committee.
- Attended meeting with developer along with Director Environmental Services, Melissa Watkins.

2 August 2016

- Media interview – 2DU.
- Participated in weekly Teleconference with Department of Premier and Cabinet along with Council's Acting Interim General Manager, David Dwyer.
- Media interview – PrimeTV
- Held teleconference with Mr K Hollingsworth concerning the Food Organics Garden Organics.

3 August 2016

- Attended the Wellington Office.
- Attended meeting with Wellington resident.
- Media interview - WIN

4 August 2016

- Attended the opening of the new Dubbo Branch of Newcastle Permanent Building Society along with Council's Acting Interim General Manager, David Dwyer.

5 August 2016

- Attended the Local Traffic Committee meeting.
- Attended the Corrective Services NSW Award Ceremony at the Wellington Correctional Centre along with Minister for Corrections, Minister for Emergency Services and Veterans Affairs the Hon. David Elliott MP, Deputy Premier and State Member for Dubbo the Hon. Troy Grant MP, Corrective Services Commissioner– Mr Peter Severin, Corrective Services NSW Assistance Commissioner– Mr Kevin Corcoran.
- Attended the Wellington Office.
- Attended meeting with Wellington resident.
- Attended the meeting of the Wellington Bicentenary Working Party meeting in Wellington.

6 August 2016

- Attended the Community Leaders Breakfast along with Deputy Premier and State Member for Dubbo, the Hon. Mr T Grant MP, Federal Member for Parkes, the Hon. M Coulton MP, Council's Acting Interim General Manager, David Dwyer, Director Environmental Services, Melissa Watkins, Director Parks and Landcare, Ian McAlister, Transition Project Officer, Murray Wood and Manager Civil Infrastructure and Solid Waste, Steve Clayton.
- Attended the Official Dinner for Minokamo (Japanese Sister City) at Dubbo Golf Club along with Acting Interim General Manager, David Dwyer.

7 August 2016

- Attending a tree planting in Dubbo at the Golf Links Tree Park.

8 August 2016

- Attended regular meeting with Deputy Premier and State Member for Dubbo, the Hon. Mr T Grant MP and Council's Interim General Manager, Mark Riley.
- Attended meeting with Dubbo residents and Director Environmental Services, Melissa Watkins.
- Attended meeting of the Dubbo Mud Runners.
- Attended meeting with Council's Interim General Manager, Mark Riley, and staff regarding the "branding" of Council.

9 August 2016

- Media interview – 2DU Richard Perno
- Media interview – Wellington TIMES
- Media interview – PrimeTV
- Media interview – 2DU Emma Rennie
- Attended meeting with Council's Manager Financial Accounting Services, Wayne Sonneman.
- Attended meeting with Dubbo Resident along with Council's Director Technical Services, Stewart McLeod and Manager Civil Infrastructure & Solid Waste, Steve Clayton.

10 August 2016

- Participated in photo shoot for the Green Edition of Photo News.
- Attended an inspection of the Dubbo Zirconia Project along with the Local Representation Committee Mr G Cross, Mr D Grant, Mrs A Jones, Mr K Parker, Mr B Shields, Mr R Toney, Interim General Manager, Mark Riley, Manager Governance and Risk, Michael Ferguson and Alkane Resources General Manager, Mike Sutherland.
- Attended the Local Representation Committee meeting held in Dubbo.

11 August 2016

- Attended meeting with Strategy to Performance's consultant, Ms S Kehoe regarding the 'Mission Vision Values' Project.
- Attended the Inland Forum in Sydney.

RECOMMENDATION

That the information contained in the Administrator Minute be noted.

Michael Kneipp
Administrator

WESTERN
PLAINS
REGIONAL
COUNCIL

Incorporating the former
Dubbo City & Wellington councils

ADMINISTRATOR MINUTE: Outcome of Community Consultation Regarding the Name Western Plains Regional Council

AUTHOR: Administrator
REPORT DATE: 11 August 2016
TRIM REFERENCE: ID16/1492

To the Council
Ladies and Gentlemen

Office of the Administrator
Civic Administration Building
Church Street, Dubbo

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

In light of the anecdotal evidence of concern surrounding the name of the new entity the Member for Dubbo the Hon Troy Grant MP distributed a hard copy survey of residents in the Dubbo electorate. Within this survey were two questions that directly related to the naming of Council issue. They were:

“Are you satisfied with the name ‘Western Plains Regional Council’? Y or N

“If not what would you like our new Council to be called.”

