



AGENDA

FINANCE AND POLICY COMMITTEE

20 FEBRUARY 2017

MEMBERSHIP:
Mr M Kneipp (Administrator).

The meeting is scheduled to commence at .

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The Committee had before it the report dated 3 February 2017 from the Manager Governance and Risk Services regarding Outcomes of Tender Processes Delegated to the Interim General Manager.	

- FPC17/6 DUBBO CITY REGIONAL AIRPORT PAY FOR USE PUBLIC CAR PARK AND 2016/2017 LANDING FEES. (ID17/37)** 25
- The Committee had before it the report dated 24 January 2017 from the Director Corporate Development regarding Dubbo City Regional Airport Pay for Use Public Car Park and 2017/2018 Landing Fees..
- FPC17/7 LEASE OF LOT 170 DP 756920 FIRE BRIGADE PARK - COUNCIL RESERVE 77873 (ID17/143)** 29
- The Committee had before it the report dated 13 February 2017 from the Manager Commercial Facilities regarding Lease of Lot 170 DP 756920 Fire Brigade Park - Council Reserve 77873.
- FPC17/8 SALE OF 2 MOONUL STREET EUMUNGERIE BY PRIVATE TREATY (ID17/141)**
- The Committee had before it the report dated 10 February 2017 from the Revenue Accountant regarding Sale of 2 Moonul Street Eumungerie by Private Treaty.
- 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, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business (Section 10A(2)(c)).*
- FPC17/9 WRITE OFF OF UNRECOVERABLE DEBTS (ID17/144)**
- The Committee had before it the report dated 13 February 2017 from the Revenue Accountant regarding Write off of Unrecoverable Debts.
- In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the General Manager is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: the personal hardship of any resident or ratepayer (Section 10A(2)(b)).*



**DUBBO REGIONAL
COUNCIL**

Report of the Finance and Policy Committee - Meeting 12 December 2016

AUTHOR: Administrative Officer - Governance
REPORT DATE: 3 February 2017

The Committee had before it the report of the Finance and Policy Committee meeting held 12 December 2016.

MOTION

That the report of the Finance and Policy Committee meeting held on 12 December 2016, be adopted.



**REPORT
FINANCE AND POLICY COMMITTEE
12 DECEMBER 2016**

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The Interim General Manager, the Director Organisational Services (M Ferguson), the Supervisor Governance, the Director Corporate Development, the Corporate Communications Supervisor, the Economic Development Officer, the City Promotions and Events Supervisor, the Director Technical Services, the Manager Technical Support, the Manager Civil Infrastructure and Solid Waste, the Manager Works Services, the Manager Fleet Management Services, the Director Environmental Services, the Manager Building and Development Services, the Planner, the Manager City Strategy Services, the Manager Environmental Control, the Director Community Services, the Director Parks and Landcare Services and the Transition Project Leader.

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

The proceedings of the meeting commenced at 5.54pm

**FPC16/27 REPORT OF THE FINANCE AND POLICY COMMITTEE - MEETING 21 NOVEMBER
2016 (ID16/2268)**

The Committee had before it the report of the Finance and Policy Committee meeting held 21 November 2016.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the report of the Finance and Policy Committee meeting held on 21 November 2016, be adopted.

CARRIED

**FPC16/28 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT
(ID16/2265)**

The Committee had before it the report dated 6 December 2016 from the Director Organisational Services regarding Investments Under Section 625 of the Local Government Act.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained within this report be noted.

CARRIED

**FPC16/29 DELEGATION TO THE INTERIM GENERAL MANAGER THE ACCEPTANCE OF A
TENDER TO CONSTRUCT A CHILD CARE CENTRE (ID16/2228)**

The Committee had before it the report dated 1 December 2016 from the Manager Governance and Risk Services regarding Delegation to the Interim General Manager the Acceptance of a Tender to Construct a Child Care Centre.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That in accordance with Section 377(1)(i) of the Local Government Act 1993 Council delegate to the Interim General Manager the acceptance of tenders in relation to the construction of a child care centre being Playmates Cottage.**
- 2. That a report be presented to the February 2017 meeting of Council detailing the outcome of this tender process.**

CARRIED

FPC16/30 INVESTMENT POLICY AND STRATEGY REVIEW (ID16/2264)

The Committee had before it the report dated 6 December 2016 from the Manager Financial Accounting Services regarding Investment Policy and Strategy Review.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the draft Investment Policy December 2016 and the draft Investment Strategy December 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 June 2017.**

CARRIED

FPC16/31 EMERGENCY SERVICES PROPERTY LEVY (ID16/2256)

The Committee had before it the report dated 5 December 2016 from the Revenue Accountant regarding Emergency Services Property Levy.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained within this report be noted.

CARRIED

FPC16/32 WELLINGTON CORRECTIONAL CENTRE EXPANSION OPPORTUNITIES PAPER AND ACTION PLAN (ID16/2267)

The Committee had before it the report dated 6 December 2016 from the Economic Development Officer regarding Wellington Correctional Centre Expansion Opportunities Paper and Action Plan.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the information contained within this report be noted.**
- 2. That progress on the implementation of the Action Plan be reported to Council in line with the Economic Development Action Plan quarterly report.**

CARRIED

**FPC16/33 EVENT DEVELOPMENT FUND (EDF) AND MAJOR EVENT SPONSOR PROGRAM
(MESP) - STREAM 2: APPLICATIONS (ID16/2176)**

The Committee had before it the report dated 29 November 2016 from the City Promotions and Events Supervisor regarding Event Development Fund (EDF) and Major Event Sponsor Program (MESP) - Stream 2: Applications.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the recommended amounts as contained in this report in respect of funding to organisations under Council's Event Development Fund and the Major Event Sponsor Program be adopted.

CARRIED

FPC16/34 INTERIM CORPORATE COMMUNICATIONS STRATEGY (ID16/2266)

The Committee had before it the report dated 6 December 2016 from the Media and Public Relations Coordinator regarding Interim Corporate Communications Strategy.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the draft six month 2017 Corporate Communications Strategy be adopted.**
- 2. That a report and new six month Communications Strategy be provided to Council in June 2017.**

CARRIED

**FPC16/35 COMMENCEMENT OF DEVELOPMENT OF KESWICK STAGE 4 RELEASE 3B
(ID16/2261)**

The Committee had before it the report dated 6 December 2016 from the Manager Commercial Facilities regarding Commencement of Development of Keswick Stage 4 Release 3B.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That approval be granted to commence the process to develop Keswick Stage 4 Release 3B residential subdivision.**
- 2. That all necessary documentation relating to the construction and subdivision of the subject land be executed under the Common Seal of the Council.**

CARRIED

FPC16/36 BODANGORA AIRSTRIP - LICENSED HANGAR AREAS (ID16/2259)

The Committee had before it the report dated 5 December 2016 from the Manager Commercial Facilities regarding Bodangora Airstrip - Licensed Hangar Areas.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That Council enter into a licence agreement with Wellington Aero Club in accordance with the following terms and conditions:**
 - (i) Licence term 5 years, with an option to renew for a further 5 years at the end of first term with the licence fee in any further term is to be determined in consideration of market conditions.**
 - (ii) Licensee must provide public liability insurance of not less than \$20 million.**
 - (iii) Licensee cannot sub-lease without the authorisation of Council.**
 - (iv) Licence fee of \$100.00 per annum (exc. GST) for the first term only.**
- 2. That Council enter into a licence agreement with Mack Watson in accordance with the following terms and conditions:**
 - (i) Licence term 5 years, with an option to renew for a further 5 years at the end of first term with the licence fee in any further term is to be determined in consideration of market conditions.**
 - (ii) Licensee must provide public liability insurance of not less than \$20 million.**
 - (iii) Licensee cannot sub-lease without the authorisation of Council.**
 - (iv) Licence fee of \$50.00 per annum (exc. GST) for the first term only.**

3. That the current lease at Bodangora between Wellington Council (lessor) and Mack Watson (lessee) be extinguished upon the commencement of the new licence agreement between Council and Mack Watson for Hangar area A4.
4. That any documentation in relation to these matters be executed under the Common Seal of the Council.

