



AGENDA

FINANCE AND POLICY COMMITTEE

18 APRIL 2017

MEMBERSHIP:

Mr Michael Kneipp (Administrator).

The meeting is scheduled to commence at _____ pm .

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The Committee had before it the report of the Finance and Policy Committee meeting held 20 March 2017.	
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2016/2017 OPERATIONAL PLAN - MARCH 2017 QUARTERLY REVIEW (ID17/377)	11
The Committee had before it the report dated 22 March 2017 from the Interim General Manager regarding 2016/2017 Operational Plan - March 2017 Quarterly Review. <i>Please note, the 2016/2017 Operational Plan – March 2017 Quarterly Review has been provided under separate cover.</i>	
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INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT (ID17/537)	17
The Committee had before it the report dated 7 April 2017 from the Director Organisational Services regarding Investments Under Section 625 of the Local Government Act.	
FPC17/26	
OUTCOMES OF TENDER PROCESSES DELEGATED TO THE INTERIM GENERAL MANAGER (ID17/540)	22
The Committee had before it the report dated 7 April 2017 from the Manager Governance and Risk Services regarding Outcomes of Tender Processes Delegated to the Interim General Manager.	
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PROPOSED SALE OF COUNCIL OWNED RESIDENTIAL LOTS 191 & 192 DP 578202 MONTEFIORES ESTATE, WELLINGTON (ID17/520)	25
The Committee had before it the report dated 4 April 2017 from the Manager Commercial Facilities regarding Proposed Sale of Council Owned Residential Lots 191 & 192 DP 578202 Montefiores Estate, Wellington.	

**FPC17/28 DISPOSAL OF LANEWAY UNDER POSSESSORY TITLE CLAIM BY
ADJOINING OWNER OF LOT 1 DP 999796, 78A PERCY STREET,
WELLINGTON (ID17/535)**

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The Committee had before it the report dated 6 April 2017 from the Manager Commercial Facilities regarding Disposal of Laneway Under Possessory Title Claim By Adjoining Owner of Lot 1 DP 999796, 78A Percy Street, Wellington.

**FPC17/22 SALE OF COUNCIL OWNED LOT 1 DP 1179939 50A WHITELEY
STREET, WELLINGTON (ID17/539)**

The Committee had before it the report dated 7 April 2017 from the Manager Commercial Facilities regarding Sale of Council Owned Lot 1 DP 1179939 50A Whiteley Street, Wellington.

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)).



**DUBBO REGIONAL
COUNCIL**

Report of the Finance and Policy Committee - Meeting 20 March 2017

AUTHOR: Administrative Officer - Governance
REPORT DATE: 5 April 2017

The Committee has before it the report of the Finance and Policy Committee meeting held 20 March 2017.

MOTION

That the report of the Finance and Policy Committee meeting held on 20 March 2017, be adopted.



**REPORT
FINANCE AND POLICY COMMITTEE
20 MARCH 2017**

PRESENT:

Mr M Kneipp (Administrator).

ALSO IN ATTENDANCE:

The Interim General Manager, the Director Organisational Services, the Manager Governance and Risk, the Supervisor Governance, the Revenue Accountant, the Director Corporate Development, the Corporate Communications Supervisor (K Matts), the Director Technical Services, the Manager Civil Infrastructure and Solid Waste, the Senior Design Engineer, the Director Environmental Services, the Manager Building and Development Services, the Manager City Strategy Services, the Senior Planner, 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 5.30pm.

Clause FPC17/15 was brought forward for consideration and was dealt with at this juncture.

FPC17/15 DUBBO NEIGHBOURHOOD CENTRE BIENNIAL ACTIVITIES REPORT (ID17/157)

The Committee had before it the report dated 16 February 2017 from the Director Community Services regarding Dubbo Neighbourhood Centre Biennial Activities Report. The Committee reports having met with Mr Jimmy Forrest of the Dubbo Neighbourhood Centre regarding this matter.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained within this report by the Director Community Services, dated 16 February 2017 be noted.

CARRIED

At this juncture the meeting adjourned, the time being 5.37pm.

The meeting recommenced at 5.45pm.

FPC17/10 REPORT OF THE FINANCE AND POLICY COMMITTEE - MEETING 20 FEBRUARY 2017 (ID17/320)

The Committee had before it the report of the Finance and Policy Committee meeting held 20 February 2017.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the report of the Finance and Policy Committee meeting held on 20 February 2017, be adopted.

CARRIED

FPC17/11 INVESTMENTS UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT (ID17/323)

The Committee had before it the report dated 7 March 2017 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 by the Director Organisational Services, dated 7 March 2017 be noted.

CARRIED

FPC17/12 OUTCOMES OF TENDER PROCESSES DELEGATED TO THE INTERIM GENERAL MANAGER (ID17/335)

The Committee had before it the report dated 10 March 2017 from the Manager Governance and Risk Services regarding Outcomes of Tender Processes Delegated to the Interim General Manager.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information provided within this report by the Manager Governance and Risk Services, dated 10 March 2017 be noted.

CARRIED

FPC17/13 REVIEW OF RATES STRUCTURE FOR 2017/2018 (ID17/158)

The Committee had before it the report dated 16 February 2017 from the Revenue Accountant regarding Review of Rates Structure for 2017/2018. The Committee reports having met with Council's Revenue Accountant regarding this matter.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

1. That the Rates Structure to be included in the Revenue Policy as part of the 2017/2018 Operational Plan be based on the existing 2016/2017 rate structure.
2. That the 2017/2018 rate structure incorporate a General Income Variation (the rate pegging limit) of 1.5% being the maximum permitted for the 2017/2018 rating year as determined by the Minister for Local Government.
3. That the former Wellington Council Emergency Services Special Rate be absorbed into the previous Wellington Ordinary Rate Structure effective from the 2017/2018 financial year.

CARRIED

FPC17/14 2016/2017 FINANCIAL ASSISTANCE PROGRAMME (ID17/29)

The Committee had before it the report dated 20 January 2017 from the Director Community Services regarding 2016/2017 Financial Assistance Programme.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that financial assistance totalling \$15,000 be provided to the following applicants for the amounts indicated:

Cerebral Palsy Alliance Dubbo	\$1,500
Mid Macquarie Landcare Inc.	\$1,000
Orana Education Centre	\$750
Scouts Australia – Golden West Region	\$1,000
First Dubbo Scout Group	\$850
Akela Playgroup	\$500
Dubbo Horse and Pony Club Inc.	\$1,000
Terramungamine Bushfire Brigade	\$400
Dubbo Model Railway Club Inc.	\$250
Gollan Hall Trust	\$550
Dubbo Branch Can Assist	\$1,000
U3A Dubbo Chapter Inc.	\$500
Dubbo Community Garden	\$500
Mumbil District Progress Association Inc.	\$500

Gagamin Aboriginal Men's Group Dubbo	\$1,000
Dubbo Community Kitchen	\$1,100
headspace	\$1,000
National Trust – Dundullimal Homestead	\$1,000
Dubbo Film Society	\$600

CARRIED

FPC17/16 MACQUARIE REGIONAL LIBRARY (ID17/317)

The Committee had before it the report dated 7 March 2017 from the Director Community Services regarding Macquarie Regional Library.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that the information contained in this report by the Director Community Services, dated 7 March 2017 be noted.

