AGENDA
ORDINARY COUNCIL MEETING
22 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.

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

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

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CCL25/170 LEAVE OF ABSENCE (ID25/459)

CCL25/171 CONFLICTS OF INTEREST (ID25/460)
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.

CCL25/172 PUBLIC FORUM (ID25/1402)

CCL25/173 CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING HELD 24 JUNE 2025 (ID25/1278) 7
Confirmation of the minutes of the Ordinary Council meeting held on 22 July 2025.

INFORMATION ONLY MATTERS:

CCL25/174 **MAYORAL APPOINTMENTS AND MEETINGS (ID25/1313)** 29
The Council had before it the report dated 2 July 2025 from the Chief Executive Officer regarding Mayoral Appointments and Meetings.

CCL25/175 **MAYORAL EXPENSES - JUNE 2025 (ID25/1314)** 35
The Council had before it the report dated 3 July 2025 from the Chief Executive Officer regarding Mayoral Expenses - June 2025.

CCL25/176 **INVESTMENT UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT - JUNE 2025 (ID25/1363)** 38
The Council had before it the report dated 10 July from the Revenue Accountant regarding Investment Under Section 625 of the Local Government Act – June 2025.

CCL25/177 **MONTHLY REPORTING SNAPSHOT FOR COUNCILLORS - JUNE 2025 (ID25/1325)** 58
The Council had before it the report dated 4 July 2025 from the Corporate Strategy Performance Coordinator regarding Monthly Reporting Snapshot for Councillors - June 2025.

MATTERS CONSIDERED BY COMMITTEES:

CCL25/178 **REPORT OF THE INFRASTRUCTURE, PLANNING AND ENVIRONMENT COMMITTEE - MEETING 8 JULY 2025 (ID25/1386)** 74
The Council had before it the report of the Infrastructure, Planning and Environment Committee meeting held 8 July 2025.

CCL25/179 **REPORT OF THE CULTURE AND COMMUNITY COMMITTEE - MEETING 8 JULY 2025 (ID25/1387)** 82
The Council had before it the report of the Culture and Community Committee meeting held 8 July 2025.

CCL25/180 **REPORT OF THE CORPORATE SERVICES COMMITTEE - MEETING 8 JULY 2025 (ID25/1388)** 86
The Council had before it the report of the Corporate Services Committee meeting held 8 July 2025.

NOTICES OF MOTION:

CCL25/181 **SCABBING FLAT BRIDGE (ID25/1351)** 92
Council had before it a Notice of Motion dated 8 July 2025 from Councillor P Toynton regarding the Scabbing Flat Bridge.

CCL25/182 **FORMATION OF DUBBO REGIONAL INDOOR SPORTS HUB AND PCYC WORKING PARTY (ID25/1394)** 94
Council had before it a Notice of Motion dated 14 July 2025 from Mayor J Black regarding the Formation of Dubbo Regional Indoor Sports Hub and PCYC Working Party.

CCL25/183 **AUSTRALIA DAY CEREMONY 2026 - WELLINGTON AND DUBBO (ID25/933)** 96
Council had before it a Notice of Motion dated 14 May 2025 from Councillor R Ivey regarding the Australia Day Ceremony 2026 - Wellington and Dubbo.

REPORTS FROM STAFF:

CCL25/184 **PUBLIC CONSULTATION - AUSTRALIA DAY EVENTS - DUBBO AND WELLINGTON (ID25/1144)** 98
The Council had before it the report dated 12 June 2025 from the Events and Partnerships Team Leader regarding Public Consultation - Australia Day Events - Dubbo and Wellington.

CCL25/185 **DRAFT PLANNING AGREEMENT VPA24-001 - CONCRETE WORKS - 19L AND 20L SHERATON ROAD, DUBBO - RESULT OF EXHIBITION (ID25/1226)** 109
The Council had before it the report dated 24 June 2025 from the Environmental Systems Planner regarding Draft Planning Agreement VPA24-001 - Concrete Works - 19L and 20L Sheraton Road, Dubbo - Result of Exhibition.

CCL25/186 **2025 DUBBO STAMPEDE RUNNING FESTIVAL - TEMPORARY ROAD CLOSURE (ID25/1355)** 136
The Council had before it the report dated 9 July 2025 from the Infrastructure Strategy Team Leader regarding 2025 Dubbo Stampede Running Festival - Temporary Road Closure.

CCL25/187 **PROPOSED 'NO STOPPING' ZONE - JUDY JAKINS DRIVE DUBBO (ID25/1356)** 192
The Council had before it the report dated 9 July 2025 from the Traffic Engineer regarding Proposed 'No Stopping' Zone - Judy Jakins Drive Dubbo.

CCL25/188 **DRAFT NORTH-WEST URBAN RELEASE AREA RESIDENTIAL DEVELOPMENT CONTROL PLAN (ID25/751)** 197
The Council had before it the report dated 12 June 2025 from the Senior Growth Planner regarding Draft North-West Urban Release Area Residential Development Control Plan.

CCL25/189 **HERITAGE PROVISIONS ON BRIDGES (ID25/1015)** 281
The Council had before it the report dated 10 June 2025 from the Director Infrastructure regarding Heritage Provisions on Bridges.

CCL25/190 **SPARC GRANT ASSESSMENT REPORT ADDITIONAL INFORMATION - MARRADHALI ABORIGINAL CORPORATION (ID25/1345)** 293
The Council had before it the report dated 8 July 2025 from the Cultural Development Coordinator regarding SPARC Grant Assessment Report additional information - Marradhali Aboriginal Corporation.

CCL25/191 **FINANCIAL ASSISTANCE POLICY - RESULTS OF PUBLIC EXHIBITION AND COMMUNITY FUNDING PROGRAM (ID25/1152)** 298
The Council had before it the report dated 3 July 2025 from the Corporate Strategy Performance Coordinator regarding Financial Assistance Policy - Results of Public Exhibition and Community Funding Program.

CCL25/192 **LOCAL GOVERNMENT NSW - 2025 ANNUAL CONFERENCE (ID25/1311)** 336
The Council had before it the report dated 1 July 2025 from the Manager Corporate Governance regarding Local Government NSW - 2025 Annual Conference.

CCL25/193 **AUDIT, RISK AND IMPROVEMENT COMMITTEE - REVIEW AND RECRUITMENT (ID25/1349)** 340
The Council had before it the report dated 8 July 2025 from the Manager Corporate Governance regarding Audit, Risk and Improvement Committee - Review and Recruitment.

CCL25/194 REDUCTION OF DRLM DESTROY AND DISPOSAL FEES 2025/2026 (ID25/1331) 382
The Council had before it the report dated 7 July 2025 from the Manager Dubbo Regional Livestock Markets regarding Reduction of DRLM Destroy and Disposal Fees 2025/2026.

CCL25/195 ROAD OPENING - UNNAMED ROADS OFF BULJTE AND GIPPS STREET, DUBBO (ID25/349) 387
The Council had before it the report dated 4 March 2025 from the Property Services Team Leader regarding Road Opening - Unnamed roads off Buljte and Gipps Street, Dubbo.

QUESTIONS ON NOTICE

CCL25/196 NON-GOVERNMENT SOCIAL SERVICES (ID25/1350) 392
The Council will receive a verbal update responding to a Question on Notice from Councillor P Toynton.

CCL25/197 COMMENTS AND MATTERS OF URGENCY (ID25/1279)

CONFIDENTIAL

CCL25/198 QUOTATION FOR SUPPLY AND DELIVERY OF ONE 200 HORSEPOWER FOUR-WHEEL DRIVE TRACTOR (ID25/1228)
The Council had before it the report dated 25 June 2025 from the Manager Fleet and Depot Services regarding Quotation for Supply and Delivery of One 200 Horsepower Four-Wheel Drive Tractor.

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)).

CCL25/199 SAXA ROAD/ COMOBELLA CROSSING REPLACEMENT PROJECT - LAND ACQUISITION (ID25/1326)
The Council had before it the report dated 7 July 2025 from the Property and Land Officer regarding Saxa Road/ Comobella Crossing Replacement Project - Land Acquisition.

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: personnel matters concerning particular individuals (other than Councillors) (Section 10A(2)(a)).

Confirmation of Minutes - Ordinary Council Meeting held 24 June 2025

The Council had before it the report of the Ordinary Council meeting held on 24 June 2025.

RECOMMENDATION

That the minutes of the Dubbo Regional Council Ordinary Council meeting held on 24 June 2025 (as attached) be taken as read, confirmed as correct minutes and signed by the Mayor and Chief Executive Officer.

APPENDICES:

1⇩ Minutes - Ordinary Council Meeting - 24/06/2025

REPORT
ORDINARY COUNCIL MEETING
24 JUNE 2025

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

ALSO IN ATTENDANCE:
The Chief Executive Officer, the Director Organisational Performance, the Manager Corporate Governance, the Governance Team Leader, the Governance Officer, the Chief Financial Officer, the Director Strategy, Partnerships and Engagement, the Corporate Strategy and Performance Coordinator, the Communications Partner, the IT Infrastructure Specialist, the IT Support Officer, the Director Development and Environment, the Director Infrastructure, the Director Community, Culture and Places, the Manager Recreation and Open Space, the Manager Community Services, the Rainbow Cottage Coordinator and the Family Day Care Coordinator.

Councillor J Black assumed the Chair of the meeting.

The prayer was delivered by Councillor L Butler and an Acknowledgement of Country was delivered by Councillor J Cowley.

The proceedings of the meeting commenced at 5:30 PM.

CCL25/140 LEAVE OF ABSENCE (ID25/457)
There were no requests for leave of absence

Councillors R Ivey, P Wells and the Chief Executive Officer attended via audio visual link.

CCL25/141 CONFLICTS OF INTEREST (ID25/458)
The following conflicts of interest were declared.

Councillor S Chowdhury
- CCL25/150 – Report of the Infrastructure Planning and Environment Committee – Meeting 10 June
- CCL25/156 – Consideration of Certain Development Applications by Infrastructure, Planning and Environment Committee
- CCL25/160 - 2024/2025 SPARC Support Grant Assessment Report
- CCL25/161 - 2024/2025 Event Assistance Program - Community Events Fund - Round 2

Councillor J Black

- CCL25/157 - Naming of Thoroughfare associated with Development Consent D22-122(5) - 4L Camp Road Dubbo
- CCL25/161 - 2024/2025 Event Assistance Program - Community Events Fund - Round 2

At this juncture Councillor R Ivey joined the meeting, the time being 5:36pm.

CCL25/142 PUBLIC FORUM (ID25/963)
The Council reports having met with the following persons during Public Forum:

• Jessica Herbert	Increasing Tree Canopy Percentage in the Dubbo Region
• Martin Simmons	CCL25/167 - Budget - Fees and Charges DRLM
• David Salter	Troy Gulley Park
• Gary Todd	CCL25/164 – Causeway Crossing at Forestvale Road
• Jacob Perry	Terrabella Ridge
• Mark Conn	CCL25/164 – Causeway Crossing at Forestvale Road
• Marie Caton	Port Headland Documents

CCL25/143 CONFIRMATION OF MINUTES - ORDINARY COUNCIL MEETING HELD 27 MAY 2025 (ID25/1061)
The Council had before it the report of the Dubbo Regional Council Ordinary Council meeting held on 27 May 2025.

Moved by Councillor S Chowdhury and seconded by Councillor M Wright.

MOTION

1. **That the minutes of the Dubbo Regional Council Ordinary Council meeting held on 27 May 2025 (as attached) be taken as read, confirmed as correct minutes and signed by the Mayor and Chief Executive Officer.**
2. **That a correction be made to CCL25/124 on Page 10 of the business paper which mistakenly notes Councillor L Butler and Councillor P Toynton voting For the item, as well as Against. Votes For the item will be removed.**

CARRIED

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

INFORMATION ONLY MATTERS:

CCL25/144 MAYORAL APPOINTMENTS AND MEETINGS (ID25/1070)
The Council had before it the report dated 3 June 2025 from the Chief Executive Officer regarding Mayoral Appointments and Meetings.

Moved by Councillor J Black and seconded by Councillor P Toynton.

MOTION

That the information contained within the report be noted.

CARRIED

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

CCL25/145 MAYORAL EXPENSES - MAY 2025 (ID25/1069)

The Council had before it the report dated 3 June 2025 from the Chief Executive Officer regarding Mayoral Expenses - May 2025.

Moved by Councillor J Black and seconded by Councillor J Cowley.

MOTION

That the information contained within the report be noted.

CARRIED

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

CCL25/146 INVESTMENT UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT - MAY 2025 (ID25/1072)

The Council had before it the report dated 12 June 2025 from the Revenue Accountant regarding Investment Under Section 625 of the Local Government Act - May 2025.

Moved by Councillor S Chowdhury and seconded by Councillor A Ryan.

MOTION

That the information contained within the Investment under Section 625 of the Local Government Act Report be noted.

CARRIED

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

CCL25/147 MONTHLY REPORTING SNAPSHOT FOR COUNCILLORS - MAY 2025 (ID25/1035)

The Council had before it the report dated 5 June 2025 from the Corporate Strategy Performance Coordinator regarding Monthly Reporting Snapshot for Councillors – May 2025.

Moved by Councillor K Richardson and seconded by Councillor J Cowley.

MOTION

That the information contained within the report of the Corporate Strategy and Performance Coordinator, dated 5 June 2025, be noted.

CARRIED

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

CCL25/148 QUARTERLY REPORT ON COMPLAINT STATISTICS UNDER COUNCIL'S CODE OF CONDUCT - QUARTER 3 (ID25/1095)

The Council had before it the report dated 5 June 2025 from the Manager Corporate Governance regarding Quarterly Report on Complaint Statistics Under Council's Code of Conduct - Quarter 3.

Moved by Councillor S Chowdhury and seconded by Councillor J Cowley.

MOTION

That the information contained within the report of the Manager Corporate Governance, dated 5 June 2025, be noted.

CARRIED

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

MATTERS CONSIDERED BY COMMITTEES:

CCL25/149 REPORT OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE - MEETING 2 JUNE 2025 (ID25/1104)

The Council had before it the report of the Audit, Risk and Improvement Committee meeting held 2 June 2025.

Moved by Councillor M Wright and seconded by Councillor S Chowdhury.

MOTION

That the report of the Audit, Risk and Improvement Committee meeting held on 2 June 2025, be adopted.

CARRIED

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

CCL25/150 REPORT OF THE INFRASTRUCTURE, PLANNING AND ENVIRONMENT COMMITTEE - MEETING 10 JUNE 2025 (ID25/1140)

The Council had before it the report of the Infrastructure, Planning and Environment Committee meeting held 10 June 2025.

Moved by Councillor L Butler and seconded by Councillor S Chowdhury.

MOTION

That the report of the Infrastructure, Planning and Environment Committee meeting held on 10 June 2025, be adopted.

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, A Ryan, P Toynton, P Wells and M Wright.
Against: Nil
Councillor S Chowdhury was out of the room and absent from the vote.

Councillor S Chowdhury declared a pecuniary, significant interest in the matter now before the Council and left the room and was out of sight during the Council's consideration of this matter. The reason for such interest is that Councillor S Chowdhury lives in Southlakes Estate.

CCL25/151 REPORT OF THE CULTURE AND COMMUNITY COMMITTEE - MEETING 10 JUNE 2025 (ID25/1141)

The Council had before it the report of the Culture and Community Committee meeting held 10 June 2025.

Moved by Councillor K Richardson and seconded by Councillor P Toynton.

MOTION

That the report of the Culture and Community Committee meeting held on 10 June 2025, be adopted.

CARRIED

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

CCL25/152 REPORT OF THE CORPORATE SERVICES COMMITTEE - MEETING 10 JUNE 2025 (ID25/1142)

The Council had before it the report of the Corporate Services Committee meeting held 10 June 2025.

Moved by Councillor K Richardson and seconded by Councillor S Chowdhury.

MOTION

That the report of the Corporate Services Committee meeting held on 10 June 2025, be adopted, save and except item CSC25/38.

CARRIED

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

CSC25/38 DRAFT 2025/2026 BUDGET, OPERATIONAL PLAN AND ASSOCIATED DOCUMENTS – RESULTS OF PUBLIC EXHIBITION

The Committee had before it the report dated 2 June 2025 from the Director Strategy Partnerships and Engagement regarding Draft 2025/2026 Budget, Operational Plan and associated documents - Results of Public Exhibition.

Moved by Councillor K Richardson and seconded by Councillor P Toynton.

MOTION

1. That the following draft documents be adopted
   a) Draft 2025-2029 Delivery Program and 2025/2026 Operational Plan (Appendix 1)
   b) Draft 2025/2026 Budget and Forward Forecasts for 2026/2027, 2027/2028, 2028/2029 including Capital Expenditure
   c) Draft 2025/2026 Fees and Charges (Appendix 2)
   d) Draft 2025/2026 Statement of Revenue Policy (Appendix 3)
   e) Draft 2025-2029 Resourcing Strategy (including the Long-Term Financial Plan, Workforce Management Strategy and Asset Management Strategy) (Appendix 4)
   f) Draft 2025/2026 Macquarie Regional Library Operational Plan, Budget and Fees and Charges (Appendix 5)
2. That the finalised documents once adopted, will commence operation on 1 July 2025.
3. That it be noted that the 2025-2029 Delivery Program, 2025/2026 Operational Plan and budget do not reflect the Federal Government commitment to the Parkes Electorate of $2M for street trees in the Dubbo CBD.
4. That authority be delegated to the Chief Executive Officer to approve any minor administrative corrections prior to publication and authorise the relevant staff to implement any such corrections.
5. That those who made a submission be advised of Council's determination on this matter.

Moved by Councillor S Chowdhury and seconded by Councillor A Ryan.

AMENDMENT

1. That the following draft documents be adopted
   a) Draft 2025-2029 Delivery Program and 2025/2026 Operational Plan (Appendix

1)

b) Draft 2025/2026 Budget and Forward Forecasts for 2026/2027, 2027/2028, 2028/2029 including Capital Expenditure

c) Draft 2025/2026 Fees and Charges (Appendix 2)

d) Draft 2025/2026 Statement of Revenue Policy (Appendix 3)

e) Draft 2025-2029 Resourcing Strategy (including the Long-Term Financial Plan, Workforce Management Strategy and Asset Management Strategy) (Appendix 4)

f) Draft 2025/2026 Macquarie Regional Library Operational Plan, Budget and Fees and Charges (Appendix 5)

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3. That it be noted that the 2025-2029 Delivery Program, 2025/2026 Operational Plan and budget do not reflect the Federal Government commitment to the Parkes Electorate of $2M for street trees in the Dubbo CBD.

4. That authority be delegated to the Chief Executive Officer to approve any minor administrative corrections prior to publication and authorise the relevant staff to implement any such corrections.

5. That those who made a submission be advised of Council's determination on this matter.

6. That a new action be added to the 2025/2026 Operational Plan as follows: Develop partnerships with businesses and community groups, using existing resources, to enhance the Christmas experience in the Dubbo CBD.

7. That a new action be added to the 2025/2026 Operational Plan as follows: Undertake preparation and implementation of a Consultation Plan to facilitate the development of a Multicultural Strategy.

CARRIED

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

Moved by Councillor S Chowdhury and seconded by Councillor J Cowley.

AMENDMENT

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b) Draft 2025/2026 Budget and Forward Forecasts for 2026/2027, 2027/2028, 2028/2029 including Capital Expenditure

c) Draft 2025/2026 Fees and Charges (Appendix 2)

d) Draft 2025/2026 Statement of Revenue Policy (Appendix 3)

e) Draft 2025-2029 Resourcing Strategy (including the Long-Term Financial Plan, Workforce Management Strategy and Asset Management Strategy) (Appendix 4)

f) Draft 2025/2026 Macquarie Regional Library Operational Plan, Budget and Fees and Charges (Appendix 5)

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3. **That it be noted that the 2025-2029 Delivery Program, 2025/2026 Operational Plan and budget do not reflect the Federal Government commitment to the Parkes Electorate of $2M for street trees in the Dubbo CBD.**
4. **That authority be delegated to the Chief Executive Officer to approve any minor administrative corrections prior to publication and authorise the relevant staff to implement any such corrections.**
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7. **That a new action be added to the 2025/2026 Operational Plan as follows: Undertake preparation and implementation of a Consultation Plan to facilitate the development of a Multicultural Strategy.**
8. **That the 2025/2026 Fees and Charges in respect of the Cattle Feeding Fee – per head be adjusted to $0.10 for Stock Sold in the Dubbo Regional Livestock Market Sale inclusive of GST.**

CARRIED

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

Moved by Councillor J Cowley and seconded by Councillor S Chowdhury.

AMENDMENT

1. **That the following draft documents be adopted**
   a) **Draft 2025-2029 Delivery Program and 2025/2026 Operational Plan (Appendix 1)**
   b) **Draft 2025/2026 Budget and Forward Forecasts for 2026/2027, 2027/2028, 2028/2029 including Capital Expenditure**
   c) **Draft 2025/2026 Fees and Charges (Appendix 2)**
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   e) **Draft 2025-2029 Resourcing Strategy (including the Long-Term Financial Plan, Workforce Management Strategy and Asset Management Strategy) (Appendix 4)**
   f) **Draft 2025/2026 Macquarie Regional Library Operational Plan, Budget and Fees and Charges (Appendix 5)**
2. **That the finalised documents once adopted, will commence operation on 1 July 2025.**
3. **That it be noted that the 2025-2029 Delivery Program, 2025/2026 Operational Plan and budget do not reflect the Federal Government commitment to the Parkes Electorate of $2M for street trees in the Dubbo CBD.**
4. **That authority be delegated to the Chief Executive Officer to approve any minor administrative corrections prior to publication and authorise the relevant staff to implement any such corrections.**
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8. **That the 2025/2026 Fees and Charges in respect of the Cattle Feeding Fee – per head be adjusted to $0.10 for Stock Sold in the Dubbo Regional Livestock Market Sale inclusive of GST.**
9. **That a report be provided to Council in April 2026 reviewing the impact, effectiveness and efficiency of the new charges for the DRLM related to Feeder Fees.**
10. **That a new action be added to the 2025/2026 Operational Plan; that Council develop, in consultation with key stakeholders, an adaptive reuse plan for the former animal shelter infrastructure in Dubbo.**

CARRIED

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

Moved by Councillor A Ryan and seconded by Councillor P Toynton.

AMENDMENT

1. **That the following draft documents be adopted**
   a) **Draft 2025-2029 Delivery Program and 2025/2026 Operational Plan (Appendix 1)**
   b) **Draft 2025/2026 Budget and Forward Forecasts for 2026/2027, 2027/2028, 2028/2029 including Capital Expenditure**
   c) **Draft 2025/2026 Fees and Charges (Appendix 2)**
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   e) **Draft 2025-2029 Resourcing Strategy (including the Long-Term Financial Plan, Workforce Management Strategy and Asset Management Strategy) (Appendix 4)**
   f) **Draft 2025/2026 Macquarie Regional Library Operational Plan, Budget and Fees and Charges (Appendix 5)**
2. **That the finalised documents once adopted, will commence operation on 1 July 2025.**
3. **That it be noted that the 2025-2029 Delivery Program, 2025/2026 Operational Plan and budget do not reflect the Federal Government commitment to the Parkes Electorate of $2M for street trees in the Dubbo CBD.**
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9. **That a report be provided to Council in April 2026 reviewing the impact, effectiveness and efficiency of the new charges for the DRLM related to Feeder Fees.**
10. **That a new action be added to the 2025/2026 Operational Plan; that Council develop, in consultation with key stakeholders, an adaptive reuse plan for the former animal shelter infrastructure in Dubbo.**
11. **That a new action be added to the 2025/2026 Operational Plan as follows: Work with Transport for NSW to have the NSW Government undertake and complete environmental studies that are able to inform a potential new Scabbing Flat Bridge design that meets the needs of the agricultural sector and high productivity vehicles.**

CARRIED

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

Moved by Councillor L Butler and seconded by P Toynton.

AMENDMENT

1. That the following draft documents be adopted
   a) Draft 2025-2029 Delivery Program and 2025/2026 Operational Plan (Appendix 1)
   b) Draft 2025/2026 Budget and Forward Forecasts for 2026/2027, 2027/2028, 2028/2029 including Capital Expenditure
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   e) Draft 2025-2029 Resourcing Strategy (including the Long-Term Financial Plan, Workforce Management Strategy and Asset Management Strategy) (Appendix 4)
   f) Draft 2025/2026 Macquarie Regional Library Operational Plan, Budget and Fees and Charges (Appendix 5)
2. That the finalised documents once adopted, will commence operation on 1 July 2025.
3. That it be noted that the 2025-2029 Delivery Program, 2025/2026 Operational Plan and budget do not reflect the Federal Government commitment to the Parkes Electorate of $2M for street trees in the Dubbo CBD.
4. That authority be delegated to the Chief Executive Officer to approve any minor administrative corrections prior to publication and authorise the relevant staff to implement any such corrections.
5. That those who made a submission be advised of Council's determination on this matter.
6. That a new action be added to the 2025/2026 Operational Plan as follows: Develop partnerships with businesses and community groups, using existing resources, to enhance the Christmas experience in the Dubbo CBD.

7. That a new action be added to the 2025/2026 Operational Plan as follows: Undertake preparation and implementation of a Consultation Plan to facilitate the development of a Multicultural Strategy.
8. That the 2025/2026 Fees and Charges in respect of the Cattle Feeding Fee – per head be adjusted to $0.10 for Stock Sold in the Dubbo Regional Livestock Market Sale inclusive of GST.
9. That a report be provided to Council in April 2026 reviewing the impact, effectiveness and efficiency of the new charges for the DRLM related to Feeder Fees.
10. That a new action be added to the 2025/2026 Operational Plan; that Council develop, in consultation with key stakeholders, an adaptive reuse plan for the former animal shelter infrastructure in Dubbo.
11. That a new action be added to the 2025/2026 Operational Plan as follows: Work with Transport for NSW to have the NSW Government undertake and complete environmental studies that are able to inform a potential new Scabbing Flat Bridge design that meets the needs of the agricultural sector and high productivity vehicles.
12. That the 2025-2029 Delivery Program Strategic Pillar theme Healthy Environment and Sustainable Future activity '*Encourage and support investment in renewable energy opportunities*' be reworded to '*Recognise downstream opportunities arising from weather dependent technologies.*'

LOST

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

Moved by Councillor R Ivey and seconded by Councillor J Cowley.

AMENDMENT

1. That the following draft documents be adopted
   - **a) Draft 2025-2029 Delivery Program and 2025/2026 Operational Plan (Appendix 1)**
   - **b) Draft 2025/2026 Budget and Forward Forecasts for 2026/2027, 2027/2028, 2028/2029 including Capital Expenditure**
   - **c) Draft 2025/2026 Fees and Charges (Appendix 2)**
   - **d) Draft 2025/2026 Statement of Revenue Policy (Appendix 3)**
   - **e) Draft 2025-2029 Resourcing Strategy (including the Long-Term Financial Plan, Workforce Management Strategy and Asset Management Strategy) (Appendix 4)**
   - **f) Draft 2025/2026 Macquarie Regional Library Operational Plan, Budget and Fees and Charges (Appendix 5)**
2. **That the finalised documents once adopted, will commence operation on 1 July 2025.**
3. **That it be noted that the 2025-2029 Delivery Program, 2025/2026 Operational Plan and budget do not reflect the Federal Government commitment to the Parkes Electorate of $2M for street trees in the Dubbo CBD.**
4. **That authority be delegated to the Chief Executive Officer to approve any minor administrative corrections prior to publication and authorise the relevant staff to implement any such corrections.**

5. **That those who made a submission be advised of Council's determination on this matter.**
6. **That a new action be added to the 2025/2026 Operational Plan as follows: Develop partnerships with businesses and community groups, using existing resources, to enhance the Christmas experience in the Dubbo CBD.**
7. **That a new action be added to the 2025/2026 Operational Plan as follows: Undertake preparation and implementation of a Consultation Plan to facilitate the development of a Multicultural Strategy.**
8. **That the 2025/2026 Fees and Charges in respect of the Cattle Feeding Fee – per head be adjusted to $0.10 for Stock Sold in the Dubbo Regional Livestock Market Sale inclusive of GST.**
9. **That a report be provided to Council in April 2026 reviewing the impact, effectiveness and efficiency of the new charges for the DRLM related to Feeder Fees.**
10. **That a new action be added to the 2025/2026 Operational Plan; that Council develop, in consultation with key stakeholders, an adaptive reuse plan for the former animal shelter infrastructure in Dubbo.**
11. **That a new action be added to the 2025/2026 Operational Plan as follows: Work with Transport for NSW to have the NSW Government undertake and complete environmental studies that are able to inform a potential new Scabbing Flat Bridge design that meets the needs of the agricultural sector and high productivity vehicles.**
12. **That Council increase the 2025/2026 budget for the Old Wellington Police Station from $17,056 to $25,000 for repairs and maintenance and operational costs, to be funded from the Arts and Culture Branch budget. That the $25,000 budget includes a provision of $8,000 to cover the first-year operating expenses incurred by a lessee of Lot 2 DP 1206548 (Old Wellington Police Station).**

CARRIED

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

Moved by Councillor R Ivey and seconded by Councillor L Butler.

AMENDMENT

1. **That the following draft documents be adopted**
   a) **Draft 2025-2029 Delivery Program and 2025/2026 Operational Plan (Appendix 1)**
   b) **Draft 2025/2026 Budget and Forward Forecasts for 2026/2027, 2027/2028, 2028/2029 including Capital Expenditure**
   c) **Draft 2025/2026 Fees and Charges (Appendix 2)**
   d) **Draft 2025/2026 Statement of Revenue Policy (Appendix 3)**
   e) **Draft 2025-2029 Resourcing Strategy (including the Long-Term Financial Plan, Workforce Management Strategy and Asset Management Strategy) (Appendix 4)**
   f) **Draft 2025/2026 Macquarie Regional Library Operational Plan, Budget and Fees and Charges (Appendix 5)**

2. **That the finalised documents once adopted, will commence operation on 1 July 2025.**
3. **That it be noted that the 2025-2029 Delivery Program, 2025/2026 Operational Plan and budget do not reflect the Federal Government commitment to the Parkes Electorate of $2M for street trees in the Dubbo CBD.**
4. **That authority be delegated to the Chief Executive Officer to approve any minor administrative corrections prior to publication and authorise the relevant staff to implement any such corrections.**
5. **That those who made a submission be advised of Council's determination on this matter.**
6. **That a new action be added to the 2025/2026 Operational Plan as follows: Develop partnerships with businesses and community groups, using existing resources, to enhance the Christmas experience in the Dubbo CBD.**
7. **That a new action be added to the 2025/2026 Operational Plan as follows: Undertake preparation and implementation of a Consultation Plan to facilitate the development of a Multicultural Strategy.**
8. **That the 2025/2026 Fees and Charges in respect of the Cattle Feeding Fee – per head be adjusted to $0.10 for Stock Sold in the Dubbo Regional Livestock Market Sale inclusive of GST.**
9. **That a report be provided to Council in April 2026 reviewing the impact, effectiveness and efficiency of the new charges for the DRLM related to Feeder Fees.**
10. **That a new action be added to the 2025/2026 Operational Plan; that Council develop, in consultation with key stakeholders, an adaptive reuse plan for the former animal shelter infrastructure in Dubbo.**
11. **That a new action be added to the 2025/2026 Operational Plan as follows: Work with Transport for NSW to have the NSW Government undertake and complete environmental studies that are able to inform a potential new Scabbing Flat Bridge design that meets the needs of the agricultural sector and high productivity vehicles.**
12. **That Council increase the 2025/2026 budget for the Old Wellington Police Station from $17,056 to $25,000 for repairs and maintenance and operational costs, to be funded from the Arts and Culture Branch budget. That the $25,000 budget includes a provision of $8,000 to cover the first-year operating expenses incurred by a lessee of Lot 2 DP 1206548 (Old Wellington Police Station).**
13. **That Council**
    a. **allocate $250,000 in the 2025/2026 budget to fund additional toilet facilities at Cameron Park Wellington,**
    b. **That the design and specifications of the additional facilities be finalised after consideration of the Dubbo Region Public Toilet Strategy (expected in August 2025) - having regard to the $250,000 budget allocation.**
    c. **That this be a priority project to be funded in the 2025/2026 financial year Quarterly Reviews through operational or other project savings.**

CARRIED

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

The amendments on being put to the meeting were carried.

CARRIED

The amendments then become the motion and on being put to the meeting were carried.

CARRIED

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

NOTICES OF MOTION:

CCL25/153 LOCAL FLAG PROTOCOLS (ID25/1153)
Council had before it a Notice of Motion dated 16 June 2025 from Councillor J Cowley regarding the Local Flag Protocols.

Moved by Councillor J Cowley and seconded by Councillor S Chowdhury.

MOTION

That the CEO provide a report to 23 September Ordinary Council meeting outlining the current Flag Protocols and options for setting of a localised Flag Protocol Policy.

