



# AGENDA

## CORPORATE SERVICES COMMITTEE

### 8 JULY 2025

MEMBERSHIP: Councillors J Black, L Butler, S Chowdhury, J Cowley, M Dickerson, R Ivey, K Richardson, A Ryan, P Toynton, P Wells and M Wright.

The meeting is scheduled to commence at 5:30 PM.

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<b>CSC25/40</b>	<b>LEAVE OF ABSENCE (ID25/479)</b>	
<b>CSC25/41</b>	<b>CONFLICTS OF INTEREST (ID25/480)</b> In accordance with their Oath/Affirmation under the Act, and Council's Code of Conduct, Councillors must disclose the nature of any pecuniary or non-pecuniary interest which may arise during the meeting, and manage such interests accordingly.	
<b>CSC25/42</b>	<b>DRAFT COUNCIL POLICY - COMMUNICATIONS, MEDIA AND BRAND POLICY (ID25/1277)</b> The Committee had before it the report dated 26 June 2025 from the Communication Services Team Leader regarding Draft Council Policy - Communications, Media and Brand Policy.	3
<b>CSC25/43</b>	<b>OUTSTANDING ACTIONS FROM COUNCIL AND COMMITTEES (ID25/990)</b> The Committee had before it the report dated 26 May 2025 from the Governance Team Leader regarding Outstanding Actions from Council and Committees.	22
<b>CSC25/44</b>	<b>LAND ACQUISITION - FUTURE STORMWATER MANAGEMENT IN TROY GULLY (ID25/831)</b> The Committee had before it the report dated 30 April 2025 from the Director Organisational Performance regarding Land Acquisition - Future Stormwater Management in Troy Gully.	

*In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the Chief Executive Officer 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)).*

**CSC25/45      OUTCOME OF EXPRESSION OF INTEREST PROCESS - COMMUNITY LEASE OF WELLINGTON SHOWGROUND (ID25/1154)**

The Committee had before it the report dated 16 June 2025 from the Property Services Team Leader regarding Outcome of Expression of Interest Process - Community Lease of Wellington Showground.

*In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the Chief Executive Officer 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: matters affecting the security of the Council, Councillors, Council Staff or Council Property (Section 10A(2)(f)).*



## REPORT: Draft Council Policy - Communications, Media and Brand Policy

**DIVISION:** Strategy, Partnerships and Engagement  
**REPORT DATE:** 26 June 2025  
**TRIM REFERENCE:** ID25/1277

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"><li>Seek endorsement</li></ul>	
<b>Issue</b>	<ul style="list-style-type: none"><li>To review, update and consolidate policies of Council that are due for review and renewal</li><li>The Draft Council Policy, Communications, Media and Brand Policy, must be adopted for the purpose of Public Exhibition</li></ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"><li>The policies listed in the report are still in effect until formally rescinded</li><li>The policies require significant change due to consolidation</li></ul>	
<b>Financial Implications</b>	Budget Area	Strategic Partnerships and Investment
	Funding Source	Not Applicable
	Proposed Cost	Not Applicable
	Ongoing Costs	Not Applicable
<b>Policy Implications</b>	Policy Title	Corporate Image Policy Media Policy
	Impact on Policy	If adopted, the policies will be replaced by the Communications, Media and Brand Policy 2023
<b>Consultation</b>	ELT	ELT report and presentation with internal staff

### STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes six principal themes and a number of objectives and strategies. This report is aligned to:

Theme: 4 Leadership

CSP Objective: 4.1 Council provides transparent, fair and accountable leadership and governance

Delivery Program Strategy: 4.1.1 Council encourages and facilitates two-way communication with and between stakeholders and the community

Theme: 4 Leadership

CSP Objective: 4.1 Council provides transparent, fair and accountable

leadership and governance

Delivery Program Strategy: 4.1.2 Council's decision-making processes are open, transparent and accountable

## RECOMMENDATION

1. That the draft Communications, Media and Brand Policy, as attached at Appendix 1, be endorsed for the purpose of public exhibition for a period of 28 days.
2. That a further report be submitted to Council detailing results of public exhibition, for adoption of the final policy.

*Jessica Brown*  
Director Strategy Partnerships and Engagement

*LR*  
Communication Services  
Team Leader

## BACKGROUND

The Corporate Image Policy was adopted by Council in 2017 and the Media Policy, adopted in June 2023, are due for review.

### Previous Resolutions of Council

17 July 2017 FPC17/45	<i>In Part: 4. That the draft Corporate Image Policy attached as Appendix 4 to the report of the Transition Project Corporate Communications dated 7 July 2017 be adopted.</i>
24 July 2017 CCL17/91	<i>That the report of the Finance and Policy Committee meeting held on 17 July 2017, be adopted.</i>
14 September 2023 CSC23/52	<i>That the draft Media Policy (attached in Appendix 1) be adopted and replace the existing Media Policy.</i>

## REPORT

When reviewing the Corporate Image Policy and Media Policy it was determined that the policies could be combined and simplified. The Corporate Image Policy defined Council's identity and physical brand and logo whilst the Media Policy governed how staff and councillors would interact with the media and best practice to communicate to the public.

The draft Communications, Media and Brand Policy considers the management of Council's brand (verbally and visually) including the reputation of the brand whilst working with community, media and other stakeholders.

The draft policy draws upon industry best practice and legislation to ensure the reputation of Council is maintained to the highest possible standard. The policy aims to provide a framework to ensure a coordinated, consistency and accurate approach to managing and protecting the reputation of the organisation in a professional manner.

Council has a responsibility to ensure accurate and relevant information is disseminated and made available in a timely manner, either through Council's information channels or information provided to the media. In addition, clear and consistent branding enables the public to recognise Council activities, improving awareness of and access to information about policies, programs, services and events. Maintaining high standards of communication in all avenues results in the public having increased confidence in the credibility and the authority of information that clearly identifies Council as its source.

The draft Communications, Media and Brand Policy also reduces the risk of miscommunication as a combined policy provides clarity, consistency and reduces the risk of incorrect information that could harm Council's reputation. The policy also ensures Council staff and Councillors have the tools to respond appropriately to the media within guidelines that builds trust and credibility.

The draft Communications, Media and Brand Policy was developed in consultation with the Office of Local Government model media policy (December 2022) and best practice brand and communications policies across other Local Government areas. The draft policy also takes into consideration outcomes from the 2022 Communications Services Review.

The draft Communications, Media and Brand Policy does not significantly change the intent behind the current Corporate Image Policy and current Media Policy, however it has taken a more strategic approach and refined the details to align with overarching goals.

Based on best practice, the draft policy also includes an additional reputation risk management section and crisis communication response section which did not feature in either of the current policies. These items were added to ensure Council's reputation is maintained during a crisis and risks are mitigated where possible.

### **Consultation**

- A report was provided to Executive Leadership Team
- A presentation was provided to Senior Leadership Team and information sent to staff post presentation to ensure all internal stakeholders provided feedback to the policy

### **Resourcing Implications**

Ongoing reviews of the policy should be conducted at a minimum of three-year intervals or as legislation changes and this will occur within existing resources and engaging with Local Government NSW for specific advice

### **Planned Communications**

- The draft Communications, Media and Brand Policy will be placed on public exhibition.
- Communication of the public exhibition will be in line with activities undertaken for a standard public exhibition period.

### **Next Steps**

- The draft Communications, Media and Brand Policy will be placed on Public Exhibition for a period of 28 days.

### **APPENDICES:**

- 1 [↓](#) Communications Media and Brand Policy 2025



## **Council Policy**

Communications,  
Media and Brand  
Policy

REF DOC #



## Document Overview

<b>Document Category</b>	Council Policy
<b>Policy Title</b>	Communications, Media and Brand Policy
<b>Policy Statement</b>	The policy governs activities to ensure Dubbo Regional Council is professionally presented in a unified, responsive, consistent, lawful and professional manner.
<b>Date</b>	14 May 2025
<b>Resolution Date</b>	
<b>Clause Number</b>	
<b>Accountable Position</b>	Manager Strategic Partnerships and Investment
<b>Responsible Position</b>	Manager Strategic Partnerships and Investment
<b>Branch</b>	Strategic Partnerships and Investment
<b>Division</b>	Strategy Partnerships and Engagement
<b>CM Number</b>	<b>Reference</b>
<b>Version</b>	
<b>Review Period</b>	Standard 3 years, or with change in legalisation
<b>Review Date</b>	
<b>Consultation</b>	<i>Executive Staff Committee - 22 May 2025</i> <i>Senior Leadership Team - 12 June 2025</i> <i>Communication Services Branch</i>
<b>Document Revision History</b>	<b>Date</b>

REF DOC #

Communication and Brand Policy | May 2025.

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## Purpose

The purpose of the Communications, Media and Brand Policy is to establish a framework that ensures Dubbo Regional Council is represented in a unified, consistent, and professional manner. This policy aims to enhance public recognition and trust in Dubbo Regional Council by developing and maintaining a clear and consistent corporate identity.

The policy provides guidelines for the consistent use of the Council's brand across all communication channels and materials, safeguarding Council's reputation by ensuring all communications are accurate, timely, and reflective of the Council's values and commitments. Additionally, the policy outlines principles and procedures for engaging with the media, community, and stakeholders to foster transparency, openness, and positive relationships. It also identifies and mitigates potential reputational risks through proactive communication strategies and adherence to legal and ethical standards.

## Related Information

A clear and consistent corporate identity enables recognition for Dubbo Regional Council and supports effective service delivery.

Maintaining quality control and consistency reflects Council's commitment to its corporate brand and reputation. Consistent application of this ensures a unified visual identity and minimises reputational risks.

Council is committed to the principals of engagement outlined in the Community Engagement Strategy, with openness, consistency, accuracy and timeliness in particular, guiding the communication and media related activities.

The objectives of this policy include reflecting the core vision and values of Council, developing a strong and respected identity, ensuring consistent use of the corporate brand and sub-brands and the protection of Council's reputation.

## Related Legislation

The policy is to be read in conjunction with NSW Legislation:

- Defamation Act 2005
- State Records Act 1998
- Copyright Act 1968
- Local Government Act 1993
- Privacy and Personal Protection Act 1998
- Government Information (Public Access) Act 2009
- Anti-Discrimination Act 1977
- Industry Codes of Practice, as identified by the Australian Communications and Media Authority (ACMA). This includes the Broadcasting Services Act, Commercial Radio Code of Practice, and Community Radio Code of Practice.
- Trade Marks Act
- Intellectual Property Laws Amendment Act 2006

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Dubbo Regional Council policy and procedures:

- Dubbo Regional Council's Social Media Policy
- Dubbo Regional Council's Community Engagement Strategy
- Dubbo Regional Council's Code of Conduct Policy

## Scope

This policy applies to the Dubbo Regional Council brand in its entirety, covering all forms of representation across physical, digital, and virtual environments. It ensures all efforts are consistent, professional, and positively reflect Dubbo Regional Council's identity. This includes, but is not limited to:

- All Council brands and sub-brands
- Branding guidelines and style specifications
- Logo usage and visual identity
- Advertising and publications
- Event sponsorships, programs, projects, and operations
- Corporate wardrobe and stationery
- Vehicle branding and identification
- Websites and social media platforms
- Signage and general communication tools
- Use of the Council brand on any Council-related materials
- Applications in non-physical and virtual contexts, including avatars, AI interfaces, and other emerging technologies

The policy applies to the Mayor, Councillors, Council staff, contractors, and volunteers.

## Policy

All elected representatives and staff employed by Dubbo Regional Council have a responsibility to conduct themselves in a manner that reflects positively on the Dubbo Regional Local Government Area in accordance with Council's Code of Conduct.

Councillors and staff are to ensure that any materials produced on behalf of Council project a consistent identity that is applied across Council.

## Brand Usage

The Brand Guidelines are designed to help Council maintain a consistent and recognisable brand in all Council communications. Council's brand is detailed in the guidelines and include all details of its registration as a trademark which gives Council the authority to stop uses which detract from the positive characteristics that the brand represents.

Staff and elected representatives are not permitted to use corporate logos and trademarks unless approval is granted by the Marketing and Creative Services team. Council's corporate logos cannot be

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reproduced by external parties on any published material or resource without the approval of the Marketing and Creative Services team to ensure all terms and conditions of the Brand Guidelines are adhered to.

### **Use of Council's branding**

All communications by Council staff and Councillors must use the official Council brand.

The Strategic Partnership and Investment branch is responsible for the use of Council's brand. All requests must be approved by the branch to ensure compliance with relevant laws and industry standards, including copyrights and intellectual property. Development of new corporate brands, trade marks or logos must be approved by the Marketing and Creative Services Team.