CARRIED

FPC16/37 OLD DUBBO GAOL CULTURAL TOURISM AWARD AND MANAGER DUBBO REGIONAL THEATRE AND CONVENTION CENTRE AWARDS (ID16/2161)

The Committee had before it the report dated 29 November 2016 from the Director Community Services regarding Old Dubbo Gaol Cultural Tourism Award and Manager Dubbo Regional Theatre and Convention Centre Awards.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the Manager Business Support Community Services, Jamie Angus, and staff of the Old Dubbo Gaol be formally congratulated on the Old Dubbo Gaol's Cultural Tourism Award in the 2016 NSW Tourism Awards.
2. That the Manager of the Dubbo Regional Theatre and Convention Centre, Linda Christof, be formally congratulated on her Highly Commended Employee of the Year Award and Orana Region Ambassador Award in the 2016 Women Out West Awards.

CARRIED

The meeting closed at 6.28pm.

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CHAIRMAN



DUBBO REGIONAL
COUNCIL

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

AUTHOR: Interim General Manager
REPORT DATE: 8 February 2017
TRIM REFERENCE: ID17/136

EXECUTIVE SUMMARY

The Operational Plan Quarterly review for the period ending 31 December 2016 of Council's Operational Plan (including budget) shows satisfactory implementation with the current financial position estimated to be a balanced budget.

FINANCIAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

1. That the Budget Review Statement and the Quarterly Financial Statements as at 31 December 2016, as attached to this report, be adopted and such sums voted for such purpose.
2. That the performance review details for each function for the quarter ended 31 December 2016, be noted.
3. That the Statement of the Responsible Accounting Officer that Council will be in a satisfactory financial position at the end of the financial year, having regard to the changes herewith to the original budget, be noted.
4. That the contracts, consultants, legal expenses and cash and investments information be noted.

Mark Riley
Interim General Manager

BACKGROUND

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

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

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

REPORT

The Director Organisational Services has reported in respect of the December 2016 Quarterly Review of Council’s Operational Plan as follows:

“The 2016/2017 Operational Plans have been developed based largely on the former Dubbo Council, therefore the Operational Plans content remains Dubbo focused. This has been made clear on each Operational Plan with the following note being added “This Operational Plans Activity, Actions and Performance Targets, along with the KPIs, generally relate to the former Dubbo City Council’s Delivery Programme. The Financial Statements have been consolidated to include both former Dubbo and Wellington Councils.”

The method for the allocation of overheads is unchanged and remains based on each of the previous Council’s methodologies, which will remain in place until a new budget is developed for 2017/2018 Financial Year.

Projects which are now being carried over to the 2017/2018 financial year are detailed within the Operational Plans for each function. The major carryover projects identified at the December, 2016 quarterly review are as follows:

<i>Rural Roads - Torwood Road Sealing</i>	<i>\$487,388</i>
<i>Rural Roads - Pinedale Rd Sealing</i>	<i>\$719,914</i>
<i>Dubbo Regional Organic Processing Plant</i>	<i>\$6,500,000</i>

Successful projects to receive funding under the Stronger Communities Fund and the forecast year for expenditure are as follows:-

Project	Budget	Forecast Grant Expenditure		
		2016/2017	2017/2018	2018/2019
Wellington Caves Visitor Experience Centre	2,500,000	100,000	1,500,000	900,000
Dubbo Regional Botanic Garden Adventure Playground	1,300,000		1,300,000	
Dubbo Regional Botanic Garden – Carpark	240,000		240,000	
Wellington Pool reconstruction	3,000,000			3,000,000
Dubbo Aquatic and Leisure Centre Aquatic Playground	800,000		800,000	
Cameron Park Regional Playground	280,000		280,000	
Geurie Multi Court Facility and Playground Equipment	245,000		245,000	
Installation of a new Gross Pollutant Trap at West Dubbo Main Drain outfall into Macquarie River	198,540		198,540	
Moxon Park Improvements, Stuart Town	85,000	85,000		
Euchareena Local Projects	84,700	84,700		
Total	8,733,240	269,700	4,563,540	3,900,000

The three projects identified above to be undertaken in the 2016/2017 financial year have now been included as part of the December 2016 quarterly review.

The identification of savings as at the 31 December, 2016 has allowed for the following additional projects to be now funded:

Evocities MTB Series – Dubbo component	\$34,827
Additional costs for the Installation of the CBD Heritage Trail	\$32,094
Playmates Cottage preconstruction	\$98,568

The Playmates Cottage funds will ultimately be reimbursed by the NSW Government (Health Infrastructure) under a previously executed agreement.

Grant Funding of \$500,000 which was received during the quarter for Flood damage has been allocated to the Rural Roads function to assist with the additional repairs and maintenance required on rural roads due to the high rain fall in August 2016.

Progress updates on the major projects identified within 2016/2017 budget are as follows:

- *Wellington CBD Upgrade – Media release about overall project released Monday 13 February. Second Media release detailing Stage One to be released on Monday 20th February when works commence. Printed collateral with timeframe of project distributed to businesses in the main street mid-week beginning February 13.*
- *Capstan Drive Roundabout - Work is well advanced on the construction of the roundabout which is due for completion by the end of May. A temporary access to the Royal Freemasons' Benevolent Institution site is to be constructed in Sheraton Road until such time as access via Capstan Drive is available after May.*
- *Dubbo Regional Organic Processing Plant - Tenders are currently being invited for the provision of mixed waste, recyclables and food and garden waste collection services for the Dubbo Regional, Mid-Western Regional and Narromine Shire Councils. Dubbo Regional Council is only tendering for the collection of mixed waste and recyclables, proposing to collect food and garden waste with its own fleet. The tender also includes the construction and operation of the Dubbo Regional Organics Processing Plant at Whylandra Waste & Recycling Centre and the processing of collected household recyclables off site. A site meeting for prospective tenderers was held at the WW&RC on Thursday 9th February and tenders will close on 26th April 2017.*
- *Dubbo Regional Livestock Markets – Cattle delivery and draft area have been completed. The Weighbridge has been installed and fencing to the weighbridge has commenced. Construction of the sale pens is expected to commence on 20 February. The total project is due to be complete in May 2017.*
- *Boundary Road - Tender documentation has been prepared for the first stage of the Boundary Road extension between Wheelers Lane and Alexandrina Street. A funding submission has been prepared for a grant under the Building Better Regional Funding Program to finance this "investment ready" project.*
- *Erskine Street Pump Station – Project well underway with completion of pump station well, 2 of the 4 manholes as well as the switchboard. Generator is on site and awaiting commissioning. The sewer main has been constructed along Talbragar Street, through the showground and in Darling Street, however the underground boring of the rail corridor at Darling Street and at Sewer R is yet to be done as the contractor is still awaiting Rail Authority access. A section of underground boring at Talbragar Street will also be undertaken when access is granted. Overflow storage is yet to begin construction and will commence following commissioning of the pump station. Completion of the project is estimated to be September 2017.*