CARRIED

FPC17/17 LICENCE AGREEMENT FOR SOUTH DUBBO SCOUT HALL (ID17/328)

The Committee had before it the report dated 8 March 2017 from the Director Community Services regarding Licence Agreement For South Dubbo Scout Hall.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That a licence agreement be entered into with the South Dubbo Akela Playgroup for occupation of the South Dubbo Scout Hall for an initial three (3) year period with an option for a further three (3) years at a commencement rental fee of \$650 excluding GST per annum with annual rental increases of 3% thereafter.**
- 2. That any necessary documents in relation to this matter be executed under the common seal of Council.**

CARRIED

**FPC17/18 ECONOMIC DEVELOPMENT ACTION PLAN - QUARTER TWO REPORT
(ID17/338)**

The Committee had before it the report dated 10 March 2017 from the Director Corporate Development regarding Economic Development Action Plan - Quarter Two Report.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends that information contained within this report by the Director Corporate Development, dated 10 March 2017 be noted.

CARRIED

**FPC17/19 FINANCIAL AND IN-KIND ASSISTANCE POLICY - AMENDMENT TO
SPONSORSHIP AND MAJOR EVENT SPONSOR PROGRAM GUIDELINES
(ID17/337)**

The Committee had before it the report dated 10 March 2017 from the City Promotions and Events Supervisor regarding Financial and In-Kind Assistance Policy - Amendment to Sponsorship and Major Event Sponsor Program Guidelines.

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the Outgoing Sponsorship Benefits Matrix be included in the Financial and In-Kind Assistance Policy, and that the updated Policy provided to Council for consideration, as attached to this report as Appendix 2 be adopted.**
- 2. That the application forms, guidelines and processes for managing applications for sponsorships or major events sponsorships, be updated to include the Outgoing Sponsorship Benefits Matrix, for applications over \$2,000.**
- 3. That the policy include a requirement for an acquittal report for sponsorships above \$10,000.**
- 4. That the limit for Managers and Directors to make decisions to provide sponsorship be increased from \$500 to \$2,000.**
- 5. That the City Promotions and Events Supervisor update Managers on this policy change.**

CARRIED

FPC17/20 SALE OF LAND FOR UNPAID RATES AND CHARGES - FORMER DUBBO CITY COUNCIL (ID17/330)

The Committee had before it the report dated 9 March 2017 from the Revenue Accountant regarding Sale of Land for Unpaid Rates and Charges - Former Dubbo City Council.

Moved by Mr M Kneipp (Administrator)

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 the matter concerned the personal hardship of any resident or ratepayer (Section 10A(2)(b)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the balance of unpaid rates and charges remaining outstanding totalling \$20,830.68 on the two properties as detailed within this report after applying the proceeds from the Sale of each property, be written off in accordance with Section 719 of the Local Government Act 1993.**
- 2. That excess funds received as a result of the sale of land for unpaid rates on the nine properties as detailed within this report totalling \$275,883.53, be transferred to Council's Trust Fund.**
- 3. That as appropriate the excess funds generated on each property as a result of the sale of land for unpaid rates be transferred to persons who are clearly entitled under Section 720 of the Local Government Act 1993 to receive the surplus funds.**
- 4. That the documents and considerations in regard to this report remain confidential to Council.**

CARRIED

FPC17/21 SALE OF LAND FOR UNPAID RATES AND CHARGES - FORMER WELLINGTON COUNCIL (ID17/334)

The Committee had before it the report dated 9 March 2017 from the Revenue Accountant regarding Sale of Land for Unpaid Rates and Charges - Former Wellington Council.

Moved by Mr M Kneipp (Administrator)

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 the matter concerned the personal hardship of any resident or ratepayer (Section 10A(2)(b)).

CARRIED

Moved by Mr M Kneipp (Administrator)

MOTION

The Committee recommends:

- 1. That the remaining balances on unpaid rates and charges outstanding on the two properties detailed within this report totalling \$9,104.53, after applying the proceeds from the Sale of each property, be written off in accordance with Section 719 of the Local Government Act 1993.**
- 2. That the documents and considerations in regard to this matter remain confidential to Council.**

CARRIED

The meeting closed at 6.12pm.

.....
CHAIRMAN



DUBBO REGIONAL
COUNCIL

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

AUTHOR: Interim General Manager
REPORT DATE: 22 March 2017
TRIM REFERENCE: ID17/377

EXECUTIVE SUMMARY

The quarterly review for the period ending 31 March 2017 of Council's Operational Plan (including budget) shows satisfactory implementation with the current financial position estimated to be a balanced budget.

ORGANISATIONAL VALUES

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

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

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

FINANCIAL IMPLICATIONS

In accordance with the requirements of Clause 203(2) of the Local Government (General) Regulations 2005, I now advise that the Director 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 March 2017, 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 March 2017, 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 March 2017 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 March, 2017 quarterly review are as follows:

<i>Footpaths - Gipps Street Reconstruction - Cobra to Wingewarra Street</i>	<i>149,000</i>
<i>Footpaths – Wingewarra Street Reconstruction - Darling to Bourke Street</i>	<i>87,434</i>
<i>Footpaths - Cobra Street Reconstruction - Palmer to Fitzroy Street</i>	<i>115,400</i>
<i>Footpaths - Bultje Street Reconstruction - Bourke to Darling Street</i>	<i>93,000</i>

<i>Urban Roads - Boundary Road & Margaret Crescent</i>	182,600
<i>Urban Roads - Boundary Road Extension</i>	2,968,273
<i>Urban Roads - Brisbane St Beautification</i>	300,000
<i>Urban Roads - St Georges Terrace</i>	190,000
<i>Urban Roads - Talbragar Street Reconstruction</i>	771,383
<i>Urban Roads - Wellington CBD Beautification</i>	953,614
<i>Urban Roads - Wellington Urban Sealed Roads Reconstruction</i>	706,308
<i>Rural Roads - Oakdene Road</i>	489,000
<i>Rural Roads - Old Mendooran Road (Add R2R)</i>	719,169
<i>Rural Roads - Westella Road</i>	451,200
<i>Sewerage Services - Cootha Sewerage Pump Station Upgrade</i>	2,594,592
<i>Water Supply - Pipelines - Obley / Newell Construction</i>	1,742,310
<i>Stormwater - Future Wongarbon Drainage</i>	536,449
<i>Stormwater - Hennessy Basin</i>	1,574,169
<i>Stormwater - Troy Basin Facility</i>	550,000
<i>Stormwater - Flood Studies</i>	200,000
<i>Livestock Markets - Asset Renewal Work</i>	581,603
<i>Recreational Services - Oxley Museum</i>	101,000

The identification of savings as part of the March, 2017 quarterly review has allowed for an impact study on erosion along the Bell and Macquarie Rivers at a cost of \$35,000 to be now funded.