Council's logos must not be used to endorse or promote third-party products, services or commercial interests unless approved by the Chief Executive Officer. Before seeking approval, staff must consult the Marketing and Creative Services Team.

All additional brands must follow Council's Brand Guidelines and any applicable separate brand guideline.

### **Photography, videography and image use**

The use of photos, footage and complementary graphic elements is supported by Council to support effective design of communication material.

Where appropriate, Council staff must ensure all permissions for subjects are gained when taking photographs or videos on behalf of Dubbo Regional Council using standard templates.

Images representing, but not limited to, legal matters, contracts or construction projects must be filed in line with relevant legislation, guidelines or Council procedures.

Copyright laws apply to all articles, graphics, or data on the internet. Unauthorised use of a third party's graphic, photo, HTML, or text without permission, may be in breach of copyright.

## **Management of reputational risk**

Council has a responsibility to ensure accurate and relevant information is disseminated or made available to the public in a timely manner. Clear and consistent branding enables the public to recognise Council activities, improving awareness of and access to information about policies, programs, services and events. Maintaining high standards of communications result in the public having more confidence in the credibility and authority of information that clearly identifies Council as its source.

### **Crisis communication and response**

Should a crisis be faced that threatens the reputation of Council, including, but not limited to, data breaches, scandals or legal issues, strategic action should be undertaken both internally and externally to control damage and restore trust within the community.

The Communication Services Team is part of the Crisis Management Team (CMT) to reduce and control the risks from the crisis. A unified response should be created with clear messaging that aligns

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with company values and legal considerations. During this period the Chief Executive Officer or relevant Director will be the spokesperson for the organisation.

#### Social media and public communications

The Social Media Policy determines all responsibilities around employee social media usage in both a personal and professional capacity.

Public inquiries, complaints process and misinformation responses are to be developed in conjunction with management and the Communication Services team.

#### Reputational Risk Matrix

Risk category	Risk description	Risk Level	Mitigation Strategy	Responsible division
<b>Service delivery failures</b>	Failure to deliver key services (eg waste management / water)	High	Service monitoring and reporting  Engage with service users for feedback	Relevant division
<b>Communication failures</b>	Miscommunication of council decisions or initiatives	Medium	Develop proactive communication strategies  Have a dedicated spokesperson	SPE
<b>Project delays</b>	Delays in delivering community projects, leading to negative community sentiment	Medium	Follow the new project management office templates  Regular updates to stakeholders	Relevant division
<b>Social media backlash</b>	Negative sentiment and backlash on social media platforms	Medium	Follow social media monitoring system  Respond to social media commentary.  Respond promptly to misinformation and provide correct facts.	SPE
<b>Governance / Legal issues</b>	Disputes leading to negative perception, lack of transparency, perceived corruption	Low	Ensure legal compliance in all activities  Engage advisors for risk review	OP

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			Ensure regular publication of reports	
<b>Ethical violations</b>	Allegations of unethical behaviour by staff	Low	Implement and review strict code of conduct	OP
<b>Failure to engage with community</b>	No opportunities for inclusive and accessible participation and a misunderstanding of their role in the process.	Low	Engagement Plans developed to identify stakeholders, risks and levels of community participation.	SPE

## Media

### Engagement with the media

The Chief Executive Officer (CEO) will appoint one or more Council staff members as Media Coordinators. This may be for individual projects or a broader range of activities. The number of coordinators appointed will depend on the nature and scope of the project/s.

The Media Coordinator is responsible for:

- Acting as the main contact for all media enquiries, interview requests and requests to film or photograph Council staff, facilities or events.
- Ensure all media representatives are treated professionally, equally and without bias.
- Guiding the Mayor and Councillors on media interactions to prevent miscommunication or misinformation.
- Ensure media enquiries are promptly addressed by the relevant staff member and that all enquiries and responses are recorded.
- Preparing media releases, statements and quotes prior to their release and ensuring they are appropriately approved.

The following protocols ensure engagement with the media is in line with this policy:

- The Communications Services Team is the first point of contact for all Council staff, Councillors and other representatives on media-related matters.
- If staff or Councillors become aware of issues that could attract negative media attention, they must notify the Manager Strategic Partnerships and Investment or a Communications Services Team member immediately.
- Councillors are entitled to enter public debate and make comment on Council affairs provided they clearly state that such public comment reflects their personal opinion and not that of Council. Once a Council decision is reached, the Mayor is the spokesperson.
- The CEO or a representative is the official spokesperson on matters related to Council operations, staff, and any issue involving Council resources
- The Communication Services Team will determine the most appropriate spokesperson for issues that cross over political and operational lines, in consideration of organisation and reputational risk.

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- All media releases and written statements prepared by the Communication Services Team and distributed to the media will be shared with all Councillors and the Executive Leadership Team.
- Distributed media releases will be published publicly on Council's website.
- Council staff must not make political or controversial statements to the media that could reflect poorly on Council or its officials.

Media engagement by Council officials and Councillors must be conducted in a professional, timely and respectful manner.

The roles and responsibilities of Councillors, staff and other officials when working with the Media are outlined in the Responsibilities section of this policy.

Councillors can direct any questions on their obligations around media requests under the policy to the CEO.

#### **Standards of Conduct when engaging with the media**

Council officials must comply with the Councils Code of Conduct Policy when engaging with the media in an official capacity or in connection with their role as a Council official.

Council officials must not provide information or make comments to the media that:

- are defamatory, offensive, humiliating, threatening or intimidating to other Council officials or members of the public.
- Contains profane language or is sexual in nature
- Constitutes harassment and/or bullying within the meaning of the Code of Conduct Policy or is unlawfully discriminatory
- Is contrary to their duties under the Work Health and Safety Act 2011 and their responsibilities under any policies or procedures adopted by the Council to ensure workplace health and safety.
- Contains content about the Council, council officials or members of the public that is misleading or deceptive
- Divulges information that is confidential to Council
- Breaches the privacy of other Council officials or members of the public
- Contains allegations of suspected breaches of the Council's Code of Conduct or Information about the consideration of a matter under the Procedures for the Administration of the adopted Code of Conduct Policy
- Could be perceived to be an official comment on behalf of Council where they have not been authorised to make comment
- Commits the Council to any action
- Violates an order made by a court
- Breaches copyright
- Advertises, endorses or solicits commercial products or business.

#### **Use of media during emergencies**

During emergencies, such as natural disasters or public health incidents, a Media Coordinator will be responsible for coordinating media releases, statements and commentary on behalf of the Council and assisting the Emergency and Risk Team as needed.

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Councillors, Council Staff and other Council officials must not provide comment or information that is inconsistent with official advice issued by Council and any other agency coordinating the emergency response.

Training on media engagement during emergencies will be provided to Councillors and relevant staff and other Council officials.

The Communications Services Team will be part of Council's Crisis Management Team (CMT) formed in cases of emergency.

#### **Media engagement in the lead up to elections**

In accordance with advice issued by the Office of Local Government this policy does not prevent the Mayor or Councillors who are candidates at a Council election from providing comment to the media in their capacity as candidates at the election.

Any media comment provided by the Mayor or Councillors who are candidates at a Council election must not be provided in an advertisement, newspaper column or a radio or television broadcast paid for by the Council or produced by the Council or with Council resources.

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## Responsibilities

Spokesperson	Roles and Responsibility
<b>Mayor</b>	<p>The Mayor is the principal member and spokesperson of the governing body of the Council, including representing the views of the Council as to its local priorities (section 226(c) of the Local Government Act 1993).</p> <p>If the Mayor is unavailable, the Deputy Mayor may act as the Council's spokesperson.</p> <p>The Mayor may delegate their role as spokesperson to other Councillors where appropriate, (for example, where another Councillor is best placed to comment, because the issue is of particular interest to them, or it is within their particular area of expertise).</p>
<b>Councillors</b>	<p>As a member of the governing body and as a representative of the community, Councillors are free to express their personal views to the media.</p> <p>When engaging with the media Councillors:</p> <ul style="list-style-type: none"> <li>• must not purport to speak for the Council unless authorised to do so;</li> <li>• must clarify they are expressing their personal views as an individual Councillor;</li> <li>• must uphold and accurately represent the policies and decisions of the Council;</li> <li>• must not disclose Council information unless authorised to do so; and</li> <li>• must seek information and guidance from the CEO or Communications Services Team where appropriate to ensure they have the most up-to-date and relevant information and have considered reputational or other risks.</li> </ul> <p>In the interests of promoting a positive, safe and harmonious organisational culture, Councillors should endeavour to resolve personal differences privately and must not prosecute them publicly through the media or social media.</p> <p>Where Councillors become aware of potential issues that could result in media interest, they should provide this information to the CEO / Communications Services Team.</p> <p>Media representatives seeking interviews or comment from individual Councillors, including the Mayor on individual views of Council matters or any other matters should utilise Councillors publically available contact details on Council's website.</p>

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Spokesperson	Roles and Responsibility
<b>Committee Chairpersons</b>	The Committee Chairperson may be the spokesperson for the Committee they Chair regarding a recommendation before a resolution has been made by Council. Once Council makes a resolution the Mayor is the spokesperson.
<b>Chief Executive Officer (CEO)</b>	<p>The CEO is the official spokesperson for the Council on operational and administrative matters.</p> <p>The CEO may delegate to other council staff to speak on their behalf where appropriate, (for example, where the delegated staff member has professional expertise regarding the subject matter, or the CEO is unavailable).</p> <p>Approve LGA-wide, sensitive or annual collateral created by the Communication Services and Marketing and Creative Services Teams.</p>
<b>Council Staff</b>	<p>Council staff must not speak to the media about matters relating to the Council unless authorised by the Communications Services Team to do so.</p> <p>If Council staff receive a media enquiry or they are invited to comment to the media on a matter relating to the Council, they must refer the enquiry to the Communications Services Team.</p> <p>Council staff are free to express their personal views to the media on matters that do not relate to the Council, but doing so, must not make comments that reflect badly on the Council or that bring it into disrepute.</p> <p>If authorised to speak to the media, Council staff:</p> <ul style="list-style-type: none"> <li>• must uphold and accurately represent the policies and decisions of the Council; and</li> <li>• must seek information and guidance from the Communications Services Team where appropriate before providing comment to the media to ensure they have the most up-to-date and relevant information and have considered reputational or other risks.</li> </ul> <p>Where Council staff become aware of potential issues that could result in media interest, they should provide this information to the Communications Services Team.</p> <p>Staff in manager and director roles are required to approve collateral created by the Communication Services and Marketing and Creative Services Team.</p>

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Spokesperson	Roles and Responsibility
<b>Communication Services Team</b>	<p>It is the role of the Communication Services Team to handle the overall reputation of Council, public relations, media and media requests and overall perception of Council by stakeholders and the community.</p> <p>The team provides services to managers and project leaders to ensure the community and stakeholder groups are informed of projects, services and decisions that may affect them.</p> <p>Ensures the community receives the most accurate information about the organisation, which is produced in accordance with this policy.</p> <p>The Communications Services Team should be the first point of contact for the Mayor, Councillors and Council staff on all media-related issues that relate to Council as an organisation</p> <p>The team may respond directly to the media on matters that have already been approved and published.</p> <p>Media representatives seeking interviews or comment from Council should contact the Communications Services Team in the first instance.</p> <p>The Communications Services Team facilitate media requests and interviews about operational and corporate matters within DRC, they do not manage personal, political or opinion requests on behalf of the Mayor or Councillors, or requests not directly related to the matters of Council.</p> <p>Whilst elected representatives can make suggestions via the CEO for positive or responsive communication opportunities, Councillors, including the Mayor, cannot direct staff at an operational level to undertake activities or communicate certain messages.</p>
<b>Marketing and Creative Services Team</b>	<p>The Marketing and Creative Services team are directly responsible for the corporate identity, branding, websites and only presence of Council.</p> <p>The team assist staff to promote their activities, services, programs or events to the community through the production of materials that requires graphic design or digital presence, in conjunction with the Communications Services Team.</p> <p>The team provide advice, clarification and confirmation about any proposed use of the logo or brand.</p>

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## Definitions

To assist in interpretation, the following definitions apply:

Term	Definition
<b>Brand Guidelines</b>	The collection of visual and verbal elements representing a brand's values, mission and personality. It encompasses elements such as the brand name, logo, tagline, colours, typography and tone of voice. These attributes associate with a brand and how Council seeks to establish for itself in the mind of the community and other important stakeholders, created and reinforced by Council's Communication Services and Marketing and Creative Services teams.
<b>Brand Image</b>	A consumers' perception of a brand. The image is shaped by their interactions with the brand, including their experiences, opinions, and associations. The brand owner will seek to bridge the gap between the brand image and brand identity.
<b>Brand recognition</b>	A brand that is widely known in the marketplace.
<b>Crisis</b>	An event that threatens the reputation of Council, including, but not limited to, data breaches, scandals or legal issues
<b>Council Spokesperson</b>	A person appointed by the CEO for the purpose of speaking to the Media or community through digital channels on a topic.
<b>Communication Services team</b>	The Communication Services Team function under the Strategic Partnerships and Investment Branch, part of the Strategy, partnerships and Engagement Division. The team includes the Communications Team Leader and Communications Service Partners. The team works closely with the Marketing and Creative Services Team.
<b>Elected representative</b>	Mayor, Councillors, members of staff and delegates of the council (including members of committees that are delegates of the Council).
<b>Emergency</b>	An incident that may impact the Council and Council's roles and responsibilities within the community, including but not limited to, natural disasters and public health incidents.
<b>Logo</b>	A graphic mark or emblem, which may include a tagline.  All Dubbo Regional Council logos and trade marks including those representing projects, business and facilities (e.g. Dubbo Regional Airport, Dubbo Regional Theatre and Convention Centre, Old Dubbo Gaol, Western Plains Cultural Centre, Dubbo Regional Livestock Marketing and Wellington Caves).
<b>Marketing and Creative Services Team</b>	The Marketing and Creative Services Team function under the Strategic Partnerships and Investment Branch, part of the Strategy, partnerships and Engagement Division. The team includes the Marketing and Creative Services Team Leader, Digital Services Partner, Creative Services Partner, Marketing Services Partner and the Marketing and Creative Services Officer.