- *Village Sealing Program - The Village Sealing Program has commenced with construction underway on Barbijal Street in Brocklehurst. Construction Plans have been prepared for Railway Street/Lane and Derribong Street in Wongarbron with public consultation to follow in March. Both streets are scheduled to be completed in the fourth quarter.*
- *Eumungerie Water Supply Scheme – Water is being made available to the residents for non-potable purposes. Significant difficulties have been ongoing in respect of an electricity supply to permit chlorination of the water. Potable water is expected to be available early to mid-March 2017.*

Additional Asset Renewal projects which have now been included as part of the December 2016 quarterly review and funded from previous Wellington Council restricted assets are as follows:

- *Cameron Park Amenities refurbishment \$292,000*
- *Geurie Pool Asset Renewal (including Pool resurface, Chlorination System and Backwash Tank) \$184,000*
- *Wellington Pool Strategic Plan \$60,000*
- *Wellington Pool Asset Renewal work \$63,408*

Estimated revenue from Water Consumption charges has been reduced by \$700,000, as actual income as at 31 December 2016 is trending below forecast.

Further detail in regard to the financial adjustments made within each Function during December 2016 quarterly financial review are provided within the Operational Plans.

*Having regard to all of the above, and as the Responsible Accounting Officer of Council, I advise that I consider that the Quarterly Budget Review Statement indicates that the financial position of the Council is satisfactory. This is on the basis that the “**result**” for the year is estimated to be a balanced budget.”*

The following documents are provided **under separate cover**:

Appendix 1 – Quarterly Budget Review Statements (QBRS).

Appendix 2 – Quarterly Consultants Report.

Appendix 3 – Vandalism Report to 31 December 2016.

Appendix 4 – Budget Summary for the quarter ended 31 December 2016 reflecting the quarterly adjustments to the Original adopted Budget by Principal Activity and Function



REPORT: Investments Under Section 625 of the Local Government Act

AUTHOR: Director Organisational Services
REPORT DATE: 13 January 2017
TRIM REFERENCE: ID17/19

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 December 2016.

Investments when placed have been done so in accordance with the Local Government Act, Local Government Regulations and Council's Investment Policy and Strategy. Interest on investments for the month of December 2016 has been accounted for on an accrual basis for the former Dubbo City Council and a cash basis for the former Wellington Council.

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

FINANCIAL IMPLICATIONS

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

POLICY IMPLICATIONS

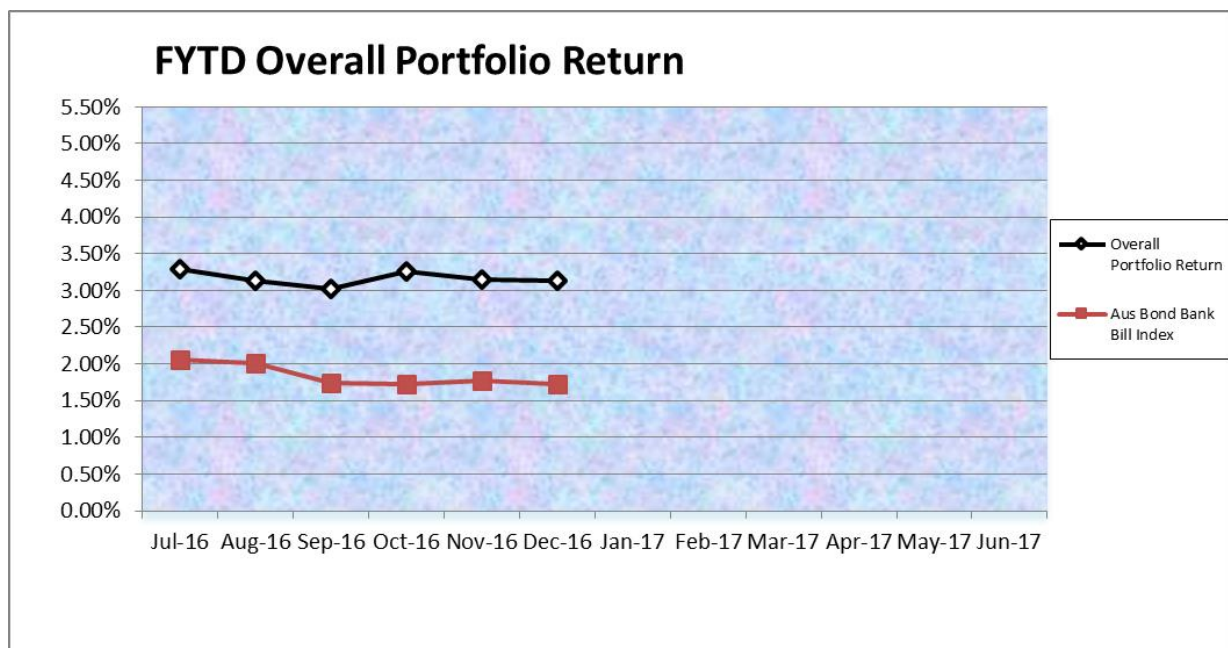
There are no policy implications arising from this report.