The issue of the name is also impacting on key items arising from the amalgamation such as common email address, domain names for websites and the replacement of former Council branding in high profile locations. In this regard Council engaged a local research company who undertook a survey of the community complementary to the survey conducted by the Member for Dubbo. The research was completed by Aurora to enable Council to have greater understanding of community attitudes regarding the name of Council. The three formats used to obtain community perspective were telephone interview, face to face interviews and digital survey.

Consultation with marketing and branding specialists regarding brand recognition of regional destinations indicated significant awareness of the Dubbo name being the third highest in NSW.

It is important to note that any targeted destination brand development for Wellington (visitwellington.com.au) and Dubbo (dubbo.com.au) would not be affected by the name of Council. Instead it should be noted that the new organisation is able to bring strategic capacity to the challenge of LGA-wide economic development which includes marketing the specialist and niche opportunities for Wellington and surrounds.

Investigations have been undertaken with regard to the process for changing Council's name and the Office of Local Government has advised that *"a council wishing to change its name has to make an application to the Minister for Local Government. In deciding whether to make a favourable recommendation to the Governor to change the name of a council, the Minister would need to be satisfied that there is sufficient evidence of community consultation and support for the proposed new name."* It is therefore recommended that representations should be made to the Minister for Local Government to take the necessary actions to rename Western Plains Regional Council to Dubbo Regional Council.

RESULTS – MEMBER FOR DUBBO SURVEY

Within the survey of the Member for Dubbo were two questions that directly related to the naming of Council issue. They were

"Are you satisfied with the name 'Western Plains Regional Council'? Y or N

"If not what would you like our new Council to be called."

A majority of respondents to the Member for Dubbo's survey were not satisfied with the new name. In the Member for Dubbo's survey there were 88 not in favour and 44 in favour of Western Plains Regional Council. The dominant result for an alternative name was Dubbo Regional Council.

RESULTS – AURORA RESEARCH

270 telephone interviews were undertaken with 188 of interviewees being from Dubbo and 82 being from Wellington.

Of the website surveys 699 responses were submitted with 415 from Dubbo residents and 284 from Wellington residents.

Of the 526 face to face interviews 294 were from residents from Dubbo and 232 were from Wellington.

The total of combined responses to the question "Are you satisfied with the name Western Plains Regional Council?" was:

- Yes 597
- No 845
- no interest 53

What name then?

For those who believed a different name was more suitable, three different methodologies were employed by Aurora.

Face to Face – 526 interviews

Overall 79 responses included the word Macquarie as the name for the Council area; 30 respondents included Dubbo and Regional in their preferred name for Council, with 45 respondents wanting Dubbo included in the name.

Web/ online – 699 responses

338 responses favoured Dubbo Regional Council of which the break up was 240 Dubbo residents and 98 Wellington residents.

126 responses favoured Macquarie Regional Council of which 89 respondents were Wellington residents and 34 respondents were from Dubbo.

Telephone Interview – 270 interviews

21 respondents nominated Dubbo Regional Council as the preferred name for the Council area with an additional 16 wanting the name to include Dubbo. Overall 55 responses either nominated Dubbo as part of the extended name or that they wanted Dubbo in the name.

Macquarie was included in names nominated by 33 respondents, with 15 providing Macquarie Regional Council as their preferred name for the Council.

Previous research undertaken by Inland NSW across Australia researched awareness of Inland NSW destinations highlighted the high awareness of Dubbo as a destination compared to many other LGAs. Commentary in this report includes "Dubbo is one of Inland's strongest destinations. It is well known with more than half having heard of it". This placed Dubbo as the third most recognised regional destination.

Wellington as an individual destination was not covered in the research. However, based on the research of comparable destinations to Wellington (small, attractive country towns) awareness typically ran between 2 and 2.5% percent."

This is an important consideration. Irrespective of the name of the local government body, Wellington and Dubbo will have ongoing and separate tourism marketing brands. There is an advantage and opportunity for Wellington as a community and an economic entity to leverage off a Dubbo based Council name when competing in the nation-wide market place for visitors, business and residents.

Irrespective of the name of Council, the new organisation is able to bring strategic capacity to the challenge of LGA-wide economic development which includes marketing the specialist and niche opportunities for Wellington and surrounds.

The cost of rebranding Council will be a cost to the organisation irrespective of a decision to maintain the current Western Plains Regional Council name or select an alternative name. Council staff are collating details on locations of the former Dubbo City and Wellington councils' brands and developing a subsequent priority list for rebranding activities. Prioritised rebranding shall be funded from the \$5 million implementation fund provided by the NSW Government as part of the merger process.

This matter was considered by the Local Representation Committee at its meeting held 10 August 2016 where the Committee offered differing opinions of the proposed new name.

RECOMMENDATION

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

Michael Kneipp
Administrator