Grant Funding of \$500,000 which was received during the quarter for flood damage has been allocated to the Rural Roads function (1.203) 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 – project is underway. Underground drainage work 80% complete. Protection measures for existing heritage fence are in place. Removal of old concrete footpath commenced.*
- Capstan Drive Roundabout - Concrete kerb and gutter construction on north and south sides is now complete. Pavement construction is complete on the southern side. Footpath construction has commenced. Gas, power and street lights have been installed. Project due to be complete by the end of June 2017.*
- 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*

Whylandra Waste and Recycling Centre on Thursday 9th February and tenders will close on 26th April 2017.

- *Dubbo Regional Livestock Markets – New Ramp and stack pen areas, together with the drafting area are now completed and in use. Second scale construction is progressing with all air gates now in operation. Old draft area has now been removed pending construction of new sale pens. Numerous walk through and training sessions held. The total project is due to be complete in May 2017.*
- *Boundary Road – due to no potential tenderers attending a mandatory site meeting scheduled on 22 February 2017 no conforming tenders were received by Council at the closing date. As a result Council has postponed the invitation of further tenders for the construction of the Boundary Road Extension to a later date. A funding submission has also now been prepared for a grant under the Building Better Regional Funding Program to help finance this “investment ready” project.*
- *Erskine Street Pump Station – project is continuing, the contractor has completed the pump well and is currently installing the diversion manholes. The new switchboard has been installed along with the generator. The works are scheduled for completion in August 2017. Work has continued on the sewer rising main from Erskine Street Sewage Pump Station to Sewer “R” via Talbragar Street. The only required work remaining is the under boring pipe in the Rail Corridor. The Contractor is still waiting for approval from the Rail Authority.*
- *Village Sealing Program - The Village Sealing Program has commenced with construction underway on Barbijal Street in Brocklehurst with the new culvert installed and the Roadworks for the upgrade to the bitumen surface well underway, 80% complete. Construction Plans have been prepared for Railway Street/Lane and Derribong Street in Wongarbron. 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.*

Estimated revenue from Water Consumption charges was reduced by \$700,000 at the December 2016, quarter review. No further changes have been required for the March 2017 Quarter.

Further detail in regard to the financial adjustments made within each Function during the March 2017 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 March 2017.

Appendix 4 – Budget Summary for the quarter ended 31 March 2017 reflecting the quarterly adjustments to the Original adopted Budget by Principal Activity and Function



DUBBO REGIONAL
COUNCIL

REPORT: Investments Under Section 625 of the Local Government Act

AUTHOR: Director Organisational Services
REPORT DATE: 7 April 2017
TRIM REFERENCE: ID17/537

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 March 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 March 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 March 2017.

ORGANISATIONAL VALUES

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

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

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

FINANCIAL IMPLICATIONS

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

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the information provided within the report of the Director Organisational Services, dated 7 April 2017 be noted.