CARRIED

For: Councillors J Black, L Butler, S Chowdhury, J Cowley, M Dickerson, R Ivey, K Richardson, A Ryan, P Toynton, P Wells and M Wright.
Against: Nil
At this juncture it was noted that Councillor P Toynton voted against this item due to a technical issue, and verbally changed his vote to for. The Item was carried unanimously.

CCL25/154 ROAD RECATEGORISATION (ID25/1155)
Council had before it a Notice of Motion dated 16 June 2025 from Mayor J Black regarding the Road Recategorisation.

Moved by Councillor J Black and seconded by Councillor A Ryan.

MOTION

That Dubbo Regional Council prepare proposals and make submissions for the recategorisation of Saxa Road and Gollan Road from Regional Roads to State Roads.

CARRIED

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

CCL25/155 CHURCH STREET FLATS (ID25/1156)
Council had before it a Notice of Motion dated 16 June 2025 from Mayor J Black regarding the Church Street Flats.

Moved by Councillor J Black and seconded by Councillor S Chowdhury.

MOTION

That Dubbo Regional Council approach The Honourable Rose Jackson, Minister for Housing, Minister for Homelessness, Minister for Mental Health, and Minister for Youth, to raise concerns regarding: the Church Street flats, Dubbo; the impact on the Dubbo CBD area, and seek an ongoing solution to the issues of antisocial behaviour emanating from the Church Street flats.

CARRIED

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

REPORTS FROM STAFF:

CCL25/156 CONSIDERATION OF CERTAIN DEVELOPMENT APPLICATIONS BY INFRASTRUCTURE, PLANNING AND ENVIRONMENT COMMITTEE (ID25/946)

The Council had before it the report dated 16 June 2025 from the Director Development and Environment regarding Consideration of Certain Development Applications by Infrastructure, Planning and Environment Committee.

Moved by Councillor P Toynton and seconded by Councillor J Cowley.

MOTION

1. **That Council Delegate to the Infrastructure, Planning and Environment Committee the consideration and determination of Development Applications that meet the following criteria:**
   - **The Development Application must be recommended for approval by Council Staff.**
   - **There has been less than eight valid planning objections to a Development Application that have been received from separate households within the notification area.**
   - **There has not been any petition received by Council in respect of a Development Application.**
2. **That this Delegation to the Infrastructure, Planning and Environment Committee be reviewed after a period of 12 months.**

CARRIED

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

Councillor S Chowdhury was out of the room and absent from the vote.

Councillor S Chowdhury declared a non-pecuniary, less than significant interest in the matter now before the Council and left the room and was out of sight during the Council's consideration of this matter. The reason for such interest is that Councillor S Chowdhury lives in Southlakes Estate.

CCL25/157 NAMING OF THOROUGHFARE ASSOCIATED WITH DEVELOPMENT CONSENT D22-122(5) - 4L CAMP ROAD DUBBO (ID25/1103)

The Council had before it the report dated 6 June 2025 from the LIS and E-Services Coordinator regarding Naming of Thoroughfare associated with Development Consent D22-122(5) - 4L Camp Road Dubbo.

Moved by Councillor S Chowdhury and seconded by Councillor M Wright.

Councillor P Toynton assumed chair of the meeting for consideration of this matter.

MOTION

1. **That the road names as proposed, being Glenmore View and Victory Court be approved by Council as per the road layout plan.**
2. **That the proposed road names be notified on Council's website for a period of 14 days.**
3. **If no objections are received, the proposed road names of Glenmore View and Victory Court be gazetted.**
4. **If Council receives any objections to the proposed road names, a further report be provided to Council for consideration.**
5. **That the owner be advised accordingly once the proposed names have been gazetted.**

CARRIED

For: Councillors L Butler, S Chowdhury, J Cowley, M Dickerson, R Ivey, K Richardson, A Ryan, P Toynton, P Wells and M Wright.
Against: Nil
Councillor J Black was out of the room and absent for the vote.

Councillor J Black declared a non-pecuniary, significant interest in the matter now before the Council and left the room and was out of sight during the Council's consideration of this matter. The reason for such interest is that Councillor J Black lives on Camp Road near the site owned by Mr and Mrs Bender and although the names of the streets will not impact the value of his property, Councillor J Black let the room to remove any perception of a conflict.

Councillor J Black resumed chair of the meeting.

CCL25/158 CHILDCARE REVIEW: DUBBO REGIONAL COUNCIL (ID25/624)

The Council had before it the report dated 28 March 2025 from the Director Community, Culture and Places regarding Childcare Review: Dubbo Regional Council.

Moved by Councillor J Cowley and seconded by Councillor S Chowdhury.

MOTION

That Council note the report.

CARRIED

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

CCL25/159 DUBBO AQUATIC LEISURE CENTRE - INDOOR FACILITY (ID25/1118)
The Council had before it the report dated 10 June 2025 from the Manager Recreation and Open Spaces regarding Dubbo Aquatic Leisure Centre - Indoor Facility.

Moved by Councillor S Chowdhury and seconded by Councillor M Wright

MOTION

1. That Council endorse the progression of the indoor aquatic facility project to the next stage of community engagement; and
2. That the $20,000 for consultation be funded from the amendment to the Aquatic Leisure Centre budget detailed as:
   a. Reduce advertising by $5,000;
   b. Reduce interior/exterior painting by $14,300; and
   c. Reduce concourse maintenance by $700.

LOST

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

CCL25/160 2024/2025 SPARC SUPPORT GRANT ASSESSMENT REPORT (ID25/767)
The Council had before it the report dated 24 April 2025 from the Cultural Development Coordinator regarding 2024/2025 SPARC Support Grant Assessment Report.

Moved by Councillor M Wright and seconded by Councillor J Cowley.

MOTION

1. That Council allocate $30,000 to the community-based organisations in accordance with Section 356 of The Local Government Act 1993 and notification to be sent to each recommended applicant:

ORISCON	$3,300.00
Tamara Lawry	$2,600.00
Marradhali Aboriginal Corporation	$5,900.00
NSW Central West Muslims Association Incorporated	$1,500.00
SOMAD (Songwriters and Original Musicians Association Dubbo)	$6,000.00
Dubbo and Districts Family History Society	$1,550.00
Dubbo Neighbourhood Centre	$1,500.00

Nolan Furnell	$3,200.00
Dubbo Stampede (Running Festival Inc.)	$2,000.00
Dubbo Filmmakers	$2,450.00
Total amount	*$30,000.00*

Moved by Councillor P Wells and seconded by K Richardson.

AMENDMENT

1. That Council allocate $24,100 to the community-based organisations in accordance with, Section 356 of The Local Government Act 1993 and notification to be sent to each recommended applicant:

ORISCON	**$3,300.00**
Tamara Lawry	**$2,600.00**
NSW Central West Muslims Association Incorporated	**$1,500.00**
SOMAD (Songwriters and Original Musicians Association Dubbo)	**$6,000.00**
Dubbo and Districts Family History Society	**$1,550.00**
Dubbo Neighbourhood Centre	**$1,500.00**
Nolan Furnell	**$3,200.00**
Dubbo Stampede (Running Festival Inc.)	**$2,000.00**
Dubbo Filmmakers	**$2,450.00**
Total amount	***$24,100.00***

2. That Council defer the allocation of $5,900 to Marradhali Aboriginal Corporation until further governance and cultural appropriateness assessments are undertaken.

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, A Ryan, P Toynton and P Wells.
Against: Councillor M Wright.

AMENDMENT

The amendment on being put to the meeting was carried.

CARRIED

The amendment then became the motion and on being put to the meeting was carried.

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, A Ryan, P Toynton, P Wells and M Wright.
Against: Nil

Councillor S Chowdhury was out of the room and absent from the vote.

Councillor S Chowdhury declared a non-pecuniary, less than significant interest in the matter now before the Council and remained in/left the room and was out of sight during the Council's consideration of this matter. The reason for such interest is that Councillor S Chowdhury does volunteer work with ORISCON, NSW Central West Muslim Association and Dubbo Neighbourhood Centre.

At this juncture Councillor K Richardson left the room, the time being 8:16pm, and returned to the room at 8:17pm.

CCL25/161 2024/2025 EVENT ASSISTANCE PROGRAM - COMMUNITY EVENTS FUND - ROUND 2 (ID25/1062)

The Council had before it the report dated 2 June 2025 from the Events and Partnerships Team Leader regarding 2024/2025 Event Assistance Program - Community Events Fund - Round 2.

Moved by Councillor M Wright and seconded by Councillor J Cowley.

Councillor P Toynton assumed chair of the meeting for consideration of this matter.

MOTION

That Council allocate funding totalling $14,600 under Round 2 of its 2024/2025 Community Events Fund as follows:

- **Dubbo National Merino Show & School Wether Challenge $3,000**
- **2025 DKC Australasian Gold Cup & Rotax Life Event $3,000**
- **Stumbil Community Concert $1,200**
- **Ramayan Rhapsody: a Dolls Exhibition and Story Telling Experience $3,000**
- **Dubbo Greyhound Racing Club Mayor's Cup $3,000**
- **Carols by Candlelight $1,400**

CARRIED

For: Councillors L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, A Ryan, P Toynton, and M Wright.
Against: Nil
Councillors J Black, S Chowdhury and P Wells were out of the room and absent from the vote.

Councillor J Black declared a pecuniary, less than significant interest in the matter now before the Council and left the room and was out of sight during the Council's consideration of this matter. The reason for such interest is that Councillor J Black displayed election posters on the fence on numerous occasions and left the room to remove the perception of any conflict.

Councillor S Chowdhury declared a non-pecuniary, significant interest in the matter now before the Council and left the room and was out of sight during the Council's consideration of this matter. The reason for such interest is that Councillor S Chowdhury displayed his corflute on the Dubbo Greyhound Racing Fence during the election.

Councillor P Wells declared a pecuniary, less than significant interest in the matter now before the Council and left the room and was out of sight during the Council's consideration of this matter. The reason for such interest is that Councillor P Wells displayed her corflute on the Dubbo Greyhound Racing Fence during the election.

Councillor J Black resumed chair of the meeting.

CCL25/162 MAKING OF RATES AND CHARGES 2025/2026 (ID25/353)
The Council had before it the report dated 10 June 2025 from the Revenue Accountant regarding Making of Rates and Charges 2025/2026.

Moved by Councillor K Richardson and seconded by Councillor P Toynton.

MOTION

1. **That in accordance with Sections 534 and 535 of the Local Government Act 1993, WHEREAS the Draft Operational Plan was endorsed for public display by Council on 22 April 2025, and WHEREAS public notice of the 2025/2026 Draft Operational Plan was given for 28 days as per Section 405 of the Local Government Act 1993 and Council has taken into consideration any submissions received, IT IS HEREBY RESOLVED that in accordance with, and pursuant to, sections 494, 496, 501, 504 and 529 of the Local Government Act 1993, that Council make the following Ordinary Rates and Annual Charges for Drainage and Waste Management for the year 2025/2026, and that such Ordinary Rates and Annual Charges be the amount specified hereunder and in accordance with Section 548 the Ordinary Rates be subject to the minimum amount per assessment specified in the Ordinary Rates table in the report of the Revenue Accountant dated 10 June 2025.**
2. **That in accordance with Sections 534 and 535 of the Local Government Act 1993, WHEREAS the Draft Operational Plan was endorsed for public display by Council on 22 April 2025, and WHEREAS public notice of the 2025/2026 Draft Operational Plan was given for not less than 28 days as per Section 405 of the Local Government Act 1993 and Council has taken into consideration any submissions received, IT IS HEREBY RESOLVED that in accordance with, and pursuant to, sections 501, 502, 551 and 552 of the Local Government Act 1993, that Council make the following Annual and User Charges for Water and Sewerage supply for the year 2025/2026 as specified in the report of the Revenue Accountant dated 10 June 2025.**

CARRIED

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

CCL25/163 COUNCILLOR AND MAYORAL FEES - 2025/2026 (ID25/1147)
The Council had before it the report dated 13 June 2025 from the Manager Corporate Governance regarding Councillor and Mayoral Fees - 2025/2026.

Moved by Councillor J Cowley and seconded by Councillor P Toynton.

MOTION

1. **That pursuant to the provisions of Section 248(2) of the Local Government Act 1993, the annual fee payable to Councillors for the financial year commencing 1 July 2025 be set at $27,860.**

2. That pursuant to the provisions of Section 249(3) of the Local Government Act 1993, the annual additional fee payable to the Mayor for the financial year commencing 1 July 2025 be set at $68,800.

CARRIED

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

CCL25/164 CAUSEWAY CROSSING AT FORESTVALE ROAD (ID25/983)
The Council had before it the Question on Notice dated 23 May 2025 from Councillor P Toynton.

CCL25/165 VILLAGE OF MUMBIL (ID25/984)
The Council had before it the Question on Notice dated 23 May 2025 from Councillor P Toynton.

CCL25/166 STUART TOWN TRAFFIC (ID25/985)
The Council had before it the Question on Notice dated 23 May 2025 from Councillor P Toynton.

CCL25/167 DUBBO REGIONAL LIVESTOCK MARKETS (ID25/986)
The Council had before it the Question on Notice dated 23 May 2025 from Councillor P Toynton.

CCL25/168 WATER USAGE CHARGES (ID25/1160)
The Council had before it the Question on Notice dated 17 June 2025 from Councillor S Chowdhury.

CCL25/169 COMMENTS AND MATTERS OF URGENCY (ID25/1163)
There were no matters recorded under this clause.

The meeting closed at 8:49pm.

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CHAIRPERSON

REPORT: Mayoral Appointments and Meetings

DIVISION: Chief Executive Officer
REPORT DATE: 2 July 2025
TRIM REFERENCE: ID25/1313

EXECUTIVE SUMMARY

Purpose	• Provide review or update	
Issue	• Details of Mayoral appointments and meetings for the period 9 June 2025 through to 6 July 2025.	
Reasoning	• To ensure transparency of Mayoral appointments and meetings.	
Financial Implications	Budget Area	There are no financial implications arising from this report.
Policy Implications	Policy Title	There are no policy implications arising from this report.

STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 3 Working Together for the Region

CSP Objective: 3.1 Our Council is open, fair, and accountable in its decision-making.

Delivery Program Strategy: 3.1.5 Operate with transparency, accountability, and integrity in all governance and decision-making processes.

RECOMMENDATION

That the information contained within the report be noted.

MW
Chief Executive Officer

REPORT

Consultation

Details follow in the body of the report regarding all meetings and appointments of the Mayor for the given period. These meetings and appointments are representative of community, business, political and Council consultation.

Resourcing Implications

Nil

For the information of Councillors, the following details of mayoral appointments and attendances are provided:

Monday, 9 June 2025

- Submitted Mayoral column to the Wellington and District Leader.
- Attended the NSW Rugby Junior State Championships to present trophy to winning boys team.

Tuesday, 10 June 2025

- Attended radio interview with 2BS.
- Attended the Infrastructure Planning and Environment, Culture and Community and Corporate Services Standing Committee briefing.
- Attended the Infrastructure Planning and Environment, Culture and Community and Corporate Services Standing Committee meetings.

Wednesday, 11 June 2025

- Attended radio interview with Triple M.
- Attended radio interview with 2WEB.
- Attended radio interview with DC FM.
- Attended along with Council's Chief Executive Officer, Murray Wood a meeting with representatives from Essential Energy.
- Attended the Country Mayors Association Mayoral Reception in Orange.

Thursday, 12 June 2025

- Attended along with Council's Chief Executive Officer, Murray Wood a Country Mayors Association meeting in Orange.
- *The Deputy Mayor, Councillor Phillip Toynton attended the Dubbo Workplace Hub media event in lieu of the Mayor.*

Friday, 13 June 2025

- Attended radio interview with 2DU.
- Attended radio interview with Triple M News.
- Attended the Scabbing Flat Bridge Action Group meeting at Geurie.

Saturday, 14 June 2025

- Attended and hosted the Philippine Independence Day Flag Raising Ceremony and morning tea.
- Attended the Philippine Independence Day celebration dinner.

Monday, 16 June 2025

- Attended radio interview with 2BS.
- Submitted Mayoral column to the Wellington and District Leader.
- Attended a meeting with Council's Chief Executive Officer, Murray Wood, Director Strategy, Partnerships and Engagement, Jess Brown and Manager Strategic Partnerships and Investment, Kim Hague.
- Attended along with Council's Chief Executive Officer, Murray Wood the Shopping Centre Launch "The Village" in Southlakes Dubbo.
- Attended a meeting with Mikaela Freire.
- Attended a video shoot for the Duke of Wellington Bridge regarding the funding announcement.

Tuesday, 17 June 2025

- Attended Councillor Training Session on Finance.
- Attended DISC Session for Councillors.
- Attended Councillor Workshop – Naming of the New Dubbo Bridge – Transport for NSW.

Wednesday, 18 June 2025

- Attended radio interview with 2WEB.
- Attended a Koori Wellbeing Support Group meeting.

Thursday, 19 June 2025

- Attended interview with Hamish Southwell from Prime 7.
- Attended radio interview with 2BS.
- Attended the RDA Orana Resources Energy and Industry Innovation Forum.
- Attended the Renewable Energy Zone Benefit Committee meeting in Wellington.

Friday, 20 June 2025

- Attended radio interview with 2DU.
- Attended the National Indian Film Festival of Australia – Red Carpet Opening Night Film.

Monday, 23 June 2025

- Attended radio interview with 2BS.
- Attended radio interview with Zoo FM.
- Submitted Mayoral column to the Wellington and District Leader.
- Attended along with Councillor Pam Wells, Council's Chief Executive Officer, Murray Wood, Director Community, Culture and Place, Craig Arms and Aboriginal Liaison Officer, Lionel Wood a meeting with Dianne Stewart and Irene Peachey from Dubbo Local Aboriginal Land Council.
- Attended along with Council's Chief Executive Officer, Murray Wood a meeting with Superintendent Tim Chinn from NSW Police.

Tuesday, 24 June 2025

- Attended an interview with Prime 7 News.
- Attended an interview with the Daily Liberal.
- Attended the Council Meeting Briefing.
- Attended the Ordinary Council Meeting.

Wednesday, 25 June 2025

- Attended radio interview with 2WEB.
- Attended radio interview with DC FM.
- Attended along with Council's Director Development and Environment, Steven Jennings and Director Strategy, Partnerships and Engagement, Jessica Brown a meeting with NSW Agriculture Commissioner Alison Stone.
- Attended a zoom meeting with Georgia Fisher from Win News Central West.
- Attended an interview with Hamish Southwell from Prime 7.
- Attended radio interview with 2DU.
- Attended a Country Mayors Association DAMA Feasibility Study – Project Working Group meeting via audio visual link.
- Attended the ABC Radio National Citizens Jury at the Western Plains Cultural Centre.

Thursday, 26 June 2025

- Attended radio interview with ABC.

Friday, 27 June 2025

- Attended radio interview with 2DU.
- Attended a funeral service for Uncle Ray Peckham.

Saturday, 28 June 2025

- Attended the Western Region Academy of Sport – 2025 Presentation Night in Bathurst.

Sunday, 29 June 2025

- Attended the Old Dubbo Gaol for Sunrise Weather crossovers with James Tobin.
- Attended an onsite meeting with 'Stop Hampton Park Solar and Energy Storage System Dubbo' at Bencubbin Drive.

Monday, 30 June 2025

- Attended radio interview with 2BS.
- Submitted Mayoral column to the Wellington and District Leader.
- Attended a photo opportunity for Plastic Free July.

Tuesday, 1 July 2025

- Attended Citizenship Ceremony.
- Attended Photo Opportunity – Council winning Sports NSW Community Sports Award for the Local Council of the Year.
- Attended the Youth Council Meeting.
- Attended Councillor Workshop – Australia Day Community Consultation and Proposed Boree Solar Farm Project – Venn Energy.

Wednesday, 2 July 2025

- Attended radio interview with Triple M.
- Attended radio interview with 2WEB.
- Attended a meeting with Wellington Information and Neighbourhood Service.
- Attended a Country Mayors Association DAMA Feasibility Study – Project Working Group meeting via audio visual link.
- Attended the Dubbo West Rotary Changeover dinner.
- Attended along with Council's Chief Executive Officer, Murray Wood a dinner with Ben Hobby from PCYC.

Thursday, 3 July 2025

- Attended the Taronga Western Plains Zoo Wildlife Resort Media Announcement.

Friday, 4 July 2025

- Attended radio interview with 2DU.
- Attended radio interview with 2BS.

REPORT: Mayoral Expenses - June 2025

DIVISION: Chief Executive Officer
REPORT DATE: 3 July 2025
TRIM REFERENCE: ID25/1314

EXECUTIVE SUMMARY

Purpose	• Provide review or update	
Issue	• Details of Mayoral expenses for the period 2 June through to 30 June 2025.	
Reasoning	• To ensure transparency of Mayoral expenditure.	
Financial Implications	Budget Area	Corporate Governance
	Funding Source	Members Expenses
Policy Implications	Policy Title	Payment of Expenses and Provision of Facilities for the Mayor and Councillors.

STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme:	3 Working Together for the Region
CSP Objective:	3.1 Our Council is open, fair, and accountable in its decision-making.
Delivery Program Strategy:	3.1.5 Operate with transparency, accountability, and integrity in all governance and decision-making processes.

RECOMMENDATION

That the information contained within the report be noted.

Karen Robertson
Director Organisational Performance

MW
Chief Executive Officer

BACKGROUND

The Payment of Expenses and Provision of Facilities for the Mayor and Councillors policy is prepared in accordance with the *Local Government Act 1993* (the Act) and *Local Government Regulation (General) Regulation 2021* (The Regulation) and complies with the Office of Local Government's Guidelines for the payment of expenses and provision of facilities for the Mayor and Councillors in NSW.

This policy enables the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties. It ensures accountability and transparency.

The policy sets out the maximum amounts Council will pay for specific expenses and facilities. Expenses not explicitly addressed in this policy will not be paid or reimbursed.

- Local Government Act 1993, Sections 252 and 253
- Local Government (General) Regulation 2021, sections 217 and 403
- Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW, 2009

REPORT

The Payment of Expenses and Provision of Facilities for the Mayor and Councillors was last adopted by council on 25 February 2025.

Council will report the mayor's expenditure monthly for notation. Attached as **appendix 1** is the expenditure for the month.

APPENDICES:

1⇩ Mayoral Expenses - June 2025

Councillor Josh Black - Mayoral Monthly Expenditure Report 2024-2025

Account Description	Annual Allocation for Mayor	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	YTD
Travel and Subsistence (NSW/Interstate)	$ 18,000.00	$ 409.57	$ 646.34		$ 1,187.19	$ 589.22	$ 698.45	$ 823.12	$ 885.04	$ 107.78	$ 5,346.71
Conferences	$ 1,405.64	$ -	$ 1,259.09					$ 91.37			$ 1,350.46
Phone/Data Charges	$ 197.00	$ 16.36	$ 16.36	$ 16.36	$ 16.36	$ 16.36	$ 16.36	$ 16.36	$ 16.36	$ 16.36	$ 147.24
Professional Development	$ 3,000.00	$ -	$ -	$ -							$ -
Fleet Vehicle Hire Charges*	$ 9,258.50	$ -	$ 176.35	$ 1,234.46	$ 1,234.46	$ 1,234.46	$ 1,234.46	$ 1,234.46	$ 1,234.46	$ 1,234.46	$ 8,817.57

*** The Mayor is provided with a vehicle in accordance with the Payment of Expenses and Provision of Facilities for the Mayor and Councillors Policy.**

Note (1) all amounts shown are GST exclusive.

Note (2) General expenses are reported in the month in which they occur.

INFORMATION ONLY MATTERS: Investment Under Section 625 of the Local Government Act - June 2025

DIVISION: Organisational Performance
REPORT DATE: 10 July 2025
TRIM REFERENCE: ID25/1363

EXECUTIVE SUMMARY

Purpose	• Provide review or update • Fulfil legislated requirement/Compliance	
Issue	• Investment under Section 625 of the *Local Government Act 1993*.	
Reasoning	• Section 212 of the Local Government (General) Regulation 2021. • Section 625 of the Local Government Act 1993. • Council's Investment Policy and Strategy.	
Financial Implications	Budget Area	Organisational Performance
	Funding Source	Interest Earned on Investment
Policy Implications	Policy Title	Investment Policy 2025
	Impact on Policy	There are no policy implications arising 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: 3 Working Together for the Region

CSP Objective: 3.1 Our Council is open, fair, and accountable in its decision-making.

Delivery Program Strategy: 3.1.4 Maximise revenue opportunities from grants and other funding sources to enhance services for the community.

RECOMMENDATION

That the information contained within the Investment under Section 625 of the Local Government Act Report be noted.

Karen Robertson
Director Organisational Performance

BM
Revenue Accountant

BACKGROUND

As required by Section 212 of the *Local Government (General) Regulation 2021*, this report contains the details of all monies that Council has invested under Section 625 of the *Local Government Act 1993* dated as at the last day of the reporting month.

In accordance with the *Investment Ministerial Order* dated 12 January 2011, Dubbo Regional Council (Council) may only invest money (on the basis that all investments must be denominated in Australian Dollars) in the following forms of investment:

a. any public funds or securities issued by or guaranteed by the Commonwealth, any State of the Commonwealth or a Territory;
b. any debentures or securities issued by a council (within the meaning of the *Local Government Act 1993* (NSW));
c. interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit taking institution (as defined in the *Banking Act 1959* (Cwth)), but excluding subordinated debt obligations;
d. any bill of exchange which has a maturity date of not more the 200 days; and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority;
e. A deposit with the New South Wales Treasury Corporation or investment in an Hour-Glass investment facility of the New South Wales Treasury Corporation.

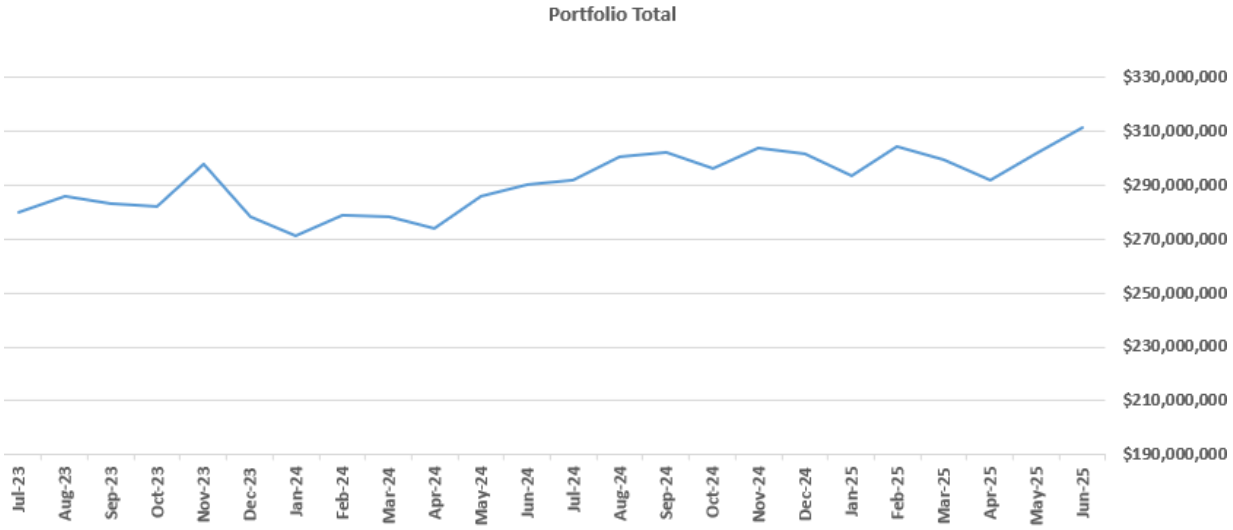
Investments, when placed, have been done so in accordance with the *Local Government Act, Local Government (General) Regulations 2021* and Council's Investment Policy and Strategy. Interest on investment has been accounted for on an accrual basis. This report details investments and annualised returns for the reporting month. Attachment 1 provides more detailed information on Council's investment portfolio for this period.

Note: As per Councils Investment Policy - Hour-Glass Investments is the former name of New South Wales Treasury Corporation (NSW TCorp) including the TCorp Investment Management arm which manages the TCorpIM funds.

REPORT

Portfolio Overview

As of 30 June 2025, Council had a total investment Portfolio Face Value of $311,158,606.28. This is inclusive of Councils Cash at bank consisting of General Funds, Sewer Funds, Water Funds, and restricted Grant Funding. Arlo Advisory Pty Ltd have provided a Capital Value of $311,170,624.78 for Council's Total Investment Portfolio.



Portfolio Fund Breakdown - Face Value

Portfolio Breakdown – Current Month			
Fund	**Total Amount Invested**	**PFA Bank Account Balance**	**Total**
General	$125,000,000.00	$24,503,177.51	$149,503,177.51
Water	$60,000,000.00	$8,169,775.33	$68,169,775.33
Sewer	$82,000,000.00	$11,485,653.44	$93,485,653.44
Total	**$267,000,000.00**	**$44,158,606.28**	**$311,158,606.28**

Portfolio Breakdown – Previous Month			
Fund	**Total Amount Invested**	**PFA Bank Account Balance**	**Total**
General	$113,000,000.00	$29,784,518.34	$142,784,518.34
Water	$58,000,000.00	$7,938,004.02	$65,938,004.02
Sewer	$87,000,000.00	$5,561,035.32	$92,561,035.32
Total	**$258,000,000.00**	**$43,283,557.68**	**$301,283,557.68**

Key Movements

Investment Activity during the month was as follows:

- Investment Maturities – funds returned to Council:

ADI	Instrument	Amount	Funded by
Heritage and Peoples Choice Limited	Term Deposit	$5,000,000.00	General
Auswide Bank	FRN	$5,000,000.00	Sewer
MyState Bank	FRN	$8,000,000.00	Sewer
Northern Territory Treasury	Bond	$5,000,000.00	Sewer
Northern Territory Treasury	Bond	$5,000,000.00	Water

- New Investments Purchased – funds paid out by Council:

ADI	Instrument	Amount	Funded by
Suncorp Bank	Term Deposit	$3,000,000.00	Water
Suncorp Bank	Term Deposit	$5,000,000.00	General
Suncorp Bank	Term Deposit	$5,000,000.00	General
ING Bank Ltd	Term Deposit	$6,000,000.00	Sewer
ING Bank Ltd	Term Deposit	$7,000,000.00	Sewer
ING Bank Ltd	Term Deposit	$2,000,000.00	General
ING Bank Ltd	Term Deposit	$5,000,000.00	General
ING Bank Ltd	Term Deposit	$4,000,000.00	Water

Notable Bank Account activity during the month was as follows:

- Notable Extraordinary Income – funds received by Council of an extraordinary nature:

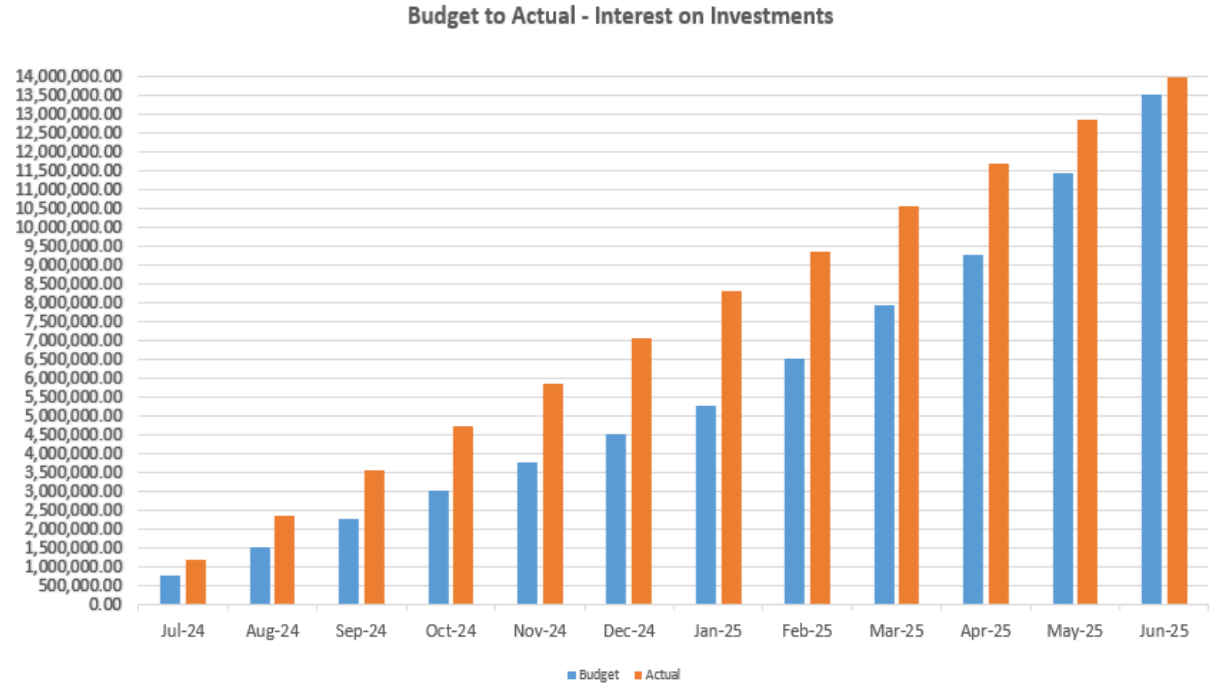
Government Grant	$1,308,274.00	General
Government Grant	$1,166,763.00	General
Government Grant	$7,542,523.00	General
Government Grant	$1,692,322.00	General

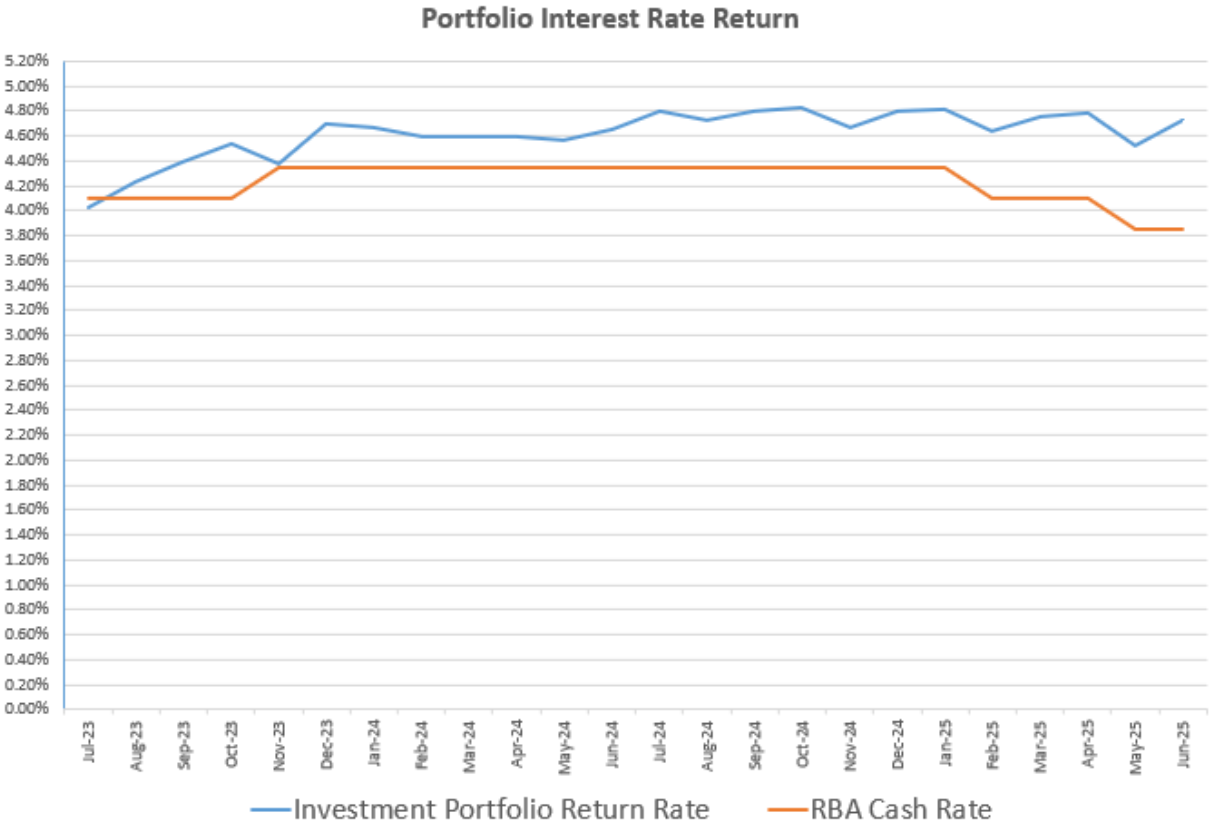
- Notable Expenditure – funds paid out by Council:

Project Milestone	$1,222,207.54	General

Investment Interest Overview:

The total income generated from the Investment Portfolio for the 2024/2025 financial year was $13,984,604.65, which was slightly higher than the budget forecast of $13,500,000.00.