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	The team works closely with the Communication Services Team.
<b>Media</b>	Print, broadcast and online media used for communicating information to the public, including, but not limited to, newspapers, magazines, internet publishers, radio, and television broadcasters.
<b>Personal Information</b>	Information or an opinion (including those which forms part of a database in any form) about an individual whose identity is apparent or can reasonably be ascertained from the information or opinion.
<b>Social Media</b>	Online platforms and applications, such as but not limited to social networking sites, wikis, blogs, microblogs, video and audio sharing sites, and message boards, that allow people to easily publish, share and discuss content. Examples of social media platforms include, but are not limited to Facebook, Twitter, Snapchat, LinkedIn, Yammer, YouTube, Instagram, Flickr and Wikipedia.

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## Document Control

Responsible Officer:	Manager Strategic Partnerships and Investment
Division:	Strategy Partnerships and Engagement
Prepared by:	Communication Services Team Leader
Version:	1
Revision:	x
Document Date:	xxxx
Effective:	TBC (ELT approval)

Cnr Church and Darling streets, Dubbo  
Cnr Nanima Crescent and Warne Street, Wellington  
Ph: (02) 6801 4000  
[dubbo.nsw.gov.au](http://dubbo.nsw.gov.au)





## REPORT: Outstanding Actions from Council and Committees

**DIVISION:** Organisational Performance  
**REPORT DATE:** 26 May 2025  
**TRIM REFERENCE:** ID25/990

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"><li>• Provide update.</li></ul>	
<b>Issue</b>	<ul style="list-style-type: none"><li>• Reporting the Outstanding Actions emanating from Council and Committee meetings for review by Council.</li></ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"><li>• To ensure that outstanding resolutions from Council are being actioned accordingly.</li><li>• To allow the elected body to review and monitor progress of the resolutions of council.</li></ul>	
<b>Financial Implications</b>	Budget Area	Various
	Ongoing Costs	There are no budget implications from this report.
<b>Policy Implications</b>	Policy Title	Nil
	Impact on Policy	There is no policy implications from this report.

### STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes six principal themes and a number of objectives and strategies. This report is aligned to:

Theme: 4 Leadership

CSP Objective: 4.1 Council provides transparent, fair and accountable leadership and governance

Delivery Program Strategy: 4.1.2 Council's decision-making processes are open, transparent and accountable

### RECOMMENDATION

**That the quarterly update on Outstanding Actions be noted.**

*Jane Bassingthwaighe*  
Director Organisational Performance

SW  
Governance Team Leader

BACKGROUND

Previous Resolution of Council

9/12/2024 CCL24/353	<i>1. That the report from the Governance Team Leader be noted. 2. That the reporting of the outstanding resolutions be presented to Council quarterly.</i>
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REPORT

Quarterly reporting on outstanding actions emanating from Council and Committee meetings ensures that resolutions of Council are acted upon in a timely manner.

Consultation

- Executive Leadership Team

Resourcing Implications

- No extra resourcing required, is built into governance procedures.

Next Steps

- Continue to provide an updated report to council as per resolution.

APPENDICES:

- 1 [↓](#) Outstanding Actions - Standing Committees
- 2 [↓](#) Confidential Outstanding Actions - Standing Committees
- 3 [↓](#) Outstanding Actions - Ordinary Council Meeting
- 4 [↓](#) Confidential Outstanding Actions - Ordinary Council Meeting
- 5 [↓](#) Outstanding Actions - Notice of Motions

## Outstanding Actions – Standing Committees

### CCC25/9 - Crown Lands Plans of Management - Old Dubbo Gaol and Victoria Park

Culture and Community Committee 11/03/2025		
<b>Officer:</b>	Director Community, Culture and Places	
<b>Target Date:</b> 25/03/2025	<b>Action Reference:</b> CCC25/9	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That the draft Victoria Park and Old Dubbo Gaol Plan of Management be endorsed for the purpose of public exhibition for a period of 42 days.</li> <li>2. That a further report be submitted to Council detailing results of public exhibition, for adoption of the final plan.</li> </ol>		
<b>Notes:</b> <b>13 Jun 2025</b> Public exhibition was conducted from 14 April and concluded 29 May 2025. Feedback from the community will be assessed and considered for inclusion.		

### IPEC25/15 - Draft Planning Agreement VPA23-002 - Maryvale Solar Farm

Infrastructure, Planning and Environment Committee 11/03/2025		
<b>Officer:</b>	Manager Growth Planning Director Development and Environment	
<b>Target Date:</b> 25/03/2025	<b>Action Reference:</b> IPEC25/15	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That a draft Planning Agreement be prepared in accordance with the terms identified in this report.</li> <li>2. That Council note the amended offer is 1.5% of the Capital Investment Value of the project.</li> <li>3. That a further report be presented to Council for consideration if a Planning Agreement cannot be successfully negotiated.</li> <li>4. That a draft Planning Agreement and Explanatory Note prepared in accordance with the terms identified in this report be placed on public exhibition in accordance with the provisions of the Environmental Planning and Assessment Act 1979.</li> <li>5. That following the conclusion of the public exhibition period, a further report be presented to Council for consideration, including any submissions received.</li> </ol>		



## Outstanding Actions – Standing Committees

**Notes:****17 Jun 2025**

A further report will be provided to Council in respect of the draft Planning Agreement in the short term.

**CCC25/14 - Dubbo Regional Council Sister City Relationships Status Report**

Culture and Community Committee 8/04/2025		
<b>Officer:</b>	Cultural Development Coordinator Director Community, Culture and Places	
<b>Target Date:</b> 22/04/2025	<b>Action Reference:</b> CCC25/14	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That the Sister City relationships with Minokamo (Japan) and Wujiang (China) continue.</li> <li>2. That Council write to both Minokamo and Wujiang to re-affirm DRC commitment to the relationship.</li> <li>3. The CEO write to Osawano/Toyama (Japan) to determine their interest in re-invigorating the Sister City relationship with Wellington, and the Japanese Gardens.</li> <li>4. That discussions continue with Cheong-ju, South Korea and report back to Council.</li> <li>5. All other inactive Sister City relationships be formally concluded.</li> <li>6. That the CEO explore the possibility for student exchange and enrichment relationships with the City of Newcastle Council and/or adjacent Councils, and report back to Council.</li> </ol>		
<b>Notes:</b> <b>30 June 2025</b> The Sister City current relationships with Minokamo and Wujiang are progressing along expected lines. The Sister City Officer is further investigating other options for a report later in the year.		

**CCC25/13 - 2025-2029 Youth Action Plan**

Culture and Community Committee 8/04/2025	
<b>Officer:</b>	Youth Development Officer Director Community, Culture and Places

### Outstanding Actions – Standing Committees

Target Date: 22/04/2025	Action Reference: CCC25/13	Confidential: No
<ol style="list-style-type: none"> <li>1. That Council endorse the 2025-2029 Youth Action Plan for the purpose of public exhibition.</li> <li>2. That the CEO provide a report detailing the results of the Public Exhibition period.</li> </ol>		
<b>Notes:</b> <b>June 2025</b> The Youth Action Plan will be considered at the July Standing Committee Meeting, 8 July 2025.		

#### CSC25/32 - Land Classification - Lot 160 DP1301296, being part of St Brigids Circuit, Dubbo

Corporate Services Committee 13/05/2025		
<b>Officer:</b>	Property Services Team Leader Director Organisational Performance	
Target Date: 27/05/2025	Action Reference: CSC25/32	Confidential: No
<ol style="list-style-type: none"> <li>1. That upon:               <ol style="list-style-type: none"> <li>(a) acquisition; and</li> <li>(b) completion of the public notification provisions under s34 of the <i>Local Government Act 1993</i>, the property described as Lot 160 on DP1301286 is to be classified as 'operational land' in accordance with the <i>Local Government Act 1993</i>.</li> </ol> </li> <li>2. That all documentation in relation to this matter be executed under Power of Attorney.</li> </ol>		
<b>Notes:</b> <b>19 Jun 2025</b> Public Notification completed, Land classified as Operational and Land Register updated.		

#### CCC25/19 - Update of Tree Audits and Tree Costs to Improve the Canopy Cover of the Urban Areas of Dubbo Regional Council.

Culture and Community Committee 13/05/2025

### Outstanding Actions – Standing Committees

Officer:	Director Community, Culture and Places		
Target Date: 27/05/2025		Action Reference: CCC25/19	Confidential: No
That Council consider the costings identified in the report while evaluating community feedback to the draft 2025/2026 budget and draft Delivery Program.			
Notes: 13 Jun 2025  2025/2026 Budget has been adopted with work to commence within operational schedules.			

#### CSC25/30 - Review of Community Funding and Financial Assistance Policy

Corporate Services Committee 13/05/2025		
Officer:	Corporate Strategy Performance Coordinator Director Strategy Partnerships and Engagement	
Target Date: 22/07/2025	Action Reference: CSC25/30	Confidential: No
<div>1. That the information contained within the report of the Corporate Strategy and Performance Coordinator, dated 17 April 2025, be noted.</div> <div>2. That the draft Community Funding Framework (Appendix 1) and draft Council Policy – Financial Assistance (Appendix 2) be endorsed for the purpose of public exhibition, with formal feedback sought from 9am Monday 2 June 2025.</div> <div>3. That a further report outlining the results of the public exhibition period be put to Council in July 2025.</div> <div>4. That a further report detailing the finalised Community Funding Applicant Guide, assessment and evaluation matrix, and acquittal and return benefits processes be put to Council in July 2025.</div>		
<div>Notes:</div> <div>04 Jun 2025</div> <div>On target for July 2025 Ordinary Council Meeting as per resolution following the 28 day public exhibition period.</div>		

## Outstanding Actions – Standing Committees

### CCC25/17 - Waterway Safety

Culture and Community Committee 13/05/2025			
Officer:	Director Community, Culture and Places		
Target Date: 27/05/2025		Action Reference: CCC25/17	Confidential: No
<div>1. That the CEO seek to engage an independent third-party specialist to conduct a risk assessment of Council’s formal inland waterway access points and provide recommendations to address identified issues.</div> <div>2. That Council consider an allocation of \$10,000 from the proposed Community, Culture and Places budget as part of its review of public comment to the Draft 2025/2026 Operational Plan and Budget.</div> <div>3. That the CEO work with an independent third-party specialist to build a proposal for an inland waterways safety program for a targeted community audience and report back to Council for consideration.</div>			
<div>Notes:</div> <div>30 June 2025</div> <div><div>• Manager ROS and CDO have consulted with Royal Life Saving regarding the quote for the Dubbo Regional Council Inland Waterway Safety Assessment. 17 sites have been confirmed along the river - costings still to be discussed internally.</div><div>• Royal Life Saving Australia have online resources accessible by DRC Communications for community water safety education at no cost</div><div>• Proposed signage has been created, ready for approval.</div></div>			

### CCC25/18 - Existing and Future Strategic Mechanisms to Improve the Urban Tree Canopy Cover within Dubbo Regional Council

Culture and Community Committee 13/05/2025			
Officer:	Director Community, Culture and Places		
Target Date: 27/05/2025		Action Reference: CCC25/18	Confidential: No
1. That Council consider as part of community feedback to the draft 2025/2026 budget and Delivery Program, increasing the level of funding for tree planting and maintenance programs to improve the health and canopy coverage of urban areas within the Dubbo local government area.			