Craig Giffin
Director Organisational Services

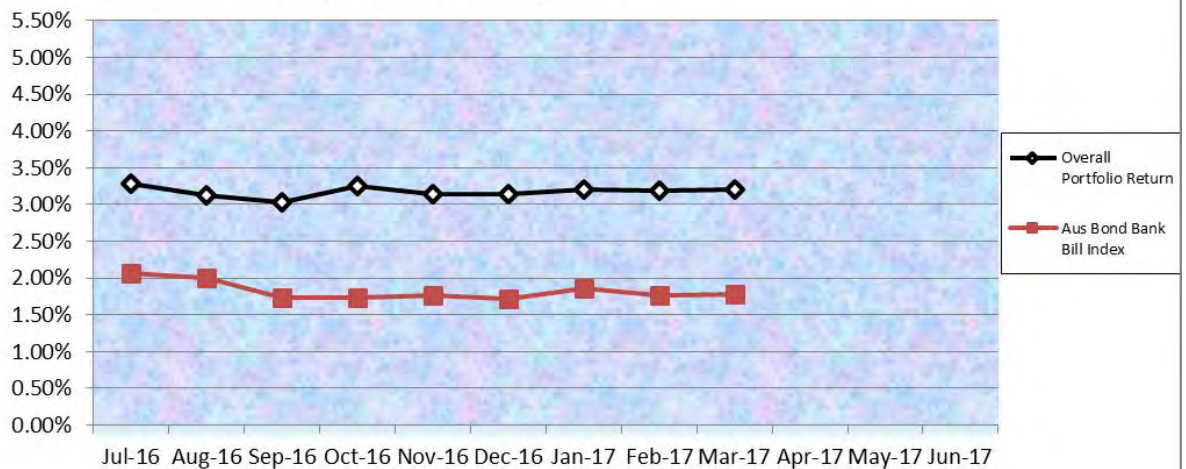
Dubbo Regional Council

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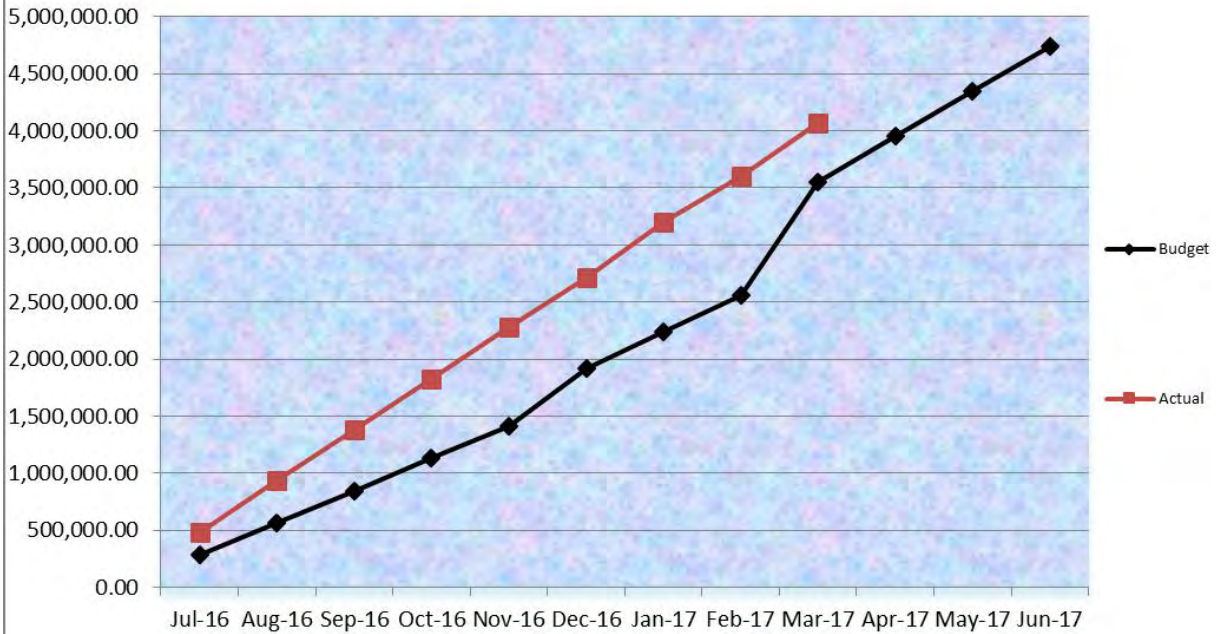
Investments	Notes	2017 Total	2017 Current	2017 Non-Current	2017 Total
		As at 28/02/2017	Maturity By 30/06/2018	Maturity After 30/06/2018	As at 31/03/2017
Cash & Cash Equivalents (Note 6a)					
Cash on Hand and at Bank		\$2,280,856.16	\$1,392,645.70	\$0.00	\$1,392,645.70
Cash-Equivalent Assets (1)					
- Deposits At Call		\$28,227,204.30	\$17,697,462.64	\$0.00	\$17,697,462.64
Total Cash & Cash Equivalents	6(a)	\$30,508,060.46	\$19,090,108.34	\$0.00	\$19,090,108.34
Investments (Note 6b)					
- Long Term Deposits > 3 Months		\$120,873,331.83	\$52,640,061.85	\$74,483,269.98	\$127,123,331.83
- NCD's and FRN's > 3 Months		\$23,251,667.15	\$6,500,000.00	\$16,751,628.29	\$23,251,628.29
- CDO's		\$0.00	\$0.00	\$0.00	\$0.00
Total Investments	6(b)	\$144,124,998.98	\$59,140,061.85	\$91,234,898.27	\$150,374,960.12
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS					
		\$174,633,059.44	\$78,230,170.19	\$91,234,898.27	\$169,465,068.47

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

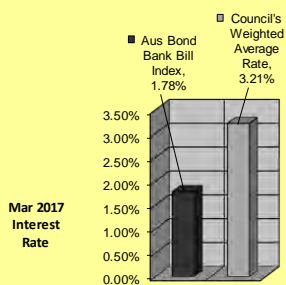
FYTD Overall Portfolio Return



Budget to Actual - Interest on Investments



Performance Benchmark as per Council Policy



Investment % Held as per Council Policy

Institution	\$ Invested	% Invested	% Allowable	\$ Allowable
Cash on Hand and at Bank				
CASH ON HAND AND AT BANK	1,392,645.70	0.82%		
Direct Investments				
AMP BANK	10,076,756.66	5.95%	20%	33,893,014
ANZ BANK	5,507,532.35	3.25%	30%	50,839,521
BANK OF QUEENSLAND	32,073,331.83	18.93%	20%	33,893,014
BENDIGO ADELAIDE BANK LIMITED	6,000,000.00	3.54%	20%	33,893,014
COMMONWEALTH BANK	21,900,000.00	12.92%	30%	50,839,521
HERITAGE BANK	2,000,000.00	1.18%	10%	16,946,507
IMB LIMITED	2,500,000.00	1.48%	10%	16,946,507
MAQUARIE CREDIT UNION	1,000,000.00	0.59%	1%	1,694,651
NATIONAL AUSTRALIA BANK	23,513,173.64	13.87%	30%	50,839,521
NEWCASTLE PERMANENT BUILDING SOCIETY	3,000,000.00	1.77%	10%	16,946,507
ST GEORGE BANK	46,500,000.00	27.44%	30%	50,839,521
SUNCORP METWAY	8,001,628.29	4.72%	20%	33,893,014
TEACHERS MUTUAL BANK LTD	500,000.00	0.30%	10%	16,946,507
WESTPAC BANK	5,000,000.00	2.95%	30%	50,839,521
TOTAL DIRECT INVESTMENTS	167,572,422.77	98.88%		
Grandfathered Investments				
QLD TEACHERS MUTUAL BANK LTD	500,000.00	0.30%		
TOTAL GRANDFATHERED INVESTMENTS	500,000.00	0.30%		
TOTAL CASH ASSETS, CASH EQUIVALENTS & INVESTMENTS	169,465,068.47	100.00%		

SUMMARY

Dubbo Regional Council outperformed the 11am Official Cash Rate market benchmark of 1.50%, with an average annualised return of 1.91% for its At Call investments for the month of March 2017. Council also outperformed the Bloomberg AusBond Bank Bill Index of 1.78% 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 3.36%.



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

AUTHOR: Manager Governance and Risk Services
REPORT DATE: 7 April 2017
TRIM REFERENCE: ID17/540

EXECUTIVE SUMMARY

At the Ordinary meeting of Council held 19 December 2016, Council resolved to delegate the acceptance of four (4) tenders to the Interim General Manager. These tenders were for the supply of Ortho-rectified Aerial Imagery, the supply of a Unified Communications System, the construction of a childcare centre being Playmates Cottage and the supply of a two way communication system upgrade.

The outcome of the supply of Ortho-rectified Aerial Imagery was reported to the February 2017 Ordinary meeting of Council, the construction of a childcare centre being Playmates Cottage and the supply of a two way communication system upgrade were reported to the March 2017 Ordinary meeting of Council and accordingly this report details the outcome of the supply of a Unified Communications System.

ORGANISATIONAL VALUES

Customer Focused: the acceptance of these tenders includes infrastructure necessary to improve customer services as well as provide important services to the community.

Integrity: this report provides transparency in the outcomes of these delegated tender processes.

One Team: A unified communications system will allow for council staff to communicate effectively between both the Wellington and Dubbo offices.