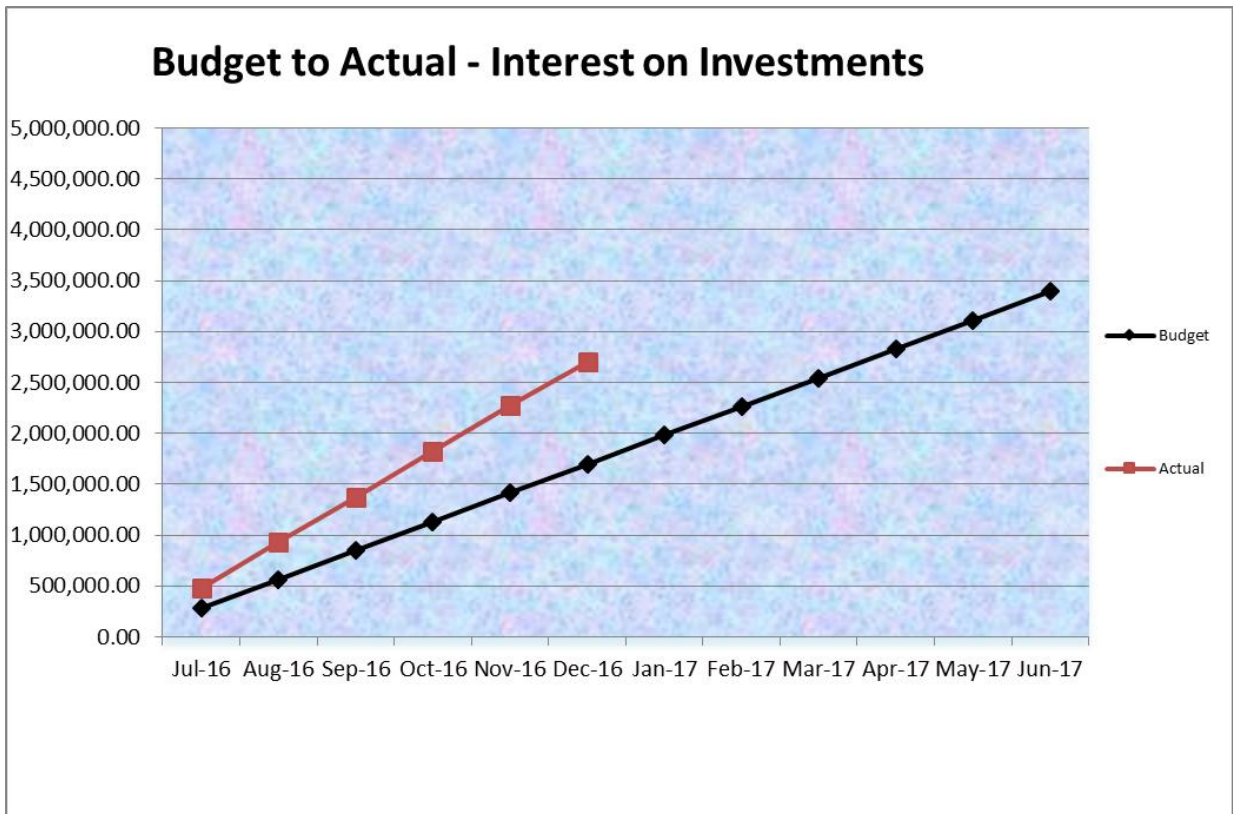
RECOMMENDATION

That the information contained within this report be noted

Craig Giffin
Director Organisational Services

Dubbo Regional Council					
DECEMBER 2016 REPORT					
Investments	Notes	2017	2017	2017	2017
		Total	Current	Non-Current	Total
		As at 30/11/2016	Maturity By 30/06/2018	Maturity After 30/06/2018	As at 31/12/2016
Cash & Cash Equivalents (Note 6a)					
Cash on Hand and at Bank		\$3,436,706.70	\$757,042.83	\$0.00	\$757,042.83
Cash-Equivalent Assets (1)					
- Deposits At Call		\$24,433,607.38	\$20,419,264.30	\$0.00	\$20,419,264.30
Total Cash & Cash Equivalents	6(a)	\$27,870,314.08	\$21,176,307.13	\$0.00	\$21,176,307.13
Investments (Note 6b)					
- Long Term Deposits > 3 Months		\$121,873,331.83	\$57,390,061.85	\$68,483,269.98	\$125,873,331.83
- NCD's and FRN's > 3 Months		\$24,251,779.97	\$8,500,000.00	\$15,751,741.11	\$24,251,741.11
- CDO's		\$111,677.00	\$0.00	\$0.00	\$0.00
Total Investments	6(b)	\$146,236,788.80	\$65,890,061.85	\$84,235,011.09	\$150,125,072.94
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS					
		\$174,107,102.88	\$87,066,368.98	\$84,235,011.09	\$171,301,380.07
(1) Those Investments where time to maturity (from date of purchase) is < 3 months					





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>Dec 2016 Interest Rate</p> <p>Aus Bond Bank Bill Index, 1.72%</p> <p>Council's Weighted Average Rate, 3.13%</p>	<u>Cash on Hand and at Bank</u>				
	CASH ON HAND AND AT BANK		757,042.83	0.44%	
	<u>Direct / Other Investments</u>				
	AMP BANK	11,549,839.16	6.74%	20%	34,260,276
	ANZ BANK	5,480,161.24	3.20%	30%	51,390,414
	BANK OF QUEENSLAND	31,073,331.83	18.14%	20%	34,260,276
	BENDIGO ADELAIDE BANK LIMITED	6,000,000.00	3.50%	20%	34,260,276
	COMMONWEALTH BANK	14,900,000.00	8.70%	30%	51,390,414
	GREATER BANK	1,000,000.00	0.58%	10%	17,130,138
	HERITAGE BANK	2,000,000.00	1.17%	10%	17,130,138
	IMB LIMITED	2,500,000.00	1.46%	10%	17,130,138
	MACQUARIE BANK	1,000,000.00	0.58%	20%	34,260,276
	MAQUARIE CREDIT UNION	1,000,000.00	0.58%	1%	1,713,014
	NATIONAL AUSTRALIA BANK	33,289,263.90	19.43%	30%	51,390,414
	NEWCASTLE PERMANENT BUILDING SOCIETY	2,000,000.00	1.17%	10%	17,130,138
	ST GEORGE BANK	46,500,000.00	27.15%	30%	51,390,414
	SUNCORP METWAY	10,001,741.11	5.84%	20%	34,260,276
	TEACHERS MUTUAL BANK LTD	500,000.00	0.29%	10%	17,130,138
	WESTPAC BANK	1,000,000.00	0.58%	30%	51,390,414
	TOTAL AT CALL, TERM DEPOSITS AND FRN'S	169,794,337.24	99.12%		
	<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	0.29%		
	TOTAL GRANDFATHERED INVESTMENTS	750,000.00	0.44%		
	TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS	171,301,380.07	100.00%		

SUMMARY

Dubbo Regional Council outperformed the 11am Official Cash Rate market benchmark of 1.50%, with an average annualised return of 1.95% for its At Call investments for the month of December 2016. Council also outperformed the Bloomberg AusBond Bank Bill Index of 1.72% for the month, with an average annualised return of 3.13% for its overall portfolio return, including an average annualised return on Term Deposits and Floating Rate Notes of 3.30%.



DUBBO REGIONAL
COUNCIL

REPORT: Investments Under Section 625 of the Local Government Act

AUTHOR: Director Organisational Services
REPORT DATE: 7 February 2017
TRIM REFERENCE: ID17/131

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 January 2017.

Investments when placed have been done so in accordance with the Local Government Act, Local Government Regulations and Council's Investment Policy and Strategy. Interest on investments for the month of January 2017 has been accounted for on an accrual basis for the former Dubbo City Council and a cash basis for the former Wellington Council.

This report details investments and annualised returns for the month of January 2017.