Council has investments totalling $8,000,000.00 Face Value which were invested with fixed interest rates below the current Official Cash Rate of 3.85%. These investments were invested with interest rates ranging from 1.70% to 3.25% that will mature after 30 June 2026. These investments were placed with competitive interest rates at the time the investments were made.

Summary

Cash Account

Council outperformed the 11.00 am Official Cash Rate market benchmark for one month return of 3.85%, achieving a return of 4.25% for its At Call investments.

Investment Portfolio

Council outperformed the twelve-month Bloomberg AusBond Bank Bill Performance Index of 4.39%, with an average return of 4.72% for its overall portfolio return.

Consultation

Arlo Advisory Pty Ltd provides investment advisory services to Council on investment related decisions.

Resourcing Implications

The management of Council's investment portfolio is a primary activity of a staff member within Council's Financial Operations branch.

APPENDICES:

1⇩ Investment Report - Arlo Advisory Pty Ltd - June 2025 - Attachment

Monthly Investment Report

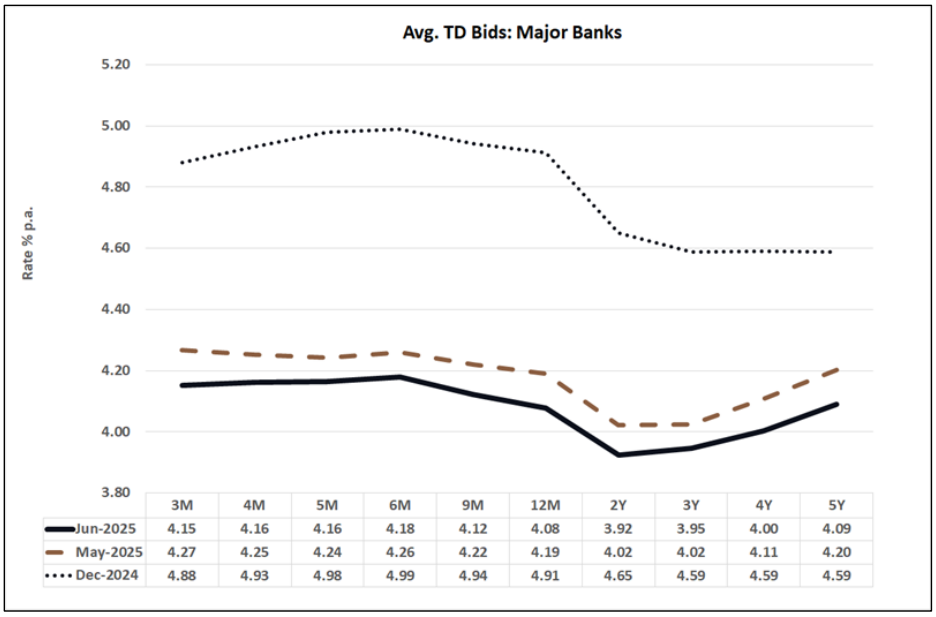
June 2025

Arlo Advisory Pty Ltd
ABN: 55 668 191 795
Authorised Representative of InterPrac Financial Planning Pty Ltd
AFSL 246 638
Phone: +61 2 9053 2987
Email: michael.chandra@arloadvisory.com.au / melissa.villamin@arloadvisory.com.au
Level 3, Suite 304, 80 Elizabeth Street, Sydney NSW 2000

Market Update Summary

Global equity markets set all-time highs again, despite the escalating tensions in the Middle East throughout the month. The global tariff wars seem to have taken a backburner for now, whilst market expectations are for further rate cuts to be delivered by most global central banks.

In the deposit market, over June, at the very short-end of the curve (less than 6 months), the average deposit rates offered by the domestic major banks fell between 7-10bp compared to the previous month (May). At the longer-end of the curve (1-5 years), the average rates dropped by 10-15bp compared to where they were in May, as the market continues to expect additional rate cuts over the next few months.



	3M	4M	5M	6M	9M	12M	2Y	3Y	4Y	5Y
Jun-2025	4.15	4.16	4.16	4.18	4.12	4.08	3.92	3.95	4.00	4.09
May-2025	4.27	4.25	4.24	4.26	4.22	4.19	4.02	4.02	4.11	4.20
Dec-2024	4.88	4.93	4.98	4.99	4.94	4.91	4.65	4.59	4.59	4.59

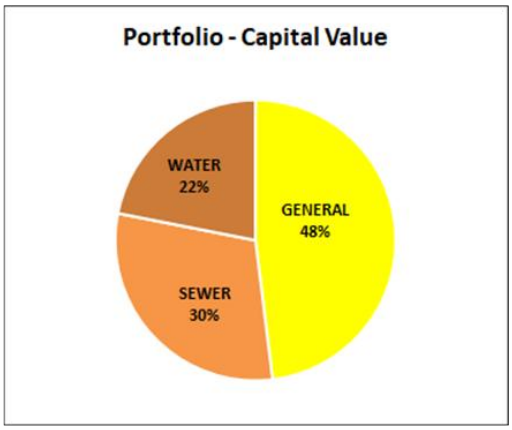
Source: Imperium Markets

With additional rate cuts and a global economic downturn priced in over 2025, investors should consider diversifying and taking an 'insurance policy' against a potentially lower rate environment by investing across 1-5 year fixed deposits and locking in rates close to or above 4% p.a. (small allocation only).

Dubbo Regional Council's Portfolio & Compliance

Portfolio Allocation

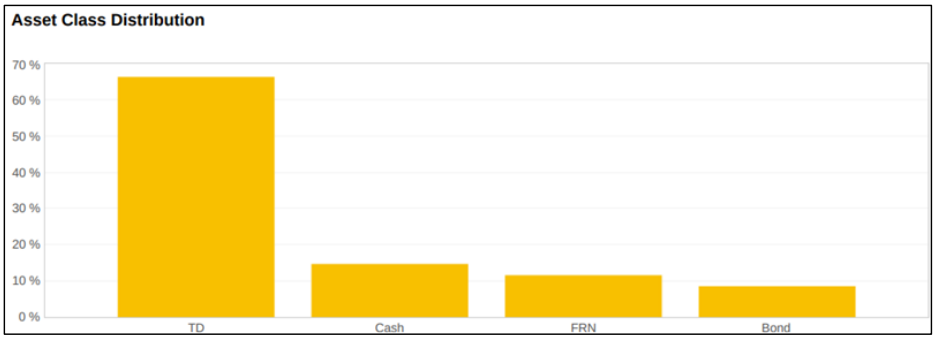
The majority of the portfolio is directed to General Funds (~48%). The remainder of the portfolio is held in Sewer (~30%) and Water Funds (~22%), which is ideal for slightly longer-term investments.



Allocation	Capital Value	% Total Value
GENERAL	$149,544,424	48.06%
SEWER	$93,453,881	30.03%
WATER	$68,172,320	21.91%
Total	**$311,170,625**	**100.00%**

Asset Allocation

The majority of the portfolio is directed to term deposits (~74%). The remainder of the portfolio is held in senior FRNs (~7%), fixed bonds (~5%) and overnight cash accounts (~14%).



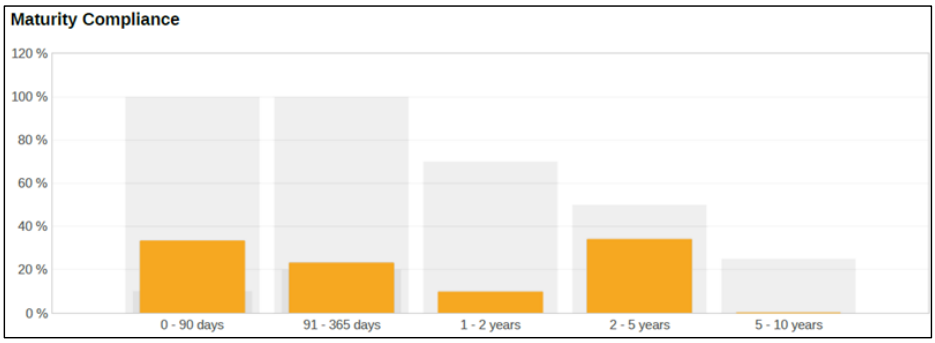
Senior FRNs are now trading at a 'fair value' on a historical basis, and new issuances should be considered on a case by case scenario. For fixed interest investments, staggering a mix of fixed deposits between 12 months to 5 years remains a more optimal strategy to maximise returns over a longer-term cycle.

With additional interest rate cuts and a global economic downturn being priced in 2025, investors can choose to allocate a small proportion of longer-term funds and undertake an insurance policy against additional rate cuts by investing across 1-5 year fixed deposits, locking in and targeting yields close to or above 4% p.a.

Term to Maturity

The investment portfolio remains diversified from a maturity perspective with assets maturing out to 5 years. We recommend surplus funds excess to liquidity requirements be allocated to fixed term deposits across 1-5 year horizons, as well as any attractive primary FRNs between 3-5 years (refer to respective sections below).

Compliant	Horizon	Capital Value	% Total Value	Min. Limit (%)	Max. Limit (%)	Available ($)
✓	0 – 3 months	$91,158,606	29.30%	10%	100%	$220,012,019
✓	3 – 12 months	$76,544,309	24.60%	20%	100%	$234,626,316
✓	1 – 2 years	$34,967,710	11.24%	0%	70%	$182,851,727
✓	2 – 5 years	$108,500,000	34.87%	0%	50%	$47,085,312
✓	5 – 10 years	$0	0.00%	0%	25%	$77,792,656
		$311,170,625	**100.00%**			

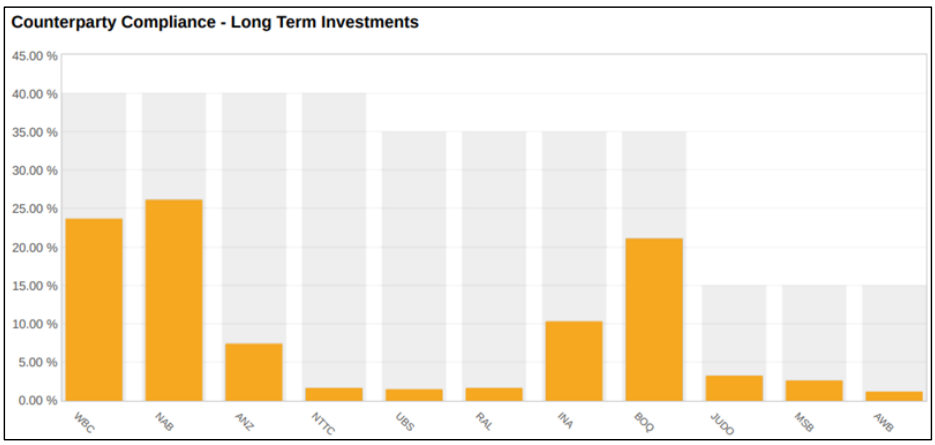


Counterparty

As at the end of June 2025, Council was within Policy limits with every single ADI. Overall, the portfolio is well diversified, with the majority considered investment grade (rated BBB- or higher).

Compliant	Issuer	Rating	Capital Value^	% Total Value	Max. Limit (%)	Available ($)
✓	ANZ (Suncorp) Covered	AAA	$4,967,710	1.60%	100%	$306,202,915
✓	ANZ	AA-	$18,000,000	5.78%	40%	$106,468,250
✓	NAB	AA-	$81,158,606	26.08%	40%	$43,309,644
✓	Northern Territory	AA-	$5,000,000	1.61%	40%	$119,468,250
✓	WBC	AA-	$73,500,000	23.62%	40%	$50,968,250
✓	Rabobank Aus.	A+	$5,016,240	1.61%	35%	$103,893,479
✓	UBS AG	A+	$4,500,518	1.45%	35%	$104,409,201
✓	ING Bank Australia	A	$32,000,000	10.28%	35%	$76,909,719
✓	BoQ	A-	$65,502,545	21.05%	35%	$43,407,174
✓	Auswide	BBB	$3,510,262	1.13%	15%	$43,165,332
✓	Judo	BBB	$10,000,000	3.21%	15%	$36,675,594
✓	MyState	BBB	$8,014,744	2.58%	15%	$38,660,850
			$311,170,625	**100.00%**		

^Note valuations of Council's securities on the Imperium Markets platform are marked-to-market and priced on a daily basis from an independent third party provider.



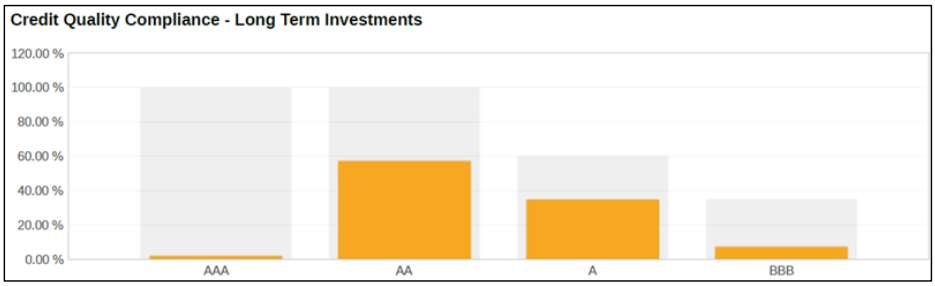
On 31st July 2024, ANZ's takeover of Suncorp Bank was formalised, and ratings agency S&P upgraded Suncorp's long-term credit rating to that of its parent company immediately (now rated AA-). Investor's exposure to Suncorp is now reflected under the parent company being ANZ.

Credit Quality

The portfolio remains well diversified from a credit ratings perspective with the portfolio spread across the investment grade spectrum. All aggregate ratings categories are within the Policy limits.

Compliant	Credit Rating	Capital Value^	% Total Value	Max Limit*	Available
✓	AAA Category	$4,967,710	1.60%	100%	$306,202,915
✓	AA Category	$177,658,606	57.09%	100%	$133,512,019
✓	A Category	$107,019,303	34.39%	60%	$79,683,072
✓	BBB Category	$21,525,006	6.92%	35%	$87,384,713
✓	Unrated ADI	$0	0.00%	10%	$31,117,062
		$311,170,625	**100.00%**		

^Note valuations of Council's securities on the Imperium Markets platform are marked-to-market and priced on a daily basis from an independent third-party provider.



Performance

Council's performance for the month ending June 2025 (excluding cash accounts) is summarised as follows:

Performance (Actual)	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	0.31%	0.97%	1.99%	4.21%	4.21%
AusBond Bank Bill Index	0.32%	1.02%	2.10%	4.39%	4.39%
T/D Portfolio	0.40%	1.21%	2.44%	5.01%	5.01%
FRN Portfolio	0.41%	1.22%	2.44%	4.97%	4.97%
Bond Portfolio	0.28%	0.75%	1.42%	2.63%	2.63%
Council's Total Portfolio^	**0.39%**	**1.17%**	**2.33%**	**4.72%**	**4.72%**
Relative (to Bank Bills)	**0.07%**	**0.15%**	**0.23%**	**0.33%**	**0.33%**

^Council's total portfolio returns excludes Council's cash account holdings.

Performance (Annualised)	1 month	3 months	6 months	FYTD	1 year
Official Cash Rate	3.85%	3.93%	4.06%	4.21%	4.21%
AusBond Bank Bill Index	3.94%	4.15%	4.28%	4.39%	4.39%
T/D Portfolio	5.01%	4.94%	4.97%	5.01%	5.01%
FRN Portfolio	5.07%	4.98%	4.98%	4.97%	4.97%
Bond Portfolio	3.50%	3.04%	2.88%	2.63%	2.63%
Council's Total Portfolio^	**4.88%**	**4.77%**	**4.75%**	**4.72%**	**4.72%**
Relative (to Bank Bills)	**0.94%**	**0.62%**	**0.47%**	**0.33%**	**0.33%**

^Council's total portfolio returns excludes Council's cash account holdings.

For the month of June 2025, the portfolio (excluding cash) provided a solid return of +0.39% (actual) or +4.88% p.a. (annualised), outperforming the benchmark AusBond Bank Bill Index return of +0.32% (actual) or +3.94% p.a. (annualised).

DUBBO REGIONAL COUNCIL

Portfolio Valuation as at 30/06/2025

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value ($)	Face Value ($)	Accrued ($)	Accrued MTD ($)
NAB	AA-	TD	GENERAL	Annual	31/05/2024	02/07/2025	5.2500	5,000,000.00	5,000,000.00	20,856.16	20,856.16
NAB	AA-	TD	SEWER	Annual	26/06/2024	07/07/2025	5.3000	5,000,000.00	5,000,000.00	3,630.14	3,630.14
NAB	AA-	TD	GENERAL	At Maturity	01/07/2024	07/07/2025	5.4500	12,000,000.00	12,000,000.00	654,000.00	53,753.42
NAB	AA-	TD	GENERAL	At Maturity	08/07/2024	08/07/2025	5.4000	4,000,000.00	4,000,000.00	211,857.53	17,753.42
Westpac	AA-	TD	WATER	Quarterly	23/02/2024	23/07/2025	5.0100	5,000,000.00	5,000,000.00	26,765.75	20,589.04
NAB	AA-	TD	GENERAL	At Maturity	02/08/2024	05/08/2025	5.2000	2,000,000.00	2,000,000.00	94,882.19	8,547.95
Suncorp Bank	AA-	TD	WATER	Annual	13/02/2024	13/08/2025	5.1100	5,000,000.00	5,000,000.00	96,600.00	21,000.00
NAB	AA-	TD	GENERAL	Annual	26/07/2024	15/08/2025	5.3000	2,000,000.00	2,000,000.00	98,739.73	8,712.33
NAB	AA-	TD	WATER	At Maturity	10/09/2024	10/09/2025	4.9000	2,000,000.00	2,000,000.00	78,936.99	8,054.79
NAB	AA-	TD	GENERAL	Annual	24/05/2024	24/09/2025	5.2000	5,000,000.00	5,000,000.00	25,643.84	21,369.86
MyState Bank	BBB	FRN	GENERAL	Quarterly	13/10/2022	13/10/2025	5.3478	8,014,744.00	8,000,000.00	91,425.40	35,163.62
Westpac	AA-	TD	WATER	Quarterly	26/07/2024	27/10/2025	5.1500	2,000,000.00	2,000,000.00	18,060.27	8,465.75
Westpac	AA-	TD	SEWER	Quarterly	26/07/2024	27/10/2025	5.1500	2,000,000.00	2,000,000.00	18,060.27	8,465.75
Auswide Bank	BBB	FRN	GENERAL	Quarterly	07/11/2022	07/11/2025	5.3291	3,510,262.00	3,500,000.00	28,105.53	15,330.29
JUDO BANK	BBB	TD	WATER	At Maturity	14/06/2024	16/12/2025	5.1300	4,000,000.00	4,000,000.00	214,757.26	16,865.75
JUDO BANK	BBB	TD	SEWER	At Maturity	14/06/2024	16/12/2025	5.1300	3,000,000.00	3,000,000.00	161,067.95	12,649.32
Westpac	AA-	TD	WATER	Quarterly	08/07/2024	08/01/2026	5.2000	2,000,000.00	2,000,000.00	23,934.25	8,547.95
Westpac	AA-	TD	GENERAL	Quarterly	08/07/2024	08/01/2026	5.2000	4,000,000.00	4,000,000.00	47,868.49	17,095.89

IMPERIUM MARKETS

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value ($)	Face Value ($)	Accrued ($)	Accrued MTD ($)
Westpac	AA-	TD	SEWER	Quarterly	08/07/2024	08/01/2026	5.2000	2,000,000.00	2,000,000.00	23,934.25	8,547.95
BOQ	A-	TD	GENERAL	Annual	02/08/2024	02/02/2026	4.8000	5,500,000.00	5,500,000.00	240,854.79	21,698.63
UBS AG	A+	FRN	SEWER	Quarterly	26/02/2021	26/02/2026	4.2095	4,500,517.50	4,500,000.00	18,683.26	15,569.38
Westpac	AA-	TD	GENERAL	Semi-Annual	28/02/2025	16/03/2026	4.6500	6,000,000.00	6,000,000.00	94,019.18	22,931.51
Westpac	AA-	TD	SEWER	Semi-Annual	28/02/2025	16/03/2026	4.6500	3,000,000.00	3,000,000.00	47,009.59	11,465.75
Westpac	AA-	TD	GENERAL	Semi-Annual	03/03/2025	15/04/2026	4.5700	2,000,000.00	2,000,000.00	30,049.32	7,512.33
Westpac	AA-	TD	SEWER	Semi-Annual	03/03/2025	15/04/2026	4.5700	2,000,000.00	2,000,000.00	30,049.32	7,512.33
Westpac	AA-	TD	WATER	Semi-Annual	28/02/2025	22/04/2026	4.6500	3,000,000.00	3,000,000.00	47,009.59	11,465.75
BOQ	A-	FRN	WATER	Quarterly	06/05/2021	06/05/2026	4.4768	5,002,545.00	5,000,000.00	34,342.58	18,397.81
Rabobank Australia Branch	A+	BOND	GENERAL	Semi-Annual	12/05/2021	12/05/2026	4.2500	5,016,240.00	5,000,000.00	29,109.59	17,465.75
BOQ	A-	TD	WATER	At Maturity	05/03/2025	10/06/2026	4.6700	2,000,000.00	2,000,000.00	30,195.07	7,676.71
Westpac	AA-	TD	GENERAL	Semi-Annual	17/03/2025	17/06/2026	4.5700	3,000,000.00	3,000,000.00	39,815.34	11,268.49
Suncorp Bank	AA-	TD	GENERAL	At Maturity	30/06/2025	23/06/2026	4.1200	5,000,000.00	5,000,000.00	564.38	564.38
Westpac	AA-	TD	WATER	Semi-Annual	17/03/2025	16/07/2026	4.5700	4,000,000.00	4,000,000.00	53,087.12	15,024.66
Westpac	AA-	TD	SEWER	Semi-Annual	17/03/2025	23/07/2026	4.5700	6,000,000.00	6,000,000.00	79,630.68	22,536.99
Suncorp Bank	AAA	BOND	SEWER	Semi-Annual	24/08/2021	24/08/2026	3.2500	4,967,710.00	5,000,000.00	56,541.10	13,356.16
JUDO BANK	BBB	TD	SEWER	Annual	16/09/2021	16/09/2026	1.7000	3,000,000.00	3,000,000.00	40,241.10	4,191.78
BOQ	A-	TD	GENERAL	Annual	21/09/2022	21/09/2026	4.7600	5,000,000.00	5,000,000.00	183,227.40	19,561.64
BOQ	A-	TD	SEWER	Annual	03/12/2024	11/12/2026	4.8500	5,000,000.00	5,000,000.00	139,520.55	19,931.51

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value ($)	Face Value ($)	Accrued ($)	Accrued MTD ($)
ING Bank (Australia) Ltd	A	TD	GENERAL	Annual	16/06/2025	16/06/2027	4.0000	2,000,000.00	2,000,000.00	3,287.67	3,287.67
Suncorp Bank	AA-	TD	GENERAL	Annual	30/06/2025	23/06/2027	3.8800	5,000,000.00	5,000,000.00	531.51	531.51
BOQ	A-	TD	SEWER	Annual	23/09/2022	23/09/2027	4.9100	4,000,000.00	4,000,000.00	151,201.10	16,142.47
BOQ	A-	TD	SEWER	Annual	03/03/2023	03/03/2028	5.1500	3,000,000.00	3,000,000.00	50,794.52	12,698.63
BOQ	A-	TD	GENERAL	Annual	03/03/2023	03/03/2028	5.1500	2,000,000.00	2,000,000.00	33,863.01	8,465.75
BOQ	A-	TD	WATER	Annual	03/03/2023	03/03/2028	5.1500	2,000,000.00	2,000,000.00	33,863.01	8,465.75
BOQ	A-	TD	GENERAL	Annual	22/05/2024	23/05/2028	5.0000	2,000,000.00	2,000,000.00	10,958.90	8,219.18
ING Bank (Australia) Ltd	A	TD	SEWER	Annual	16/06/2025	16/06/2028	4.0800	7,000,000.00	7,000,000.00	11,736.99	11,736.99
Suncorp Bank	AA-	TD	WATER	Annual	30/06/2025	23/06/2028	3.9200	3,000,000.00	3,000,000.00	322.19	322.19
Northern Territory Treasury	AA-	BOND	GENERAL	Semi-Annual	30/08/2024	15/12/2028	4.8000	5,000,000.00	5,000,000.00	130,191.78	19,726.03
Westpac	AA-	TD	SEWER	Quarterly	30/04/2024	30/04/2029	5.1700	4,000,000.00	4,000,000.00	35,127.67	16,997.26
ING Bank (Australia) Ltd	A	TD	SEWER	Annual	16/06/2025	18/06/2029	4.2400	6,000,000.00	6,000,000.00	10,454.79	10,454.79
ING Bank (Australia) Ltd	A	TD	GENERAL	Annual	16/06/2025	18/06/2029	4.2200	5,000,000.00	5,000,000.00	8,671.23	8,671.23
ING Bank (Australia) Ltd	A	TD	WATER	Annual	16/06/2025	18/06/2029	4.2400	4,000,000.00	4,000,000.00	6,969.86	6,969.86
BOQ	A-	TD	GENERAL	Annual	02/08/2024	02/08/2029	4.7500	4,000,000.00	4,000,000.00	173,342.47	15,616.44
Westpac	AA-	TD	GENERAL	Quarterly	14/08/2024	14/08/2029	4.5000	4,000,000.00	4,000,000.00	23,671.23	14,794.52
Westpac	AA-	TD	WATER	Quarterly	04/10/2024	04/10/2029	4.5600	3,000,000.00	3,000,000.00	32,981.92	11,243.84
BOQ	A-	TD	SEWER	Annual	27/11/2024	27/11/2029	5.0700	6,000,000.00	6,000,000.00	180,019.73	25,002.74

Issuer	Rating	Type	Allocation	Interest Paid	Purchase Date	Maturity Date	Rate (%)	Capital Value ($)	Face Value ($)	Accrued ($)	Accrued MTD ($)
BOQ	A-	TD	WATER	Annual	29/11/2024	06/12/2029	5.0500	2,000,000.00	2,000,000.00	59,216.44	8,301.37
BOQ	A-	TD	SEWER	Annual	29/11/2024	06/12/2029	5.0500	7,000,000.00	7,000,000.00	207,257.53	29,054.79
BOQ	A-	TD	WATER	Annual	03/12/2024	11/12/2029	5.0000	5,000,000.00	5,000,000.00	143,835.62	20,547.95
Westpac	AA-	TD	SEWER	Semi-Annual	05/02/2025	05/02/2030	4.7500	1,500,000.00	1,500,000.00	28,500.00	5,856.16
Westpac	AA-	TD	GENERAL	Semi-Annual	12/02/2025	14/02/2030	4.8000	5,000,000.00	5,000,000.00	91,397.26	19,726.03
Westpac	AA-	TD	GENERAL	Semi-Annual	12/02/2025	14/02/2030	4.8000	5,000,000.00	5,000,000.00	91,397.26	19,726.03
Westpac	AA-	TD	WATER	Semi-Annual	18/02/2025	18/02/2030	4.7600	2,000,000.00	2,000,000.00	34,689.32	7,824.66
Westpac	AA-	TD	GENERAL	Semi-Annual	18/02/2025	18/02/2030	4.7600	3,000,000.00	3,000,000.00	52,033.97	11,736.99
BOQ	A-	TD	GENERAL	Annual	10/04/2025	10/04/2030	4.4500	6,000,000.00	6,000,000.00	59,983.56	21,945.21
ING Bank (Australia) Ltd	A	TD	WATER	Annual	07/05/2025	07/05/2030	4.3200	5,000,000.00	5,000,000.00	32,547.95	17,753.42
ING Bank (Australia) Ltd	A	TD	SEWER	Annual	22/05/2025	22/05/2030	4.6200	3,000,000.00	3,000,000.00	15,189.04	11,391.78
NAB	AA-	CASH	SEWER	Monthly	30/06/2025	30/06/2025	4.2500	11,485,653.44	11,485,653.44	1,337.37	1,337.37
NAB	AA-	CASH	WATER	Monthly	30/06/2025	30/06/2025	4.2500	8,169,775.33	8,169,775.33	951.28	951.28
NAB	AA-	CASH	GENERAL	Monthly	30/06/2025	30/06/2025	4.2500	24,503,177.51	24,503,177.51	2,853.11	2,853.11
TOTALS								**311,170,624.78**	**311,158,606.28**	**4,852,255.23**	**941,883.95**

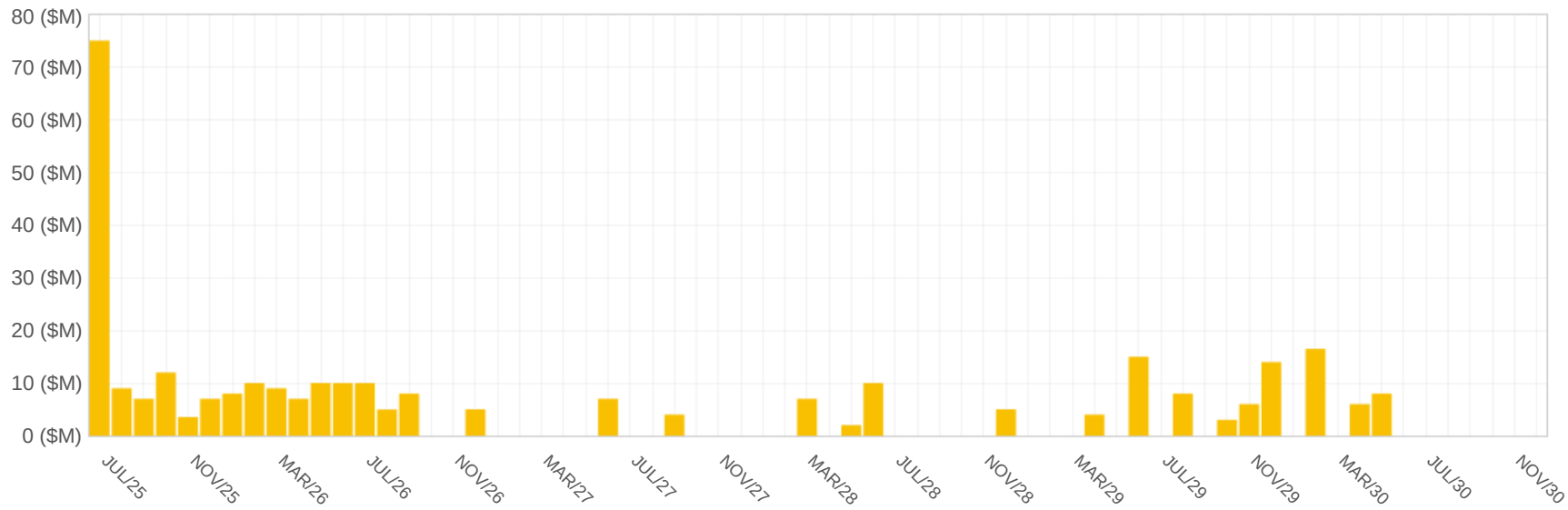
DUBBO REGIONAL COUNCIL

Maturity Cash Flow as at 30/06/2025

Year	Jan ($)	Feb ($)	Mar ($)	Apr ($)	May ($)	Jun ($)	Jul ($)	Aug ($)	Sep ($)	Oct ($)	Nov ($)	Dec ($)	Total ($)
2025	-	-	-	-	-	-	75,158,606	9,000,000	7,000,000	12,014,744	3,510,262	7,000,000	113,683,612.28
2026	8,000,000	10,000,517	9,000,000	7,000,000	10,018,785	10,000,000	10,000,000	4,967,710	8,000,000	-	-	5,000,000	81,987,012.50
2027	-	-	-	-	-	7,000,000	-	-	4,000,000	-	-	-	11,000,000.00
2028	-	-	7,000,000	-	2,000,000	10,000,000	-	-	-	-	-	5,000,000	24,000,000.00
2029	-	-	-	4,000,000	-	15,000,000	-	8,000,000	-	3,000,000	6,000,000	14,000,000	50,000,000.00
2030	-	16,500,000	-	6,000,000	8,000,000	-	-	-	-	-	-	-	30,500,000.00
TOTALS													**311,170,624.78**

IMPERIUM MARKETS

Maturity Cash Flow Distribution



REPORT: Monthly Reporting Snapshot for Councillors - June 2025

DIVISION: Strategy, Partnerships and Engagement
REPORT DATE: 4 July 2025
TRIM REFERENCE: ID25/1325

EXECUTIVE SUMMARY

Purpose	• Provide review or update	
Issue	• Provide high-level report snapshots for Councillors regarding Council's Financial Performance, Facility Performance and Customer Experience Performance.	
Reasoning	• Councillors are provided high level data and reporting on a monthly-basis for visibility and oversight on performance trends.	
Financial Implications	Budget Area	Budget Area
	Funding Source	Funding Source
	Proposed Cost	Proposed Cost
	Ongoing Costs	Ongoing Costs
Policy Implications	Policy Title	Policy Title
	Impact on Policy	Impact on Policy

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: 3 Working Together for the Region

CSP Objective: 3.1 Our Council is open, fair, and accountable in its decision-making.