FINANCIAL IMPLICATIONS

There are sufficient allocation of funds in the respective budgets to fund these tenders.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

That the information provided within the report of the Manager Governance and Risk Services dated 7 April 2017 be noted.

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 four (4) tenders to the Interim General Manager. These tenders were for the supply of Ortho-rectified Aerial Imagery, the supply of a Unified Communications System, the construction of a childcare centre being Playmates Cottage and the supply of a two way communication system upgrade. The outcome of the supply of Ortho-rectified Aerial Imagery was reported to the February 2017 Ordinary meeting of Council, the construction of a childcare centre being Playmates Cottage and the supply of a two way communication system upgrade were reported to the March 2017 Ordinary meeting of Council and accordingly this report details the outcome of the supply of a Unified Communications System.

With regard to the tender for the supply of a Unified Communication System, following assessment of the tenders received, demonstrations of tendered products and negotiations with the tenderers, Council accepted the tender of Outcomex Pty Ltd in the amount of \$410,367 ex GST, inclusive of the first year's maintenance, under delegated authority to the Interim General Manager.

This report is provided for information only.



REPORT: Proposed Sale of Council Owned Residential Lots 191 & 192 DP 578202 Montefiores Estate, Wellington

AUTHOR: Manager Commercial Facilities
REPORT DATE: 4 April 2017
TRIM REFERENCE: ID17/520

EXECUTIVE SUMMARY

Lot 191 and 192 Montefiores Estate are Council owned residential lots that are able to be sold to the public once services are connected to each Lot. Services (water, sewer, telecommunications, and electricity) are located in the vicinity of each Lot but still need to be connected before the land can be offered for sale. The estimated cost of designing and connecting services is \$25,000 per Lot.

Lot 191 and 192 have been independently valued with an expected sale price of \$75,000 and \$70,000 respectively. It is proposed to offer these Lots to first home buyers with a Council rebate of \$15,000 to be paid to the purchaser upon the laying of the slab for the dwelling.

The intention of offering these two residential lots on the market is to provide additional opportunities for local residents seeking to enter the housing market, and to stimulate building activity in Wellington.

ORGANISATIONAL VALUES

Customer Focused: The aim of developing and offering of these lots for sale is to provide additional opportunities to the residents of Wellington to find suitable and affordable residential land.

Integrity: The valuation of the vacant land has been undertaken by an independent valuation firm.

One Team: The sale of Lot 191 and 192 is due to these Council land parcels being deemed excess to the new Dubbo Regional Council's needs.

FINANCIAL IMPLICATIONS

The sale of Lot 191 and 192 is estimated to result in a net income to Council of \$35,000 and \$30,000 respectively, after servicing costs and first home buyer rebates. The net proceeds of the land sales will be allocated to Council's Property Development Fund.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That Council proceed to connect the standard services (water, sewer, electricity, telecommunications) to Lot 191 and 192 DP 578202.**
- 2. That Lot 191 and Lot 192 be offered for sale at \$75,000 and \$70,000 (inc. GST) respectively, after services are connected to each Lot.**
- 3. That Council offer a \$15,000 rebate to eligible first home buyers of Lot 191 and 192, with the rebate being payable upon the concrete slab for the dwelling being laid within 12 months of contract settlement.**
- 4. That any necessary documentation in relation to this matter be executed under the Common Seal of Council.**

Simon Tratt
Manager Commercial Facilities

BACKGROUND

Council own Lot 191 and 192 DP 578202, situated on the fringe of Montefiores Estate, Wellington. These lots were acquired by the former Wellington Council through a land swap deal with the developer of Montefiores Estate to enable Council to extend Nicholii Street further east to connect with Queen Street. There is no intention by Council to connect Nicholli and Queen Street and as such the two lots are residue land excess to Council's needs.



REPORT

A valuation report was prepared by Herron Todd White on behalf of Council which arrived at an expected market price of \$75,000 (inc. GST) for Lot 191 and \$70,000 for Lot 192, on the assumption that services were available to each Lot at the time they were offered for sale. The valuation report includes comparable vacant land sales in Montefiores Estate and surrounding area, and indicates there are quite varying sale prices for similar land, ranging from \$45,000 to \$88,000.

There is an existing sewer line traversing the rear of Lot 191 which will enable sewer junction to be installed to service each lot. Water mains runs along the front of Lot 192 and is on the opposite side of the road to Lot 191, but is expected to be able to be connected.

Both Lots naturally slope from the front to the rear which poses some problems regarding stormwater drainage. One proposal to be considered is the introduction of clean fill to be compacted to enable water to drain to the front of each lot. This may require retaining walls

to be constructed on the north and south boundary of the lots, and the replacement of the existing boundary fences to accommodate the new retaining walls.

A qualified consultant would be engaged to design the electricity and telecommunications plan to service Lot 191 and 192.

Kerb and guttering would need to be installed along the front of Lot 191 facing onto Nicholii Street whereas Lot 192 fronts Queen Street which does not have kerb and guttering.

It is estimated the cost to service the two lots, including kerb and guttering to Lot 191, is \$25,000 per lot. The introduction and compaction of fill to the lots for drainage purposes may cost a further \$5,000 per lot. This would result in an estimated net return to Council of \$45,000 for Lot 191 and \$40,000 for Lot 192. If the two lots are offered to eligible first home buyers with a \$15,000 building rebate then the net proceeds to Council would be reduced to \$30,000 for Lot 191 and \$25,000 for Lot 192. First home buyer would need to meet the same criteria as the NSW Office of State Revenue *First Home Owner Grant (New Homes)*.

Residential Land Available

At the time of writing this report *realestate.com.au* had 21 residential lots listed for sale in the Wellington area in the price range of between \$60,000 and \$99,000.

Timings

The engineering design of services to be connected to the lots is expected to take six weeks, after which time a construction certificate can be lodged with Council for approval. The construction certificate is estimated to take six weeks to be assessed and approval issued.

It is expected to take a further eight to ten weeks for those services to be connected once the construction certificate is issued. This is a total of 20 to 22 weeks to have the Lots ready for sale.

SUMMARY

The developing of the two Council owned residential lots in Montefiores Estate, Wellington will provide additional residential lots to potential buyers and will provide a financial incentive to first home buyers to construct a dwelling on the land within a set time period. The two lots are deemed excess to Council's needs and their sale will result in an estimated net revenue to Council of approximately \$55,000 for the two lots.



REPORT: Disposal of Laneway Under Possessory Title Claim By Adjoining Owner of Lot 1 DP 999796, 78A Percy Street, Wellington

AUTHOR: Manager Commercial Facilities
REPORT DATE: 6 April 2017
TRIM REFERENCE: ID17/535

EXECUTIVE SUMMARY

The owners of the building at 78A Percy Street, Wellington are seeking to acquire that portion of laneway at the rear of their premises via a 'possessory title claim'. Their property adjoins the end of the rear laneway and that portion of laneway has been fenced into their yard and has been used as their own private property.