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

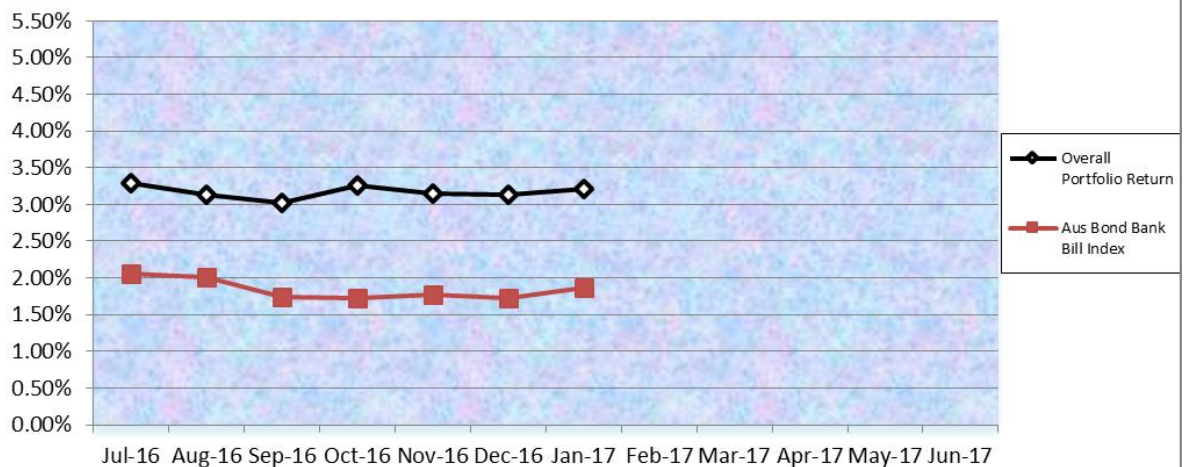
Dubbo Regional Council

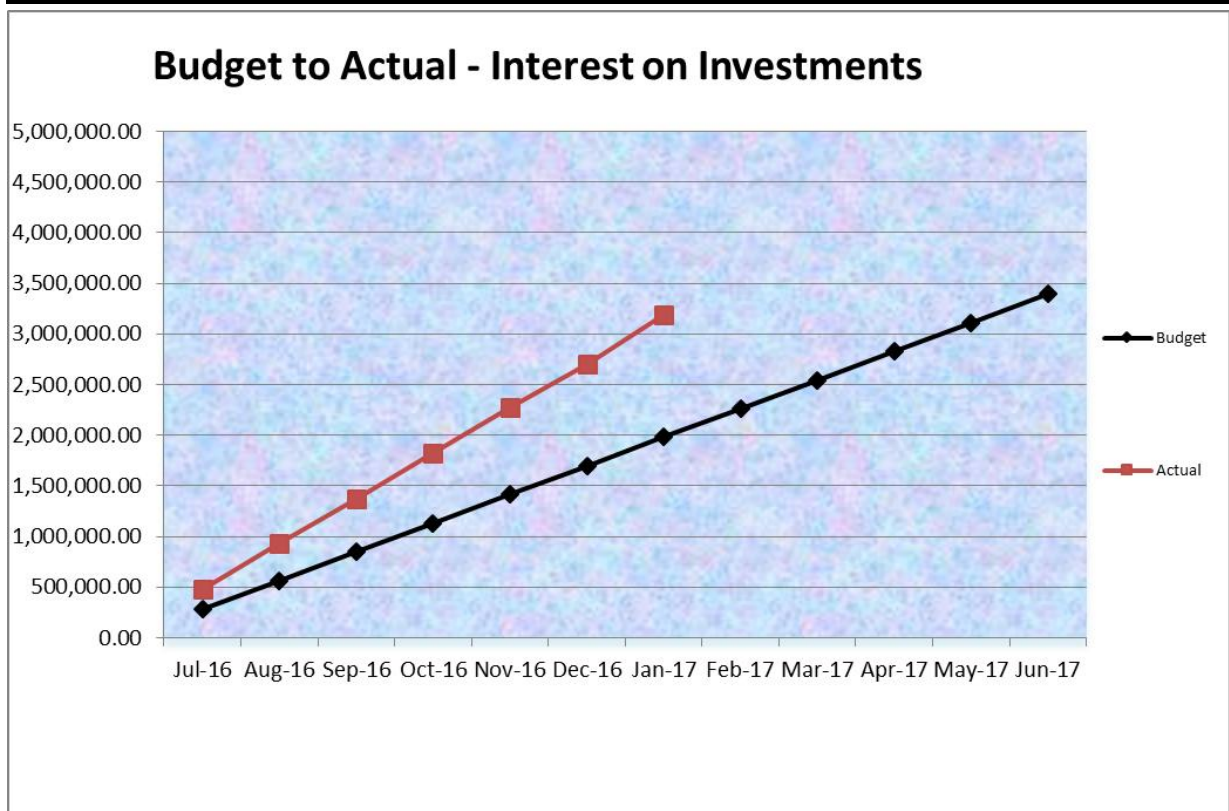
JANUARY 2017 REPORT

Investments	Notes	2017 Total	2017 Current Maturity By 30/06/2018	2017 Non-Current Maturity After 30/06/2018	2017 Total
		As at 31/12/2016			As at 31/01/2017
Cash & Cash Equivalents (Note 6a)					
Cash on Hand and at Bank		\$757,042.83	\$261,802.75	\$0.00	\$261,802.75
Cash-Equivalent Assets (1)					
- Deposits At Call		\$20,419,264.30	\$19,825,520.38	\$0.00	\$19,825,520.38
Total Cash & Cash Equivalents	6(a)	\$21,176,307.13	\$20,087,323.13	\$0.00	\$20,087,323.13
Investments (Note 6b)					
- Long Term Deposits > 3 Months		\$125,873,331.83	\$53,390,061.85	\$69,483,269.98	\$122,873,331.83
- NCD's and FRN's > 3 Months		\$24,251,741.11	\$8,500,000.00	\$16,751,702.25	\$25,251,702.25
- CDO's		\$0.00	\$0.00	\$0.00	\$0.00
Total Investments	6(b)	\$150,125,072.94	\$61,890,061.85	\$86,234,972.23	\$148,125,034.08
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS		\$171,301,380.07	\$81,977,384.98	\$86,234,972.23	\$168,212,357.21

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

FYTD Overall Portfolio Return





Performance Benchmark as per Council Policy	Investment % Held as per Council Policy			
	Institution	\$ Invested	% Invested	% Allowable \$ Allowable
<p>Jan 2017 Interest Rate</p> <p>Aus Bond Bank Bill Index, 1.86%</p> <p>Council's Weighted Average Rate, 3.21%</p>	<u>Cash on Hand and at Bank</u>			
	CASH ON HAND AND AT BANK	261,802.75	0.16%	
	<u>Direct Investments</u>			
	AMP BANK	11,560,478.91	6.87%	20% 33,642,471
	ANZ BANK	5,489,770.29	3.26%	30% 50,463,707
	BANK OF QUEENSLAND	32,073,331.83	19.07%	20% 33,642,471
	BENDIGO ADELAIDE BANK LIMITED	6,000,000.00	3.57%	20% 33,642,471
	COMMONWEALTH BANK	15,300,000.00	9.10%	30% 50,463,707
	GREATER BANK	1,000,000.00	0.59%	10% 16,821,236
	HERITAGE BANK	2,000,000.00	1.19%	10% 16,821,236
	IMB LIMITED	2,500,000.00	1.49%	10% 16,821,236
	MACQUARIE BANK	1,000,000.00	0.59%	20% 33,642,471
	MAQUARIE CREDIT UNION	1,000,000.00	0.59%	1% 1,682,124
	NATIONAL AUSTRALIA BANK	30,275,271.18	18.00%	30% 50,463,707
	NEWCASTLE PERMANENT BUILDING SOCIETY	3,000,000.00	1.78%	10% 16,821,236
	ST GEORGE BANK	46,500,000.00	27.64%	30% 50,463,707
	SUNCORP METWAY	8,001,702.25	4.76%	20% 33,642,471
	TEACHERS MUTUAL BANK LTD	500,000.00	0.30%	10% 16,821,236
	WESTPAC BANK	1,000,000.00	0.59%	30% 50,463,707
	TOTAL DIRECT INVESTMENTS	167,200,554.46	99.40%	
	<u>Grandfathered Investments</u>			
	WAW CREDIT UNION	250,000.00	0.15%	
	QLD TEACHERS MUTUAL BANK LTD	500,000.00	0.30%	
	TOTAL GRANDFATHERED INVESTMENTS	750,000.00	0.45%	
	TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS	168,212,357.21	100.00%	

SUMMARY

Dubbo Regional Council outperformed the 11am Official Cash Rate market benchmark of 1.50%, with an average annualised return of 1.96% for its At Call investments for the month of January 2017. Council also outperformed the Bloomberg AusBond Bank Bill Index of 1.86% for the month, with an average annualised return of 3.21% for its overall portfolio return, including an average annualised return on Term Deposits and Floating Rate Notes of 3.38%.