### Outstanding Actions – Standing Committees

2. That Council actively explore external funding opportunities to increase its planting budget for urban trees, including the identified funds from the Federal Labor Government following its recent re-election, funds generated from the recycling / sale of assets, the entering into of Voluntary Planning Agreements with companies associated with Renewable Energy, and the implementation of the Public Tree Removal – Amenity Valuation Policy.
3. That Council allocate \$90,000 of the \$2million from the funds provided by the Federal Labor Government to develop and adopt a Greening Strategy for the urban areas of Dubbo Regional Council.

**Notes:****June 2025**

Awaiting confirmation of funding from the Australian Government.

## Outstanding Confidential Actions – Standing Committees

### CSC25/21 - Tender for Stock Handling at the Dubbo Regional Livestock Markets

Corporate Services Committee 8/04/2025		
<b>Officer:</b>	Manager Dubbo Regional Livestock Markets Director Organisational Performance	
<b>Target Date:</b> 22/04/2025	<b>Action Reference:</b> CSC25/21	<b>Confidential:</b> Yes
<ol style="list-style-type: none"> <li>1. That the contract for Cattle Stock Handling Services be awarded to Dubbo Stock and Station Agents at a rate of \$1.10 (incl. GST) per head of cattle handled.</li> <li>2. That the contract for Cattle Delivery Services be awarded to Dubbo Stock and Station Agents at a rate of \$1.10 (incl. GST) per head of cattle handled.</li> <li>3. That the contract for Sheep Stock Handling Services be awarded to Dubbo Stock and Station Agents at a rate of \$1.10 (incl. GST) per head of sheep handled under the contract terms.</li> <li>4. That the contract term shall be three years, with an optional two-year extension subject to a CPI increase.</li> <li>5. That the Council delegate to the Chief Executive Officer the authority to approve any extension options for this contract.</li> <li>6. That all documentation relating to this matter be executed under Power of Attorney.</li> <li>7. That all information contained in this report remain confidential.</li> </ol>		
<b>Notes:</b> <b>19 Jun 2025</b> This is on track to be finalised by June 30 with the first cattle sale of the new financial year 03/07/25 with stock handling being completed by the DSSA under contract terms and conditions. All safety documentation is being reviewed by the DRLM Manager pending finalisation.		

### CSC25/33 - Troy Rail Deviation Project - Update

Corporate Services Committee 13/05/2025		
<b>Officer:</b>	Property Services Team Leader Director Organisational Performance	
<b>Target Date:</b> 27/05/2025	<b>Action Reference:</b> CSC25/33	<b>Confidential:</b> Yes

### Outstanding Confidential Actions – Standing Committees

1. That Council proceed with the purchase of the following lots from the Transport Asset Manager of New South Wales, in accordance with the terms outlined within this report:
  - a) Lot 5 in DP1241494;
  - b) Lot 8 in DP1241494;
  - c) Lot 9 in DP1241494;
  - d) Lot 10 in DP1241494; and
  - e) Lot 12 in DP1241494.
2. That the Chief Executive Officer be authorised to negotiate, finalise and execute under Power of Attorney any documentation in relation to resolution no. 1 (above).
3. That any documentation that the Chief Executive Officer is unable to execute in accordance with resolution no. 2 (above) be executed under the Common Seal of Council.
4. That the matters contained within this report remain confidential to Council.

**Notes:****19 Jun 2025**

Land Sale contract executed – waiting on Council solicitor to obtain Invoice from TfNSW on unpaid legal fees from former incomplete contract prior to exchange.

#### IPEC25/31 - John Gilbert Water Treatment Plant, Dubbo - Preparation of Concept Study for Replacement of Clear Water Tanks - Proposed Engagement

Infrastructure, Planning and Environment Committee 13/05/2025		
<b>Officer:</b>	Manager Strategy Water Supply and Sewerage Director Infrastructure	
<b>Target Date:</b> 27/05/2025	<b>Action Reference:</b> IPEC25/31	<b>Confidential:</b> Yes
<ol style="list-style-type: none"> <li>1. That Council engage NSW Public Works under the provisions of Section 55 (3)(b) of the Local Government Act 1993 for \$255,865.50 (incl GST).</li> <li>2. That Council delegate the Chief Executive Officer to approve extension options for this contract if required.</li> <li>3. That Council delegate the Chief Executive Officer to approve variations for this contract subject to budget limitations.</li> <li>4. That all documentation in relation to this matter be executed under Power of Attorney.</li> <li>5. That all documentation in relation to this matter remain confidential to Council.</li> </ol>		

## Outstanding Confidential Actions – Standing Committees

**Notes:****30 June 2025**

Council has engaged NSW Public Works. A start up meeting was held 10/06/2025.

**CCC25/20 - Tender - Wayfinding and Reserve Signage**

Culture and Community Committee 13/05/2025		
<b>Officer:</b>	Director Community, Culture and Places	
<b>Target Date:</b> 27/05/2025	<b>Action Reference:</b> CCC25/20	<b>Confidential:</b> Yes
<ol style="list-style-type: none"> <li>1. That Council, as per Clause 178(3)(e) of the Local Government Regulations does not accept any of the tenders submitted due to price.</li> <li>2. That Council enter into negotiations with the preferred supplier, Yamari Ochre, to align the scope of works with the available budget of \$125,620 inc. GST.</li> <li>3. That all documentation in relation to this matter remain confidential to Council.</li> </ol>		
<b>Notes:</b> <b>June 2025</b> Nil responses received from local suppliers. In discussion with the Finance team regarding funds for the 2025/2026 budget to continue action.		



## Outstanding Actions – Ordinary Council Meeting

### CCL23/20 - Proposed Road Closures - Road Corridors Adjacent to Dubbo Regional Airport

Ordinary Council Meeting 9/02/2023		
<b>Officer:</b>	Manager Airport Strategy and Operations Director Organisational Performance	
<b>Target Date:</b> 23/02/2023	<b>Action Reference:</b> CCL23/20	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That Council consent to the closure of the road corridors adjacent to the Dubbo Regional Airport.</li> <li>2. That Council undertake the Roads Act Council Road Closure Process: Closing of Council Public Roads by Councils, Part 4 Division 3 of Roads Act 1993.</li> <li>3. That Council provide appropriate easements for all essential Energy overhead and underground assets.</li> <li>4. That Council classifies the lot as operational land pursuant to s31 of the local Government Act 1993 (NSW).</li> <li>5. That all documentation in relation to this matter be signed under the Common Seal of Council.</li> </ol>		
<b>Notes:</b> <b>19 Jun 2025</b> Subdivision plan commissioned and lodged through planning Portal. Discussions with new Airport manager determined that subdivision to close roads and create Easements premature prior to Masterplan of Airport being considered by the elected body.		

### CCL23/257 - Draft Blueridge Precinct Development Control Plan

Ordinary Council Meeting 28/09/2023		
<b>Officer:</b>	Environmental Systems Planner Director Development and Environment	
<b>Target Date:</b> 22/07/2025	<b>Action Reference:</b> CCL23/257	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That Council adopt the draft Blueridge Precinct Development Control Plan (attached in Appendix 1) for the purposes of public exhibition only.</li> <li>2. That the draft Blueridge Precinct Development Control Plan be placed on public exhibition for a period of not less than 28 days in accordance with Environmental Planning and Assessment Act 1979 and for Council to consult with Precinct landowners.</li> <li>3. That following the completion of the public exhibition period, a further report be presented to Council for consideration, including the results of the public exhibition.</li> </ol>		

## Outstanding Actions – Ordinary Council Meeting

**Notes:****17 Jun 2025**

Amended Development Control Plan Policy exhibited open till 26 May 2025. Further internal assessment prior to consideration by Council.

### CCL23/319 - Planning Proposal R23-006 - North-West Urban Release Area

Ordinary Council Meeting 23/11/2023		
<b>Officer:</b>	Senior Growth Planner Director Development and Environment	
<b>Target Date:</b> 31/03/2025	<b>Action Reference:</b> CCL23/319	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That Council endorse the Planning Proposal (attached in Appendix 1) to amend the Dubbo Regional Local Environmental Plan 2022 for land in the North-West Urban Release Area.</li> <li>2. That Council submit the Planning Proposal to the NSW Department of Planning and Environment for a Gateway Determination.</li> <li>3. That Council liaise with the NSW Department of Planning and Environment and undertake minor administrative amendments to the Planning Proposal if required to ensure a Gateway Determination is issued.</li> <li>4. That Council request the Chief Executive Officer (or delegate) be authorised as the Local Plan Making Authority under Section 3.36 of the Environmental Planning and Assessment Act 1979.</li> <li>5. That following the completion of the public exhibition period, a further report be presented to Council for consideration, including the results of public exhibition.</li> </ol>		
<b>Notes:</b> <b>17 Jun 2025</b> Initial public exhibition undertaken. All planning background studies complete. Planning Proposal will be re-exhibited with Precinct Development Control Plan.		

### CCL24/25 - Audit of Signs across the Urban Areas of the LGA

Ordinary Council Meeting 15/02/2024

### Outstanding Actions – Ordinary Council Meeting

<b>Officer:</b>	Executive Officer Strategy Partnerships and Engagement Director Strategy Partnerships and Engagement	
<b>Target Date:</b> 3/11/2025	<b>Action Reference:</b> CCL24/25	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That the report of the Executive Officer Strategy, Partnerships and Engagement, dated 19 December 2023, be noted.</li> <li>2. That investment in signage renewal program be considered as part of the budget development process.</li> <li>3. That the Chief Executive Officer develop internal policy and guidelines to support standardised signage across the Local Government Area.</li> </ol>		
<b>Notes:</b> <b>05 Jun 2025</b> Target date 03 November 2025 - Revised date due to staff resourcing.		

#### CCL24/153 - Proposed Amendments to the Dubbo Regional Local Environmental Plan 2022

Ordinary Council Meeting 27/06/2024		
<b>Officer:</b>	Environmental Systems Planner Director Development and Environment	
<b>Target Date:</b> 27/06/2025	<b>Action Reference:</b> CCL24/153	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That Council support preparation of a Planning Proposal to amend the Dubbo Regional Local Environmental Plan 2022 to include the following:               <ol style="list-style-type: none"> <li>(a) To permit Residential Accommodation in the E2 Commercial Centre zone; and</li> <li>(b) To change the minimum lot size area for Lot 103 DP 1143590, 34L Pinedale Road, Dubbo from 8 Ha to 5 Ha.</li> </ol> </li> <li>2. That Council submit the Planning Proposal to the NSW Department of Planning and Environment for a Gateway Determination.</li> <li>3. That following the completion of the public exhibition period, a further report be presented to Council for consideration, including the results of public exhibition.</li> </ol>		
<b>Notes:</b> <b>17 Jun 2025</b> Gateway Determination received for the item at 34L Pinedale Road Dubbo. This amendment will soon be placed on public display. In respect of residential accommodation, further consultation is being undertaken with the State Government Department of Planning, Housing and Infrastructure.		

## Outstanding Actions – Ordinary Council Meeting

### CCL24/201 - Repatriation of Axe Grinding Groove Rocks in Wiradjuri Park

Ordinary Council Meeting 15/08/2024		
<b>Officer:</b>	Manager Recreation and Open Spaces Director Community, Culture and Places	
<b>Target Date:</b> 29/08/2025	<b>Action Reference:</b> CCL24/201	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>That it be noted that the axe grinding groove rocks located in Wiradjuri Park are required to remain in place as part of the New Dubbo Bridge and associated works undertaken by Transport for NSW.</li> <li>That Council commence the repatriation process with the consultation and approvals to be undertaken by Council.</li> </ol>		
<b>Notes:</b> <b>12 Jun 2025</b> OzArk has been engaged to undertake the AHIP and ACARE components to progress this project. The request for registered persons/corporations etc., to register their interest has been advertised and this has now closed. DRC has been in discussion with TfNSW with regards to collaboration in this process alongside the redesign of the landscaping of the former Wiradjuri Park through community workshops, targeting the Aboriginal community.		