All adjoining owners have provided written confirmation that they have no objection to the possessory title claim. In August 2015 the former Wellington acting General Manager provided the applicant with a letter stating that Council had no objection to the possessory title claim for that portion of the laneway.

NSW LPI require a further letter from Council in relation to the rating history and the non-use of that portion of laneway before LPI can proceed with the possessory title claim.

ORGANISATIONAL VALUES

Customer Focused: Council is seeking to assist a local property owner to acquire unused Council laneway at the rear of their premises, under possessory title claim.

Integrity: Formalising agreements and maintaining a consistent approach toward possessory title claims.

One Team: Ensuring a consistent approach across the Local Government Area.

FINANCIAL IMPLICATIONS

The owner of Lot 1 DP 999796, 78A Percy Street, is seeking to acquire the portion of rear laneway adjoining their property under a 'possessory title claim'. As such, there is no proceeds of sale to be received by Council.

The owner of 78A Percy Street would be responsible for all subdivision costs in relation to consolidating the portion of laneway into the boundaries of their premises.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION

- 1. That Council proceed with supporting the possessory title claim over the portion of unused laneway at the rear of Lot 1 DP 999796, 78A Percy Street, Wellington.**
- 2. That Council provide Twelve Mile Pastoral Superannuation Fund, the owner of Lot 1 DP 999796, a letter addressed to NSW LPI, detailing the rates history and non-use of that portion of lane as a road.**
- 3. That all necessary documentation in relation to this matter be executed under the Common Seal of Council.**

Simon Tratt

Manager Commercial Facilities

BACKGROUND

Twelve Mile Pastoral Superannuation Fund, owns Lot 1 in DP999796, being the old Wellington Times building at 78A Percy Street, Wellington. They are in the process of a possessory title claim on part of the Old System lane located to the east of the subject land.

The possessory title claim has been lodged with NSW LPI with statutory declarations of non-objection from adjacent landowners, and a letter of non-objection from the former Wellington Council.

The former Wellington Council received a letter on behalf of the owner of 78A Percy Street dated 16 July 2015 with regards to possessory title claim on the part of the laneway behind the property.

The former Wellington Council’s Acting General Manager issued a reply letter dated 13 August 2015 stating ‘Wellington Council has no objection to the claim as long as the claim is only on the part of the old lane as marked on the attached plan.’ **(Appendix 1)**.

NSW LPI has requisitioned Council’s letter of non objection to the claim and are requesting further information in relation to rating history of the land and non-use of the laneway.



Figure 1. Portion of laneway being sought under possessory title claim shown highlighted in red

REPORT

The portion of laneway being sought under possessory title claim has an area of approximately 100 m².

The subject portion of laneway does not provide access to any other adjoining property and the closure of this parcel of land and its subsequent consolidation into the adjoining lot 1 DP 999796 would have no detrimental impact on any property.

All adjoining owners to that portion of unused laneway have provided the necessary statutory declarations stating they have no objection to the adverse possession claim of old system land over that section of unused laneway. Copies of these statutory declarations are attached to this report (**Appendix 1**).

The letter of non-objection from Council, dated 13 August 2015 was lodged with NSW LPI by Doherty Smith Surveyors, acting for the owners of 78A Percy Street, Wellington. NSW LPI has requisitioned Council's letter of non-objection to the claim and are requesting further information. In relation to further information from council the requisition states:

- A. *A letter from Council indicating who has:*
 - i. *Been assessed for the purpose of rating,*
 - ii. *Paid rates during the period of possession.*
- B. *As the land, the subject of the application, appears to be a lane way, please provide evidence concerning the non-use of the lane as a road.*

Council shall be providing written confirmation that the subject portion of land has not been rated as it is part of a laneway.

As is evident in **Figure 1** above, the portion of laneway directly behind 78A Percy Street has been fenced into the yard of 78A Percy Street, it contains a small shed that is owned and utilised by the occupants of 78A Percy Street, and does not provide a thoroughfare to any other property.

SUMMARY

The acquisition of the subject portion of unused laneway at the rear of 78A Percy Street will have no negative impact on any adjoining owner, nor Council's road network. The subject land is at the end of the laneway behind Percy Street and only provides access to the rear of 78A Percy Street. This portion of laneway is already physically fenced into the rear yard of 78A Percy Street.

Appendices:

- 1 [Possessory Title Claim documentation - 78 Percy Street, Wellington](#)



DOHERTY SMITH & ASSOCIATES
CONSULTING SURVEYORS

PO Box 4764
4/2 Blueridge Drive
Blueridge Business Park
Dubbo East NSW 2830
P: 02 6884 1008

Your Ref:
In Reply Please Quote: 14059

13 March 2017

Mr Simon Tratt
Dubbo Regional Council
Darling St
Dubbo NSW 2830

Dear Sir,

**RE: OLD SYSTEM LANE RUNNING NORTH FROM BANK STREET
ADJACENT TO LOT 2 DP986208, LOT 1 DP813178, LOT 2 DP150207
AND LOT 1 DP999796
WELLINGTON**

Our client, Twelve Mile Pastoral Superannuation Fund, owns Lot 1 in DP999796, being the old Wellington Times building at 78A Percy Street Wellington. Our client is in the process of a possessory title claim on part of the Old System lane located to the east of the subject land.

The possessory title claim must be lodged with statutory declarations from non interested parties who know the history of the land therefore substantiating the claim, letters of non objection from adjacent landowners and a letter of non objection from council. All of these items have been lodged with Land and Property Information (LPI) along with the plan.

Unfortunately, LPI has requisitioned some of the statutory declarations and council's letter of non objection to the claim and are requesting further information. The amended statutory declarations have been dealt with by Mr Brian Holmes, the land owner's legal representative. In relation to further information from council the requisition states:

A. A letter from council indicating who has:

- I. Been assessed for the purpose of rating
- II. Paid rates during the period of possession

B. As the land the subject of the application appears to be a lane way, please provide evidence concerning the non-use of the lane as a road.