Delivery Program Strategy: 3.1.1 Continuously review and improve Council services to maintain efficiency and effectiveness.

Theme: 3 Working Together for the Region

CSP Objective: 3.1 Our Council is open, fair, and accountable in its decision-making.

Delivery Program Strategy: 3.1.6 Provide cost-effective and timely services while meeting statutory requirements.

RECOMMENDATION

That the information contained within the report of the Corporate Strategy and Performance Coordinator, dated 4 July 2025, be noted.

Jessica Brown
Director Strategy Partnerships and Engagement

ZJ
Corporate Strategy
Performance Coordinator

BACKGROUND

Previous Resolutions of Council

24 June 2025 CCL25/147	*That the information contained within the report of the Corporate Strategy and Performance Coordinator, dated 5 June 2025, be noted.*

REPORT

This report is an information only report. **Appendix 1** contains high-level data and statistics from the Finance, Services and Facility Performance, and Customer Experience dashboards for June 2025. Some data was not available at the time of the report publication.

Data collected at the time of the reporting may not have been validated/audited and numbers are subject to change pending published annual reports.

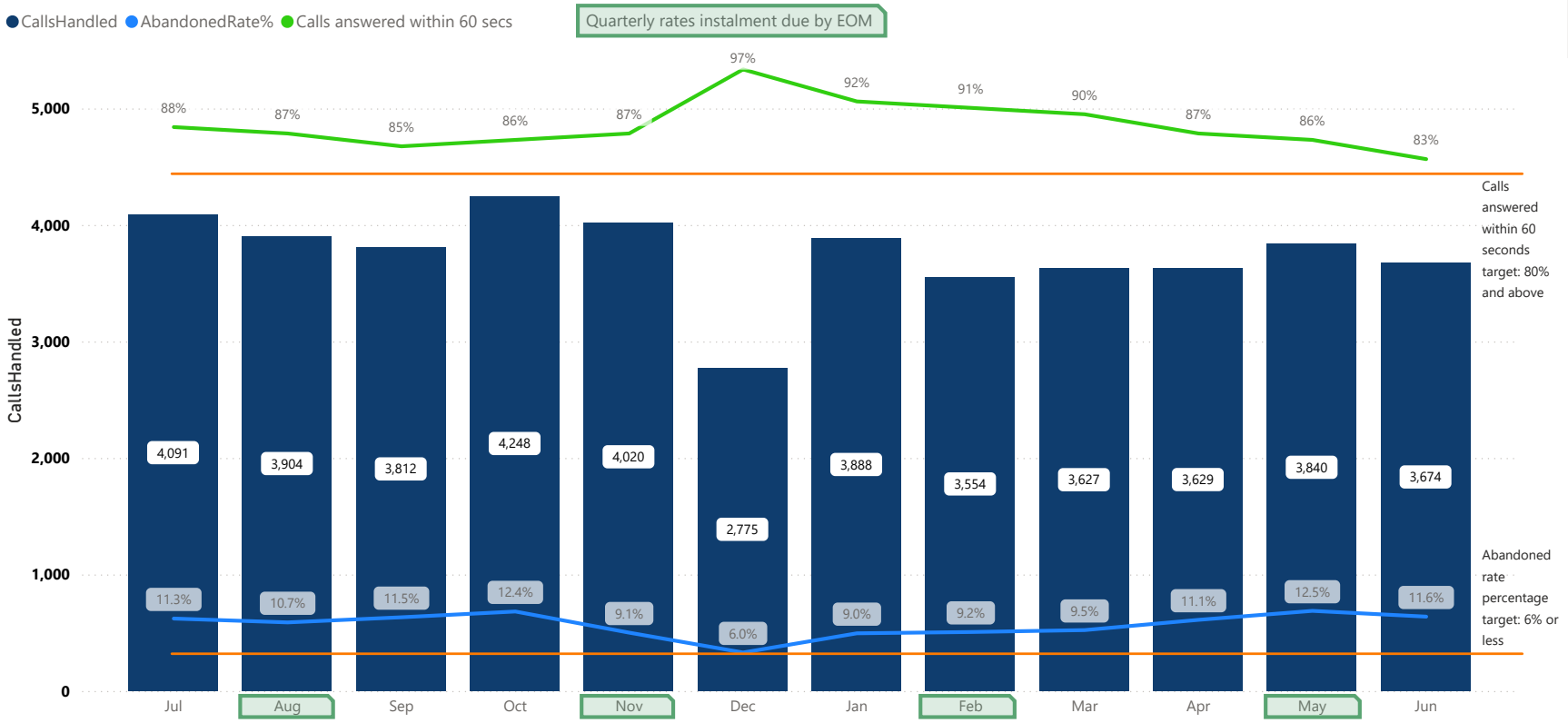
Major Projects: As at the end of June 2025, Council's Your Say platform was showcasing 69 Community consultation or engagement projects, with 17 of these being active capital works projects.

APPENDICES:

1⇩ Monthly Reporting Snapshot - June 2025

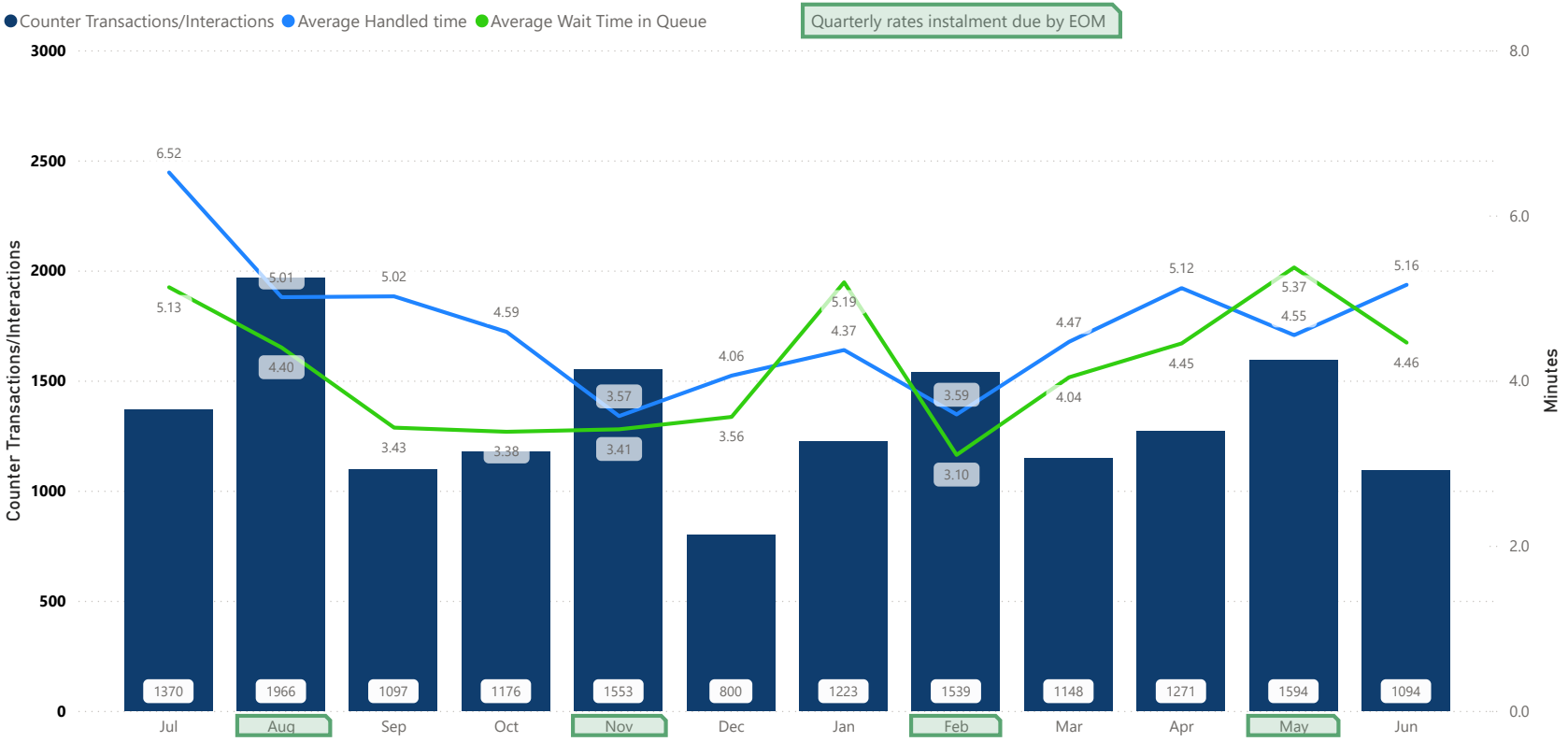
Customer Experience (CX) Performance

Call Centre - Calls handled, Abandoned Rate % and % of calls answered in 60 seconds by Month 2024/2025



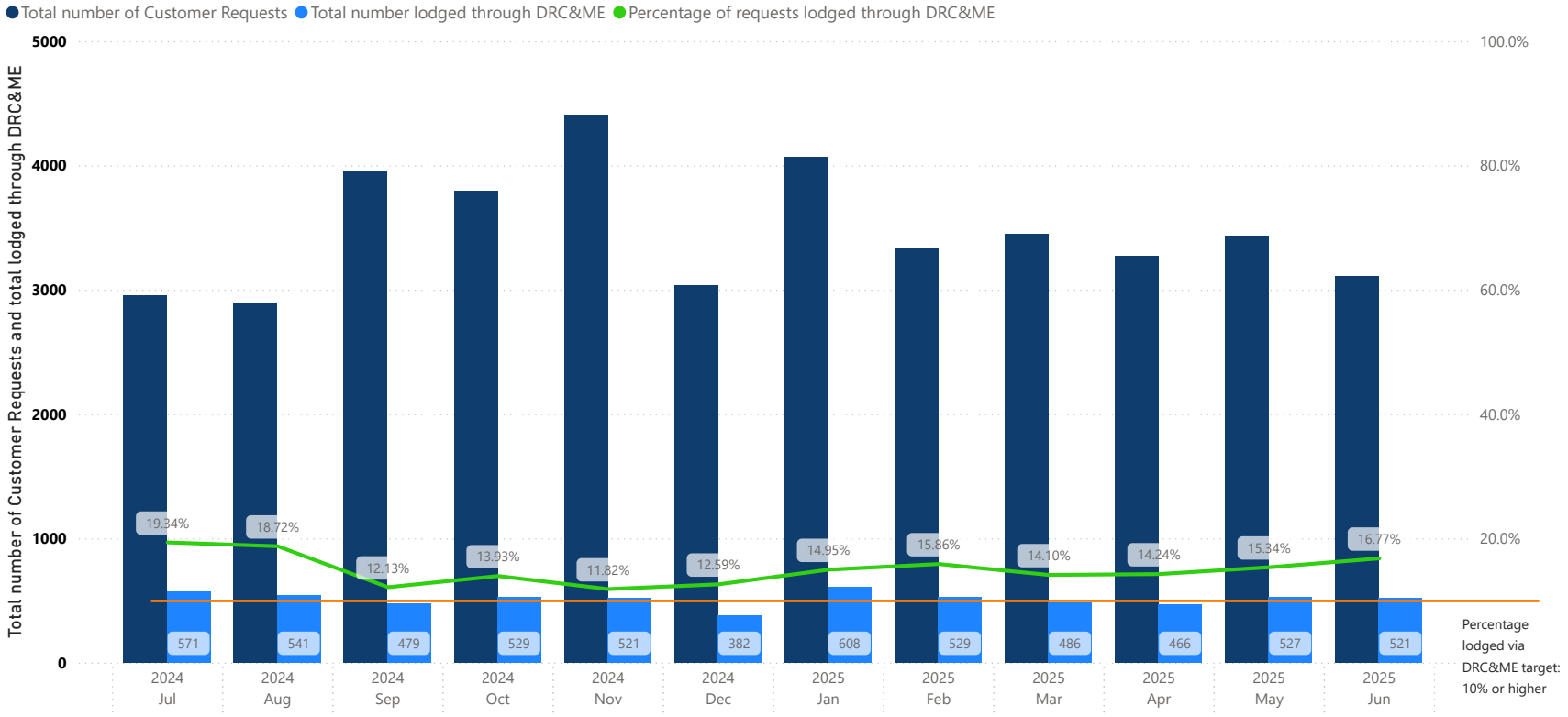
Customer Experience (CX) Performance

Counter - Counter transactions/interactions, Average handled time and Average wait time in queue by Month 2024/2025



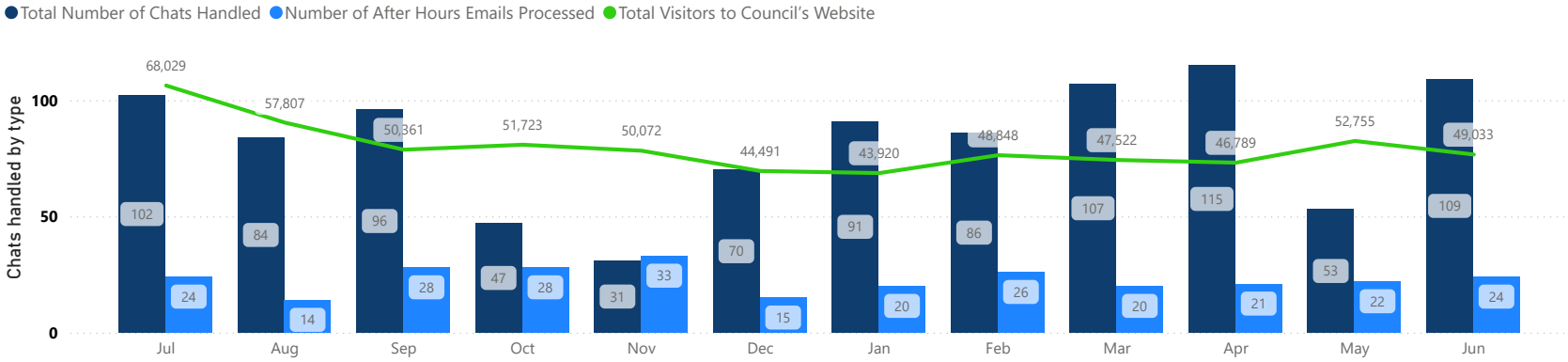
Customer Experience (CX) Performance

Customer Requests – DRC&ME conversion by Month 2024/2025

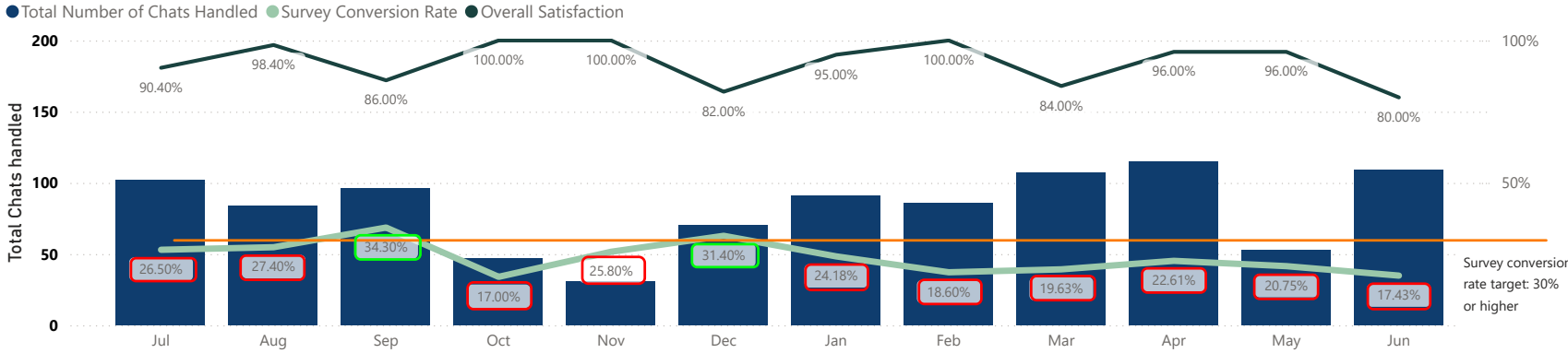


Customer Experience (CX) Performance

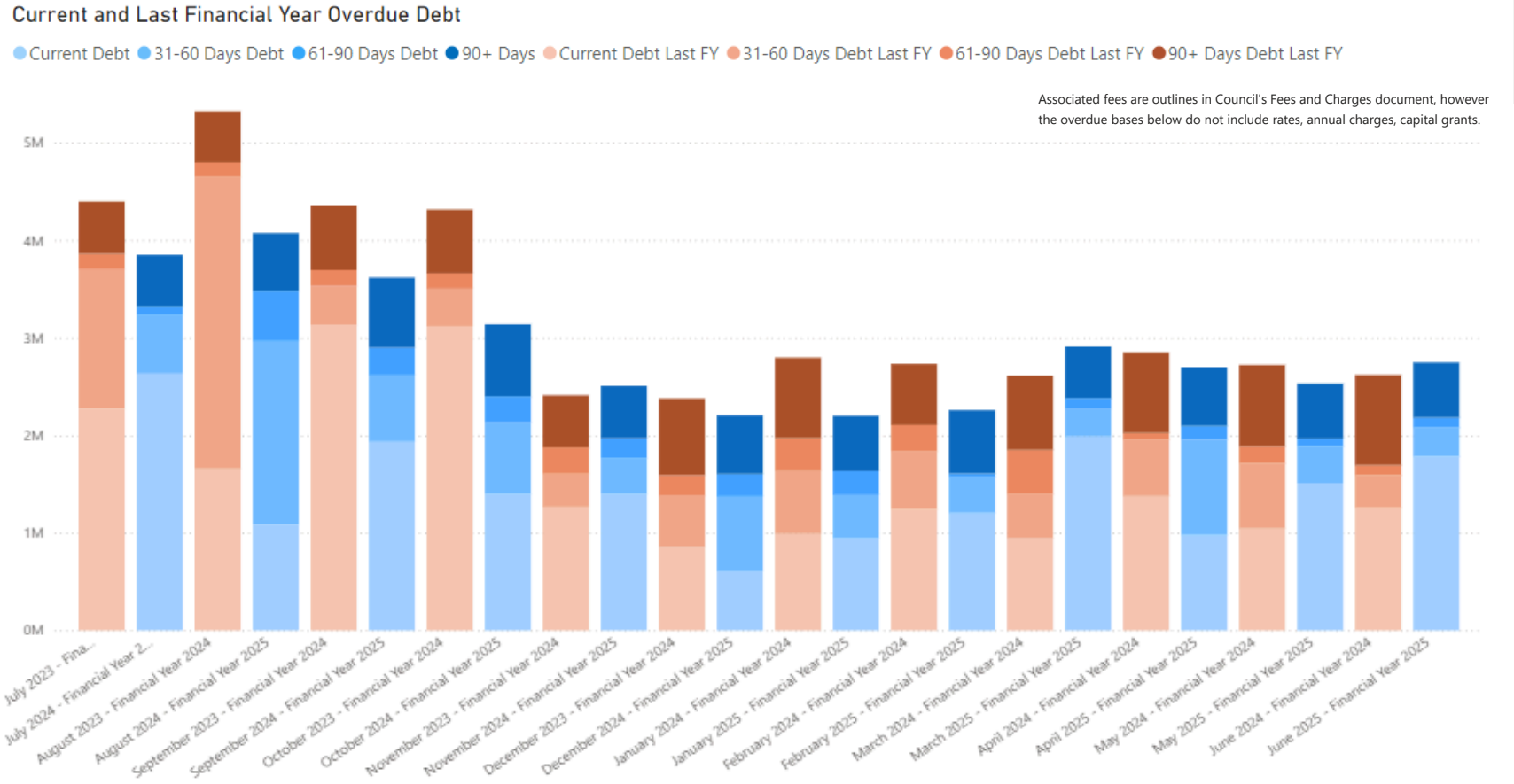
Webchat statistics by Month 2024/2025



Webchat satisfaction by Month 2024/2025

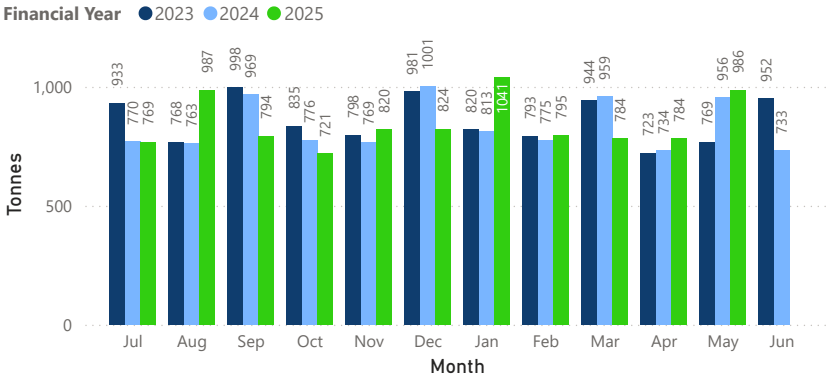


Financial Performance

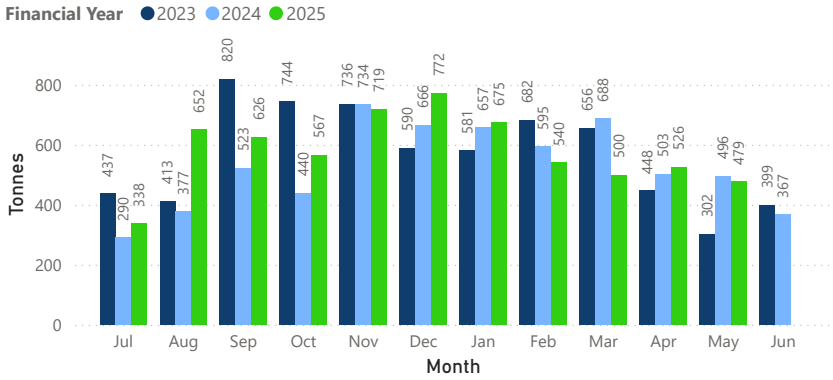


Services Performance - Domestic Waste

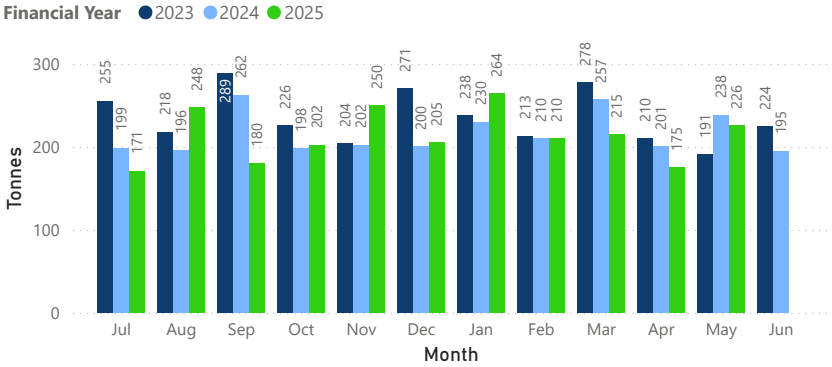
Mixed Waste Tonnes by Month by Year



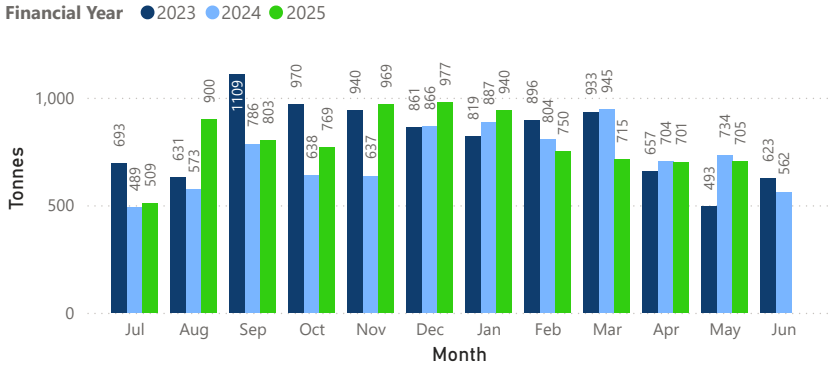
FOGO Tonnes by Month by Year



Recycling Tonnes by Month by Year

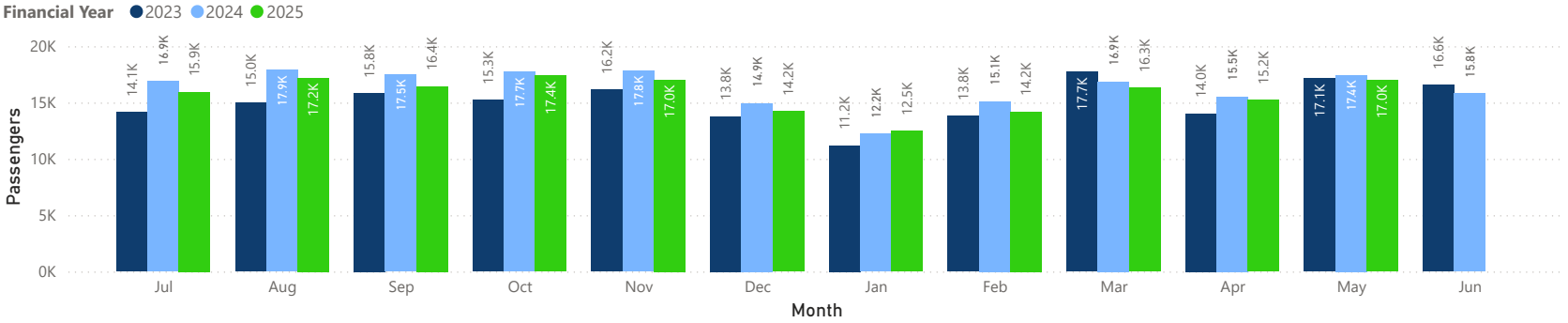


Diverted from Landfill Tonnes by Month by Year

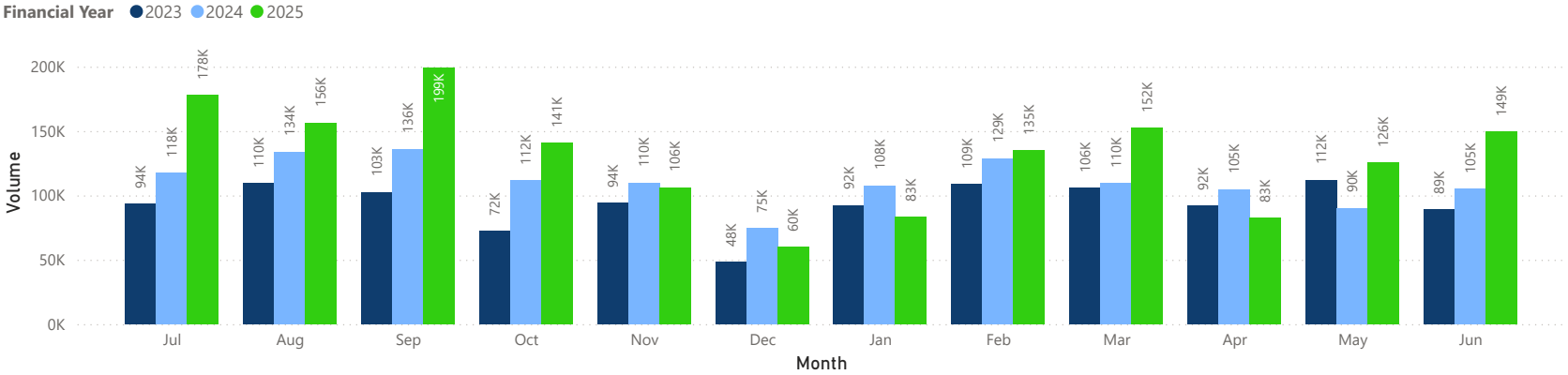


Facility Performance - Business branches

Dubbo Regional Airport - Passengers by Month by Year

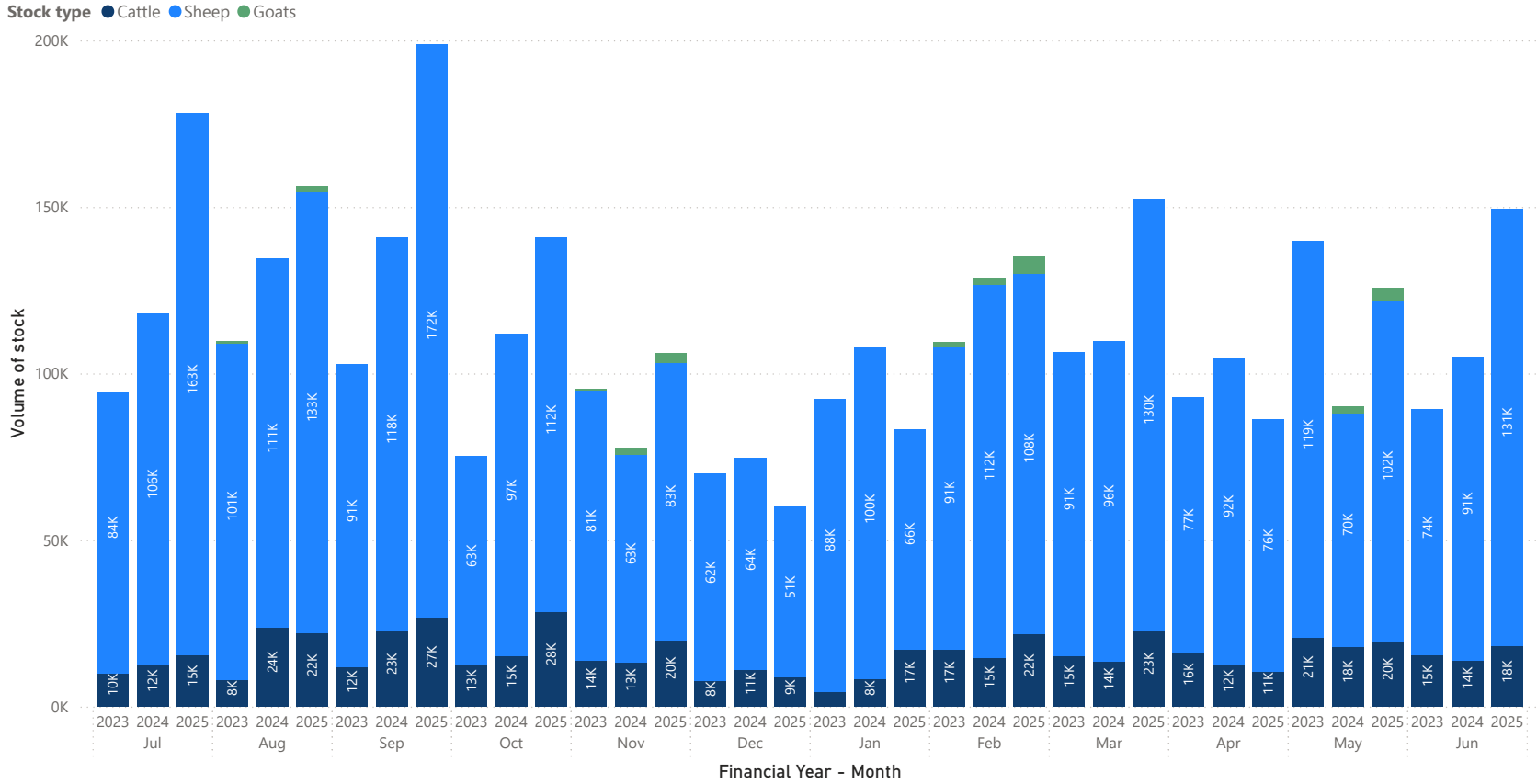


Dubbo Regional Livestock Markets - All stock types sold by Month by Year



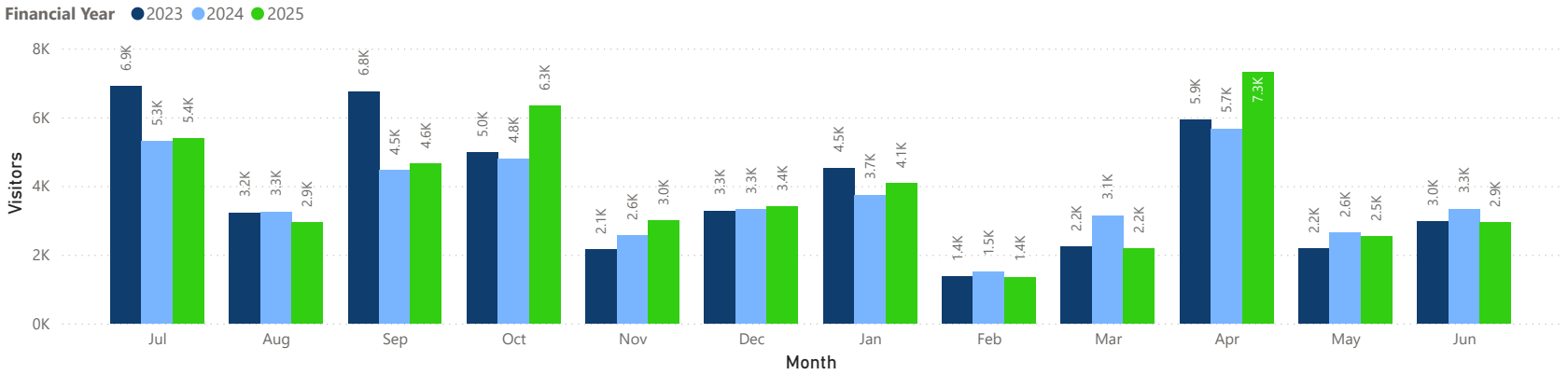
Facility Performance - Business branches