DUBBO REGIONAL
COUNCIL

REPORT: Outcomes of Tender Processes Delegated to the Interim General Manager

AUTHOR: Manager Governance and Risk Services
REPORT DATE: 3 February 2017
TRIM REFERENCE: ID17/120

EXECUTIVE SUMMARY

At the Ordinary meeting of Council held 19 December 2016, Council resolved to delegate the acceptance of three (3) tenders to the Interim General Manager. These tenders were for the supply of Ortho-rectified Aerial Imagery, the supply of a Unified Communications System and the construction of a childcare centre being Playmates Cottage.

This report details the outcome of these tender processes and is provided for information.

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 within this report be noted.**
- 2. That a further report be presented to Council in March 2017 detailing the outcome of the tender for the supply of a Unified Communications System and also the Construction of a Childcare Centre being Playmates Cottage.**

Michael Ferguson
Manager Governance and Risk Services

REPORT

At the Ordinary meeting of Council held 19 December 2016, Council resolved to delegate the acceptance of three (3) tenders to the Interim General Manager. These tenders were for the supply of Ortho-rectified Aerial Imagery, the supply of a Unified Communications System and the construction of a childcare centre being Playmates Cottage.

With regard to the tender for the supply of Ortho-rectified Aerial Imagery, following assessment of the tenders received and negotiations with the tenderers, Council accepted the tender of AAM Pty Ltd in the amount of \$91,470 ex GST under delegated authority to the Interim General Manager.

The remaining two (2) tenders, being the supply of a Unified Communications System and the construction of a childcare centre, being Playmates Cottage, are yet to be determined and accordingly a further report shall be considered by Council at its March 2017 Ordinary meeting of Council detailing the outcomes of these tenders.



DUBBO REGIONAL
COUNCIL

REPORT: Dubbo City Regional Airport Pay for Use Public Car Park and 2017/2018 Landing Fees.

AUTHOR: Director Corporate Development
REPORT DATE: 24 January 2017
TRIM REFERENCE: ID17/37

EXECUTIVE SUMMARY

In March 2016 the former Dubbo City Council considered a report from its Dubbo City Regional Airport Working Party on the subject of public car parking at the Dubbo City Regional Airport.

In consideration of this matter, Council resolved, in part:

7. *That the introduction of Paid Car Parking at an initial fee of \$4.70 per day after 4 hours be included in the 2017/2018 draft Annual Operational Plan (including revenue policy) for consideration by Council as part of the preparation of the 2017/2018 draft plan.*

Following the public exhibition period prior to this resolution a number of submissions were received concerning the proposal to charge a fee for use of the public (nonsecure) carpark. Approximately 64.5% of the submissions were in opposition to the proposal.

There is no doubt that such a fee would be an impost on our customers, especially those from outside Dubbo as the option of a taxi or a drop off by a friend or family member would be very limited.

Given the continued growth in passenger numbers utilising the Dubbo City Regional Airport, and the introduction of direct services between Dubbo and Brisbane, Newcastle, Melbourne, and Canberra, revenue from landing fees is increasing. This growth gives Council the opportunity to maintain the 2017/2018 landing fees at the 2016/2017 rates without any significant impact on airport income during the coming financial year.

There would however be certain benefits such as assisting the airlines, particularly the two recent start-ups.

This report recommends that at this time there be no fee set for use of the public carpark at the Dubbo City Regional Airport, and that Landing fees be maintained at 2016/2017 levels for the 2017/2018 financial year.

FINANCIAL IMPLICATIONS

Since the proposal for the introduction of Paid Car Parking was considered, Council has been able to secure grant funding from the State and Federal Governments in the order of \$9M for

main runway strengthening, and \$6.68M for expansion of the general Aviation precinct. These grants provide the opportunity for Council to undertake these required capital works within a much shorter timeframe than was originally envisaged without the need to apply an unpopular fee for unsecured carparking.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That for the foreseeable future no charge be applied for use of the unsecured public carpark at the Dubbo City Regional Airport.**
- 2. That those people who made submissions in regard to the public car parking matter be advised of Council's decision.**
- 3. That the landing fees for Dubbo City Regional Airport be maintained at the 2016/2017 rate for 2017/2018 financial year.**
- 4. That Fly Pelican, Jetgo, Qantas Link and Rex Airlines be advised of Council's decision regarding landing fees.**

Ken Rogers

Director Corporate Development

REPORT

The resolution of the former Dubbo City Council as adopted in March 2016 with respect to car parking at the Dubbo City Regional Airport is as follows;

1. *That the report of the Airport Operations Manager dated 2 March 2016, be noted.*
2. *That Council proceed to construct 40 hire car parking spaces external to the existing public car park in an area located to the West of the existing secure car parking facility, and North of the existing public car park in 2016/2017.*
3. *That hire car companies be charged a flat annual fee at a rate yet to be negotiated as part of a revised income arrangement.*
4. *That the secure car parking area be extended by an additional 50 spaces in 2016/2017.*
5. *That the charge of \$9.50 per day for secure parking be maintained in 2016/2017.*
6. *That the preparation of Council's 2016/2017 draft Operational Plan be on the basis of funding being allocated for construction of a separate hire car parking area and 50 additional secure car parking spaces in 2016/2017.*
7. *That the introduction of Paid Car Parking at an initial fee of \$4.70 per day after 4 hours be included in the 2017/2018 draft Annual Operational Plan (including revenue policy) for consideration by Council as part of the preparation of the 2017/2018 draft plan.*
8. *That the public submissions received be noted, and the submitters thanked and advised of Council's decision in this matter.*

With respect to items 2 and 4 above, it is advised that design work and development approvals are well underway with physical construction due to commence in the near future. Item 3, 5 and 6 will be addressed during the 2017/2018 draft budget preparations.

The fees and charges levied by Council through the Dubbo City Regional Airport (other than the screening fees which are simple cost recovery) are used to fund the operation of the airport including its capital works program, and to return an annual dividend to rates and general revenue. The proposal to apply a charge for use of the unsecured carpark was seen as an additional income stream which would help fund future capital works.

However since this proposal was considered Council has been able to secure grant funding from the State and Federal Governments in the order of \$9M for main runway strengthening, and \$6.68M for expansion of the general Aviation precinct. These grants provide the opportunity for Council to undertake these required capital works within a much shorter timeframe than was originally envisaged without the need to apply an unpopular fee for unsecured carparking.