Can council please provide a letter which deals with the above requisitions

Doherty Smith & Associates Pty Ltd

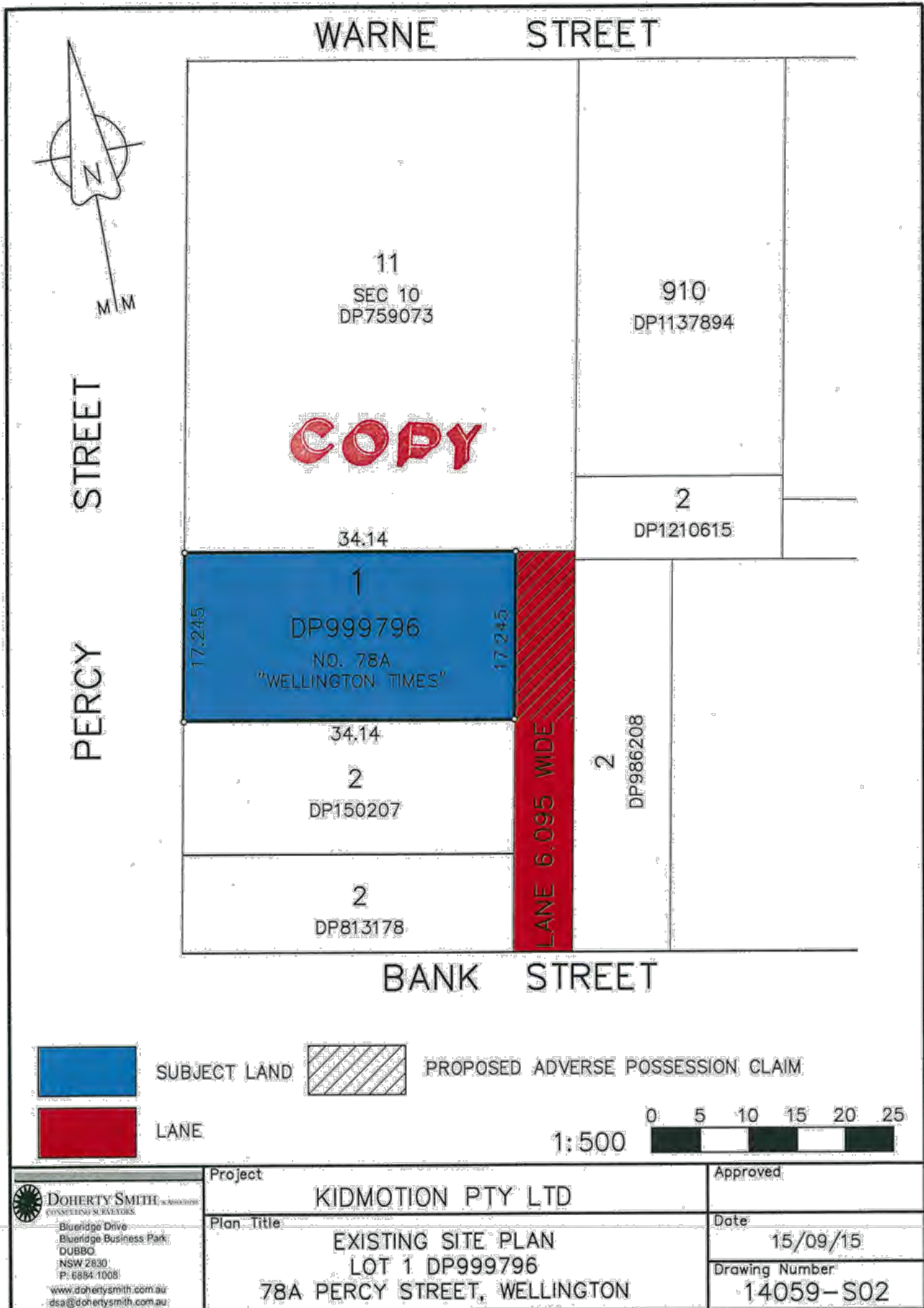
www.dohertysmith.com.au

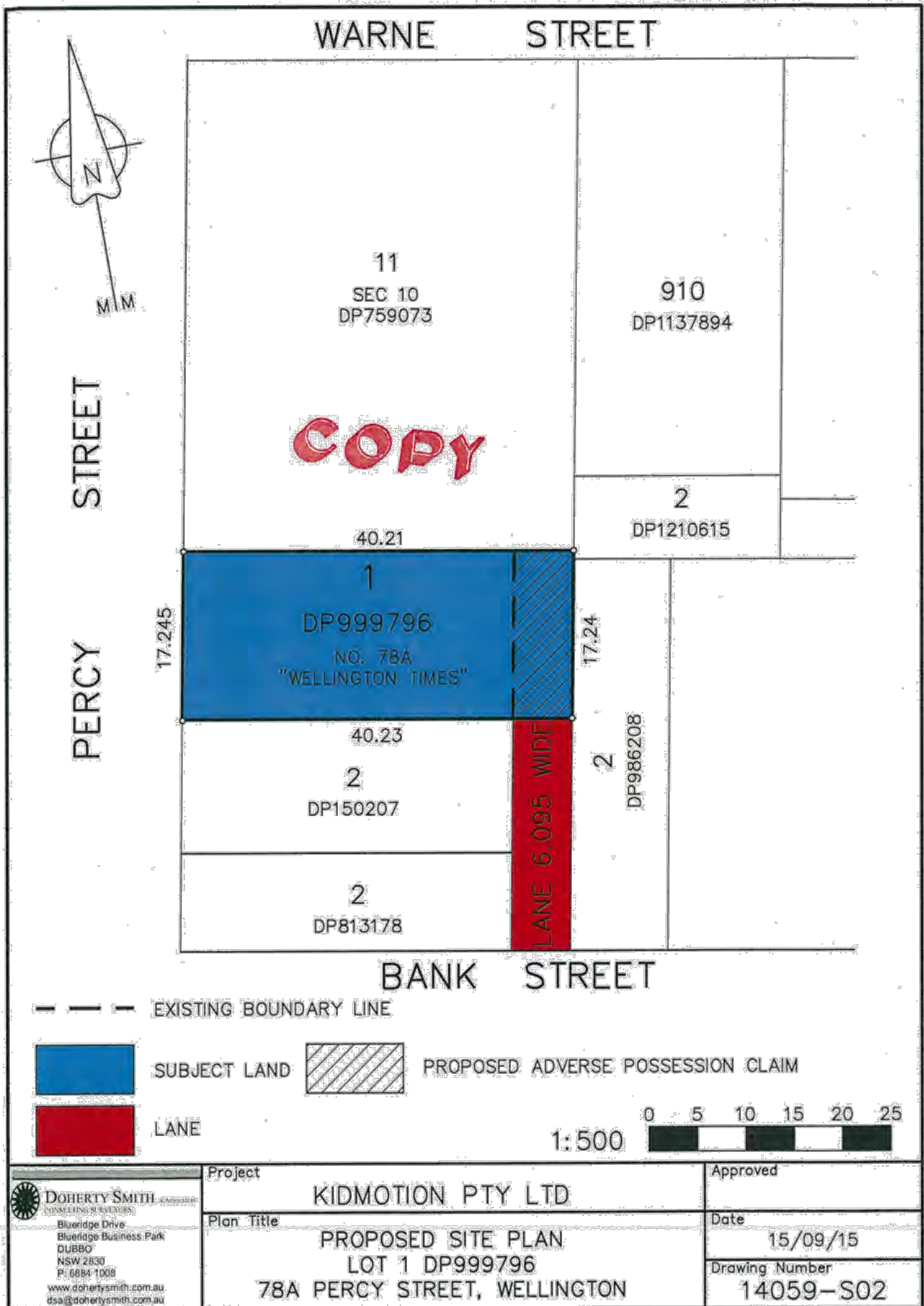
I have enclosed a copy of council's original letter of non objection, a copy of the plan lodged with LPI and copies of sketches which clearly shows the portion of land to which the claim relates. I have also enclosed the previous statutory declarations outlining the adjacent landowner's non objection to the claim.