### CCL24/206 - Planning Proposals R22-005 and R22-006 - 13L Narromine Road Dubbo - Results of Public Exhibition

Ordinary Council Meeting 15/08/2024		
<b>Officer:</b>	Manager Growth Planning Director Development and Environment	
<b>Target Date:</b> 27/06/2025	<b>Action Reference:</b> CCL24/206	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>That Council not proceed with Planning Proposal R22-005 (attached in Appendix 1) and Planning Proposal R22-006 (attached in Appendix 2) to amend the Dubbo Regional Local Environmental Plan 2022 for 13L Narromine Road, Dubbo due to the unresolved Transport for NSW objection.</li> <li>That Council note submissions received during the public exhibition period (attached in Appendices 3, 4 and 5).</li> <li>That Council prepare a city-wide strategic transportation model and an infrastructure contributions plan to address the requirements of the Transport for NSW objection.</li> </ol>		

## Outstanding Actions – Ordinary Council Meeting

4. That following preparation of a city-wide strategic transportation model and an infrastructure contributions plan, Council resubmit the Planning Proposals to the NSW Department of Planning, Housing and Infrastructure and undertake additional consultation with Transport for NSW.
5. That following consultation with the NSW Department of Planning, Housing and Infrastructure, and Transport for NSW, a further report be presented to Council, including the results of consultation.

**Notes:****17 Jun 2025**

Council is progressing works on the Dubbo Transportation Module.

### CCL24/205 - Planning Proposal R24-002 - Zoning and Minimum Lot Size Area Amendments to part of Keswick Estate

Ordinary Council Meeting 15/08/2024		
<b>Officer:</b>	Senior Growth Planner Director Development and Environment	
<b>Target Date:</b> 31/03/2025	<b>Action Reference:</b> CCL24/205	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That Council endorse the Planning Proposal (attached as Appendix 1) to amend the Dubbo Regional Local Environmental Plan 2022 at part of Keswick Estate (Lot 101 DP1280301) by changing the zoning from R2 Low Density Residential to R1 General Residential and removing the existing Minimum Lot Size Area provisions for approximately 10 hectares of the land.</li> <li>2. That Council note the Strategic and Site-Specific Assessment (attached in Appendix 2).</li> <li>3. That Council submit the Planning Proposal to the NSW Department of Planning, Housing and Infrastructure for a Gateway Determination, and request it include a condition that a Stormwater Strategy be prepared prior to undertaking public and State Agency consultation.</li> <li>4. That Council request the Department of Planning, Housing and Infrastructure to be the Local Plan Making Authority under Section 3.36 of the Environmental Planning and Assessment Act 1979 as the Planning Proposal is related to Council-owned land.</li> <li>5. That Council support a minimum 20 working days public exhibition period for the Planning Proposal, subject to the conditions of a Gateway Determination.</li> <li>6. That following the completion of the public exhibition period, a further report be presented to Council for consideration, including the results of public exhibition.</li> </ol>		

## Outstanding Actions – Ordinary Council Meeting

**Notes:****17 Jun 2025**

The Planning Proposal has been publicly exhibited. A report will be provided to Council for further consideration of the Planning Proposal.

### CCL24/271 - Wellington Historical Society request for operating location(s) for Wellington Museum.

Ordinary Council Meeting 24/10/2024		
<b>Officer:</b>	Cultural Development Coordinator Director Community, Culture and Places	
<b>Target Date:</b> 7/11/2024	<b>Action Reference:</b> CCL24/271	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That, Council enter in to a peppercorn lease agreement of \$1 per annum for Lot 2, 5 Maughan Street between Dubbo Regional Council and the Wellington Historical Society for a five-year term with three five-year options.</li> <li>2. That Council not enter into a lease for lot 8, 37 Warne Street or lot 9, 37 Warne Street (corner Warne and Percy Streets).</li> <li>3. That Council assist the Wellington Historical Society find alternative accommodation to house their excess collection and that the Wellington Historical Society will not be required to move the collection before alternative accommodation is found.</li> </ol>		
<b>Notes:</b> <b>18 Jun 2025</b> Update to Resolutions: 1. Details of Lease still being refined in Consultation with Wellington Historical Society. Meeting held between Society, Manager Arts and Culture and Property Services Officer on Monday 16th June for further refinements. Society awaiting Council adoption of proposed forward budgets in June 2025 before signing updated lease. 2. No lease entered. 3. Limited actions undertaken to date including some conversations regarding possible locations at Wellington Showground, with no firm program developed. Manager Arts and Culture to work with Wellington HS following lease completion to review options and present plan to Council.		

### CCL24/350 - Land Acquisition - Dubbo Regional Livestock Markets - Lot 1 Deposited Plan 446390

Ordinary Council Meeting 10/12/2024

### Outstanding Actions – Ordinary Council Meeting

<b>Officer:</b>	Property and Land Officer Director Organisational Performance	
<b>Target Date:</b> 24/12/2024	<b>Action Reference:</b> CCL24/350	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That Council proceed with the compulsory acquisition of the whole of Lot 1 Deposited Plan 446390 (Property) for the purposes as detailed in this Report.</li> <li>2. That the compulsory acquisition of the Property noted in Resolution No.1 (above) is acquired:               <ol style="list-style-type: none"> <li>a. pursuant to s.186 of the Local Government Act 1993 (NSW); and</li> <li>b. In accordance with the Land Acquisition (Just Terms Compensation) Act 1991.</li> </ol> </li> <li>3. That upon acquisition, Council's interests are classified as operational in accordance with Chapter 6, Part 2 of the Local Government Act 1993.</li> <li>4. That Council make an application to the Minister for Local Government to issue a Proposed Acquisition Notice under the Land Acquisition (Just Terms Compensation) Act 1991 for Council to compulsorily acquire the Property noted in Resolution no. 1 (above).</li> <li>5. That Council make an application to the Governor of NSW for the publication of an Acquisition Notice in the NSW Government Gazette under the Land Acquisition (Just Terms Compensation) Act 1991 for Council to compulsorily acquire the properties noted in resolution no. 1 (above).</li> <li>6. That Council delegate to the Chief Executive Officer, the power to negotiate actual and reasonable costs subject to budget limitations.</li> <li>7. That Council delegate to the Chief Executive Officer, the power to negotiate, finalise, and execute any applications, notices, documents, and compensation claims required to be executed as part of the process for Council to compulsorily acquire the Property.</li> <li>8. That all documentation in relation to this matter be executed under Power of Attorney.</li> </ol>		
<b>Notes:</b> <b>16 June 2025</b> TNSW have advised the parcel is to be declared surplus to ARTC's needs. Awaiting confirmation from TNSW/ ARTC that this has occurred before acquisition proceeds.		

#### CCL25/7 - Draft Planning Agreement VPA24-001 - Concrete Works - 19L and 20L Sheraton Road Dubbo

Ordinary Council Meeting 21/01/2025	
<b>Officer:</b>	Manager Growth Planning Team Leader Growth Planning Projects Director Development and Environment

### Outstanding Actions – Ordinary Council Meeting

<b>Target Date:</b> 4/02/2025	<b>Action Reference:</b> CCL25/7	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That a draft Planning Agreement be prepared generally in accordance with the updated terms identified in this report and the letter of offer provided by Regional Hardrock Pty Ltd (attached in Appendix 1).</li> <li>2. That the \$124,000 contribution to the upgrade of Sheraton Road be paid to Council within 30 days of the issue of notice of determination for Development Application D22-528.</li> <li>3. That a further report be presented to Council for consideration if a Planning Agreement cannot be successfully negotiated.</li> <li>4. That a draft Planning Agreement and Explanatory Note prepared in accordance with the terms identified in this report be placed on public exhibition in accordance with the Environmental Planning and Assessment Act, 1979.</li> <li>5. That following the conclusion of the public exhibition period, a further report be presented to Council for consideration, including any submissions received.</li> </ol>		
<b>Notes:</b> <b>17 Jun 2025</b> Draft Planning Agreement is currently on public display.		

#### CCL25/100 - Results of Public Exhibition: Council Policy - Technology Provisions for Councillors

Ordinary Council Meeting 22/04/2025		
<b>Officer:</b>	Chief Information Officer Director Strategy Partnerships and Engagement	
<b>Target Date:</b> 22/07/2025	<b>Action Reference:</b> CCL25/100	<b>Confidential:</b> No
<b>That Council defer the decision to the Ordinary Council meeting, 27 May 2025.</b>		
<b>Notes:</b> <b>17 Jun 2025</b> Target date 22 July 2025 - Information Services is collating additional information in relation to Councils legislative, insurance and risk management obligations to be presented to Council. It's expected a report will be provided to the July Ordinary Meeting of Council.		



## Outstanding Actions – Ordinary Council Meeting

### CCL25/96 - Management of Pest Bird Species

Ordinary Council Meeting 22/04/2025		
<b>Officer:</b>	Director Development and Environment Director Development and Environment	
<b>Target Date:</b> 6/05/2025	<b>Action Reference:</b> CCL25/96	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That the report of the Director Development and Environment dated 7 April 2025, be noted.</li> <li>2. That a dedicated section of Council's website be prepared to generally include the following information:               <ol style="list-style-type: none"> <li>(a) Describing the Indian Myna including why it is a pest bird species;</li> <li>(b) How to identify Indian Myna birds;</li> <li>(c) Things that can be done at home to help limit feeding opportunities;</li> <li>(d) How to report sightings of Indian Myna birds through online third party platforms;</li> <li>(e) How you can build your own Indian Myna trap at home;</li> <li>(f) How to ensure Indian Myna are humanely euthanised in accordance with the NSW Department of Primary Industries – Standard Operating Procedure for trapping of pest birds;</li> <li>(g) Community groups that are actively undertaking trapping programs; and</li> <li>(h) Where to find further information.</li> </ol> </li> <li>3. That it be noted that Community Groups and Not-For-Profit Organisations can lodge an application through the Community Services Fund and the Bodangora Wind Farm Community Benefit Fund for Indian Myna traps.</li> <li>4. That businesses in the Dubbo CBD and the Wellington Town Centre be engaged through a survey as included in the report in respect of pest bird species.</li> <li>5. That following completion of the survey and assessment of the results that a further report be provided to Council for consideration regarding possible options for the management of pest bird species including operational and financial implications.</li> </ol>		
<b>Notes:</b> <b>17 Jun 2025</b> In respect of item 4 of the resolution, a survey of property owners in the Dubbo CBD has been undertaken. Results of the survey are currently under assessment by Council Staff.		

## Outstanding Actions – Ordinary Council Meeting

### CCL25/99 - Bodangora Wind Farm Community Benefit Fund 2025

Ordinary Council Meeting 22/04/2025																						
Officer:	Manager Community Services Director Community, Culture and Places																					
Target Date: 28/10/2025	Action Reference: CCL25/99	Confidential: No																				
<div>1. That Council allocate to the community-based organisations the total funds of \$68,890.27.</div> <div>2. The following funds be allocated to the corresponding community group in accordance with the Bodangora Wind Farm Community Benefit Fund Grant Guidelines:<table><tr><td>• Wellington Warriors FC</td><td>\$6,354.00</td></tr><tr><td>• Wellington Amateur Theatrical Society</td><td>\$10,000.00</td></tr><tr><td>• Wellington Touch Association</td><td>\$5,140.00</td></tr><tr><td>• Wellington Race Club</td><td>\$8,000.00</td></tr><tr><td>• Wellington Public School P&amp;C</td><td>\$10,250.00</td></tr><tr><td>• Wellington Cowboys SRLC</td><td>\$5,000.00</td></tr><tr><td>• Wellington Horse &amp; Pony Club</td><td>\$19,805.29</td></tr><tr><td>• Mid Macquarie Landcare</td><td>\$4,340.98</td></tr></table></div> <div>3. That the CEO, in consultation with the Bodangora Wind Farm Community Consultative Committee have presented to Council prior to Round 11, 2026:<table><tr><td>i.</td><td>A review of the eligibility guidelines and selection criteria for the Bodangora Wind Farm Community Benefit Fund, and</td></tr><tr><td>ii.</td><td>A 'Charter' clearly defining the roles of the Committee and Council.</td></tr></table></div>			• Wellington Warriors FC	\$6,354.00	• Wellington Amateur Theatrical Society	\$10,000.00	• Wellington Touch Association	\$5,140.00	• Wellington Race Club	\$8,000.00	• Wellington Public School P&C	\$10,250.00	• Wellington Cowboys SRLC	\$5,000.00	• Wellington Horse & Pony Club	\$19,805.29	• Mid Macquarie Landcare	\$4,340.98	i.	A review of the eligibility guidelines and selection criteria for the Bodangora Wind Farm Community Benefit Fund, and	ii.	A 'Charter' clearly defining the roles of the Committee and Council.
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i.	A review of the eligibility guidelines and selection criteria for the Bodangora Wind Farm Community Benefit Fund, and																					
ii.	A 'Charter' clearly defining the roles of the Committee and Council.																					
<div>Notes:</div> <div>13 Jun 2025</div> <div>The Bodangora Wind Farm Community Benefit fund 2025 was completed (grant funding given out in May to successful applicants). The update of the new guidelines for the Bodangora Wind Farm to be provided in October.</div>																						

## Outstanding Actions – Ordinary Council Meeting

### CCL25/126 - Draft Council Policy - Asset Management Policy

Ordinary Council Meeting 27/05/2025		
<b>Officer:</b>	Director Organisational Performance	
<b>Target Date:</b> 10/06/2025	<b>Action Reference:</b> CCL25/126	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That the draft Council Policy, Asset Management Policy, as attached at Appendix 1, be endorsed for the purpose of public exhibition for a period of 28 days.</li> <li>2. That a further report be submitted to Council detailing results of public exhibition, for adoption of the final policy.</li> </ol>		
<b>Notes:</b> <b>June 2025</b> The policy will be placed on public exhibition following the adoption of the 2025/2026 Budget.		