Dubbo Regional Livestock Markets - All stock types sold by Month by Year

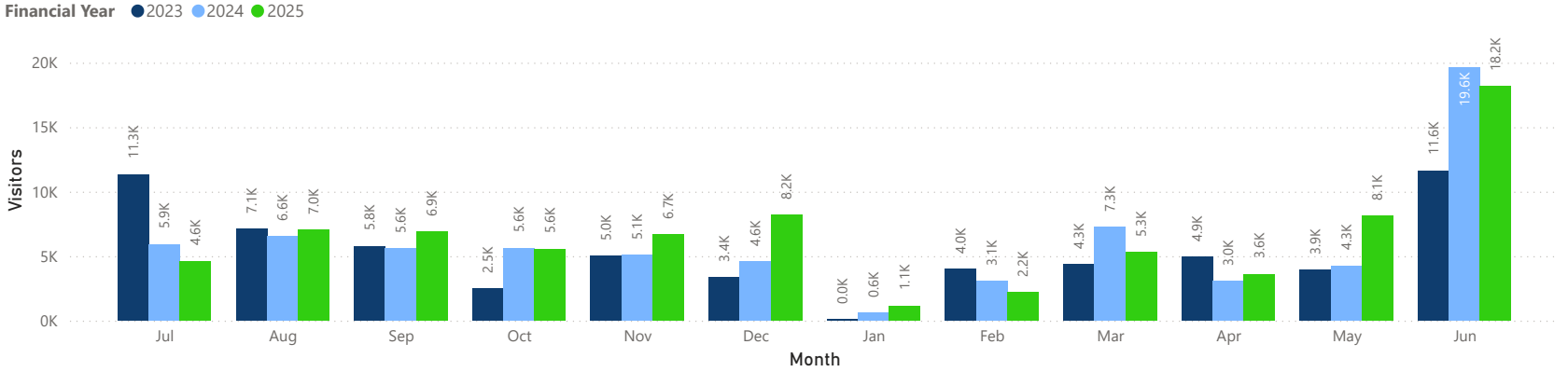


Facility Performance

Old Dubbo Gaol - Visitors by Month by Year

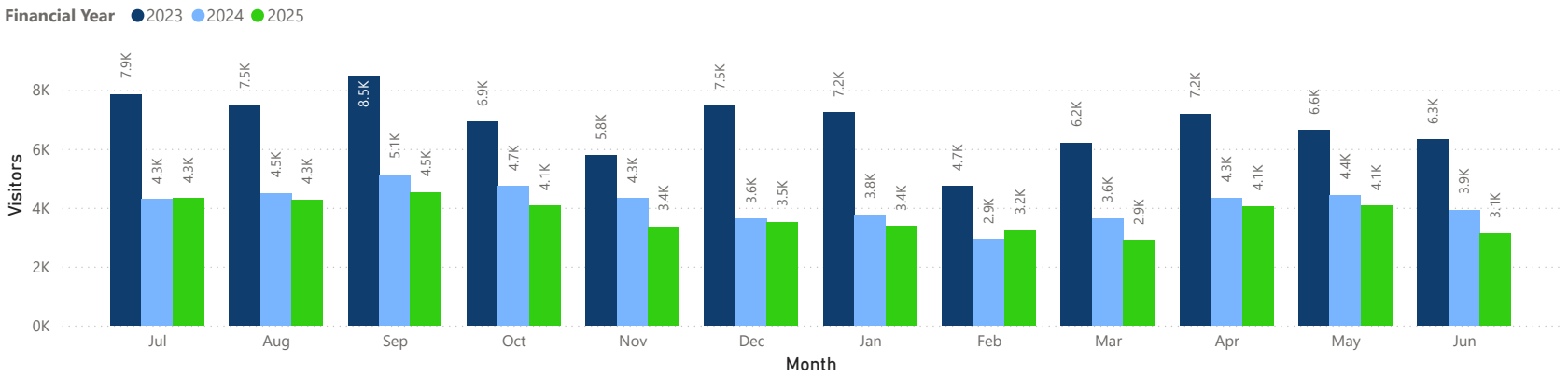


Dubbo Regional Theatre and Convention Centre - Visitors by Month by Year

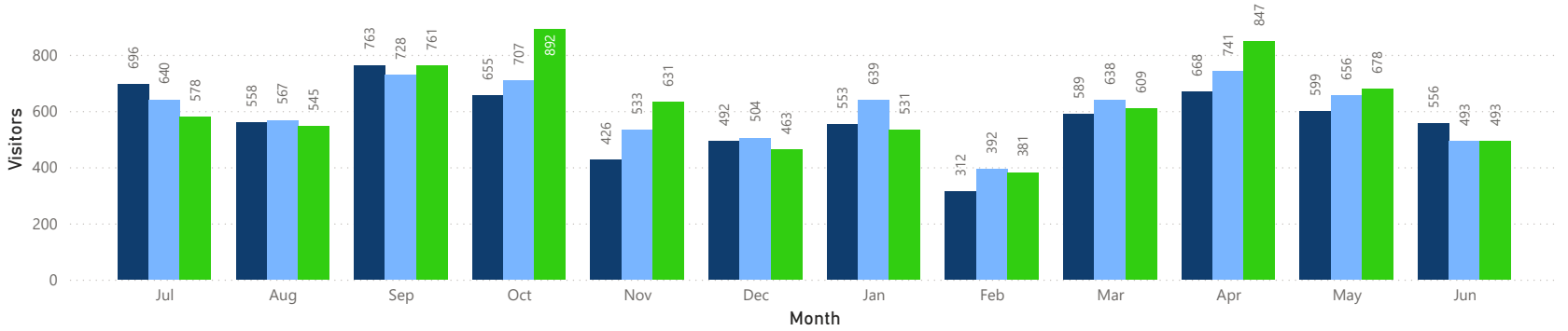


Facility Performance

Dubbo VIC - Visitors by Month by Year

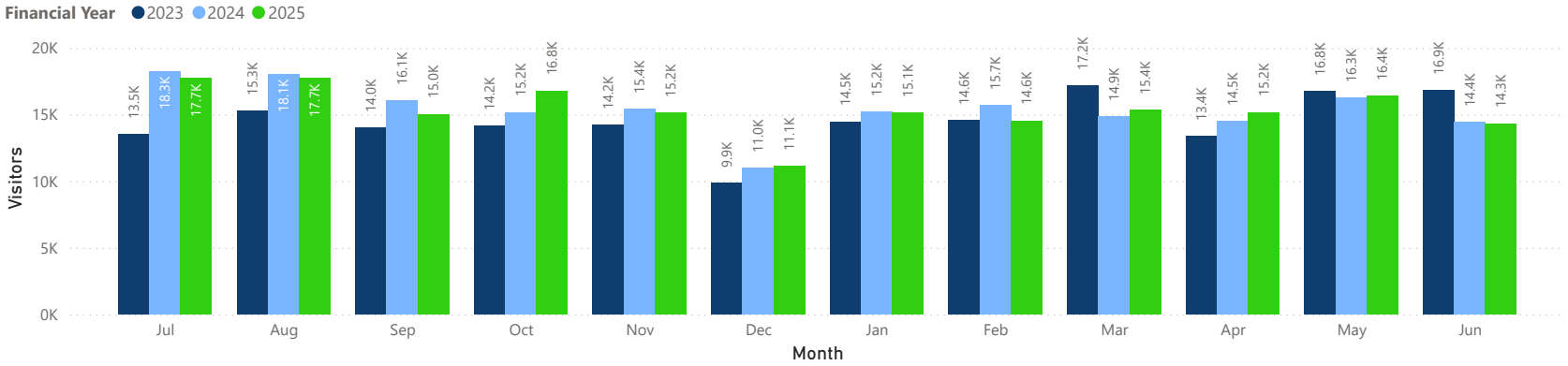


Wellington VIC - Visitors by Month by Year

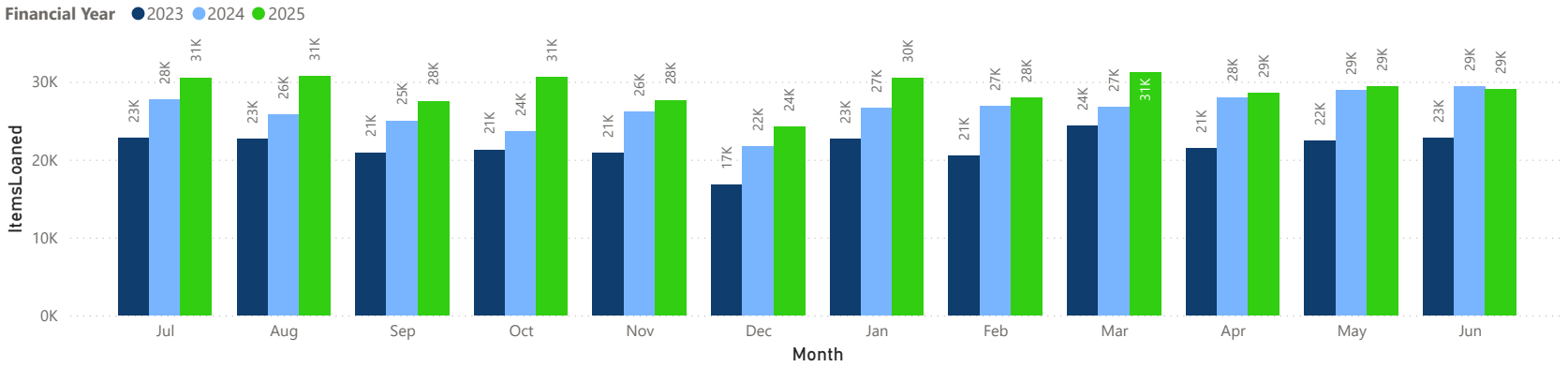


Facility Performance

Macquarie Regional Library (all LGAs) Visitors by Month by Year

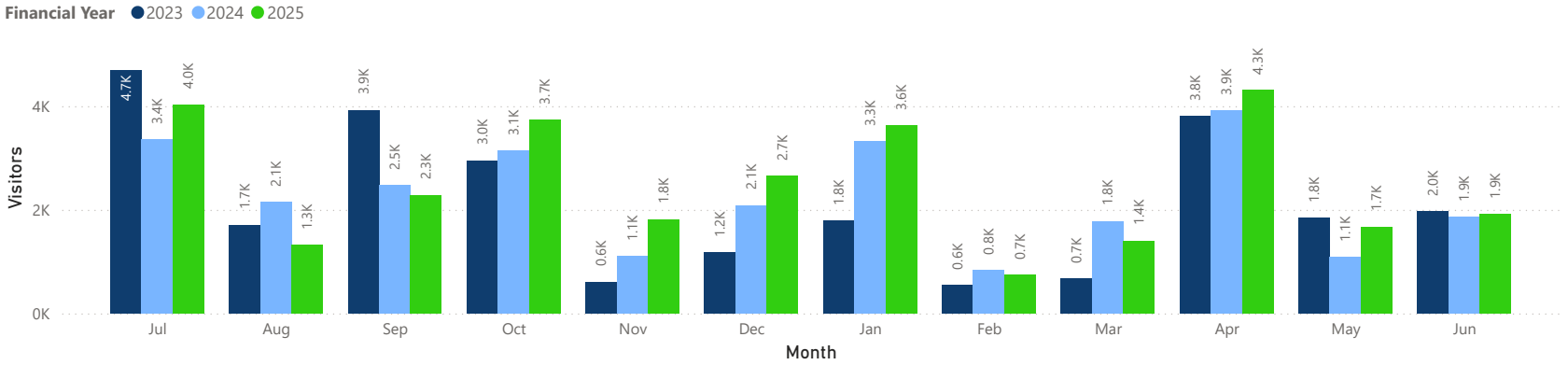


Macquarie Regional Library (all LGAs) Items Loaned (all formats) by Month by Year

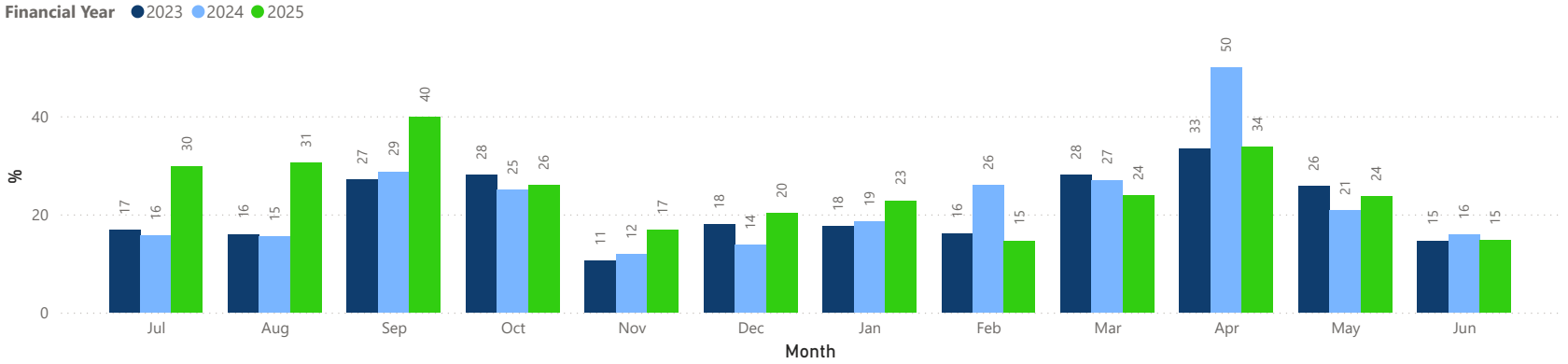


Facility Performance

Wellington Caves Visitors Month by Year

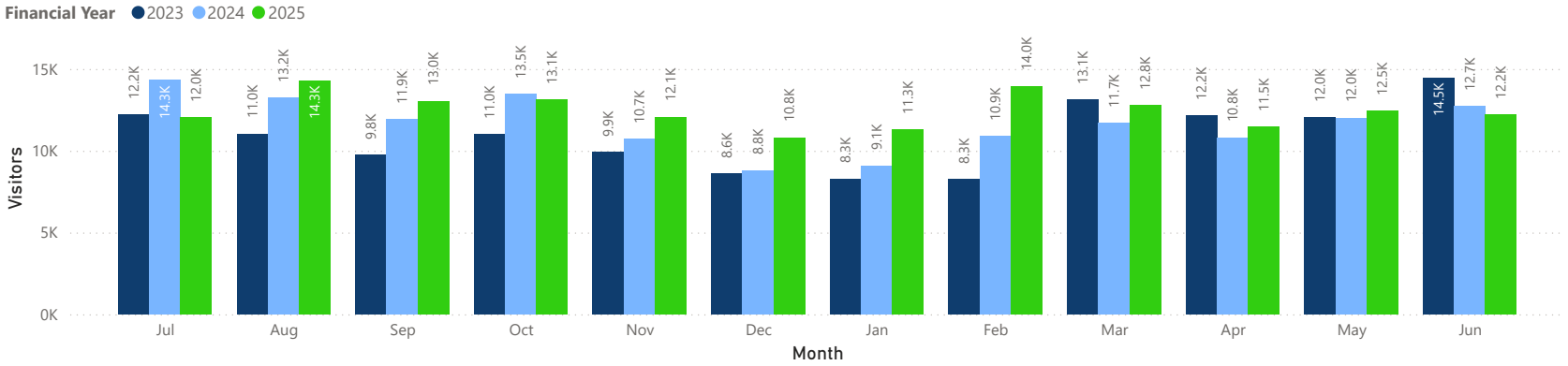


Wellington Caves Occupancy % by Month by Year

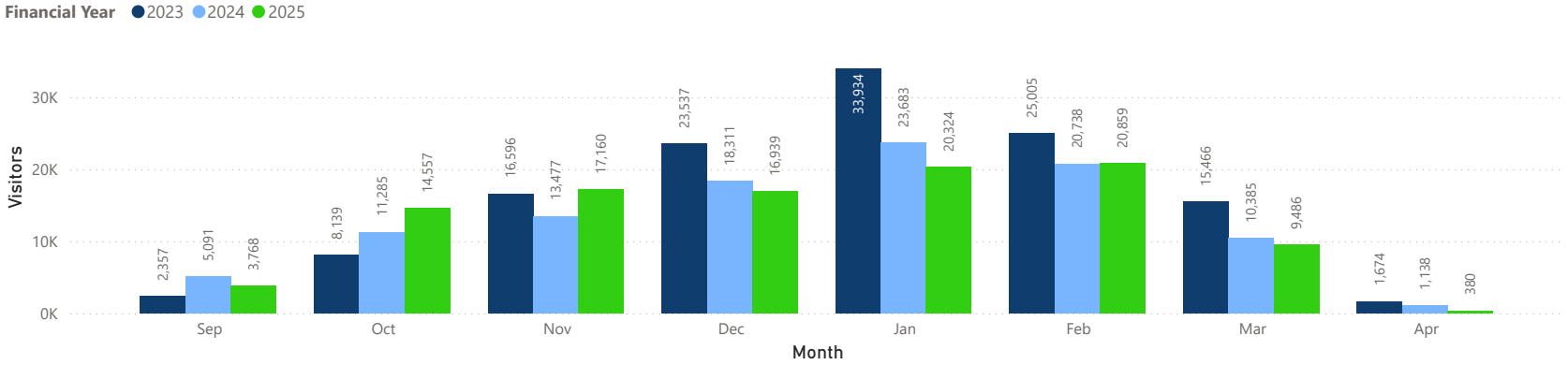


Facility Performance

Western Plains Cultural Centre Visitors by Month by Year



Aquatic Leisure Centres Total Visitors by Month by Year



CCL25/178

Report of the Infrastructure, Planning and Environment Committee - meeting 8 July 2025

AUTHOR: Governance Officer
REPORT DATE: 11 July 2025

The Council had before it the report of the Infrastructure, Planning and Environment Committee meeting held 8 July 2025.

RECOMMENDATION

That the report of the Infrastructure, Planning and Environment Committee meeting held on 8 July 2025, be adopted.

REPORT INFRASTRUCTURE, PLANNING AND ENVIRONMENT COMMITTEE 8 JULY 2025

PRESENT: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.

ALSO IN ATTENDANCE: The Chief Executive Officer, the Acting Director Organisational Performance, the Manager Corporate Governance, the Governance Officer, the Director Strategy, Partnerships and Engagement, the Acting Manager Strategic Partnerships and Investment, the Communications Partner, the IT Support Officer, the IT Support Officer Wellington, the Director Development and Environment, the Acting Manager Growth Planning, the Manager Building and Development Services, the Acting Senior Strategic Planner, the Director Infrastructure, the Manager Operations Water Supply and Sewerage, the Director Community, Culture and Places, the Manager Community Services and the Manager Recreation and Open Space.

A Mayoral Address was delivered by Councillor J Black.

Councillor L Butler assumed the chair of the meeting.

The proceedings of the meeting commenced at 5:33pm at the Dubbo Civic Administration Building, Council Chamber. The Welcome to Country was delivered by Councillor J Cowley.

IPEC25/41 LEAVE OF ABSENCE (ID25/475)
A request for leave of absence was received from Councillor S Chowdhury who was absent from the meeting due to personal reasons.

Moved by Councillor R Ivey and seconded by Councillor L Butler

MOTION

That such request for Leave of Absence be accepted and Councillor S Chowdhury be granted leave of absence from this meeting.

CARRIED

Councillor P Wells attended via audio visual link.

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

IPEC25/42 CONFLICTS OF INTEREST (ID25/476)
The following conflicts of interest were declared:

Councillor P Toynton

- IPEC25/44: Development Activity Summary
- IPEC25/47: D25-167 - Shop (Alterations and Additions), Property: Lot 311 DP 1216961, 56 Windsor Parade, Dubbo (Orana Mall Shopping Centre) Applicant: Caboolture Park Shopping Centre Joint Venture Owner: Comet (Aust) Pty Ltd T/as Orana Mall Market Place.

IPEC25/43 REPORT OF THE RENEWABLE ENERGY ZONE BENEFIT COMMITTEE - MEETING 19 JUNE 2025 (ID25/1233)
The Committee had before it the report of the Renewable Energy Zone Benefit Committee meeting held 19 June 2025.

Moved by Councillor R Ivey and seconded by Councillor M Wright.

MOTION

That the report of the Renewable Energy Zone Benefit Committee meeting held on 19 June 2025, be noted.

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

IPEC25/44 DEVELOPMENT ACTIVITY SUMMARY (ID25/1161)
The Committee had before it the report dated 27 June 2025 from the Manager Building and Development Services regarding Development Activity Summary.

Moved by Councillor K Richardson and seconded by Councillor M Wright.

MOTION

That the report of the Manager Building and Development Services dated 27 June 2025 be noted.

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Wells and M Wright.
Against: Nil
Councillor P Toynton was out of the room and absent from the vote.

Councillor P Toynton declared a non-pecuniary, significant interest in the matter now before the Committee and left the room and was out of sight during the Committee's consideration of this matter. The reason for such interest is that Councillor P Toynton is personal friends with the Centre Manager of the proponent (Orana Mall) in this item and left the room to remove any perception of a Conflict of Interest.

IPEC25/45 RENEWABLE ENERGY PROJECTS UPDATE - JULY 2025 (ID25/1151)
The Committee had before it the report dated 14 June 2025 from the Team Leader Growth Planning Projects regarding Renewable Energy Projects Update - July 2025.

At this juncture Council was addressed by Peter Dwyer.

Moved by Councillor M Wright and seconded by Councillor J Black.

MOTION

1. **That the report of the Team Leader Growth Planning Projects, dated 14 June 2025, be noted.**
2. **That the status of Renewable Energy Projects and Planning Agreements (attached in Appendix 1), be noted.**

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

IPEC25/46 DRAFT PLANNING AGREEMENT VPA24-003 - KERRS CREEK WIND FARM (ID25/1117)
The Committee had before it the report dated 10 June 2025 from the Environmental Systems Planner regarding Draft Planning Agreement VPA24-003 - Kerrs Creek Wind Farm.

Moved by Councillor R Ivey and seconded by Councillor M Wright.

MOTION

1. **That a draft Planning Agreement be prepared in accordance with the Letter of Offer referred to in this report (attached in Appendix 1).**

2. That a further report be presented to Council for consideration if a Planning Agreement cannot be successfully negotiated.

3. 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.

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

IPEC25/47 D25-167 - SHOP (ALTERATIONS AND ADDITIONS) - PROPERTY: LOT 311 DP 1216961, 56 WINDSOR PARADE, DUBBO (ORANA MALL SHOPPING CENTRE) APPLICANT: CABOOLTURE PARK SHOPPING CENTRE JOINT VENTURE OWNER: COMET (AUST) PTY LTD T/AS ORANA MALL MARKET PLACE (ID25/1169)

The Committee had before it the report dated 18 June 2025 from the Senior Planner regarding D25-167 - Shop (Alterations and Additions) - Property: Lot 311 DP 1216961, 56 Windsor Parade, Dubbo (Orana Mall Shopping Centre) - Applicant: Caboolture Park Shopping Centre Joint Venture - Owner: Comet (Aust) Pty Ltd T/as Orana Mall Market Place.

Moved by Councillor J Black and seconded by Councillor M Wright.

MOTION

1. That Development Application D25-167 for a Shop (alterations and additions) (ALDI) within the Orana Mall Shopping Centre at Lot 311 DP 1216961, 56 Windsor Parade, Dubbo be approved subject to Conditions of Development Consent (Appendix 1).
2. That Council grant delegation to the Chief Executive Officer to sign the determination.

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Wells and M Wright.
Against: Nil
Councillor P Toynton was out of the room and absent from the vote.

Councillor P Toynton declared a non-pecuniary, significant interest in the matter now before the Committee and left the room and was out of sight during the Committee's consideration of this matter. The reason for such interest is that Councillor P Toynton is personal friends with the Centre Manager of the proponent (Orana Mall) in this item and left the room to remove any perception of a Conflict of Interest.

IPEC25/48 PLANNING PROPOSAL R25-004 - AMENDMENTS TO THE SOUTH-EAST URBAN RELEASE AREA MAP (ID25/939)

The Committee had before it the report dated 16 June 2025 from the Growth Planner regarding Planning Proposal R25-004 - Amendments to the South-East Urban Release Area Map.

Moved by Councillor K Richardson and seconded by Councillor M Wright.

MOTION

1. **That Council endorse the Planning Proposal (attached in Appendix 1) to amend the Dubbo Regional Local Environmental Plan 2022 and remove two sections of the South-East Dubbo Urban Release Area (URA) from the Urban Release Area Map.**
2. **That Council submit the Planning Proposal to the NSW Department of Planning, Housing and Infrastructure for a Gateway Determination.**
3. **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.**
4. **That Council support a minimum 10 business days public exhibition period for the Planning Proposal, subject to the conditions of a Gateway Determination.**
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.**

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

IPEC25/49 JOHN GILBERT WATER TREATMENT PLANT – GRAVITY FILTER PENSTOCK VALVE REPLACEMENT

The Committee had before it the report dated 27 June 2025 from the Water and Sewer Treatment Engineer regarding John Gilbert Water Treatment Plant – Gravity Filter Penstock Valve Replacement.

Moved by Councillor R Ivey and seconded by Councillor J Cowley.

MOTION

That this item be deferred to be dealt with in confidential session at the conclusion of the Corporate Services Committee.

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

CONFIDENTIAL

The closed session was held from 7:25pm during the Corporate Services Committee meeting, where item IPEC25/49 was considered. The resolutions of the closed session of Council were displayed on the screen on recommencement of live stream at 7:31pm.

IPEC25/49 JOHN GILBERT WATER TREATMENT PLANT – GRAVITY FILTER PENSTOCK VALVE REPLACEMENT (ID25/1280)

The Committee had before it the report dated 27 June 2025 from the Water and Sewer Treatment Engineer regarding John Gilbert Water Treatment Plant – Gravity Filter Penstock Valve Replacement.

Moved by Councillor P Toynton and seconded by Councillor J Cowley.

MOTION

That members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council (Section 10A(2)(d)(ii)).

CARRIED

Moved by Councillor J Black and seconded by Councillor M Wright.

MOTION

1. **That Council engage Allflow Systems and Solutions for the supply and installation of penstock valves at the John Gilbert Water Treatment Plant for a total amount of $358,822.20 (GST incl), under a single quote procurement exemption pursuant to Section 55(3)(i) of the *Local Government Act 1993*.**
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.**

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

The meeting closed at 6:49pm.

.....
CHAIRPERSON

CCL25/179

Report of the Culture and Community Committee - meeting 8 July 2025

AUTHOR: Governance Officer
REPORT DATE: 11 July 2025

The Council had before it the report of the Culture and Community Committee meeting held 8 July 2025.

RECOMMENDATION

That the report of the Culture and Community Committee meeting held on 8 July 2025, be adopted.

REPORT
CULTURE AND COMMUNITY COMMITTEE
8 JULY 2025

PRESENT: Councillors J Black, L Butler J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.

ALSO IN ATTENDANCE: The Chief Executive Officer, the Acting Director Organisational Performance, the Manager Corporate Governance, the Governance Officer, the Director Strategy, Partnerships and Engagement, the Acting Manager Strategic Partnerships and Investment, the Communications Partner, the IT Support Officer, the IT Support Officer Wellington, the Director Development and Environment, the Acting Manager Growth Planning, the Manager Building and Development Services, the Acting Senior Strategic Planner, the Director Infrastructure, the Manager Operations Water Supply and Sewerage, the Director Community, Culture and Places, the Manager Community Services and the Manager Recreation and Open Space.

Councillor J Black assumed the chair of the meeting.

The proceedings of the meeting commenced at 6:43pm at the Dubbo Civic Administration Building, Council Chamber.

CCC25/29 LEAVE OF ABSENCE (ID25/477)
Requests for leave of absence were received from Councillors S Chowdhury and A Ryan who were absent from the meeting due to personal reasons.

Moved by Councillor K Richardson and seconded by Councillor J Cowley.

MOTION

That such requests for leave of absence be accepted and Councillors S Chowdhury and A Ryan be granted leave of absence from this meeting.

CARRIED

Councillor P Wells attended via audiovisual link.

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

Councillor A Ryan was a late apology and absent from all votes.

CCC25/30 CONFLICTS OF INTEREST (ID25/478)
There were no conflicts of interest declared.