If you have any further queries please do not hesitate to contact me.

Yours faithfully,

Lee Sheppard
Doherty Smith & Associates





Mr Malcolm Gough
Wellington Anglican Church
PO Box 338
Wellington NSW 2820

RECEIVED
6-10-15

**RE: PRIMARY APPLICATION FOR ADVERSE
POSSESSION OF OLD SYSTEM LAND
LOT 1 DP999796
78A PERCY STREET
WELLINGTON**

As ~~owner~~^{Rector} of Lot 11 Section 10 DP759073 (known as 41 Warne Street, Wellington)
the Anglican Church have no objection to the adverse possession claim of old
system land (part of laneway) adjacent to my land by Twelve Mile Pastoral
Superannuation Fund.

L. Ford (Rector)

Signature

1-10-15

Date

RECEIVED
9-11-15
J: 14059

Mrs J E Pullen
PO Box 457
Wellington NSW 2820

**RE: PRIMARY APPLICATION FOR ADVERSE
POSSESSION OF OLD SYSTEM LAND
LOT 1 DP999796
78A PERCY STREET
WELLINGTON**

As owner of Lot 2 DP150207 (known as 80 Percy Street, Wellington) I have no objection to the adverse possession claim of old system land (part of laneway) adjacent to my land by Twelve Mile Pastoral Superannuation Fund.

Jill Pullen
.....
Signature

04-11-15
.....
Date

Mehruda Glenwood Investments Pty Ltd
'Gowan Green'
Bakers Swamp
Wellington NSW 2820

**RE: PRIMARY APPLICATION FOR ADVERSE
POSSESSION OF OLD SYSTEM LAND
LOT 1 DP999796
78A PERCY STREET
WELLINGTON**

-----As owners of Lot 2 DP986208 (known as 6 Bank Street, Wellington) we have no
objection to the adverse possession claim of old system land (part of laneway)
adjacent to my land by Twelve Mile Pastoral Superannuation Fund.-----



Signature

MARCUS CLARKE DIRECTOR

Name and Position

26/10/2015

Date



Signature

NORMAN SMITH DIRECTOR

Name and Position

26/10/15

Date



kr/dh/rb

13 August 2015

Mr Eric Smith
Doherty Smith & Associates
PO Box 87
WELLINGTON NSW 2820

Dear Mr Smith

**Re: Reply Quote 14059
Possessory Title Claim Old System Lane**

I refer to your letter dated 16 July 2015 with regards to possessory tile claim on the part of the lane way behind Lot 1, DP81317, 78A Percy Street, Wellington.

Wellington Council has no objection to the claim as long as the claim is only on the part of the old lane as marked on the attached plan.

If you should require any further information please do not hesitate to contact Planning Services on 6840 1741.

Yours faithfully

Karen Roberts
Acting General Manager

All Communications to be addressed to:
The General Manager
PO Box 62 WELLINGTON NSW 2820
Cnr Nanima Crescent & Warne Street
Email: mail@wellington.nsw.gov.au

YOUR COUNCIL ~ YOUR COMMUNITY

ABN: 57 268 387 231
Office Hours: 9.00am - 5.00pm

TELEPHONE NUMBERS
Administration: (02) 6840 1700
Rates Department: (02) 6840 1711
Technical Services: (02) 6840 1729
Health, Building & Planning (02) 6840 1723

STATUTORY DECLARATION

I, DORIS MARIE HOFFMAN as an employee of The Wellington Times from 1986
until 1996, do solemnly and sincerely declare that:-

*The area directly behind the Wellington Times Building has always been considered
as part of, used and occupied by the owners of our lot.*

and I make this solemn declaration conscientiously believing the same to be true,
and by virtue of the provisions of the Oaths Act 1900.

Declared at: WELLINGTON
(place)

On: 17.2.2016
(date)


(signatures of declarant)

in the presence of an authorised witness, who states:

I, Ronan Love, a Justice of Peace 156967
(name of authorised witness) (qualification of authorised witness)

certify the following matters concerning the making of this statutory declaration
by the person who made it: (*** please cross out any text that does not apply.**)

1. *I saw the face of the person **OR** *I did not see the face of the person because
the person was wearing a face covering, but I am satisfied that the
person had a special justification for not removing the covering; and
2. *I have known the person for at least 12 months **OR** *I have confirmed the
person's identity using an identification document and the document I relied
on was:-

 in Person
[describe identification document relied on]

 17/2/16
[signature of authorised witness] [date]

STATUTORY DECLARATION

I, Jenny Bremner as a previous employee of the Wellington Times, do solemnly and sincerely declare that:-

The area directly behind the Wellington Times Building has always been considered as part of, used and occupied by the owners of our lot.

and I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths Act 1900.

Declared at: 28 Montefiore St WELLINGTON 2820
(place)

On: 10th DECEMBER 2015
(date)

Jennifer M. Bremner [Signature]
(signatures of declarant)

in the presence of an authorised witness, who states:

I, RON LONG, a JUSTICE OF THE PEACE
(name of authorised witness) (qualification of authorised witness)

certify the following matters concerning the making of this statutory declaration by the person who made it: (*** please cross out any text that does not apply.**)

- 1. *I saw the face of the person **OR** *I did not see the face of the person because the person was wearing a face covering, but I am satisfied that the person had a special justification for not removing the covering; and
- 2. *I have known the person for at least 12 months **OR** *I have confirmed the person's identity using an identification document and the document I relied on was:-

I saw the face of the person
[describe identification document relied on]

[Signature]
[signature of authorised witness]

10/12/15
[date]

SP # 156967