### CCL25/123 - Housing For Our Future - Engagement Insights Report and Next Steps

Ordinary Council Meeting 27/05/2025		
<b>Officer:</b>	Manager Growth Planning Director Development and Environment	
<b>Target Date:</b> 10/06/2025	<b>Action Reference:</b> CCL25/123	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That the information contained within the report of the Manager Growth Planning dated 2 May 2025, be noted.</li> <li>2. That the Engagement Insights Report (attached in Appendix 1) be noted.</li> <li>3. That the submissions received during the community consultation period (attached in Appendix 2) be noted.</li> </ol>		
<b>Notes:</b> <b>17 Jun 2025</b> A report in respect of the draft Housing Strategies will be presented to Council for consideration in July 2025.		

## Outstanding Confidential Actions – Ordinary Council Meeting

### CCL23/353 - Update to Proposed Sale of, and Creation of Easement Over, Lot 131 on DP1277458

Ordinary Council Meeting 14/12/2023		
<b>Officer:</b>	Manager Property and Land Development Director Organisational Performance	
<b>Target Date:</b> 29/08/2025	<b>Action Reference:</b> CCL23/353	<b>Confidential:</b> Yes
<ol style="list-style-type: none"> <li>1. That Council rescind Council Resolution CCL23/300.</li> <li>2. That Council agree to the sale of Lot 131 on DP1277458 to the parties, and on the terms, as detailed in this report.</li> <li>3. That Council delegate to the Chief Executive Officer the power to negotiate, finalise and execute any documents relating to:               <ol style="list-style-type: none"> <li>(a) an agreement for the sale of Lot 131 on DP1277458, including any contractual documentation, provided that the terms of the contract are in accordance with Council's resolution to this report;</li> <li>(b) any easement over Lot 131 on DP1277458; and</li> <li>(c) any NSW Land Registry Service documentation relating to resolution no. 2(a) and 2(b).</li> </ol> </li> <li>4. That any documents which may not be executed by the Chief Executive Officer under delegation be executed under the Common Seal of Council.</li> <li>5. That all documentation in relation to this matter remain confidential to Council.</li> </ol>		
<b>Notes:</b> <b>19 Jun 2025</b> Lessor has provided instruction that they will not be proceeding with Sale or Lease. Termination notice served 12 June 2025.		

### CCC24/16 - RECLASSIFICATION AND REZONING OF ALEXANDER BELL MEMORIAL PARK

Ordinary Council Meeting 21/03/2024		
<b>Officer:</b>	Manager Recreation and Open Spaces Director Community, Culture and Places	
<b>Target Date:</b> 4/04/2024	<b>Action Reference:</b> CCC24/16	<b>Confidential:</b> Yes
<ol style="list-style-type: none"> <li>1. That Lot 43 DP619578 is not required for the purposes of public open space.</li> </ol>		

### Outstanding Confidential Actions – Ordinary Council Meeting

2. That Council prepare a Planning Proposal to undertake reclassification of Alexander Bell Memorial Park from Community Land to Operational Land under the provisions of the Local Government Act 1993 and to rezone the land for the purposes of residential development under the provisions of the Dubbo Regional Local Environmental Plan 2022.
3. That it be noted, in accordance with the requirements of the Environmental Planning and Assessment Act, 1979 and the Local Government Act, 1993, Council is required to undertake community consultation for a period of no less than 28 days and hold a Public Hearing.
4. That all documents in relation to this matter remain confidential to council.

**Notes:****12 Jun 2025**

Work is continuing through the undertaking of traffic studies in John Glenn Close, and identification of potential issues relating to stormwater infrastructure located on the northern end of the site. This work is being overseen by Growth Planning. Communication with Essential Energy has also been undertaken in relation to accessing the site under the high voltage lines.

#### CCL24/221 - Draft Planning Agreement - Sandy Creek Solar Farm

Ordinary Council Meeting 15/08/2024

**Officer:** Director Development and Environment

**Target Date:** 29/08/2024

**Action Reference:** CCL24/221

**Confidential:** Yes

1. That Council negotiate a Voluntary Planning Agreement with Lightsource BP at 1.5% of the Capital Investment Value of the final Sandy Creek Solar Farm project.
2. That the Voluntary Planning Agreement to be negotiated in item 1 is for the overall project, with Dubbo Regional Council to receive funds based on pro rata of the project undertaken in the Dubbo Regional Local Government Area.
3. That a further report be presented to Council for consideration including the proposed terms of the draft Voluntary Planning Agreement and associated operating model.
4. That all documentation in relation to this matter remain confidential to Council.

**Notes:****17 Jun 2025**

Council has now received a draft Planning Agreement for the project. A report in respect of the project will be provided to Council for consideration.

## Outstanding Confidential Actions – Ordinary Council Meeting

### CCL24/357 - Saxa Road/ Comobella Crossing Replacement Project - Land Acquisition

Ordinary Council Meeting 10/12/2024			
Officer:	Manager Infrastructure Delivery Director Infrastructure		
Target Date: 24/12/2024		Action Reference: CCL24/357	Confidential: Yes
<div>1. That Council approve to enter into negotiations to acquire part of Lot 9 DP 754327 for the purposes as detailed in this report pursuant to s177 and s178 of the Roads Act 1993 (NSW) as described in the body of this report; and in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.</div> <div>2. That Council register an acquisition plan against the title to Lot 9 DP 754327.</div> <div>3. That upon acquisition, Council’s interests are classified as operational in accordance with Chapter 6, Part 2 of the <i>Local Government Act 1993</i> and the property be dedicated as public road reserve.</div> <div>4. That Council approve the making of an application to the Minister for Local Government to issue a Proposed Acquisition Notice under the Land Acquisition (Just Terms Compensation) Act 1991 for Council to compulsorily acquire the property noted in recommendation 1 (above).</div> <div>5. That Council make an application to the Governor of NSW for the publication of an Acquisition Notice in the NSW Government Gazette under the Land Acquisition (Just Terms Compensation) Act 1991 for Council to compulsorily acquire the property noted in recommendation 1 (above).</div> <div>6. That Council delegate to the Chief Executive Officer, the power to negotiate actual and reasonable costs subject to budget limitations.</div> <div>7. That Council delegate to the Chief Executive Officer, the power to negotiate, finalise, and execute any applications, notices, documents, and compensation claims required to be executed as part of the process for Council to compulsorily acquire Lot 9 DP 754327.</div> <div>8. That any documents which may not be executed by the Chief Executive Officer under delegation be executed under the Common Seal of Council.</div> <div>9. That all documentation in relation to this matter remain confidential to Council.</div>			
Notes: 23 Jun 2025 Council's land acquisitions team have commenced negotiations to acquire part of the subject lot. They have also commenced actions to compulsorily acquire the whole lot, if part lot negotiations stall.			

## Outstanding Confidential Actions – Ordinary Council Meeting

### CCL25/80 - Outcome of expression of interest process - 4 Akela Place, Dubbo

Ordinary Council Meeting 25/03/2025		
<b>Officer:</b>	Manager Property and Land Development Director Organisational Performance	
<b>Target Date:</b> 29/08/2025	<b>Action Reference:</b> CCL25/80	<b>Confidential:</b> Yes
<ol style="list-style-type: none"> <li>1. That Council offer a lease of the premises situated at 4 Akela Place, Dubbo, properly described as Lot 3 on DP1114602, to Orana Support Service Incorporated:               <ol style="list-style-type: none"> <li>a. for a term of three (3) years; and</li> <li>b. on the key terms as generally described within the body of this report.</li> </ol> </li> <li>2. That the Chief Executive Officer be authorised to negotiate, finalise and execute any documentation in relation to the lease as outlined in resolution no. 1 (above).</li> <li>3. That any documentation that the Chief Executive Officer is unable to execute in accordance with resolution no. 2 (above) be executed under Power of Attorney.</li> <li>4. That the considerations in relation to this matter remain confidential to Council.</li> </ol>		
<b>Notes:</b> <b>16 Jun 2025</b> Lease executed by successful applicant. Insurance requirements and security bonds received. Memo to CEO for execution of Lease imminent.		

### CCL25/79 - Outcome of expression of interest process - 139 Darling Street, Dubbo

Ordinary Council Meeting 25/03/2025		
<b>Officer:</b>	Manager Property and Land Development Director Organisational Performance	
<b>Target Date:</b> 31/12/2025	<b>Action Reference:</b> CCL25/79	<b>Confidential:</b> Yes
<ol style="list-style-type: none"> <li>1. That Council decline to accept the expression of interest (EOI) submission by Premise Group Services Pty Ltd to lease the premises situated at 139 Darling Street, Dubbo, properly described as Lot 42 on DP632829 (Property).</li> <li>2. That the Chief Executive Officer be authorised to negotiate directly with Premise Group Services Pty Ltd, to lease the Property.</li> <li>3. That:</li> </ol>		

### Outstanding Confidential Actions – Ordinary Council Meeting

- a. a further Council report will be submitted, if negotiations with Premise Group Services Pty Ltd are successful; and
  - b. the Property be re-advertised for lease, if negotiations with Premise Group Services Pty Ltd are unsuccessful.
4. That the considerations in relation to this matter remain confidential to Council.

**Notes:****19 Jun 2025**

Negotiations for Agreement to Lease with Premise ongoing.

#### CCL25/78 - Dubbo Regional Airport Advertising Expressions of Interest

Ordinary Council Meeting 25/03/2025

**Officer:** Manager Airport Strategy and Operations  
Director Organisational Performance

**Target Date:** 8/04/2025**Action Reference:** CCL25/78**Confidential:** Yes

1. That Dubbo Regional Council agree to continue negotiations with Bishopp's Advertising and engage once an agreement is finalised.
2. That Council delegate authority to Chief Executive Officer to negotiate the other terms of the Partnership.
3. That all documentation in relation to this matter be executed under Power of Attorney.
4. That the information contained within this report remain confidential to the Council.

**Notes:****19 Jun 2025**

The agreement is signed and due to commence in August 2025.

#### CCL25/105 - Outcome of Tender for Real Estate Agency Services to Sell Land Within Keswick Estate, Stage 5 Release 2

Ordinary Council Meeting 22/04/2025

**Officer:** Manager Property and Land Development  
Director Organisational Performance

**Target Date:** 31/07/2025**Action Reference:** CCL25/105**Confidential:** Yes



### Outstanding Confidential Actions – Ordinary Council Meeting

1. That Council approve and proceed with the compulsory acquisition of 93 Maughan Street, Wellington, properly described as Lots 1 and 2 on DP749328:
  - a. pursuant to s186 of the *Local Government Act 1993*; and
  - b. upon acquisition and following completion of the notification provisions under s34 of the *Local Government Act 1993*, that the land is classified as 'operational'.
2. That Council approve the making of an application to the Minister for Local Government to issue a Proposed Acquisition Notice under the *Land Acquisition (Just Terms Compensation) Act 1991 (NSW)* for Council to compulsorily acquire Lots 1 and 2 on DP749328.
3. That Council approve the making of an application to the Governor of NSW for the publication of an Acquisition Notice in the NSW Government Gazette under the *Land Acquisition (Just Terms Compensation) Act 1991 (NSW)* for Council to compulsorily acquire Lots 1 and 2 on DP749328.
4. That Council delegate to the Chief Executive Officer the power to negotiate, finalise and execute any applications, notices, documents and compensation claims required to be executed as part of the process for Council to Lots 1 and 2 on DP749328.
5. That any documents which may not be executed by the Chief Executive Officer under delegation be executed under the Power of Attorney.
6. That all documentation in relation to this matter remain confidential to Council.