CCC25/31 REPORT OF THE SISTER CITY COMMITTEE - MEETING 2 JUNE 2025 (ID25/1139)
The Committee had before it the report of the Sister City Committee meeting held 2 June 2025.

Moved by Councillor M Wright and seconded by Councillor J Cowley.

MOTION

That the report of the Sister City Committee meeting held on 2 June 2025, be noted.

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

CCC25/32 2025/2026 AQUATIC LEISURE CENTRE FEES AND CHARGES AND SEASON LENGTH (ID25/766)
The Committee had before it the report dated 23 June 2025 from the Manager Recreation and Open Spaces regarding 2025/2026 Aquatic Leisure Centre Fees and Charges and Season Length.

Moved by Councillor R Ivey and seconded by Councillor M Wright.

MOTION

1. That Council determine the Aquatic Leisure Centre Fees and Charges be increased by 2.4% for the 2025/2026 season to align with CPI.
2. That Council approve the current season lengths for Dubbo Aquatic Leisure Centre (33 weeks), Wellington Aquatic Centre (31 weeks) and Geurie Pool (18 weeks).
3. Council note that the season lengths may be extended at Belgravia Leisure's discretion dependent on prevailing weather conditions and training requirements for National / State Swimming Championships.

LOST

For: Councillors M Dickerson, R Ivey, and M Wright.
Against: Councillor J Black, L Butler, J Cowley, K Richardson, P Toynton and P Wells.

Moved by Councillor P Toynton and Seconded by Councillor K Richardson.

AMENDMENT

1. **That Council determine there be no increase to the Aquatic Leisure Centre Fees and Charges for the 2025/2026 season.**
2. **That Council approve the current season lengths for Dubbo Aquatic Leisure Centre (33 weeks), Wellington Aquatic Centre (31 weeks) and Geurie Pool (18 weeks).**
3. **Council note that the season lengths may be extended at Belgravia Leisure's discretion dependent on prevailing weather conditions and training requirements for National / State Swimming Championships.**

CARRIED

For: Councillors J Black, L Butler, J Cowley, R Ivey, K Richardson, P Toynton and P Wells.
Against: Councillors M Dickerson and M Wright.

CCC25/33 2025-2029 YOUTH ACTION PLAN (ID25/1234)

The Committee had before it the report dated 26 June 2025 from the Youth Development Officer regarding 2025-2029 Youth Action Plan.

Moved by Councillor J Cowley and seconded by Councillor M Wright.

MOTION

1. **That the submissions received during the public exhibition, as well as the contributions made by the community during the community engagement phase, be acknowledged.**
2. **That Council endorse the 2025 – 2029 Youth Action Plan.**

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

The meeting closed at 7:08pm.

.....
CHAIRPERSON

CCL25/180

Report of the Corporate Services Committee - meeting 8 July 2025

AUTHOR: Governance Officer
REPORT DATE: 11 July 2025

The Council had before it the report of the Corporate Services Committee meeting held 8 July 2025.

RECOMMENDATION

That the report of the Corporate Services Committee meeting held on 8 July 2025, be adopted.

REPORT
CORPORATE SERVICES COMMITTEE
8 JULY 2025

PRESENT: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.

ALSO IN ATTENDANCE: The Chief Executive Officer, the Acting Director Organisational Performance, the Manager Corporate Governance, the Governance Officer, the Director Strategy, Partnerships and Engagement, the Acting Manager Strategic Partnerships and Investment, the Communications Partner, the IT Support Officer, the IT Support Officer Wellington, the Director Development and Environment, the Acting Manager Growth Planning, the Manager Building and Development Services, the Acting Senior Strategic Planner, the Director Infrastructure, the Manager Operations Water Supply and Sewerage, the Director Community, Culture and Places, the Manager Community Services and the Manager Recreation and Open Space.

Councillor K Richardson assumed the chair of the meeting.

The proceedings of the meeting commenced at 7:09pm at the Dubbo Civic Administration Building, Council Chamber.

CSC25/40 LEAVE OF ABSENCE (ID25/479)

Requests for leave of absence were received from Councillors S Chowdhury and A Ryan who were absent from the meeting due to personal reasons.

Moved by Councillor J Cowley and seconded by Councillor P Toynton.

MOTION

That such requests for leave of absence be accepted and Councillors S Chowdhury and A Ryan be granted leave of absence from this meeting.

CARRIED

Councillor P Wells attended via audio visual link.

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

CSC25/41 CONFLICTS OF INTEREST (ID25/480)
There were no conflicts of interest declared.

CSC25/42 DRAFT COUNCIL POLICY - COMMUNICATIONS, MEDIA AND BRAND POLICY (ID25/1277)
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.

Moved by Councillor M Wright and seconded by Councillor P Toynton.

MOTION

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.**

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

CSC25/43 OUTSTANDING ACTIONS FROM COUNCIL AND COMMITTEES (ID25/990)
The Committee had before it the report dated 26 May 2025 from the Governance Team Leader regarding Outstanding Actions from Council and Committees.

Moved by Councillor R Ivey and seconded by Councillor J Cowley.

MOTION

That the quarterly update on Outstanding Actions be noted.

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, , P Toynton, P Wells and M Wright.
Against: Nil

CONFIDENTIAL

In accordance with Section 9(2A) Local Government Act 1993, in the opinion of the Chief Executive Officer, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a Confidential Session of the Committee meeting closed to the press and public.

The item listed below come within the following provisions of the Act:

- *IPEC25/49 - John Gilbert Water Treatment Plant – Gravity Filter Penstock Valve Replacement* - the matter concerned commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a competitor of the Council (Section 10A(2)(d)(ii)).

- *CSC25/44 – Land Acquisition - Future Stormwater Management in Troy Gully* – That the matter concerned 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* - that the matter concerned matters affecting the security of the Council, Councillors, Council Staff or Council Property (Section 10A(2)(f)).

There were no submissions as to whether the meeting should be closed for a particular item.

At this junction it was moved by Councillor P Toynton and seconded by Councillor J Cowley that the Committee resolves into Closed Session, the time being 7:25pm.

The Open Session resumed at 7:31pm.

The following resolutions made in the closed session were displayed on the screen.

CSC25/44 LAND ACQUISITION - FUTURE STORMWATER MANAGEMENT IN TROY GULLY (ID25/831)

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.

Moved by Councillor P Toynton and seconded by Councillor J Cowley.

MOTION

That members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned 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)).

CARRIED

Moved by Councillor J Black and seconded by Councillor P Toynton.

MOTION

1. **That Council approve and proceed with the acquisition of Lots 2 and 4 on DP1194822 (7 and 9 Purvis Lane, Dubbo) and that upon acquisition and following notification provisions under s34 of the Local Government Act 1993, that the land be classified as 'operational.'**
2. **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 acquisition process.**
3. **That any documents which may not be executed by the Chief Executive Officer under delegation be executed under the Power of Attorney.**
4. **That all documentation in relation to this matter remain confidential to Council.**

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

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.

Moved by Councillor P Toynton and seconded by Councillor J Cowley.

MOTION

That members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned matters affecting the security of the Council, Councillors, Council Staff or Council Property (Section 10A(2)(f)).

CARRIED

Moved by Councillor R Ivey and seconded by Councillor J Cowley.

MOTION

1. **That Council decline to accept the expression of interest (EOI) submission by Wellington Race Club for a community lease of Wellington Showground (Showground).**
2. **That the Chief Executive Officer be authorised to negotiate directly with the**

Wellington Race Club to lease the Showground.

3. **That the Showground be subject to a fresh EOI if negotiations with Wellington Race Club are unsuccessful.**
4. **That all documentation in relation to this matter be executed under Power of Attorney.**

5. **That the considerations in relation to this matter remain confidential to Council.**

CARRIED

For: Councillors J Black, L Butler, J Cowley, M Dickerson, R Ivey, K Richardson, P Toynton, P Wells and M Wright.
Against: Nil

The meeting closed at 7:32pm.

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CHAIRPERSON

NOTICE OF MOTION: Scabbing Flat Bridge

REPORT DATE: 8 July 2025
FILE: ID25/1351

Council had before it a Notice of Motion dated 8 July 2025 from Councillor P Toynton regarding the Scabbing Flat Bridge as follows:

That the CEO write to the Minister for Regional Transport and Minister for Roads, and the Regional Director West in Transport for NSW to fund repair works to the impacted local and regional road network.

RECOMMENDATION

That the CEO write to the Minister for Regional Transport and Minister for Roads, and the Regional Director West in Transport for NSW to fund repair works to the impacted local and regional road network.

PT
Councillor

APPENDICES:

1⇩ Notice of Motion - Clr P Toynton - Scabbing Flat Bridge - Signed 8 July 2025

Councillor Phillip Toynton
PO Box 81
DUBBO NSW 2830

8 July 2025

The Chief Executive Officer
Dubbo Regional Council
PO Box 81
DUBBO NSW 2830

Dear Murray

NOTICE OF MOTION – SCABBING FLAT BRIDGE

Essential repair works are continuing on the Scabbing Flat Bridge located over the Macquarie River on Arthurville Road. In December 2023, a 16 tonne load limit was applied to the bridge which was originally expected to last up to six months with heavy vehicles required to detour the bridge while the load limit was in place. If travelling to Dubbo, the nominated detour is via Terrabella Road, Benolong Road, Obley Road and the Newell Highway. For vehicles travelling to Wellington, the detour is via Suntop Road, Renshaw McGirr Way, Bushrangers Creek Road, Showground Road and the Mitchell Highway.

With substantial change in the timeline for completion, noting we are in July 2025, these detour roads, and in particular the local and regional roads, are sustaining damage due to the increased usage by the heavy vehicles due to the load limit for Scabbing Flat Bridge.

I would like to place the following notice of motion on the agenda for the 22 July 2025 Ordinary meeting of Council.

> *That the CEO write to the Minister for Regional Transport and Minister for Roads, and the Regional Director West in Transport for NSW to fund repair works to the impacted local and regional road network.*

Yours faithfully

Phillip Toynton
Councillor

NOTICE OF MOTION: Formation of Dubbo Regional Indoor Sports Hub and PCYC Working Party

REPORT DATE: 14 July 2025
FILE: ID25/1394

Council had before it a Notice of Motion dated 14 July 2025 from Mayor J Black regarding the Formation of Dubbo Regional Indoor Sports Hub and PCYC Working Party as follows:

That Dubbo Regional Council:

1. *Notes the disappointing decision of the Minns NSW Government not to return funds to the Dubbo Regional Indoor Sports Hub & PCYC in the NSW Budget of 24 June 2025.*
2. *That Council forms a Working Party of relevant and interested stakeholders to continue to work to realise funding for the Dubbo Regional Indoor Sports Hub & PCYC.*

RECOMMENDATION

That Dubbo Regional Council:

1. **Notes the disappointing decision of the Minns NSW Government not to return funds to the Dubbo Regional Indoor Sports Hub and PCYC in the NSW Budget of 24 June 2025.**
2. **That Council forms a Working Party of relevant and interested stakeholders to continue to work to realise funding for the Dubbo Regional Indoor Sports Hub and PCYC.**

JB
Mayor

APPENDICES:

1⇩ Notice of Motion -Formation of Dubbo Regional Indoor Sports Hub and PCYC Working Party - Councillor J Black

Councillor Josh Black
PO Box 81
DUBBO NSW 2830

14 July 2025

The Chief Executive Officer
Dubbo Regional Council
PO Box 81
DUBBO NSW 2830

Dear Murray

NOTICE OF MOTION – FORMATION OF DUBBO REGIONAL INDOOR SPORTS HUB & PCYC WORKING PARTY

I would like to place the following notice of motion on the agenda for the 22 July 2025 Ordinary meeting of Council.

That Dubbo Regional Council:

1 – Notes the disappointing decision of the Minns NSW Government not to return funds to the Dubbo Regional Indoor Sports Hub & PCYC in the NSW Budget of 24 June 2025.

2 – That Council forms a Working Party of relevant and interested stakeholders to continue to work to realise funding for the Dubbo Regional Indoor Sports Hub & PCYC.

Yours faithfully

Josh Black
Councillor

NOTICE OF MOTION: Australia Day Ceremony 2026 - Wellington and Dubbo

REPORT DATE: 14 May 2025
FILE: ID25/933

Council had before it a Notice of Motion dated 14 May 2025 from Councillor R Ivey regarding the Australia Day Ceremony 2026 - Wellington and Dubbo as follows:

That 2026 Australia Day Ceremonies for Wellington and Dubbo be held as follows:

1. *Wellington: late afternoon/evening of Sunday 25 January 2026 in Cameron Park, or in the case of inclement weather, in the Wellington Civic Centre.*
2. *Dubbo: in the morning of Monday 26 January 2026 in Victoria Park, or in the case of inclement weather, in the Dubbo Civic Centre.*

RECOMMENDATION

That 2026 Australia Day Ceremonies for Wellington and Dubbo be held as follows:

1. **Wellington: late afternoon/evening of Sunday 25 January 2026 in Cameron Park, or in the case of inclement weather, in the Wellington Civic Centre.**
2. **Dubbo: in the morning of Monday 26 January 2026 in Victoria Park, or in the case of inclement weather, in the Dubbo Civic Centre.**

RI
Councillor

APPENDICES:

1⇩ Notice of Motion - Clr R Ivey - Australia Day 2026

Councillor Richard Ivey
PO Box 81
DUBBO NSW 2830

17 February 2025

The Chief Executive Officer
Dubbo Regional Council
PO Box 81
DUBBO NSW 2830

Dear Murray

NOTICE OF MOTION – AUSTRALIA DAY CEREMONY 2026 - WELLINGTON AND DUBBO

I would like to place the following notice of motion on the agenda for the 25 March 2025 Ordinary meeting of Council.

That 2026 Australia Day Ceremonies for Wellington and Dubbo be held as follows:

1. Wellington: late afternoon/evening of Sunday 25 January 2026 in Cameron Park, or in the case of inclement weather, in the Wellington Civic Centre.
2. Dubbo: in the morning of Monday 26 January 2026 in Victoria Park, or in the case of inclement weather, in the Dubbo Civic Centre.

Yours faithfully

Richard Ivey
Councillor

REPORT: Public Consultation - Australia Day Events - Dubbo and Wellington

DIVISION: Community, Culture and Places
REPORT DATE: 12 June 2025
TRIM REFERENCE: ID25/1144

EXECUTIVE SUMMARY

Purpose	• Addressing Council resolution. • Provide update. • Seek direction or decision.	
Issue	• Delivering Australia Day ceremonies in the LGA that are inclusive and in line with community expectations.	
Reasoning	• Council is committed to delivering events and celebrations that are culturally diverse and inclusive. • Community consultation was undertaken seeking to understand expectations in respect to timing, location and the activities to be held alongside both the Dubbo and Wellington Australia Day civic ceremonies. • This report is presented to the same Council meeting as a Notice of Motion regarding the date for the Australia Day Civic Ceremony.	
Financial Implications	Budget Area	Corporate Governance
	Funding Source	Australia Day
	Budget Allocation	$36,400 (existing budget allocation)
	Ongoing Costs	Nil
Policy Implications	Policy Title	Not applicable
	Impact on Policy	Not applicable
Consultation	DRC Your Say	Community Survey

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: 2 Thriving and Inclusive Communities'

CSP Objective: 2.3 Our community enjoys diverse sports, recreation, and social activities.

Delivery Program Strategy: 2.3.3 Increase opportunities for entertainment, recreation, and cultural activities for all ages.

RECOMMENDATION

That:

1. **Option A: Both ceremonies to be held outdoors on Sunday 25 January 2026 (Dubbo morning, Wellington Afternoon)**

   Or

   Option B: Both ceremonies to be held outdoors on Monday 26 January 2026 (Dubbo morning, Wellington Afternoon)

   Or

   Option C: Wellington ceremony to be held outdoors on afternoon Sunday 25 January; and the Dubbo ceremony held outdoors on morning Monday 26 January 2026.

2. **That both ceremonies include live entertainment; children's activities; cultural performances; market stalls and a free BBQ.**

Craig Arms
Director Community, Culture and Places

LW
Events and Partnerships Team Leader

BACKGROUND

At its 25 March 2025 Ordinary Meeting, staff presented a report - Update on Australia Day Ceremonies for 2025. The purpose of this report was to provide Council and community an update on the events and activities held for the 2025 Australia Day events. The two events for 2025 were planned and facilitated by both Council's Regional Events and Governance branches, with the Dubbo Civic Ceremony held indoors at the DRTCC convention centre on the morning of 26 January 2025, and the Wellington Civic Ceremony held outdoors at Cameron Park on the afternoon of 25 January 2025.

Discussions held at the March meeting resulted in the resolution below, requesting that Council consult with community to ascertain their expectations and suggestions for activities to be held alongside the Civic Ceremonies.

Previous Resolutions of Council

25 March 2025 *CCL25/73*	1. That the report of the Governance Team Leader be noted. 2. That the Australia Day Awards for the Dubbo Local Government area consist of: a. Citizen of the Year b. Senior Citizen of the Year c. Young Citizen of the Year d. Services to Sport e. Sports Person of the Year f. Young Sports Person of the Year g. Services to The Arts (Dubbo Only) h. Community Group of the Year (Dubbo Only) i. Community Event of the Year (Wellington Only) ***3. That Council consult with the community to ascertain expectations and suggestions for what type of activities they would like to see alongside the Civic Ceremonies.*** ***4. That at the conclusion of the community consultation a Councillor workshop be held to discuss the options.*** *5.* ***That a further report be brought to the Ordinary Council meeting in July 2025 for determination.***

A deferred Notice of Motion from Clr R Ivey to determine the day, time and location for the 2026 ceremonies is also being presented to the July Ordinary Council meeting, following the motion being deferred at the March meeting.

CCL25/62 *25 March 2025*	*That the consideration of the dates and location for Australia Day 2026 be determined at the Ordinary Council meeting in July 2025.*

REPORT

A community engagement plan was undertaken to gather input on preferred activities to accompany the Australia Day Ceremonies in Dubbo and Wellington.

The survey was published by Council's Engagement Team and the feedback period ran from 19 May to 10 June 2025. Over the course of 22 days, community members were encouraged to share their thoughts through Council's YourSay project page.

The consultation was widely promoted using a combination of traditional media such as print and radio, along with digital outreach through social media platforms.

YourSay Project page	460 visits
	59 surveys were completed
Social Media	49,854 reach* + 634 engagement**
e-Newsletters	3 highlights in the weekly 'What's On' (4,482 subscribers)
Community events/activities	2 face-to-face – Dubbo Show + Wellington Show
Traditional media	7 print pieces + 7 radio mentions

*Reach: The number of times a post was viewed
**Engagement: The number of times a post was interacted with (liked, shared, comment made).

Consultation

The Snapshot provides a summary of the results of the survey, this is attached as *Appendix 1: Australia Day Ceremony Activities – Survey Snapshot 2025.*

Results of the survey were presented at a Councillor Workshop on 1 July 2025. At the workshop discussions included timing of ceremonies in Dubbo and Wellington, activities held in Dubbo and Wellington previously, timing to meet Council's legislative obligations and proposed options for Dubbo and Wellington in 2026.

A summary of results for two key variables results are provided below:

Variable	**Result**
Timing of Event	Morning 78%
	Evening 12%
	Afternoon 10%
Location of Activities*	Indoor 15 of 59 respondents
	Outdoor 46 of 59 respondents
	Indoor 4 of 59 respondents

*Respondents were able to vote for more than one option

Ceremonies held in 2024 and 2025

2024	2025
Dubbo 26 January 2024 Friday morning Civic ceremony and stalls held at Victoria Park *Wellington* 25 January 2024 Thursday afternoon / evening Civic ceremony, entertainment and markets held at Cameron Park	*Dubbo* 26 January 2025 Sunday morning Civic ceremony and entertainment held at the Dubbo Regional Theatre and Convention Centre (Auditorium) Displays and stalls held in Council's carpark *Wellington* 25 January 2025 Saturday afternoon / evening Civic ceremony, entertainment and markets held at Cameron Park

Timing

Council is bound by legislation to host an official citizenship ceremony as part of the formal Civic Ceremony. These can be held in the three days prior to or up to three days after the day that Australia Day falls on the calendar. This allows flexibility to host the ceremony and event activities within a 7-day timeline.

Therefore, the following dates are available for consideration by Council to host and support the 2026 ceremonies in Dubbo and Wellington.

Friday, 23 January 2026
Saturday, 24 January 2026
Sunday, 25 January 2026
Monday, 26 January 2026
Tuesday, 27 January 2026
Wednesday, 28 January 2026
Thursday, 29 January 2026

Recommended Options: Dubbo and Wellington

The following options are based on results of the survey where the preferred location for each ceremony was outside. However, Council may consider the indoor options of the Dubbo Regional Theatre and Convention Centre or Wellington Civic Centre.

A hybrid option where events are shared between indoor and outdoor and where the event transfers from one to the other has not been included due to increased operational demand and the identified risk to persons crossing roads between indoor and outdoor options.

Option	***Date (Jan)***	***Location***	***Timing***	***Venue***
A	Sunday 25	Dubbo	AM	Victoria Park
		Wellington	PM	Cameron Park

PROS

- The 'Rotunda Market' can be relocated to Victoria Park to coincide with the ceremony and will be an additional drawcard for the day.
- Activities are more likely to engage the local Indigenous community

CONS

- Subject to weather conditions

Option	*Date (Jan)*	*Location*	*Timing*	*Venue*
B	Monday 26	Dubbo	AM	Victoria Park
		Wellington	PM	Cameron Park

PROS

- Program has been successful in the past

CONS

- Less likely to engage the local Indigenous community
- Subject to weather conditions
- Likely to be difficult to engage stall holders (market held on previous day)

Option	*Date (Jan)*	*Location*	*Timing*	*Venue*
C	Sunday 25	Wellington	PM	Cameron Park
	Monday 26	Dubbo	AM	Victoria Park

PROS

- Program has proven successful in the past

CONS

- Dubbo ceremony less likely to engage the local Indigenous community
- Subject to weather conditions

Activities

In line with the results of the survey, planned activities will include live entertainment, children's activities, cultural performances, market stalls and a free BBQ.

Resourcing Implications

- The Australia Day events receive an annual budget allocation as per the financial table below.
- Significant staff time is required in the months leading up to the events to plan and promote the Australia Day Awards, facilitate meetings for the awards and liaise with potential entertainers, stall holders and community organisations.
- Staff are also required to develop an event management plan to cover the set-up, execution and pack down for each ceremony and associated activities.
- Arranging and providing a schedule for the Dubbo and Wellington Australia Day Ambassadors.
- The provision of accommodation and/or transport for the Ambassadors along with additional activities for them whilst they are in our region.

Total Financial Implications	Current year ($)	Current year + 1 ($)	Current year + 2 ($)	Current year + 3 ($)	Current year + 4 ($)	Ongoing ($)
a. Operating revenue	0	0	0	0	0	0
b. Operating expenses	$36,400	$37,310	$38,243	$39,199	$40,179	$41,183
c. Operating budget impact (a – b)	$36,400	$37,310	$38,243	$39,199	$40,179	$41,183
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	-36,400	-37,310	-38,243	-39,199	-40,179	-41,183
Does the proposal require ongoing funding?	Yes					
What is the source of this funding?	Australia Day Budget					

Table 1. Ongoing Financial Implications

Planned Communications

- Once a determination is made for the 2026 ceremonies, staff will begin the planning process for these events.
- Australia Day Awards nomination forms and programs will be developed for promotion with the Communications and Engagement teams.

Timeframe

Key Date	Explanation
August 2025	Staff commence arrangements for the Australia Day ceremonies in Dubbo and Wellington
January 2026	Ceremonies delivered in line with Council's determination.

APPENDICES:

1⇩ Australia Day Ceremony Activities - Survey Snapshot 2025

JUNE 2025

Australia Day Ceremony Activities

Survey snapshot

On Tuesday 25 March 2025, Council endorsed a report that Council consults with community to provide insights that will help decide on what activities should follow the formal ceremonies at the Australia Day events both for Dubbo and Wellington.

Our overall engagement intent was to **INVOLVE** community, with consultation activities offered in person and on YourSay.

A summary of the results are highlighted below.

How we reached you and raised awareness

22 days of consultation

19 May - 10 June 2025

YourSay project page

- **460** visits
- **3** project followers

Traditional media

- **1** media release distributed
- **1** inclusion in the May Council News Electronic Direct Mail
- **6** advertisements in newspapers
- **7** radio mentions

Digital engagement

- **49,854** social media reach (the number of times a post has been viewed)
- **634** social media engagements (the number of times a post was interacted with - which can be likes, shares, comments etc)

Community events and activities

- **2** Face-to-face Pop-up Community Conversation events conducted during the engagement period
  - Dubbo Show
  - Wellington Show

Email Campaign

- **3** highlights in the weekly 'What's On' email campaign

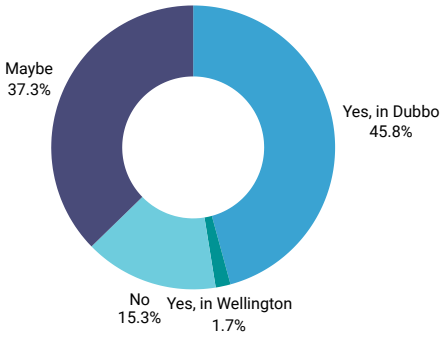
YOUR SAY

Survey results summary

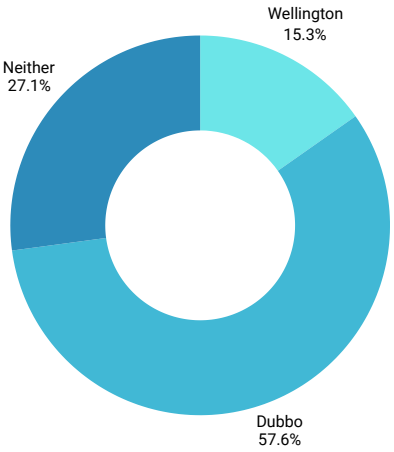
Survey participation

59 surveys were completed
- **57** through YourSay
- **2** paper surveys

When we asked if you're planning on attending the Australia Day Ceremony in 2026, **59** answered:



When we asked if you've previously attended an Australia Day Ceremony in the past, **59** answered:



When we asked what the main reason for your reason for your attendance to previous events, **43** answered:

Australia Day Awards Ceremony 65.12%

Opportunity to socialise 30.23%

Kids activities 18.60%

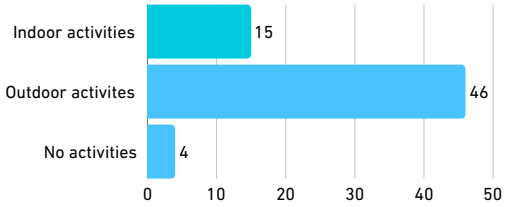
Live entertainment 23.26%

Other 16.28%

When we asked what time you want the event to be held, **59** answered:

- Morning 77.97%
- Evening 11.86%
- Afternoon 10.17%

When we asked if you prefer activities to be held, **59** answered:



Your Home, Your Say, Your LGA

yoursay.dubbo.nsw.gov.au

YOUR SAY

Survey results summary

When we asked what type of indoor activities you would like to see;
20.34% of the respondents answered:

- Cultural performance/story telling (27.78%)
- Craft Activities/Cultural Craft Activities (16.67%)
- Trivia (16.67%)
- Cultural performance (11.11%)
- Lawn games (5.56%)
- Market Stalls (5.56%)
- Activities for children (5.56%)
- History lesson (5.56%)
- Food Stalls/Cultural Food Stalls (5.56%)

When we asked what type of outdoor activities you would like to see;
57.63% of the respondents answered:

- Food Stalls/Cultural Food Stalls (25.00%)
- Live music (20.24%)
- Market Stalls (10.71%)
- Free BBQ (7.14%)
- Activities for children (4.76%)
- Lawn games (4.76%)
- Craft Activities/Cultural Craft Activities (4.76%)
- Carnival rides (3.57%)
- Cultural performance/story telling (3.57%)
- Cultural performance (3.57%)
- Outdoor event in park (2.38%)
- Fee free pool entry (2.38%)
- Trivia (1.19%)
- Sport activities (1.19%)
- Early morning/evening event (1.19%)
- Petting Zoo (1.19%)
- Cultural Craft Activities (1.19%)
- Free water (1.19%)

When we asked for suggestions on how we can improve future Australia Day events;
62.71% of the respondents answered:

- Early morning/evening event (18.52%)
- Outdoor event in park (11.11%)
- Cultural performance/story telling (7.41%)
- Authenticity (7.41%)
- Live music (7.41%)
- Inclusiveness (7.41%)
- Activities for children (7.41%)
- Cultural Craft Activities (3.70%)
- Lawn games (3.70%)
- Shorter ceremony (3.70%)
- Free BBQ (3.70%)
- Cultural performance (3.70%)
- Food Stalls/Cultural Food Stalls (3.70%)
- Fireworks (3.70%)
- First Nations dot painting competition (3.70%)
- Colouring/Poetry competition (3.70%)

Outcomes and next steps

- A report will be presented to Council at the Ordinary Council Meeting, 5.30pm Tuesday, 22 July 2025.
- For members of the community who contributed or are following the project, an email will be sent to advise of the outcomes to close the loops on this engagement activity.

We would like to thank everyone who participated in this activity.
Your valuable feedback is greatly appreciated.

Your Home, Your Say, Your LGA

yoursay.dubbo.nsw.gov.au

REPORT: Draft Planning Agreement VPA24-001 - Concrete Works - 19L and 20L Sheraton Road, Dubbo - Result of Exhibition

DIVISION: Development and Environment
REPORT DATE: 24 June 2025
TRIM REFERENCE: ID25/1226

EXECUTIVE SUMMARY

Purpose	• Seek endorsement • Fulfil legislated requirement	
Issue	• The draft Planning Agreement relates to a Development Application (D22-528) for concrete works that was approved by Council at its meeting on 21 January 2025. Council at the same meeting resolved to adopt a draft Planning Agreement for the purposes of public exhibition. • The draft Planning Agreement requires the developer to pay Council 10 cents per tonne of concrete transported offsite in excess of 30,000 tonnes per annum. The funds will be utilised for heavy patching and road rehabilitation of Sheraton Road. • The Applicant is also required to pay a total of $124,000 for the upgrade of Sheraton Road to a haulage route standard. • The draft Planning Agreement and Explanatory Note were placed on public exhibition from 23 May 2025 to 23 June 2025. Council received no public submissions.	
Reasoning	• Part 7.1 of the Environmental Planning and Assessment Act, 1979 and associated Regulations.	
Financial Implications	Budget Area	Growth Planning Branch.
	Funding Source	Council would receive up to $2,000 per annum for maintenance of Sheraton Road. Council will receive $124,000 within 30 days of the Execution of the Planning Agreement and prior to the development commencing.
Policy Implications	Policy Title	There are no policy implications arising 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:	2 Thriving and Inclusive Communities'
CSP Objective:	2.1 There are job opportunities across all industries.
Delivery Program Strategy:	2.1.1 Encourage collaboration and shared goals to strengthen community connections.
Theme:	1 Growth, Infrastructure and Connectivity
CSP Objective:	1.4 Our roads are safe, efficient, and easy to use for all.
Delivery Program Strategy:	1.4.2 Improve traffic management and road networks to meet community and economic needs.

RECOMMENDATION

1. **That Council enter into a Planning Agreement (attached in Appendix 1) with Regional Hardrock Pty Ltd or a Council approved associated entity.**
2. **That all documentation in relation to this matter be executed under Power of Attorney.**

Steven Jennings
Director Development and Environment

LA
Environmental Systems Planner

BACKGROUND

1. Previous Resolutions of Council

24 April 2024 CCL24/81	*In part:* 1. *That a draft Planning Agreement be prepared in accordance with the terms identified in this report and the letter of offer provided by Regional Hardrock Pty Ltd (attached in Appendix 1) …*
21 January 2025 CCL24/7	*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).* *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.* *3. That a further report be presented to Council for consideration if a Planning Agreement cannot be successfully negotiated.* *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.* *5. That following the conclusion of the public exhibition period, a further report be presented to Council for consideration, including any submissions received.*

2. What is a Planning Agreement?

A Planning Agreement is an agreement entered into between Council and a developer where the developer agrees to fund public amenities or infrastructure, dedicate land at no cost to Council, or provide monetary contributions or any other material public benefit, for a public purpose. In accordance with Part 7, Division 7.1 of the Environmental Planning and Assessment Act, 1979 (EP&A Act), a public purpose includes any of the following:

- The provision of public amenities or services;
- The provision of affordable housing;
- The provision of transport or other infrastructure relating to land;
- The funding or recurrent expenditure relating to the provision of public amenities or public services, affordable housing or transport or other infrastructure;
- The monitoring of the planning impacts of development;
- The conservation or enhancement of the natural environment.