As the continued growth in passenger numbers utilising the Dubbo City Regional Airport, and the introduction of direct services between Dubbo and Brisbane, Dubbo and Newcastle, Dubbo and Melbourne, and Dubbo and Canberra, revenue from landing fees is increasing. The projected passenger fee income for 2016/2017 was \$3,032,574. An increase in the landing fees of 2.5% (based on this projection) would amount to an additional \$75,814 income.

However, based on the growth in passenger numbers for the full year 2016/2017 we are now projecting an income from landing fees of \$3,298,836. This is an increase of \$266,262 over the original budget.

This growth gives Council the opportunity to maintain the 2017/2018 landing fees at the 2016/2017 rates without any significant impact on airport income during the coming financial year.

This report recommends that in view of the public opposition to the proposed fee for use of the public (unsecured) carpark and the potential for such a fee to adversely affect passenger growth and damage customer relations, that item 7 above be not actioned and for the foreseeable future no charge be applied for use of the unsecured public carpark at the Dubbo City Regional Airport, and that Landing fees be maintained at 2016/2017 levels for the 2017/2018 financial year.



DUBBO REGIONAL
COUNCIL

REPORT: Lease of Lot 170 DP 756920 Fire Brigade Park - Council Reserve 77873

AUTHOR: Manager Commercial Facilities
REPORT DATE: 13 February 2017
TRIM REFERENCE: ID17/143

EXECUTIVE SUMMARY

Fire Brigade Park is located on Falls Road Wellington, on the eastern edge of the residential urban area, where Falls Road meets Warne Street. The Park is Crown Reserve under the Trust of Council and has been leased to the Fire Rescue Brigade since 1974.

Fire and Rescue NSW Brigade notified Council in August 2016 they did not wish to continue with the lease. The adjoining owner, Mr Scott Walsh, has enquired about leasing the Park in order to run stock and to maintain the land in a clean and functional state rather than have the land fall into possible disrepair.

FINANCIAL IMPLICATIONS

Any income as a result of this lease will be allocated to the Property Development Function.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That a licence be issued to Mr Scott Walsh for Lot 170 DP 756920 Fire Brigade Park Wellington for a term of 10 years.**
- 2. That the annual licence fee of \$472 (inc. GST) be levied and that fee be adjusted annually in accordance with the Crown Licence schedule.**
- 3. That any necessary documentation be executed under the common seal of Council.**

Simon Tratt
Manager Commercial Facilities

BACKGROUND

Wellington Fire Brigade have leased Lot 170 DP 756920, a parcel of Crown land on Falls Road Wellington, from Council since 1974. Fire and Rescue NSW notified Council in writing on 29 August 2016 they no longer wished to continue with the lease. A letter of cancellation is attached as Appendix 1. Noting in paragraph 5 of this letter there is a mention made of wanting to maintain use of the land. This has since been rescinded as per email between Council and NSW Fire and Rescue NSW (Appendix 2).

The adjoining owner, Mr Scott Walsh, has contacted Council regarding his interest in obtaining a licence agreement over the land in order to run livestock and keep the land in a presentable state.



Plate 1. Subject site and adjoining owner's property

REPORT

The subject land is zoned RU1 – Primary Production. The land is suitable for the proposed licensee to graze livestock. Council’s Parks and Landcare Division and Technical Services Division have advised the author of this report they have no requirements for this land.

The Park contains a set of amenities which were constructed by NSW Fire and Rescue for their own use and are not public amenities. The amenities are in a complete state of disrepair as shown in the images below. At the time of inspection, the land was overgrown with vegetation and the entire site was in a state of neglect.

	
<p>Exterior of dilapidated amenities</p>	<p>Interior of male amenities</p>
	
<p>Vegetation Growth and adjoining owner’s dwelling</p>	

Mr Scott Walsh intends to fence the boundary of the property at his own expense prior to running livestock on the land.

SUMMARY

Council entering into a licence agreement with adjoining owner Mr Scott Walsh will ensure this portion of Crown land that is presently excess to Council's requirements, is maintained in good order at no expense to Council, while also providing a modest income to Council in the form of the annual licence fee.

Appendices:

- 1 Fire Rescue NSW - Cancellation of Lease - Falls Road Wellington
- 2 Fire Rescue NSW - Cancellation of Lease - Falls Road Wellington - Rescind Temporary Crown Licence

Unclassified



WELLINGTON COUNCIL
For Action By.....
Correspondence No.....

- 5 SEP 2016

29th August 2016

The General Manager
Western Plains Regional Council
P.O. Box 62
Wellington NSW 2820

Re: Falls Road Lease - Lot 170 DP756920

Dear Sir,

Wellington Fire Brigade currently has a lease on a parcel of Crown Land on Falls Road Wellington. Lot 170 DP756920.

The brigade members advise that they no longer wish to maintain the lease and under the terms of the lease gives 30 days notice of cancellation to take effect 27th September 2016.

Since the commencement of the lease in the mid 70's the brigade members and Wellington Council have installed infrastructure for the purpose of FRNSW Championships competition and brigade training for these events.

This infrastructure includes water main hydrants and drainage systems. Additionally the hydrants, though still disconnected since the laying of the new water main along Falls Road, provide reticulated water supply for all fire services in the event of fire in the vicinity.

The Wellington Fire Brigade wishes to maintain the use of the land and infrastructure for any future planned FRNSW Championships competition and scheduled training for these events.

This could be seen as being economically beneficial for the community of Wellington and to support the brigade members who volunteer their time for these events.

The public liability for any such use by FRNSW would be covered by the Certificate of Currency issued by NSW Treasury Managed Fund (copy attached).

I thank Western Plains Regional Council for the continued support of FRNSW Wellington brigade.

Regards,

M. Moroney
Mark Moroney, Capt
493 Wellington

Fire & Rescue NSW
493 Wellington Fire Station
76 Warne Street

ABN 12 593 473 110
PO Box 207
Wellington NSW 2820

www.fire.nsw.gov.au
T (02) 6845 2222
F (02) 6845 4413



Unclassified

DIS/484.



18 Jamison Street
Sydney NSW 2000

27 June 2016
Reference: TMF 075 - 1617

Fire & Rescue NSW,

CERTIFICATE OF CURRENCY – NSW TREASURY MANAGED FUND

The NSW Self Insurance Corporation was established by the *NSW Self Insurance Corporation Act 2004*. The main function of SICorp is the administration of the Treasury Managed Fund (TMF), which provides cover for all asset and liability exposures (other than compulsory third party insurance) faced by general government sector budget dependent agencies and participating non budget dependent public sector agencies.

This certificate of currency confirms that from 1/07/2016 to 30/06/2017 Fire & Rescue NSW, the TMF which provides broad protection for all assets and liability exposures in accordance with the TMF Statement of Cover. Fire & Rescue NSW, their employees and volunteers, are fully covered for their legal liability to any third party arising out of their operations, worldwide.

Cover includes, but is not limited to:

- Legal liability inclusive of;
 - Public Liability for an amount of \$20Million
 - Professional Indemnity for an amount of \$20 Million
 - Directors & Officers for an amount of \$20 Million and
 - Product Liability for an amount of \$20 MillionIdentifier No: MF100013
- Comprehensive Motor Vehicle coverage in respect of vehicles owned or leased by Fire & Rescue NSW
Identifier No: MF100012
- Property coverage (including plate glass) on a full replacement (new for old) basis, including consequential loss, worldwide, for loss and/or damage to all real and personal property either owned by, or the responsibility of Fire & Rescue NSW
Identifier No: MF100014
- Personal Accident coverage for Voluntary Workers whilst actively engaged in voluntary work for Fire & Rescue NSW. Coverage is provided in accordance with and equivalent to the benefits payable under the NSW Workers Compensation Legislation, as amended.
Identifier No: MF100015

Inception Date: 30/06/1989

NOTE: GIO hereby agrees that should such coverage be cancelled or withdrawn for any reason, 30 days notice will be provided.