**Notes:****16 Jun 2025 4:46pm**

Target date changed from 06 May 2025 to 31 July 2025 - Property and Land Development (PALD) have issued notifications to all submitters to decline their submissions. PALD have also notified all agents who have open agency agreements with Council for the sale of S5R2 that the agreements will terminate as at 30 June 2025. New simplified tender was published at the end of May 2025.

#### CCL25/103 - Land Acquisition - Renewable Energy Awareness and Career Training (REACT) Centre

Ordinary Council Meeting 22/04/2025

<b>Officer:</b>	Director Strategy Partnerships and Engagement
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<b>Target Date:</b> 30/03/2026	<b>Action Reference:</b> CCL25/103	<b>Confidential:</b> Yes
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1. That Council approve and proceed with the compulsory acquisition of 93 Maughan Street, Wellington, properly described as Lots 1 and 2 on DP749328:
  - a. pursuant to s186 of the *Local Government Act 1993*; and
  - b. upon acquisition and following completion of the notification provisions under s34 of the *Local Government Act 1993*, that the land is classified as 'operational'.

### Outstanding Confidential Actions – Ordinary Council Meeting

2. That Council approve the making of an application to the Minister for Local Government to issue a Proposed Acquisition Notice under the *Land Acquisition (Just Terms Compensation) Act 1991 (NSW)* for Council to compulsorily acquire Lots 1 and 2 on DP749328.
3. That Council approve the making of an application to the Governor of NSW for the publication of an Acquisition Notice in the NSW Government Gazette under the *Land Acquisition (Just Terms Compensation) Act 1991 (NSW)* for Council to compulsorily acquire Lots 1 and 2 on DP749328.
4. That Council delegate to the Chief Executive Officer the power to negotiate, finalise and execute any applications, notices, documents and compensation claims required to be executed as part of the process for Council to Lots 1 and 2 on DP749328.
5. That any documents which may not be executed by the Chief Executive Officer under delegation be executed under the Power of Attorney.
6. That all documentation in relation to this matter remain confidential to Council.

**Notes:****16 Jun 2025**

Due diligence for the land purchase is underway.

#### CCL25/137 - Tender - Elston Park Water Play Renewal

Ordinary Council Meeting 27/05/2025

**Officer:** Director Community, Culture and Places**Target Date:** 10/06/2025**Action Reference:** CCL25/137**Confidential:** Yes

1. That Council accept the tender from Water Play Solutions Pty Ltd for the renewal of the Elston Park Water Play area (Option 2) for the tendered price of \$499,950.00 incl. gst.
2. That Council delegate the Chief Executive Officer to approve extension options for this contract if required.
3. That Council delegate the Chief Executive Officer to approve variations for this contract subject to budget limitations.
4. That all documentation in relation to this matter be executed under Power of Attorney.
5. That all documentation in relation to this matter remain confidential to Council.

**Notes:****27 June 2025**

Estimated start date 14 July. Expected completion date: 7 December. Community being advised of the late opening date.

## Outstanding Confidential Actions – Ordinary Council Meeting

### CCL25/138 - Outcome of expression of interest process - 74 Wingewarra Street, Dubbo

Ordinary Council Meeting 27/05/2025		
<b>Officer:</b>	Manager Property and Land Development Director Organisational Performance	
<b>Target Date:</b> 31/12/2025	<b>Action Reference:</b> CCL25/138	<b>Confidential:</b> Yes
<ol style="list-style-type: none"> <li>1. That Council decline the expression of interest (EOI) submission by New South Wales Rugby Union Ltd (NSWRU) to lease the premises situated at 74 Wingewarra Street, Dubbo, properly described as Lot 415 on DP754308 (Property).</li> <li>2. That Council authorise the Chief Executive Officer to negotiate directly with NSWRU to lease the Property noting the arrangements proposed include a partnership with CrACN (Creative Assembly).</li> <li>3. That:               <ol style="list-style-type: none"> <li>a. a further Council report be submitted, if negotiations with NSWRU are successful; and</li> <li>b. the Property be re-advertised for lease, if negotiations with NSWRU are unsuccessful.</li> </ol> </li> <li>4. That the considerations in relation to this matter remain confidential to Council.</li> </ol>		
<b>Notes:</b> <b>16 Jun 2025</b> Target date changed from 10 June 2025 to 31 December 2025 - Property and Land Development (PALD) to issue notification that NSW Rugby's submissions have been declined. PALD to commence negotiations shortly.		

### CCL25/136 - Tender - Wellington Pioneer Park Amenities Rebuild

Ordinary Council Meeting 27/05/2025		
<b>Officer:</b>	Director Community, Culture and Places	
<b>Target Date:</b> 10/06/2025	<b>Action Reference:</b> CCL25/136	<b>Confidential:</b> Yes
<ol style="list-style-type: none"> <li>1. That Council accept the tender from Welbuilt Constructions for the Wellington Pioneer Park Amenities Rebuild project for the tendered price of \$883,000 inc gst.</li> <li>2. That Council delegate the Chief Executive Officer to approve extension options for this contract if required.</li> <li>3. That Council delegate the Chief Executive Officer to approve variations for this contract subject to budget limitations.</li> </ol>		

### Outstanding Confidential Actions – Ordinary Council Meeting

4. That all documentation in relation to this matter be executed under Power of Attorney.
5. That all documentation in relation to this matter remain confidential to Council.

**Notes:****June 2025**

Underway.

#### CCL25/134 - John Gilbert Water Treatment Plant, Dubbo - Replacement of Clear Water Tank No. 2 High Lift Pumps - Award of Tender

Ordinary Council Meeting 27/05/2025		
<b>Officer:</b>	Manager Strategy Water Supply and Sewerage Director Infrastructure	
<b>Target Date:</b> 10/06/2025	<b>Action Reference:</b> CCL25/134	<b>Confidential:</b> Yes
<ol style="list-style-type: none"> <li>1. That the tenders received for John Gilbert Water Treatment Plant (JGWTP) – Replacement of CWT02 Pumps listed in the report be noted.</li> <li>2. That Council engage Murray Engineering Pty Ltd for the JGWTP – Replacement of CWT02 Pumps for \$1,267,467 (incl GST).</li> <li>3. That Council delegate the Chief Executive Officer to approve extension options for this tender if required.</li> <li>4. That Council delegate the Chief Executive Officer to approve variations for this contract, subject to budget limitations.</li> <li>5. That all documentation in relation to this matter remain confidential to Council.</li> <li>6. That all documentation in relation to this matter be signed under Power of Attorney.</li> </ol>		
<b>Notes:</b> <b>30 June 2025</b> NSW Public Works are finalising the financial assessment and preparing the contract with Murray Engineering and Byrnecut Group jointly and severally to sign the contract. Public Works advised this should be completed by the end of this week.		

#### CCL25/135 - Expression of Interest - Victoria Park Amenity Block, Design and Construct

Ordinary Council Meeting 27/05/2025	
<b>Officer:</b>	Director Community, Culture and Places

## Outstanding Confidential Actions – Ordinary Council Meeting

Target Date: 10/06/2025	Action Reference: CCL25/135	Confidential: Yes
<b>1. That all companies who submitted expressions of interest for the Victoria Park Amenities be invited to a select tender process.</b>		
<b>2. That all documentation in relation to this matter remain confidential to Council.</b>		
<b>Notes:</b> <b>June 2025</b> The seven companies that submitted an Expression of Interest for the Victoria Park amenities have been approached requesting that they submit a formal price based on their submission. Tenders close 11 July 2025.		

## Report on Outstanding Notices of Motion

### CCL24/125 - Letters to Owners Wellington Based Solar Farms

Ordinary Council Meeting 23/05/2024		
<b>Officer:</b>	Manager Growth Planning Director Development and Environment	
<b>Target Date:</b> 6/06/2024	<b>Action Reference:</b> CCL24/125	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That the Chief Executive Officer write to the owners of the Suntop Solar Farm (Cal Energy Pty Ltd) and Wellington Solar Farm and Wellington North Solar Farm (Lightsource BP and the new owners Beijing Energy International Australia) in respect of the following:               <ol style="list-style-type: none"> <li>a. To explain Council's Policy Position in respect of community benefits from renewable energy projects, including Council's adopted Renewable Energy Benefit Framework.</li> <li>b. To note that the Proponents of the Suntop Solar Farm and the Wellington Solar Farms were not previously required to provide community benefits in accordance with Council's currently adopted Renewable Energy Benefits Framework through a Voluntary Planning Agreement with Council.</li> <li>c. That Council therefore requests each Proponent to enter into a Voluntary Planning Agreement with Council in accordance with the requirements of Council's adopted Renewable Energy Benefits Framework.</li> </ol> </li> <li>2. That Council believes the proposed Voluntary Planning Agreements negotiated in accordance with Council's Framework would be seen by the community as an act of goodwill by the project owners and thereby increase the acceptance of the shift to renewable energy in our Region.</li> <li>3. That any draft Voluntary Planning Agreement be provided to Council for consideration in accordance with the provisions of the Environmental Planning and Assessment Act, 1979, including detailed consultation with community.</li> </ol>		
<b>Notes:</b> <b>17 Jun 2025</b> The CEO wrote to the Foreign Investment Review Board to advise of this situation. A number of meetings have been held with new owners of the Suntop Solar farm. Staff currently working on a VPA proposal and associated negotiations.		

### CCL24/148 - Notice of Motion - Scabbing Flat Bridge

Ordinary Council Meeting 27/06/2024

### Report on Outstanding Notices of Motion

Officer:	Manager Infrastructure Delivery Director Infrastructure		
Target Date: 11/07/2024		Action Reference: CCL24/148	Confidential: No
That the CEO have staff prepare an initial assessment for the feasibility of a new bridge across the Macquarie River near Geurie and that this be shared with Transport for NSW. This initial assessment could include, but not necessarily limited to: <ul style="list-style-type: none"><li>i. The current state and suitability of the existing timber bridge.</li><li>ii. The “ownership” and responsibility for maintenance/replacement of the bridge.</li><li>iii. The historical significance of the existing bridge and the preservation benefits which would flow from early replacement of that bridge.</li><li>iv. The need for a replacement bridge capable of conveying B Double trucks. This need to be demonstrated and supported by relevant statistics including the value of agricultural production and the costs to the community of not having a reliable transport corridor.</li><li>v. The estimated costs of the replacement bridge.</li></ul>			
Notes: 23 Jun 2025 Infrastructure Director is liaising with TfNSW representatives regarding ownership, maintenance and potential replacement of the bridge. These discussions are ongoing. Feasibility analysis included economic benefits being undertaken.			

#### CCL24/259 - Community Funding

Ordinary Council Meeting 24/10/2024			
Officer:	Director Community, Culture and Places		
Target Date: 22/07/2025		Action Reference: CCL24/259	Confidential: No
1. Review all existing separate funding programs currently available to organisations and community groups, including but not limited to: a. Community Venue Hire Program; b. Corporate Sponsorship; c. SPARC Support Program; d. Community Services Fund; e. Community Events Fund;			

### Report on Outstanding Notices of Motion

- f. Destination Events Fund;
- g. Discretionary funds under the control of the Mayor and/or CEO.
- 2. Consider, as part of the review, the establishment of a single Community Fund with an annual budget allocation of \$250,000. This fund will support applications for financial assistance, requests for venue hire fee reductions, use of discretionary funds and other similar requests.
- 3. Ensure the review results in a streamlined, transparent, and user-friendly application process for community funding. This review should include:
  - a. Implementing four funding rounds annually (quarterly);
  - b. Allocating one-quarter of the total annual budget to each round;
  - c. Rolling over unallocated funds to the next funding round.
- 4. Develop and adopt guidelines for the proposed Community Fund, using previous eligibility criteria as a base, that ensure:
  - a. All applications are assessed against the total annual budget;
  - b. The process is transparent and easily understandable;
  - c. Funding decisions are made on merit and aligned with Council's strategic objectives.

**Notes:**
**13 Jun 2025 10:56am**

Target date changed from 01 March 2025 to 22 July 2025 - Target date changed to July Ordinary Council Meeting as per resolution and to follow the 28 day public exhibition period.