REPORT

1. Development Application D22-528 - Concrete Works (increase production of existing concrete works) – 19L and 20L Sheraton Road, Dubbo

The Development Application was approved by Council at the Extraordinary Council Meeting on 21 January 2025. The Development Application approved an increase to the maximum production rate of the existing concrete works from 150 tonnes per day/30,000 tonnes per annum to 50,000 tonnes per annum. Additionally, consent was granted for the use of Sheraton Road as a primary haulage route.

The approved development places additional impact on Sheraton Road and as such Council requested the Applicant enter into a Planning Agreement to offset such impacts. The Applicant submitted a Letter of Offer to enter into a Planning Agreement accordingly.

2. Planning Agreement

The draft Planning Agreement includes the following:

- 10 cents per tonne of concrete - both batched and concrete products dispatched from the concrete works for production exceeding 30,000 tonnes per annum.
- A total of $124,000 for the upgrade of Sheraton Road to a haulage route standard.

These values equate to the following payments:

<u>Maintenance of Sheraton Road</u>

- Contribution per annum - Up to $2,000
- Timing of payment - Annually, with the determination date of the Development Consent being the anniversary date and payment made within 30 days of the anniversary date. The value paid will be based on the amount of concrete over the previous 12 months.
- Length of agreement - For the life of the development.

<u>Upgrade of Sheraton Road</u>

- Contribution - $124,000
- Timing of payment – The payment will be required to be made within 30 days of the Execution of the Planning Agreement between Council and the Proponent.

It should be noted that the timing for payment of $124,000 for the upgrading of Sheraton Road is included in the Planning Agreement and will require the Proponent to pay the funds to Council within 30 days of the Execution of the Planning Agreement.

Council at its meeting on 21 January 2025 (in part) resolved the following:

5. *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.*

As the development cannot be physically commenced until the Planning Agreement has been Executed and conditions of consent complied with, the contribution for the upgrade of Sheraton Road was included in the Planning Agreement with the terms as identified above.

3. Public Exhibition and Submissions

The draft Planning Agreement and Explanatory Note were placed on public exhibition from 23 May 2025 until 9am on 23 June 2025.

The draft Planning Agreement and Explanatory Note were publicly notified in the following ways:

Channel	**Date**
Council Website	23 May 2025 – 23 June 2025
Council Customer Experience Centres	23 May 2025 – 23 June 2025
Macquarie Regional Library Branches	23 May 2025 – 23 June 2025

Council received no submissions in respect of the draft Planning Agreement.

4. Next Steps

Subject to the consideration of Council, the Planning Agreement will be executed by affixing the Common Seal, and then sent to the developer for signing. It will then be uploaded to Council's website and the NSW Planning Portal. This process is required in accordance with the Environmental Planning and Assessment Regulation, 2021.

APPENDICES:

1⇩ Draft Planning Agreement - 19L and 20L Sheraton Road Dubbo - VPA24-001

PLANNING AGREEMENT for
SHERATON ROAD CONCRETE WORKS

Land to which the Agreement applies:
Lot 2101 DP 1227782 – 19L Sheraton Road, Dubbo
Lot 211 DP 1220433 - 20L Sheraton Road, Dubbo

Dubbo Regional Council (ABN 53 539 070 928) (Council)
Regional Hardrock Pty Ltd (ABN 81 123 808 613) (Developer)

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Parties to this Agreement

Developer	Name	**Regional Hardrock Pty Ltd**
	Address	20L Sheraton Rd, Dubbo NSW 2830
	ABN	81 123 808 613
	Contact Name	Steve Guy
	Contact email	SteveGuy@maasgroup.com.au
Council	Name	**Dubbo Regional Council**
	Address	PO Box 81, Dubbo NSW 2830
	ABN	53 539 070 928
	Contact Name	Infrastructure Contributions
	Contact email	infrastructurecontributions@dubbo.nsw.gov.au

Background

1. On 8 February 2021, Council approved Development Application D20-542 for concrete works at 19L and 20L Sheraton Road Dubbo. The application granted consent for the production of up to 150 tonnes per day/30,000 tonnes per annum of concrete. To satisfy the demand the development would have on the Council's road network, urban roads infrastructure contributions were levied in accordance with Council's Section 94 Contributions Plan – Roads, Traffic Management and Car Parking.
2. On 21 January 2025, Council approved Development Application D22-528 to increase the maximum production rate of the existing concrete works to 50,000 tonnes per annum.
3. The Developer has made an offer in connection with Development Application D22-528 to enter into this Agreement.
4. The Council agrees to be the custodian of the Monetary Contributions paid by the Developer and to distribute and expend the Monetary Contributions in accordance with this Agreement.

Operative provisions

Part 1 - Preliminary

1 Definitions and Interpretation

1.1 In this Agreement the following definitions apply:

1.1.1 **Act** means the Environmental Planning and Assessment Act 1979 as amended from time to time.

1.1.2 **Agreement** means this Agreement and includes any schedules, annexures and appendices.

1.1.3 **Consumer Price Index** means the Consumer Price Index (Sydney All Groups) as published by the Australian Bureau of Statistics.

1.1.4 **Contributions Table** means the table in

1.1.5 Schedule 1 – Development Contribution.

1.1.6 **Contribution Year** means every 12 month period from 1 July.

1.1.7 **Costs** means a cost, charge, expense, outgoing, payment, fee and other expenditure of any nature.

1.1.8 **Development** means the development authorised by the Development Consent.

1.1.9 **Development Application** means the development application D22-528 approved by Council, as modified from time to time.

1.1.10 **Development Consent** means the development consent granted by Council pursuant to the Development Application, as modified from time to time.

1.1.11 **Dispute** means a dispute or difference between the Parties under or in relation to this Agreement.

1.1.12 **Event of Default** means a breach of this Agreement.

1.1.13 **Land** means Lot 2101 DP 1227782 and Lot 211 DP 1220433, 19L and 20L Sheraton Road, Dubbo.

Monetary Contribution means the amount payable by the Developer to the Council in accordance with

1.1.14 Schedule 1 – Development Contribution.

1.1.15 **Party** means a party to this Agreement, including their employees, agents, contractors, successors and assigns.

1.1.16 **Rectify** means rectify, remedy or correct.

1.1.17 **Regulation** means the Environmental Planning and Assessment Regulation 2021 as amended from time to time.

1.1.18 **Value** means the $ amount agreed between the Parties as the value of a Monetary Contribution made under this Agreement, as shown in the Contributions Table or as otherwise agreed between the Parties.

1.2 **Interpretation**

In the interpretation of this Agreement, the following provisions apply unless the context otherwise requires:

1.2.1 **Headings** are inserted for convenience only and do not affect the interpretation of this Agreement.

1.2.2 A reference in this Agreement to **a business day** means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney.

1.2.3 If the day on which any act, matter or thing is to be done under this Agreement is not a business day, the act, matter or thing must be done on the next business day.

1.2.4 A reference in this Agreement to dollars or $ means Australian dollars and all amounts payable under this Agreement are payable in Australian dollars.

1.2.5 A reference in this Agreement to a $ value relating to a Monetary Contribution is a reference to the value exclusive of GST.

1.2.6 A reference in this Agreement to any law, legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision.

1.2.7 A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Agreement.

1.2.8 An expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency.

1.2.9 Where a word or phrase is given a defined meaning, another part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning.

1.2.10 A word which denotes the singular denotes the plural, a word which denotes the plural denotes the singular, and a reference to any gender denotes the other genders.

1.2.11 References to the word 'include' or 'including' are to be construed without limitation.

1.2.12 Any schedules, appendices and attachments form part of this Agreement.

2 Planning agreement under the Act

2.1 This Agreement is a planning agreement within the meaning of the Act, governed by Subdivision 2 of Part 7 of the Act.

3 Application of this Agreement

3.1 This Agreement applies to the Land and the Development.

4 Date upon which this Agreement takes effect

4.1 This Agreement takes effect when signed by both Parties and from the date in Schedule 2 – Execution.

4.2 The Party who last signed this Agreement is to insert the date when this Agreement commences in space provided in Schedule 2 – Execution.

5 Warranties

5.1 The Parties warrant to each other that they:

5.1.1 Have full capacity to enter into this Agreement, and

5.1.2 Are able to fully comply with their obligations under this Agreement.

6 Further agreements

6.1 The Parties may, at any time and from time to time, enter into agreements relating to the subject-matter of this Agreement that are not inconsistent with this Agreement for the purpose of implementing this Agreement.

7 Surrender of right of appeal

7.1 The Developer is not to commence or maintain, or to cause or procure the commencement or maintenance, of any proceedings in any court or tribunal or similar body appealing against, or questioning the validity of this Agreement, or an Approval relating to the Development in so far as the subject-matter of the proceedings relates to this Agreement.

Part 2 - Provision of the Monetary Contributions

8 Provision and Application of Monetary Contribution under this Agreement

8.1 The Developer is required to make the Monetary Contributions described in the Contributions Table.

8.2 The Council will apply the Monetary Contribution made by the Developer towards the public purpose identified in Column 3 of the Contributions Table.

8.3 Council will under no circumstances refund any Monetary Contribution made under this Agreement.

9 Payment of the Monetary Contribution under this Agreement

9.1 The Developer must pay the Monetary Contribution by the time identified in Column 4 of the Contributions Table.

9.2 The Developer is required to give Council written notice by:

9.2.1 14 January each year of the amount of product transported from the Land for the period 1 July to 31 December of the preceding year; and

9.2.2 14 July each year of the amount of product transported from the Land for the period 1 January to 30 June of that calendar year.

9.3 To permit Council to verify the amount of product transported from the Land, the Developer's notice specified in Clause 9.2 is to include weighbridge receipts, daily logbooks or other records accepted by Council.

9.4 The Developer is not required to pay a Monetary Contribution under this Agreement unless Council, after having received the notice under Clause 9.2, has given to the Developer a tax invoice.

9.5 The Developer is not in breach of this Agreement if it fails to pay a Monetary Contribution at the time required by reason only of the Council's failure to give the Developer a tax invoice.

9.6 A Monetary Contribution is made for the purpose of this Agreement when Council receives the full amount payable by cash, endorsed bank cheque or deposit by means of electronic funds transfer of cleared funds into a bank account nominated by Council. Council will not accept any other forms of payment.

10 Application of Section 7.11, 7.12 and 7.24 of the Act to the Development

10.1 This Agreement excludes the application of Section 7.11 and Section 7.12 to the extent that those contributions relate to the Development Application.

10.2 This Agreement does not exclude the application of Section 7.24 to the Development.

11 Indexation of Monetary Contribution

11.1 Monetary Contributions in Part 1 of the Contributions Table will be indexed annually in accordance with the Consumer Price Index (Sydney All Groups) as published by the Australian Bureau of Statistics in accordance with the following formula:

$$MC = \frac{\$0.10 \times A}{B}$$

Where:

MC is the amount payable per tonne at the time of payment;

A is the Index number for the quarter ending 31 March of the preceding Contribution Year;

B is the Index number for the quarter ending 31 March 2025.

11.2 Monetary Contributions in Part 2 of the Contributions Table will be indexed in accordance with the Consumer Price Index (Sydney All Groups) as published by the Australian Bureau of Statistics in accordance with the following formula:

$$MC = \frac{\$124,000 \times A}{B}$$

Where:

MC is the amount payable at the time of payment;

A is the most recent Index number published as published by the Australian Bureau of Statistics at the time of payment;

B is the Index number for the quarter ending 31 March 2025.

Part 3 - Registration and Restrictions

12 Registration

12.1 The Developer must:

12.1.1 prior to commencing the Development, do all things reasonably necessary to obtain the consent of the registration of this Agreement over the title to the Land pursuant to Section 7.6 of the Act from all persons who have an interest in the Land; and

12.1.2 register this Agreement on the title of the Land.

12.2 The Developer must provide evidence to Council that this Agreement is registered on the title of the Land within 14 days of such registration.

12.3 The Parties are to do such things as are reasonably necessary to remove any notation relating to this Agreement from the title of the land once the Developer has completed its obligations under this Agreement, or the Agreement is terminated or otherwise comes to an end for any other reason.

13 Restriction on Dealings

13.1 This Clause does not apply in relation to any sale or transfer of the Land if this Agreement is registered on the title to the Land at the time of the sale.

13.2 The Developer must not:

13.2.1 sell of transfer the land;

13.2.2 assign their rights or obligations under this Agreement; or

13.2.3 novate this Agreement,

to any person unless

13.2.4 the Developer has, at no cost to Council, first procured the execution by the person to whom the Land or part is to be sold or transferred or the Developer's rights or obligations under this Agreement are to be assigned or novated, of a deed in favour of Council on terms reasonably satisfactory to the Council, and

13.2.5 the Developer is not in breach of this Agreement.

13.3 Subject to Clause 13.1, the Developer acknowledges and agrees that it remains liable to fully perform its obligations under this Agreement unless and until it has complied with its obligations under Clause 13.2.

Part 4 - Review and Monitoring

14 Review of Agreement

14.1 If either Party is of the opinion that any change of circumstance has occurred, or is imminent, that materially affects the operation of this Agreement the Party may request a review of the whole or any part of this Agreement.

14.2 For the purposes of Clause 14.1, the relevant changes include (but are not limited to) any change to a law that restricts or prohibits or enables the Council or any other Authority to restrict or prohibit any aspect of the Development.

14.3 If a review is requested in accordance with Clause 14.1, the Parties are to use all reasonable endeavours, in good faith, to agree on and implement appropriate amendments to this Agreement.

14.4 If this Agreement becomes illegal, unenforceable or invalid as a result of any change to a law, the Parties agree to do all things necessary to ensure that an enforceable agreement of the same or similar effect to this Agreement is entered into.

14.5 A failure by a Party to agree to take action requested by the other Party as a consequence of a review referred to in Clause 14.1 (but not 14.4) is not a Dispute for the purposes of this Agreement and is not a breach of this Agreement.

14.6 If the Parties agree to amend this Agreement under this Clause, any such amendment must be in writing and signed by the Parties, and exhibited in accordance with the Act and Regulation.

15 Monitoring and Reporting

15.1 The Developer acknowledges that the Council will continuously monitor compliance with the Developer's obligations under this Agreement.

16 Amendment

16.1 No amendment of this Agreement will be of any force or effect unless it is in writing and signed by the Parties to this Agreement in accordance with Section 203 of the Regulation.

Part 5 - Dispute Resolution

17 Entire Agreement

17.1 This Agreement contains everything to which the Parties have agreed in relation to the matters it deals with.

17.2 No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Agreement was executed, except as permitted by law.

18 Notice of Dispute

18.1 If a Party claims that a dispute has arisen under this agreement (Claimant), it must give written notice to the other Party (Respondent) stating the matters in dispute and designating as its representative a person to negotiate the dispute (Claim Notice). If a notice is given, the Parties are to meet within 21 days of the notice in an attempt to resolve the Dispute.

18.2 If the Dispute is not resolved within a further 28 days, the Dispute is to be referred to the President of the NSW Law Society to appoint an expert for expert determination.

18.3 The expert determination is binding on the Parties except in the case of fraud or misfeasance by the expert.

18.4 Each Party is to bear its own costs arising from or in connection with the appointment of the expert and the expert determination.

18.5 The Parties are to share equally the costs of the President, the expert, and the expert determination.

18.6 The contents of the note issued under Clause 18.1 are deemed to be confidential.

19 Mediation

19.1 This Clause applies to any Dispute arising in connection with this Agreement other than a Dispute to which Clause 17 applies.

19.2 Such a Dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the Dispute.

19.3 If a notice is given under Clause 19.1, the Parties are to meet within 21 days of the notice in an attempt to resolve the Dispute.

19.4 If the Dispute is not resolved within a further 28 days, the Parties are to mediate the Dispute in accordance with the Mediation Rules of the Law Society of New South Wales published from time to time and are to request the President of the Law Society to select a mediator.

19.5 If the Dispute is not resolved by mediation within a further 28 days, or such longer period as may be necessary to allow any mediation process which has been commenced to be completed, then the Parties may exercise their legal rights in relation to the Dispute, including by the commencement of legal proceedings in a court of competent jurisdiction in New South Wales.

19.6 Each Party is to bear its own costs arising from or in connection with the appointment of a mediator and the mediation.

19.7 The Parties are to share equally the costs of the President, the mediator, and the mediation.

Part 6 - Warranties and Indemnities

20 Release

20.1 The Developer releases the Council from any Claim it may have against the Council arising in connection with the performance of the Developer's obligations under this Agreement except if, and to the extent that, the Claim arises because of the Council's negligence or default.

21 Indemnity

21.1 The Developer indemnifies the Council from and against all Claims that may be sustained, suffered, recovered or made against the Council arising in connection with the performance of the Developer's obligations under this Agreement except if, and to the extent that, the Claim arises because of the Council's negligence or default.

Part 7 - Other Provisions

22 Confidentiality

22.1 This Agreement is a public document and its terms are not confidential.

22.2 The Parties acknowledge that:

22.2.1 Confidential Information may have been supplied to some or all of the Parties in negotiations leading up to the making of this Agreement; and

22.2.2 the Parties may disclose to each other further Confidential Information in connection with the subject matter of this agreement.

22.3 Subject to Clauses 22.1 and 22.2, each Party agrees:

22.3.1 not to disclose any Confidential Information received before or after the making of this Agreement to any person without the prior written consent of the Party who supplied the Confidential Information; or

22.3.2 to take all reasonable steps to ensure all Confidential Information received before or after the making of this Agreement is kept confidential and protected against unauthorised use and access.

22.4 A Party may disclose Confidential Information in the following circumstances:

22.4.1 in order to comply with the law, or the requirements of any Authority; or

22.4.2 to any of their employees, consultants, advisers, financiers or contractors to whom it is considered necessary to disclose the information, if the employees, consultants, advisers, financiers or contractors undertake to keep the Confidential Information confidential.

22.5 The obligations of confidentiality under this Clause do not extend to information which is public knowledge other than as a result of a breach of this Clause.

23 Notices

23.1 Any notice, consent, information, application or request that is to or may be given or made to a Party under this Agreement is only given or made if it is in writing and sent in one of the following ways:

23.1.1 delivered or posted to that Party at its address, or

23.1.2 emailed to that Party at its email address.

23.2 For the purposes of this Clause a Party's address and email address are as noted under 'Parties to this Agreement'.

23.3 If a Party gives the other Party 7 days' notice of a change of its address or email, any notice, consent, information, application or request is only given or made by that other Party if it is delivered, posted or emailed to the latest address.

23.4 Any notice, consent, information, application or request is to be treated as given or made if it is:

23.4.1 delivered, when it is left at the relevant address,

23.4.2 sent by post, 2 business days after it is posted, or

23.4.3 sent by email and the sender does not receive a delivery failure message from the sender's internet service provider within a period of 24 hours of the email being sent.

23.5 If any notice, consent, information, application or request is delivered, or an error free transmission report in relation to it is received, on a day that is not a business day, or if on a business day, after 5pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

24 Costs

24.1 The Developer is to pay to the Council the Council's costs of preparing, negotiating, executing and stamping and registering this Agreement, and any document related to this Agreement within 21 days of a written demand by the Council for such payment.

24.2 The Developer is also to pay to the Council the Council's reasonable costs of enforcing this Agreement within 21 days of a written demand by the Council for such payment.

25 Further Acts

25.1 Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to effect, perfect or complete this Agreement and all transactions incidental to it.

26 Governing Law and Jurisdiction

26.1 This Agreement is governed by the law of New South Wales.

26.2 The Parties submit to the non-exclusive jurisdiction of its courts and courts of appeal from them.

26.3 The Parties are not to object to the exercise of jurisdiction by those courts on any basis.

27 Joint and Individual Liability and Benefits

27.1 Except as otherwise set out in this Agreement:

27.1.1 any agreement, covenant, representation or warranty under this Agreement by 2 or more persons binds them jointly and each of them individually; and

27.1.2 any benefit in favour of 2 or more persons is for the benefit of them jointly and each of them individually.

28 No Fetter

28.1 The Parties acknowledge that Council is a consent authority with statutory rights and obligations pursuant to the Act.

28.2 This Agreement is not intended to operate, and shall not be construed as operating to fetter, in any unlawful manner:

28.2.1 the power of Council to make any law; or

28.2.2 the exercise by Council of any statutory power, discretion or duty.

28.3 Nothing in this Agreement shall be construed as requiring Council to do anything that would cause it to be in breach of any of its obligations at law.

29 Illegality

29.1 If this Agreement or any part of it becomes illegal, unenforceable or invalid as a result of any change to a law, the Parties are to co-operate and do all things necessary to ensure that an enforceable agreement of the same or similar effect to this Agreement is entered into.

30 Severability

30.1 If a clause or part of a clause of this Agreement can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way.

30.2 If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Agreement, but the rest of this Agreement is not affected.

31 Waiver

31.1 The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Agreement, does not amount to a waiver of any obligation of, or breach of obligation by, another Party.

31.2 A waiver by a Party is only effective if it:

31.2.1 is in writing,

31.2.2 is addressed to the Party whose obligation or breach of obligation is the subject of the waiver,

31.2.3 specifies the obligation or breach of obligation the subject of the waiver and the conditions, if any, of the waiver,

31.2.4 is signed and dated by the Party giving the waiver.

31.3 Without limitation, a waiver may be expressed to be conditional on the happening of an event, including the doing of a thing by the Party to whom the waiver is given.

31.4 A waiver by a Party is only effective in relation to the particular obligation or breach in respect of which it is given and is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.

31.5 For the purposes of this Agreement, an obligation or breach of obligation the subject of a waiver is taken not to have been imposed on, or required to be complied with by, the Party to whom the waiver is given.

32 GST

32.1 In this Clause:

32.1.1 Adjustment Note, Consideration, GST, GST Group, Margin Scheme, Money, Supply and Tax Invoice have the meaning given by the GST Law.

32.1.2 GST Amount means in relation to a Taxable Supply the amount of GST payable in respect of the Taxable Supply.

32.1.3 GST Law has the meaning given by the A New Tax System (Goods and Services Tax) Act 1999 (Cth).

32.1.4 Input Tax Credit has the meaning given by the GST Law and a reference to an Input Tax Credit entitlement of a party includes an Input Tax Credit for an acquisition made by that party but to which another member of the same GST Group is entitled under the GST Law.

32.1.5 Taxable Supply has the meaning given by the GST Law excluding (except where expressly agreed otherwise) a supply in respect of which the supplier chooses to apply the Margin Scheme in working out the amount of GST on that supply.

32.2 Subject to Clause 32.3, if GST is payable on a Taxable Supply made under, by reference to or in connection with this Agreement, the Party providing the Consideration for that Taxable Supply must also pay the GST Amount as additional Consideration.

32.3 No additional amount shall be payable by the Council under Clause 32.2 unless, and only to the extent that, the Council (acting reasonably and in accordance with the GST Law) determines that it is entitled to an Input Tax Credit for its acquisition of the Taxable Supply giving rise to the liability to pay GST.

32.4 If there are Supplies for Consideration which is not Consideration expressed as an amount of Money under this Agreement by one Party to the other Party that are not subject to Division 82 of the A New Tax System (Goods and Services Tax) Act 1999, the Parties agree:

32.4.1 to negotiate in good faith to agree the GST inclusive market value of those Supplies prior to issuing Tax Invoices in respect of those Supplies;

32.4.2 that any amounts payable by the Parties in accordance with Clause 32.2 (as limited by Clause 32.3) to each other in respect of those Supplies will be set off against each other to the extent that they are equivalent in amount.

32.5 No payment of any amount pursuant to this Clause, and no payment of the GST Amount where the Consideration for the Taxable Supply is expressly agreed to be GST inclusive, is required until the supplier has provided a Tax Invoice or Adjustment Note as the case may be to the recipient.

32.6 Any reference in the calculation of Consideration or of any indemnity, reimbursement or similar amount to a cost, expense or other liability incurred by a party, must exclude the amount of any Input Tax Credit entitlement of that party in relation to the relevant cost, expense or other liability.

32.7 This Clause continues to apply after expiration or termination of this Agreement.

Schedule 1 – Development Contributions

Part	Value	Public Purpose	Timing
Part 1	$0.10 per tonne of product transported from the Land in excess of 30,000 tonnes per annum	Maintenance of Sheraton Road	By 31 January each year for product transported from the Land from 1 July to 31 December of the preceding year By 31 July each year for product transported from the Land from 1 January to 30 June of that Calendar year
Part 2	$124,000 plus indexation	Upgrading Sheraton Road to a haulage standard	Within 30 days of commencement of this Agreement

Schedule 2 – Execution

Executed as an Agreement

Dated:

Executed by **Dubbo Regional Council** by its Attorney

Pursuant to Power of Attorney Book: Number:
pursuant to a resolution of Council dated

Signature of Chief Executive Officer	**Signature of Witness**
Name of Chief Executive Officer	**Name of Witness**

Executed by/on behalf of **Regional Hardrock Pty Ltd** by its authorised representative.

Signature of	**Signature of**
Name of	**Name of**

REPORT: 2025 Dubbo Stampede Running Festival - Temporary Road Closure

DIVISION: Infrastructure
REPORT DATE: 9 July 2025
TRIM REFERENCE: ID25/1355

EXECUTIVE SUMMARY

Purpose	• Seek endorsement • Fulfil legislated requirement/ compliance	
Issue	• Dubbo Regional Council has received a Special Event Transport Management Plan **(Appendix 1)** for the 2025 Dubbo Stampede Running Festival, to be held on Sunday 7 September 2025. The festival is comprised of six events including a 42.2 km marathon, 21.1 km half marathon, 10 km run, 5 km run and two 1 km events. • The event proposes a temporary road closure of the western leg of Tamworth Street, at the intersection of Tamworth Street and South Street. • The event proposes that Obley Road, adjacent to Taronga Western Plains Zoo (Zoo), be under authorised traffic control between approximately 6.30 am and 9.30 am. • The event proposes that two authorised traffic controllers per intersection are situated on the western legs of the Bligh Street and Macquarie Street intersection and the Tamworth Street and Macquarie Street intersection between approximately 8.30 am and 9.30 am. • As the event requires temporary closures of roads that will impact local traffic and transport systems, but does not impact major traffic and transport systems, it can be classified as a Class 2 Special Event based on the *Guide to Traffic and Transport Management for Special Events* and thus it is recommended that this special event be referred to the Local Traffic Committee for consideration. •	
Reasoning	• The event organisers for the 2025 Dubbo Stampede Running Festival have requested Dubbo Regional Council's approval to implement traffic management on Council roads, in accordance with the submitted Traffic Guidance Scheme **(Appendix 2).**	
Financial Implications	Budget Area	There are no financial implications arising from this report. The cost associated with organising the running events will be borne by the Dubbo Running Festival.

Policy Implications	Policy Title	There are no policy implications arising from this report.

STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme:	2 Infrastructure
CSP Objective:	2.1 The road transportation network is safe, convenient and efficient
Delivery Program Strategy:	2.1.1 Traffic management facilities enhance the safety and efficiency of the road network
Theme:	2 Infrastructure
CSP Objective:	2.1 The road transportation network is safe, convenient and efficient
Delivery Program Strategy:	2.1.2 The road network meets the needs of the community in terms of traffic capacity, functionality and economic and social connectivity

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

1. That the application of the Dubbo Running Festival Committee Incorporated be approved to undertake the 2025 Dubbo Stampede Running Event on Sunday, 7 September 2025, on condition of the NSW Police, Transport for NSW (TfNSW) and subject to the following conditions of Dubbo Regional Council (Council):
    a. The submitted Traffic Guidance Scheme (TGS) is implemented to manage traffic along the 2025 Dubbo Stampede course route. The applicant is responsible for the provision of all traffic control, with all traffic advisory signs to be placed in accordance with an approved TGS.
    b. The additional Traffic Guidance Schemes to be prepared by WILS Traffic Management for traffic control on Tamworth Street and Bligh Street are provided to Dubbo Regional Council and NSW Police at least one month prior to the event date.
    c. Traffic controllers and trained course marshals are to be provided at locations identified in the submitted TGS and Event Management Plan. Restricted access beyond road closures is granted only for emergency and authorised vehicles. All traffic controllers are appropriately qualified and are specifically authorised for the event.
    d. Council's Insurance Officer must sight a copy of the current Public Liability Insurance Policy, for a minimum amount of $20 million, on which Dubbo Regional Council, TfNSW and NSW Police are specifically noted to be indemnified against any action resulting from the event.
    e. The applicant is responsible for a letterbox drop for all affected residents to

advise of the event, to occur two weeks prior to the event date

f. The applicant is responsible for all costs associated with public notification and advice to the residents within affected roads.
g. All costs associated with implementing these event conditions are to be met by the event organiser.
h. That in the event of the Tamworth Street footbridge being closed due to flooding; the 'Contingency Road Closures Plan' as detailed in the Traffic and Event Management Plan shall be invoked. No additional road closures are required to facilitate the contingency plan.
i. The applicant to submit to Council all the appropriate documentation required, accepting the above terms and conditions, before final approval will be granted

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Monday 7 July 2025. The Committee had unanimous support in the adoption of the recommendation

RECOMMENDATION

1. That the application of the Dubbo Running Festival Committee Incorporated be approved to undertake the 2025 Dubbo Stampede Running Event on Sunday, 7 September 2025, on condition of the NSW Police, Transport for NSW (TfNSW) and subject to the following conditions of Dubbo Regional Council (Council):

a. The submitted Traffic Guidance Scheme (TGS) is implemented to manage traffic along the 2025 Dubbo Stampede course route. The applicant is responsible for the provision of all traffic control, with all traffic advisory signs to be placed in accordance with an approved TGS.
b. The additional Traffic Guidance Schemes to be prepared by WILS Traffic Management for traffic control on Tamworth Street and Bligh Street are provided to Dubbo Regional Council and NSW Police at least one month prior to the event date.
c. Traffic controllers and trained course marshals are to be provided at locations identified in the submitted TGS and Event Management Plan. Restricted access beyond road closures is granted only for emergency and authorised vehicles. All traffic controllers are appropriately qualified and are specifically authorised for the event.
d. Council's Insurance Officer must sight a copy of the current Public Liability Insurance Policy, for a minimum amount of $20 million, on which Dubbo Regional Council, TfNSW and NSW Police are specifically noted to be indemnified against any action resulting from the event.
e. The applicant is responsible for a letterbox drop for all affected residents to advise of the event, to occur two weeks prior to the event date
f. The applicant is responsible for all costs associated with public notification and advice to the residents within affected roads.
g. All costs associated with implementing these event conditions are to be met by the event organiser.

h. That in the event of the Tamworth Street footbridge being closed due to flooding; the 'Contingency Road Closures Plan' as detailed in the Traffic and Event Management Plan shall be invoked. No additional road closures are required to facilitate the contingency plan.

i. The applicant to submit to Council all the appropriate documentation required, accepting the above terms and conditions, before final approval will be granted

Rebecca Eade
Director Infrastructure

LG
Infrastructure Strategy
Team Leader

BACKGROUND

Council has received an Event Application from the Dubbo Running Festival Committee Incorporated, seeking Council approval to implement temporary traffic management to facilitate the 2025 Dubbo Stampede Running Festival.

The event organiser has provided a 2025 Dubbo Stampede Precinct Map **(Appendix 3)** outlining the arrangement of facilities and the locations of vendors. A Risk Management Plan **(Appendix 4)** has also been provided, that covers the race events and associated activities.

REPORT

Event Description/Traffic Management Plan and Traffic Guidance Scheme

The 2025 Dubbo Stampede Running Festival is to be held on Sunday, 7 September 2025, between the hours of 6.00 am to 4.00 pm. The festival involves six separate events:

- Wallaby Wheel - 1 km walk, run or wheel
- Meerkat Mile - 1 km run
- Dingo Dash - 5 km run
- Cheetah Chase - 10 km run
- Zebra Zoom - 21.1 km half marathon
- Rhino Ramble - 42.2 km full marathon.

The start and finish line of the six races will be at Ollie Robbins Oval which is shared by the Tracker Riley Promenade off Bligh Street, Dubbo. Descriptions of each event route can be viewed in the Traffic and Event Management Plan **(Appendix 5)**.

Wallaby Wheel and Meerkat Mile - 1 km

The event will commence at Ollie Robbins Oval, entrants proceed along the shared path towards Emile Serisier Bridge. A turnaround point will be in place just before the bridge, with the course returning along the same path to conclude at the finish line near the Oval.

The submitted Wallaby Wheel Parking and Pedestrian Plan **(Appendix 6)** will be implemented to facilitate safe pedestrian movements to and from the event.

Dingo Dash - 5km

Commencing at Ollie Robbins Oval, participants will proceed in an anticlockwise direction on the shared path next to the Macquarie River. Participants will cross the Emile Serisier Bridge before commencing southbound through Biddybungie Reserve and below the LH Ford Bridge. Participants will cross the Tamworth Street pedestrian bridge before proceeding north on the Tracker Riley Cycleway back to Ollie Robbins Oval to finish.