Yours faithfully,

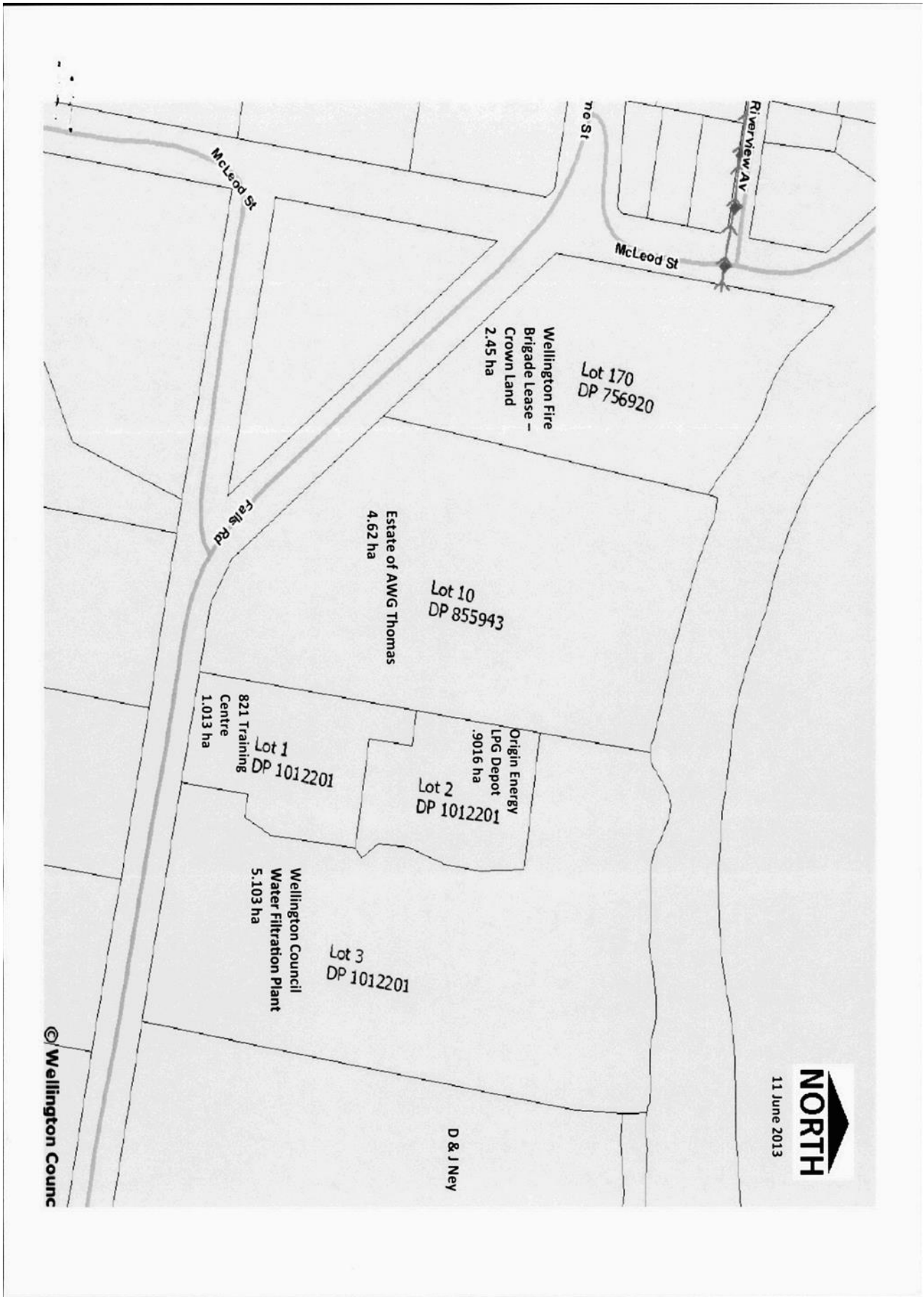
Client Services Manager
NSW TREASURY MANAGED FUND
Phone No: (02) 8121 3677
Email: greg.conway@suncorp.com.au

ON BEHALF OF THE



NSW Self Insurance Corporation





Monique Cawsey-Ryan

From: Mark Moroney <Mark.Moroney@fire.nsw.gov.au>
Sent: Monday, 16 January 2017 9:50 AM
To: Monique Cawsey-Ryan
Cc: Simon Tratt
Subject: RE: Fire Brigade Park Reserve - Falls Road Wellington

Monique,

The Wellington Fire Brigade would not be in a position to take out a temporary Crown License in the event they wished to make use of the ground in the future.

Therefore can you please rescind our request for any future use of the ground and to continue with the cancellation of the current lease as requested.

Regards,
Mark

Mark Moroney
Station Commander
493 Wellington Fire Station



E Mark.Moroney@fire.nsw.gov.au | T 02 6845 2222 | M 0417 258 302 | F 02 6845 4413 | www.fire.nsw.gov.au
76 Warne Street, Wellington, NSW 2820 | P.O. Box 207, Wellington, NSW 2820



From: Monique Cawsey-Ryan [mailto:Monique.Cawsey-Ryan@dubbo.nsw.gov.au]
Sent: Friday, 13 January 2017 12:46 PM
To: Mark Moroney
Cc: Simon Tratt; Monique Cawsey-Ryan
Subject: Fire Brigade Park Reserve - Falls Road Wellington

Dear Capt Moroney

Dubbo Regional Council would like to advise that they are about to enter into a new Crown Licence agreement for Lot 170 DP 756920 – Fire Brigade Park on Falls Road, Wellington. In the attached letter from NSW Fire and Rescue (cancellation of the Lease as of 27 September 2016) you have stated the possibility to utilise the area on an annual ad hoc basis. Council would like to advise that once the new agreement with the Licensee is finalised the NSW Fire

and Rescue would not have access to this park without the permission of Council and the Licensee. A temporary Crown Licence – would be required, which attracts the same fee as an annual Licence. Approval of this may not be given if the new Licensee has livestock agisted on the block.

Council are in the preliminary discussion stage regarding the new Licensing arrangements for the park and as a courtesy this advice to the NSW Fire and Rescue Wellington branch is to determine if a change of circumstance with regard to the rescindment of the lease was a viable notion, noting that the department may no longer have access to this asset.

Your earliest advice is requested and should you wish to discuss this matter I can be contacted direct on 02 6801 4244 or by e-mail at: monique.cawsey-ryan@dubbo.nsw.gov.au

Yours faithfully

Monique Cawsey-Ryan

Monique Cawsey-Ryan
Administrative Officer - Legal
Dubbo Regional Council
P 02 6801 4000 F 02 6801 4259
E Monique.Cawsey-Ryan@dubbo.nsw.gov.au



<http://dubbo.nsw.gov.au>

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