#### CCL24/302 - Public Toilet Strategy

Ordinary Council Meeting 26/11/2024		
<b>Officer:</b>	Manager Recreation and Open Spaces Director Community, Culture and Places	
<b>Target Date:</b> 10/12/2024	<b>Action Reference:</b> CCL24/302	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. In support of the draft Community Safety and Crime Prevention Plan, Dubbo Regional Council develop a Public Toilet Strategy, focusing on the provision of accessible, sustainable, safe and clean public toilet network that meets the current and future needs of the community.</li> <li>2. That, to reduce the cost of developing a policy/strategy, the CEO (or nominee) approach other councils that have an adopted public toilet policy/strategy and ask to be allowed to use parts of their document as a template for a Dubbo policy/strategy.</li> </ol>		



## Report on Outstanding Notices of Motion

**Notes:****June 2025**

A Public Toilet Strategy is in development. It is scheduled to be submitted to August Council Meeting. The Strategy will address the current provision and condition of public toilets, as well as providing recommendations for improvements.

**CCL24/341 - Council Buildings**

Ordinary Council Meeting 10/12/2024		
<b>Officer:</b>	Director Organisational Performance	
<b>Target Date:</b> 24/12/2024	<b>Action Reference:</b> CCL24/341	<b>Confidential:</b> No
<b>That the CEO provide a report to Council listing all underutilised buildings and parcels of serviced commercial land owned by Council, including a detailed overview of potential or planned future use.</b>		
<b>Notes:</b> <b>June 2025</b> Partial action to date regarding gathering data.		

**CCL24/340 - Local Purchasing Policy**

Ordinary Council Meeting 10/12/2024		
<b>Officer:</b>	Procurement Business Partner Director Organisational Performance	
<b>Target Date:</b> 25/11/2025	<b>Action Reference:</b> CCL24/340	<b>Confidential:</b> No
<b>That Council:</b> <ol style="list-style-type: none"> <li>1. Requests the Chief Executive Officer to provide a report on the utilisation of local businesses in Council's procurement activities.</li> <li>2. The report is to include, at a minimum:               <ul style="list-style-type: none"> <li>• An update on Council's current initiatives to support local businesses.</li> </ul> </li> </ol>		

### Report on Outstanding Notices of Motion

- A review of the definition of “local business” as outlined in the Procurement Policy, including its application and any recommendations for improvement.
- An assessment of the effectiveness of the nominal five percent price deduction applied to local businesses and local content in evaluating prices.
- Recommendations for enhancing local business outcomes through Council’s Local Procurement Policy Strategy and associated procedures, including any potential modifications to the current definition and nominal discount mechanism.

**Notes:****19 Jun 2025**

A comprehensive review of the Local Purchasing Policy is scheduled to commence in Q3 this year, aligning with broader procurement framework updates, with findings and recommendations to be presented to Council upon completion.

#### CCL24/339 - Share the Dignity

Ordinary Council Meeting 10/12/2024

**Officer:**

Director Community, Culture and Places

**Target Date:** 24/12/2024

**Action Reference:** CCL24/339

**Confidential:** No

**That Council staff work with Share the Dignity to find an appropriate space to house a vending machine for Share the Dignity and seek external funding for the \$26,000 inc. GST cost over 4 years for the vending machine and supplies.**

**Notes:****13 Jun 2025**

Orana Support Services have put through an application to Share The Dignity to have a vending machine placed at their White Street outreach address. Share the Dignity have not provided their response yet.

## Report on Outstanding Notices of Motion

### CCL25/33 - Dubbo War Memorial Civic Hall

Ordinary Council Meeting 25/02/2025		
<b>Officer:</b>	Director Community, Culture and Places	
<b>Target Date:</b> 11/03/2025	<b>Action Reference:</b> CCL25/33	<b>Confidential:</b> No
<b>That Council:</b> <ol style="list-style-type: none"> <li>1. Submit an application to the relevant heritage authority for the inclusion of the Dubbo War Memorial Civic Hall (now part of the Dubbo Regional Theatre and Convention Centre) on the New South Wales War Memorials Register, given its historical significance as a war memorial and civic space.</li> <li>2. Investigate and identify other historically significant buildings, sites, or structures within the Dubbo Local Government Area that may be eligible for listing on the New South Wales War Memorials Register, and report back to Council with recommendations for further submissions.</li> </ol>		
<b>Notes:</b> <b>12 Jun 2025</b> Point 1 - 'Submit an application to the relevant heritage authority for the inclusion of the Dubbo War Memorial Civic Hall (now part of the Dubbo Regional Theatre and Convention Centre) on the New South Wales War Memorials Register, given its historical significance as a war memorial and civic space' - has been completed.		

### CCL25/66 - Homelessness in the Dubbo LGA

Ordinary Council Meeting 25/03/2025		
<b>Officer:</b>	Director Community, Culture and Places Director Community, Culture and Places	
<b>Target Date:</b> 8/04/2025	<b>Action Reference:</b> CCL25/66	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That through the Community Safety and Crime Prevention Reference Group, the CEO work with agencies and Non-Government Organisations, including Councillor representation to consider the current homeless challenges in our community and develop innovative options to address the level of homelessness in the LGA and particularly rough sleepers on the central Dubbo and river corridor area.</li> <li>2. That Council endorses the call by The Foyer Foundation for Government financial support to establish a Youth Foyer in Dubbo and in this regard formal correspondence be provided to parties contesting the upcoming Federal election seeking financial support commitments noting that:</li> </ol>		

### Report on Outstanding Notices of Motion

- Dubbo has been identified as priority location in NSW by the Foyer Foundation,
- Youth Foyers provide a safe and stable home for around 40 young people, aged 16-24, with integrated education and employment supports under one roof for up to 2 years and
- Within 2 years of living in a Youth Foyer, statistics show a young person has had the assistance they need to change their life trajectory whereby more than 80% of young people exit into safe and stable housing, 65% gain secure and decent employment, and they are 60% less likely to be involved in the justice system.

**Notes:****13 Jun 2025**

Action 2 was completed in April 2025 by the Mayor.

#### CCL25/65 - Street Names Wiradjuri Translations

Ordinary Council Meeting 25/03/2025

**Officer:**

Director Community, Culture and Places

**Target Date:** 8/04/2025**Action Reference:** CCL25/65**Confidential:** No**That the Chief Executive Officer:**

1. Identifies any further appropriate street names in proximity to the Dubbo or Wellington CBD that have Aboriginal origins.
2. Recommends any additional signage for existing and new street names as identified.
3. Provides costing estimates for the new street signs.

**Notes:****June 2025**

No action to date.

#### CCL25/120 - Heritage Provisions on Bridges

Ordinary Council Meeting 27/05/2025

**Officer:**

Director Infrastructure

### Report on Outstanding Notices of Motion

<b>Target Date:</b> 22/07/2025	<b>Action Reference:</b> CCL25/120	<b>Confidential:</b> No
<p><b>That the CEO provide a report to the July Ordinary Council:</b></p> <ol style="list-style-type: none"> <li><b>1. Detailing and heritage provisions, and their variations or removal on:</b> <ul style="list-style-type: none"> <li>• Scabbing Flat Bridge, Geurie</li> <li>• Rawsonville Bridge, Rawsonville</li> <li>• Waroo Bridge, Waroo</li> </ul> </li> <li><b>2. How many heritage provisions impact the possible replacement of Scabbing Flat Bridge with a concrete bridge?</b></li> <li><b>3. Which agency/who is responsible for the ongoing maintenance costs of Scabbing Flat bridge?</b></li> <li><b>4. Any insights into a possible timeline for replacement of the timber bridges with a concrete Scabbing Flat bridge.</b></li> </ol>		
<p><b>Notes:</b>  <b>11 Jun 2025</b>            Report on track for delivery to the Ordinary Council meeting to be held on 22 July 2025</p>		

#### CCL25/122 - Statistical Data Collection by Surveys

Ordinary Council Meeting 27/05/2025		
<b>Officer:</b>	Director Strategy Partnerships and Engagement Director Strategy Partnerships and Engagement	
<b>Target Date:</b> 22/08/2025	<b>Action Reference:</b> CCL25/122	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li><b>1. That the CEO prepare a report for the August ordinary meeting of Council, outlining councils requirements/obligations to obtain community satisfaction surveys.</b></li> <li><b>2. That the CEO explore more cost-effective methods of satisfying this requirement.</b></li> </ol>		
<p><b>Notes:</b>  <b>17 Jun 2025</b>            Report being developed for August Council meeting, in line with the resolution.</p>		

## Report on Outstanding Notices of Motion

### CCL25/119 - Review of Community Halls

Ordinary Council Meeting 27/05/2025		
<b>Officer:</b>	Director Community, Culture and Places	
<b>Target Date:</b> 10/06/2025	<b>Action Reference:</b> CCL25/119	<b>Confidential:</b> No
<ol style="list-style-type: none"> <li>1. That the CEO provide a report to Council outlining the status of community buildings, the costs to maintain them and other elements important to understand regarding their continued sustainability and needs of the community.</li> <li>2. That the report also outlines how council can make the best use of the facilities for our community and the community groups who use these facilities.</li> <li>3. That the report outlines the different ways Council can offset the costs for users through external funding such as Voluntary Planning Agreements.</li> </ol>		
<b>Notes:</b> <b>June 2025</b> No action to date.		

### CCL25/116 - Participation in the 2025 Victor Chang School Science Awards Program

Ordinary Council Meeting 27/05/2025		
<b>Officer:</b>	Director Strategy Partnerships and Engagement	
<b>Target Date:</b> 18/08/2025	<b>Action Reference:</b> CCL25/116	<b>Confidential:</b> No
<b>That Dubbo Regional Council:</b> <ol style="list-style-type: none"> <li>1. Participates in the 2025 Victor Chang School Science Awards Program to recognise and celebrate high-achieving Year 11 STEM students within the DRC LGA.</li> <li>2. Actively engages with schools in the DRC LGA in partnership with the Victor Chang Cardiac Research Institute, to encourage them to participate, highlighting the benefits to previous local award recipients.</li> <li>3. Hosts an award ceremony, ideally during National Science Week in August 2025, at a Council venue to present the Victor Chang School Science Awards to nominated students, inviting recipients, their families, teachers, and school representatives.</li> </ol>		

### Report on Outstanding Notices of Motion

4. Provides light refreshments at the award ceremony and extends an invitation to a representative from the Victor Chang Cardiac Research Institute to deliver a presentation to the award recipients.
5. Allocates funding for the hosting of the ceremony, including venue hire (if applicable), light refreshments, and incidental costs, to be sourced from within the existing operational budgets that relate to community support and partnerships.
6. Receives a report following the conclusion of the 2025 ceremony evaluating Council's participation and providing a recommendation regarding future involvement.

**Notes:****17 Jun 2025**

Eligible schools have been invited to participate and the date for the awards ceremony has been determined as 14 August 2025, during national science week.

#### CCL25/117 - Waste to Energy Facilities

Ordinary Council Meeting 27/05/2025

**Officer:** Director Development and Environment

**Target Date:** 10/06/2025

**Action Reference:** CCL25/117

**Confidential:** No

1. That it is acknowledged that waste to energy projects are likely to be classified as State Significant Development, which requires detailed consideration of environmental impacts as a component of the assessment process undertaken by the State Government Department of Planning, Housing and Infrastructure.
2. That the Chief Executive Officer write to the Minister for Planning and Public Spaces, Mr Paul Scully to request that Dubbo Regional Council be formally notified of any waste to energy projects in nearby Local Government Areas that are classified as State Significant Development.
3. That we ask the minister to consider that contact must be made with neighbouring LGA's to notify of planned state significant infrastructure projects that are likely to have an effect on these LGA's such as noise from turbines, or smells and emissions from Waste to energy projects.

**Notes:****17 Jun 2025**

Correspondence to the Minister for Planning and Public Spaces is currently under preparation.

## Report on Outstanding Notices of Motion

### CCL25/118 - Renewable Energy Projects

Ordinary Council Meeting 27/05/2025		
<b>Officer:</b>	Director Development and Environment Director Development and Environment	
<b>Target Date:</b> 10/06/2025	<b>Action Reference:</b> CCL25/118	<b>Confidential:</b> No
<p><b>That the CEO provide a report to Council including information outlining the role of Council in the State Significant Development process for large scale renewable projects in our Local Government Area (LGA) including:</b></p> <ul style="list-style-type: none"> <li>• The points at which council can make input into the process.</li> <li>• How Council can provide conditions on a development, including types of conditions that can be reasonably sought for inclusion on a State Significant Development.</li> </ul>		
<p><b>Notes:</b>  <b>17 Jun 2025</b>  A report in respect of Council's resolution will be provided to Council for consideration.</p>		