Cheetah Chase - 10 km

This event commences at Ollie Robbins Oval before heading north to cross the Emile Serisier Bridge. On the western side of the river, participants will continue south on the Tracker Riley cycleway until they have passed below the LH Ford Bridge and will then circle around to the southern footpath on the bridge. After crossing the bridge, runners will proceed southbound on Macquarie Street on the road shoulder. The designated 10 km turnaround point is located at Huckle Street, where the runners return northbound towards Diane Street and turn left at Diane Street which links with the Regand Park track and Tracker Riley cycleway ultimately returning to the start/finish area within Ollie Robbins Oval.

Zebra Zoom Half Marathon - 21.1 km

The half marathon starts by using the same route as the 10 km run, however the runners will conduct a u-turn around after crossing the LH Ford Bridge and proceed back to the western side of the river. Participants will then continue south and proceed towards the Zoo using the Tracker Riley cycleway. Participants will run the Zoo circuit before continuing toward Dundullimal Homestead and across the Shibble Bridge towards Macquarie Street. Runners will the join Macquarie Street and continue north towards Diane Street and follow the initial route as for the Cheetah Chase 10 km run.

Rhino Ramble Full Marathon - 42.2 km

This event has been divided into three laps. Lap 1 follows a similar route as the half marathon without crossing the LH Ford Bridge. Runners will proceed anticlockwise around the river and incorporating a lap of the Zoo before reaching the Tamworth Street Pedestrian Bridge adjacent to Regand Park. Runners will proceed across the bridge before linking up with the Tracker Riley cycleway on the western side of the river.

Lap 2 and 3 continue on the Tracker Riley Cycleway in an anticlockwise direction without incorporating the Zoo circuit. Participants will need to cross the starting point to conclude Lap 2, before completing another circuit to finish at Ollie Robbins Oval.

Race Start and Cut-off Times

Event	Distance	Start time	Cut-off time
Rhino Ramble	42.2 km	6.30 am	12.30 pm
Zebra Zoom	21.1 km	7.00 am	11.00 am
Cheetah Chase	10 km	8.30 am	10.30 am
Wallaby Wheel	1 km	8.40 am	9.30 am
Dingo Dash	5 km	9.45 am	11.15 am
Meerkat Mile	1 km	11.00 am	12 noon

Traffic Management Details

Marshalling is to be undertaken by a combination of Accredited Traffic Controllers (ATC) from WILS Traffic Management and Trained Course Marshals (CM). The CM will direct runners and

alert traffic of the presence of runners. They will not be directing vehicles. ATCs will be responsible for positioning of signage as per the approved Traffic Guidance Scheme.

Warning signs are proposed to be placed on the Newell Highway prior to the Obley Road turnoff to advise traffic that there is a running even on Obley Road. These signs will be put in place at approximately 5.30 am and removed at approximately 9.15 am once the participants have exited the Zoo and no longer need to cross Obley Road.

Consultation

- Dubbo Regional Council Local Traffic Committee, including representatives from NSW Police, the Local State Member of Parliament and Transport for NSW

Resourcing Implications

- The Dubbo Running Festival will bear the costs associated with organising the races.

Planned Communications

- The Running Festival Committee is responsible to notify residents that may be affected by the event of the planned traffic changes. This will include residents on the western side of Macquarie Street from Margaret Crescent to the LH Ford Bridge and residence along Obley Road. A letterbox drop will be done for all affected residents two weeks prior to the event date.
- A Variable Message Board will be placed on Macquarie Street one week prior to the event to notify traffic of the event.

APPENDICES:

1⇩ 2025 Dubbo Stampede - Special Event Transport Management Plan

2⇩ 2025 Dubbo Stampede - Traffic Guidance Scheme

3⇩ 2025 Dubbo Stampede - Precinct Map

4⇩ 2025 Dubbo Stampede - Risk Management Plan

5⇩ 2025 Dubbo Stampede - Traffic and Event Management Plan

6⇩ 2025 Dubbo Stampede - Wallaby Wheel Parking and Pedestrian Plan

Special Event Resources

Special Event Transport Management Plan Template

Refer to Chapter 7 of the Guide for a complete description of the Transport Management Plan

1 EVENT DETAILS

1.1 Event summary

Event Name: Dubbo Stampede

Event Location: Ollie Robbins Oval

Event Date: 070925 Event Start Time: 0600 Event Finish Time: 1600

Event Setup Start Time: 060925 1000 Event Packdown Finish Time: 070925 1600

Event is ☑ off-street ☐ on-street moving ☐ on-street non-moving

☐ held regularly throughout the year (calendar attached)

1.2 Contact names

Event Organiser * Dubbo Running Festival Inc.

Phone:..... Fax:..... Mobile: [redacted]

Event Management Company (if applicable).....

Phone:..... Fax:..... Mobile:..... E-mail:.....

Police .....

Phone:..... Fax:..... Mobile:..... E-mail:.....

Council.....

Phone:..... Fax:..... Mobile:..... E-mail:.....

Roads & Traffic Authority (if Class 1).....

Phone:..... Fax:..... Mobile:..... E-mail:.....

**Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.*

1.3 Brief description of the event (one paragraph)

Dubbo Stampede is a running festival with a number of races ie! 42.2km, 21.1km, 10km, 5km, 1km Wallaby Wheel & 1km Meerkat Mile

2 RISK MANAGEMENT - TRAFFIC

CLASS 2 CLASS 3

2.1 Occupational Health & Safety - Traffic Control

☑ Risk assessment plan (or plans) attached RMP attached.

2.2 Public Liability Insurance

☐ Public liability insurance arranged. Certificate of currency attached. Paid by Talia.

2.3 Police

☑ Police written approval obtained Kattie has emailed

2.4 Fire Brigades and Ambulance

☑ Fire brigades notified

☑ Ambulance notified

3 TRAFFIC AND TRANSPORT MANAGEMENT

CLASS 2 CLASS 3

3.1 The route or location

☑ Map attached

3.2 Parking

☑ Parking organised - details attached - See Traffic & Event Management Plan out.

☐ Parking not required

3.3 Construction, traffic calming and traffic generating developments

☐ Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached

☑ There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes

3.4 Trusts, authorities or Government enterprises

☐ This event uses a facility managed by a trust, authority or enterprise; written approval attached

☑ This event does not use a facility managed by a trust, authority or enterprise

3.5 Impact on/of Public transport

☐ Public transport plans created - details attached

☑ Public transport not impacted or will not impact event

3.6 Reopening roads after moving events

☐ This is a moving event - details attached.

☑ This is a non-moving event.

3.7 Traffic management requirements unique to this event

☑ Description of unique traffic management requirements attached

☐ There are no unique traffic requirements for this event

3.8 Contingency plans

☑ Contingency plans attached - included in TEMP.

Class 2

3.9 Heavy vehicle impacts

- ☐ Impacts heavy vehicles - RTA to manage
- ☑ Does not impact heavy vehicles

3.10 Special event clearways

- ☐ Special event clearways required - RTA to arrange
- ☑ Special event clearways not required

4 MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES

CLASS 3

4.1 Access for local residents, businesses, hospitals and emergency vehicles

- ☑ Plans to minimise impact on non-event community attached incl. in TEMP.
- ☐ This event does not impact the non-event community either on the main route (or location) or detour routes

CLASS 2

4.2 Advertise traffic management arrangements

- ☐ Road closures or restrictions - advertising medium and copy of proposed advertisements attached
- ☐ No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached
- ☑ No road closures, restrictions or special event clearways - advertising not required

4.3 Special event warning signs

- ☑ Special event information signs are described in the Traffic Control Plan/s
- ☐ This event does not require special event warning signs

4.4 Permanent Variable Message Signs

- ☒ Messages, locations and times attached
- ✱ This event does not use permanent Variable Message Signs

4.5 Portable Variable Message Signs

- ☑ The proposed messages and locations for portable VMS are attached TAS.
- ☐ This event does not use portable VMS

5 PRIVACY NOTICE

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads and Traffic Authority (RTA), or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RTA or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

6 APPROVAL

TMP Approved by [redacted] Event Organiser 250625 Date

Natalie Davis.

7 AUTHORISATION TO *REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: ..... Council ..... Date

The RTA's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: ..... RTA ..... Date

* *"Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals* (Roads Act, 1993). *Council and RTA require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.*

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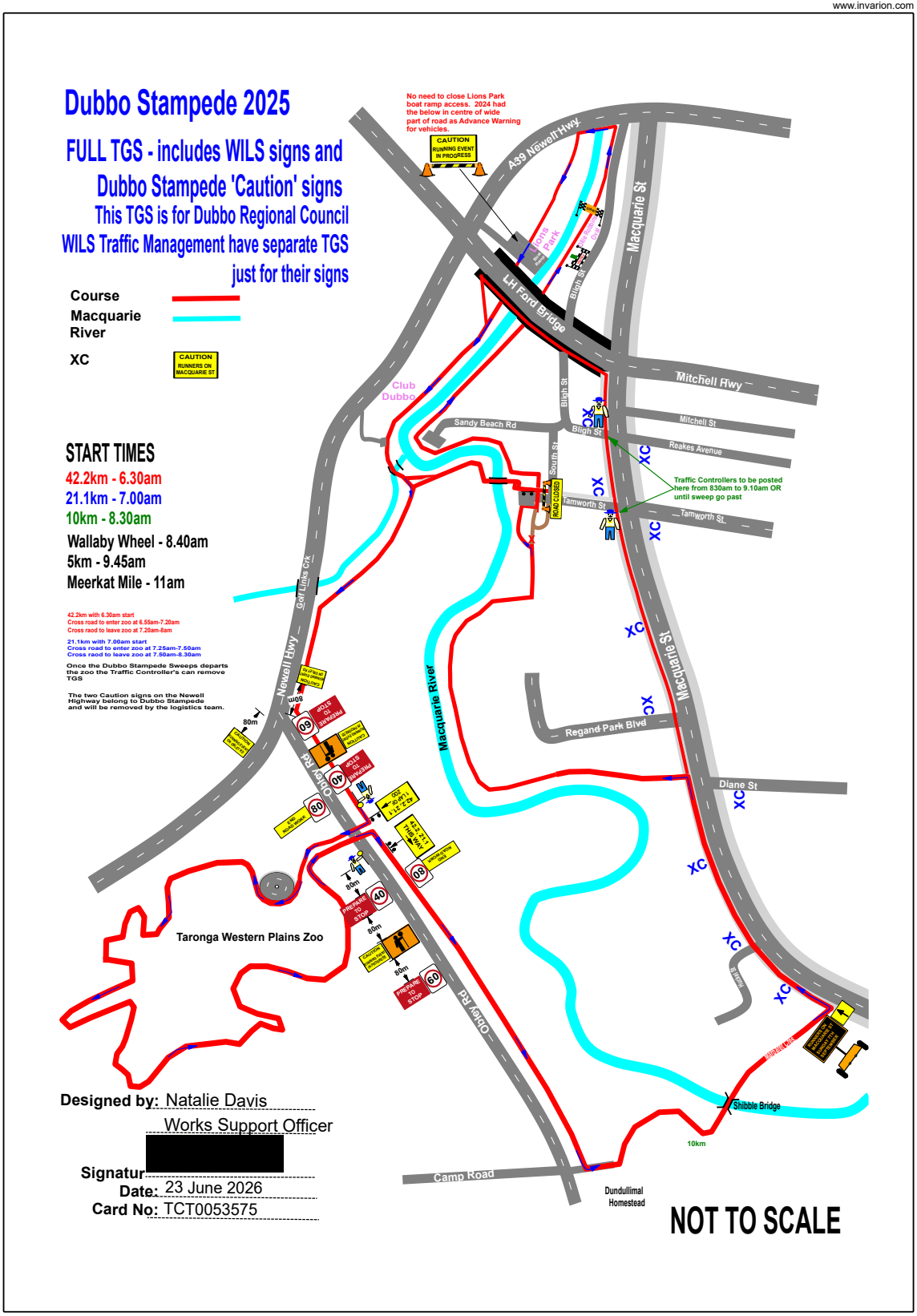


DUBBO STAMPEDE
A RUNNING FESTIVAL FOR EVERYONE

Dubbo Stampede 2025
PRECINCT MAP

DUBBO STAMPEDE
A RUNNING FESTIVAL FOR EVERYONE

NOTES:

12 portaloos plus one disabled portaloo will be placed near the toilet block at Ollie Robbins Oval.

15 general waste bins and 15 recycle bins will be placed in the precinct area.

Fencing and flagging tape will be placed to separate the course and viewing areas/oval.

Marathon runners ONLY lane will be separated with flagging tape at the precinct area to separate lap 2 and 3 Marathon runners from other races.

Food vendors have been notified by the Logistics Team that no power or water will be provided at the Precinct and they are to be self sufficient.

Risk Management Plan
Dubbo Stampede Running Festival

Event Details

Event Date:	**Sunday, 7th September 2025.**
Set Up Date:	**Saturday 6th September 2025.**
Precinct Location:	**Ollie Robbins Oval/Promenade**
Event Organiser:	**Dubbo Running Festival Committee Incorporated**
Race Location:	**The Dubbo Stampede start, finish and precinct area is at the Ollie Robbin's Oval/Promenade and runs around the Tracker Riley Trail, around Taronga Western Plains Zoo (for the half and full marathons), along the concrete path on Obley Road, past Dundullimal Homestead, along Macquarie Street and over the pedestrian pathway of the LH Ford Bridge.**

Risk Management

As the event organiser, Dubbo Running Festival has a responsibility to ensure that the Dubbo Stampede Running Festival is undertaken in a safe manner and that we minimise, wherever possible, harm to people or property.

In NSW, the Work Health and Safety Act 2011 and its corresponding regulations, specifically the Work Health and Safety Regulation 2017, require a risk assessment to be completed. This legislation places a duty on persons conducting a business or undertaking (PCBUs) to manage health and safety risks, which includes identifying, assessing, and controlling those risks.

Liability arises where a person is "exposed" to the risk of injury to health and safety. It is not necessary for a person to have been actually injured but merely "exposed to risk". Therefore, an event management plan must focus on the risk to health and safety rather than the consequences of an injury or accident.

During your planning process it is essential to develop a Risk Management Plan so potential hazards are identified early, and appropriate measures are put in place to reduce the likelihood of an incident occurring.

In order to create a thorough Risk Management Plan below are the key things that the Dubbo Stampede Committee will need to consider.

Risk Assessment Development

The event Risk Assessment should be developed in conjunction with all parties involved in the undertaking of the event including paid and volunteer staff, venues and contractors.

The Risk Assessment should identify what hazards or risks are associated with the event, and what measures are in place to reduce/eliminate that hazard/risk occurring.

Risks should also be prioritised based on the most significant risks, and a person allocated to the management of each risk area to ensure ownership of its management. Some specific areas of attention your Risk Assessment should consider addressing are:

- **Health and Safety** (identify any potential hazards that could compromise health and safety of your event visitors, suppliers and the general public)
- **Financial Risks** (from poor attendance, cancellations etc.)
- **Reputational Risk** (could you or your organisation receive poor publicity as a result of something happening at your event)
- **Environmental Risk** (impacts your event present the local environment)

If holding an event on public land, Council will require a copy of the risk assessment. Council will use this assessment to assist in determining whether the land is fit for the proposed activity. It is important therefore, that you consider and document all risks relevant to the event and how you propose to manage those risks.

Process

STEP ONE: Establishing the context

- Identify the specific details of your event.
- Identify the list of all your event stakeholders and relevant contact details.

STEP TWO: Identify risks

- Hold a brainstorming session with your stakeholders to identify all potential risks
- Log these risks in your risk assessment matrix

STEP THREE: Analyse risks

- A risk is the combination of the **likelihood** (Table 1) and **consequence** (Table 2) of an incident occurring. The levels and descriptors in these tables may change and the descriptions will vary greatly depending upon your event under consideration. At the risk analysis stage risks should be evaluated with existing or known controls in place; unlike the identification phase (Step Two) where known treatments are ignored.

STEP FOUR: Evaluate risks

- For risk evaluation it is recommended Table 3 is used. By comparing the likelihood (Table 1) and consequence (Table 2) values, Table 3 identifies a risk rating of either:
  - Low
  - Moderate
  - High
  - Extreme

Table 1: Likelihood of Risk Criteria

Level	Description	Examples
A	Almost Certain	Expected to occur in most circumstances
B	Likely	Will probably occur in most circumstances
C	Possible	Should occur at some time
D	Unlikely	Could occur at some time
E	Rare	May occur, only in exceptional circumstances

Table 2: Consequence of Risk Criteria

	Description	Financial Impact	Health	Reputation	Operations
1	Negligible	Insignificant Less than $1,000	No injuries	Unsubstantiated, low impact, low profile or no news item	Little Impact
2	Minor	$1,000 - $10,000	First aid treatment on site	Substantiated, low impact, low news profile	Inconvenient delays
3	Moderate	$10,000 - $50,000	Medical treatment - on or off site	Substantiated, public embarrassment, moderate impact, moderate news profile	Significant delays to major deliverables
4	Major	$50,000 - $150,000	Accidental death, extensive injuries or permanent disability	Substantiated, public embarrassment, high impact news profile, third party actions	Non achievement of major deliverables
5	Catastrophic	More than $150,000	Multiple deaths or severe permanent disablements	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profiles, third party actions	Non achievement of key deliverables

Table 3: **Level of Risk**

		CONSEQUENCE				
		Negligible	Minor	Moderate	Major	Catastrophic
LIKELIHOOD		1	2	3	4	5
Almost Certain	A	High	High	Extreme	Extreme	Extreme
Likely	B	Moderate	High	High	Extreme	Extreme
Possible	C	Low	Moderate	High	Extreme	Extreme
Unlikely	D	Low	Low	Moderate	High	Extreme
Rare	E	Low	Low	Moderate	High	High

Table 4: **Treatment of the risk rating**

Extreme	Discontinue the activity and/or implement immediate corrective actions(s)
High	Corrective action needed, to be implemented as soon as possible
Moderate	Attention indicated
Low	Implement practical short / medium term control measures

RISK ASSESSMENT

	Hazard	Possible Outcome	Risk Score	Risk Rating	Risk Controls
1	Vehicle on course	Injury to Public or volunteer	E5	High	• Wils Traffic Management Pty Ltd will be providing Authorised Traffic Controllers at cross roads ie. Bligh St, Reakes Avenue, Macquarie Street. Tamworth Street and Macquarie Street. • Follow approved Traffic Guidance Scheme prepared by PWZTMP certificate holder Natalie Davis TCT0053575 Logistics Team Leader for Dubbo Stampede. • Obley Road at Zoo entrance will have 2 x qualified Traffic Controller's to stop traffic for runners to cross road from Obley Road concrete path to zoo entrance and return between the hours of 0630 and 0900 OR until Dubbo Stampede Sweeps have crossed over. • Ollie Robbins Blvd at each end will have road closures. • Residents living near course notified by letter drop prior to event to reduce traffic. • A Variable Message Board will be placed on Macquarie Street one week prior and during the event to advise traffic of event • There will be signs on stands placed along Macquarie Street and on Obley Road, either side of the zoo entrance on the day of the event to notify traffic of running event in progress.
2	Medical emergency	Injury to Public or volunteer	C3	High	• NSW Ambulance situated in Start/Finish precinct for entirety of race • First aid at finish line • Develop and train all staff in emergency management processes for medical emergencies. • First Aid trained committee on finish line • Emergency contacts given to volunteers and committee

3	Live electrical wires or faulty equipment	Injury to Public, personal injury	E3	Moderate	• Suppliers asked if all electrical equipment is tested and tagged • In the case of wet weather, electrical cables are to be managed appropriately including covers and off ground where possible
4	Extreme weather - wind, lightning, flood, etc.	Injury to Public, personal injury	E3	Moderate	• Race Director to immediately enact Lightning Policy when Lightning is seen on course. • If lightning is within 15km prior to start, start is to be delayed until lightning is at a further distance • Monitor weather conditions before and during event
5	Motor vehicle and pedestrian collisions	Personal injury	C3	High	• Provide all staff with appropriate hi vis clothing if on course • Clearly identify work site areas and monitor with volunteers or bunting • Ensure all contractors are qualified and/or experienced in the work being undertaken • Traffic and pedestrian plan developed to manage movement in and around the site

					• Strict bump in and bump out times are established and timed prior to arrival and after departure of crowds
6	Volunteers carrying large or awkward objects	Personal injury	C2	Moderate	• Ensure all members of the organising committee and volunteers are aware of safe manual handling • Use vehicles and trollies to assist with heavy items when possible • Correct lifting techniques, 2 man lift where appropriate
8	Missing Person/Lost Child	Trauma to those concerned	E3	Moderate	• Establish and train committee/volunteers on process for lost children • Establish point of contact and have access to a public address system
9	Unstable marquees, stages, tiered seating, etc.	Injury to Public, personal injury	E3	Moderate	• Ensure equipment contractors are appropriately licensed/qualified • Marquees are erected to manufacturer's specifications • Use weights provided to hold down Marquees

10	Heat / Cold distress	Personal injury	D3	Moderate	• Monitor weather conditions prior to event • Ensure appropriate sun protection and water is available for committee/volunteers • First aid and ambulance available at precinct and able to access all areas of the course • Emergency contacts given to volunteers and committee
12	Unclean / inadequate waste management facilities	Reputation	E2	Minor	• Provide adequate quantities of clean facilities • Engage commercial cleaner during event
13	Unclean / inadequate toilet facilities	Reputation	E2	Minor	• Provide adequate quantities of cleaned facilities • Engage cleaning contractor
14	Trip hazards	Injury to Public	C2	Moderate	• Serious trip hazards removed or treated with cones/paint/bunting to prevent injury • Rubber mats & cable traps over cables • Barriers placed around protruding equipment • Changes in height and edges highlighted with paint • Guy ropes and stakes checked for trip hazards and are clearly marked
15	Emergency situation resultant from injury, Fire, explosion, bomb threats, chemical releases, etc.	Injury to Public, personal injury	D4	High	• Employ Emergency Management Plan
16	Slip hazards due to wet water	Injury to public, personal injury	E3	Moderate	• Identify slip areas • Isolate where possible and place warning signage
17	Emergency service vehicle cannot access site	Injury to public, personal injury	E4	High	• Emergency ingress and egress established
19	Wheelchair and prams unable to access event site	Reputation	E2	Minor	• Work with race partner Live Better Community Services to ensure Wallaby Wheel entrants have ease of access • Wallaby Wheel event to be held on the Ollie Robbins Oval Promenade on concrete path

					• Prams are able to attend the site on the grassed area
20	Event parking overspill	Reputation	E2	Minor	• Have a contingency within the parking and pedestrian plan • Work with Dubbo Regional Council to utilise parking areas
21	Fire or burn incidents	Injury to public, personal injury	E3	Moderate	• Fire extinguishers available • Call 000 for Fire Brigade if required • First Aid Box location established • NSW Ambulance and Event Medics engaged
26	Welfare of committee and volunteers	Reputation	C1	Moderate	• Dedicated resource to manage volunteers and undertake actions to heighten engagement

Consultation for development of Risk Management Plan for Dubbo Stampede Running Festival for event specific hazards and controls.

Risk Management Plan developed on:	**27/04/2025**	**by: Dubbo Stampede Committee**
* Please see list of names below of Committee Members who have had input in the preparation of this Risk Management Plan.		

Name	Position	Signature	Name	Position	Signature
Natalie Davis	Team Leader, Logistics	[redacted]	Cameron Coggan	President	[redacted]
Beck Farrell	Vice President		Katie Lyons	Event Team Leader	

Approved by: [redacted]

Cameron Coggan

President, Dubbo Stampede Committee

Date: 27/04/2025

Approved by: [redacted]

Natalie Davis

Logistics Team Leader, Dubbo Stampede Committee

Date: 27/4/2025

Traffic and Event Management Plan
Dubbo Stampede 2025

Event Details

Event Location:	**Ollie Robbins Oval & Promenade, Dubbo**
Event Date:	**Sunday, 7th September 2025**
Event Organiser:	**Dubbo Running Festival Committee Incorporated**

Approval

This Traffic Management Plan is approved by:

Name	Signature	Date of signing	Title
Natalie Davis		11.03.2025	Logistics Team Leader, Dubbo Running Festival PWZTMP Certified: TCT0053575
Cameron Coggan		……/ ……. /2025	President, Dubbo Running Festival
		……/ ……. /2025	Dubbo Regional Council Events

Authority of the Event / Traffic Management Plan

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

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

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

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

Contents

Purpose Of This Traffic Management Plan
Contact Names of Those Responsible for Organising and Approving the Event.
- Description Of Event
- Description of Courses
  - 1km
  - 5.0km
  - 10km
  - 21.1km Half Marathon
  - Marathon (42.2 km)
  - Merekat Mile and Wallaby
  - Wheel
- Race Start and Cut-off Times
- Road Closures / Changed Traffic Conditions
- Finish and Opening of Roads

Traffic Management Details
- The Route
- Route Mapping
- Volunteers and Event Marshals
- Public Safety

Purpose Of This Traffic Management Plan

The purpose of this TMP is to ensure the safety for all participants, volunteers and spectators of the Dubbo Stampede Running Festiva while maintaining a safe and efficient journey for all road users with as little impact as possible to the community.

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

Event Organiser:	**Dubbo Running Festival Incorporated**
President	**Cameron Coggan** **Mob:** [redacted] **Email** [redacted]
Vice President	**Beck Farrell** **Mob:** [redacted] **Email:** [redacted]
Logistics Team Lead	**Natalie Davis** **Mob:** [redacted] [redacted]
Police Local Area Command:	**Informed by: Katie Lyons**
Dubbo Regional Council:	**Lana Willetts** **Event Support** [redacted]

Description Of Event

The Dubbo Stampede Running Festival 2025 will consist of the following events:

- Marathon (42.2 km)
- Half marathon (21.1km)
- 10km run
- 5km run.
- 1km Wallaby Wheel
- Meerkat Mile

Description of Courses

The start and finish line of the six races will be at Ollie Robbins Oval which is shared by the Tracker Riley Promenade off Bligh Street, Dubbo.

On Obley Rd where the full and half marathon runners cross the road, we will have Authorised Traffic Controllers stopping traffic from 6:00am until 9am. WILS Traffic Management will be providing the Authorised Traffic Controllers.

1km Wallaby Wheel and Meerkat Mile

- From the start point at Ollie Robbins Oval, entrants will wheel their way towards the Serisier Bridge. Wallaby Wheelers and Meerkat participants will use the path to turn around just before the Bridge and head back towards the finish line.

5.0km Dingo Dash

- From the start point at Ollie Robbins Oval, entrants head towards Serisier Bridge and continue in an anti-clockwise direction around the path next to the Macquarie River, past Club Dubbo and keeping left as they pass over the small bridge just past Sir Roden Cutler Park.
- Participants will follow the path keeping the Macquarie River to their left. Runners will cross the Tamworth Street foot bridge where they will come across an aid station.
- Participants then turn hard left and head towards Sandy Beach Road and continue along the path until they get to the Finish Arch at Ollie Robbins Oval.

10km Cheetah Chase

- Start at the start line at Ollie Robbins Oval.
- Head north towards the Serisier Bridge which is a low-level bridge.
- At the end of the bridge veer left under the rail bridge and head along the dirt path closest to the river.
- Continue along the path until you hit a concrete path and go across a carpark and **under** the LH Ford vehicle bridge.
- After you go under the LH Ford Bridge you will do a 90 degree turn to the right where you will run up a short path onto the LH Ford Bridge Pedestrian Pathway (don't worry, we will have signs and marshals here to guide you)
- You will run along the LH Ford Bridge Pedestrian Path until you get to the other side where you will do a 90 degree turn to the right which will take you up Macquarie Street (more signs and Marshals here to guide you)
- You will continue along Macquarie Street keeping left on the bitumen bike path until you reach a turnaround point which will be Marshalled. There are 2 cross streets ie. Bligh Street and Tamworth Street,

and 2 side streets ie. Regand Park Boulevard and Huckel Street which you will need to cross which will be Marshaled and/or sign posted.

- Once you reach the turn around point in Macquarie Street, continue back keeping to the left on the concrete footpath where possible as there will be runners coming towards you on your right.
- Immediately past the Water Treatment Works, runners will turn left through the entrance to the Regand Park Trail (past South Dubbo Weir). Volunteers will be at this point to direct runners.
- Follow the dirt path for approximately 2.5kms keeping the river to your left.
- Runners will then cross over the sealed Tamworth St Carpark onto the Tracker Riley trail and will continue on this track in a northern direction, keeping the river to their left.
- You will then run under the LH Ford Bridge once again and before you know it you will hear all the cheering and music and just like that, you will cross that finish line.
- WELL DONE – YOU JUST SMASHED OUT THE 10km CHEETAH CHASE

Half Marathon (21.1) – Zebra Zoom

- Start at the start line at Ollie Robbins Oval.
- Head north towards the Serisier Bridge which is a low-level bridge.
- At the end of the bridge veer left under the rail bridge and head along the dirt path closest to the river.
- Continue along the path until you hit a concrete path and go across a carpark and **under** the LHFord vehicle bridge.
- Once you have gone under the LH Ford Bridge you will turn hard right and follow the footpath upto the LH Ford Bridge. Don't worry, there will be Marshals to guide you.
- Keeping to your left, you will head along the LH Ford Bridge until you get to the eastern side of the Bridge.
- Once you are off the bridge you will turn right onto the footpath and head along Macquarie Street keeping to the left hand side of the path.
- You will keep to the left of the footpath a short way until you come across the turn around point and Marshal.
- Once you go around the turn around point head back towards the LH Ford Bridge.
- Turn left and head back across the LH Ford Bridge keeping to your left.
- Once you are on the western side of the Bridge you will do a sharp left turn and head back down the path.
- Keeping the river on your left, follow the concrete path until you pass another aid station and across a yellow and green small pedestrian bridge.
- As you cross the bridge you will veer right. This path will take you to Taronga Western Plains Zoo.
- When you reach the zoo, you will cross the road at the Marshal's and Traffic Control and enter the zoo, keeping to the left of the main gate.
- Stay on the left of the zoo entry on the path.
- Once through the main gates you will come to roundabout and cut the corner right for the second exit, we will have signs and Volunteers to guide you.
- Complete the full Zoo circuit anti-clockwise then head towards the zoo exit on the right hand side on the path to the Marshal who will direct you back across the road onto the concrete path.

- Turn right at the Marshal and head south down Obley Rd until you come across an aid station.
- Turn left at the Marshal at the Dundullimal Homestead gates. Follow the bitumen path. You will see a toilet on your left hand side a very short way in so keep an eye out.
- Always stay to the LEFT-HAND side on the bitumen path as you head down towards the river.
- Head along the path across the Shibble Bridge and up a rise before coming to Macquarie Street.
- Turn left (north) on Macquarie Street and stick to the left bicycle and footpaths.
- You will cross one road and some driveways, so keep an eye out for vehicles.
- You will spot our Marshal's who will point you left through gates where you will head down onto the weir track towards the river on a dirt path.
- Keep following the path along the river's edge until you reach the Tamworth Street carpark. There will be an aid station here.
- Run across the carpark and keep heading north around the Tracker Riley river track towards Sandy Beach. There will be two toilet opportunities and another aid station.
- Keep following the path and soon you will be able to hear the sounds of cheers and loud music which will see you smile your way across the finish line.
- TIME TO CELEBRATE!!

Marathon (42.2 km) Rhino Ramble

LAP 1

- Start at the start line at Ollie Robbins Oval.
- Head north towards the Serisier Bridge which is a low-level bridge.
- At the end of the bridge veer left under the rail bridge and head along the dirt path closest to the river.
- Continue along the path until you hit a concrete path and go across a carpark and **under** the LHFord vehicle bridge.
- Keeping the river on your left, follow the concrete path until you pass an aid station and across a yellow and green small pedestrian bridge.
- As you cross the bridge you will veer right. This path will take you to Taronga Western Plains Zoo.
- When you reach the zoo, you will cross the road at the Marshal's and Traffic Control and enter the zoo, keeping to the left of the main gate.
- Stay on the left of the zoo entry on the path.
- Once through the main gates you will come to roundabout and turn left to cut the corner to the second exit, we will have signs and Volunteers to guide you.
- Complete the full Zoo circuit anticlockwise then head towards the zoo exit to the Marshal who will direct you back across the road onto the concrete path.
- Turn right at the Marshal and head south down Obley Rd.
- Turn left at the Marshal at the Dundullimal Homestead gates. Follow the bitumen path. You will see a toilet on your left-hand side a very short way in so keep an eye out.

- Always stay to the LEFT-HAND side on the bitumen path as you head down towards the river.
- Head along the path across the Shibble Bridge and up a rise before coming to Macquarie Street.
- Turn left (north) on Macquarie Street and stick to the left bicycle and footpaths.
- You will cross one road and some driveways, so keep an eye out for vehicles.
- You will spot our Marshal's who will point you left through gates where you will head down onto the weir track towards the river on a dirt path.
- Keep following the path along the river's edge until you reach the Tamworth Street carpark. There will be an aid station here and this where you will receive your Lap 1 arm band.
- Turn left on the concrete path and down and across the Tamworth Street Foot Bridge.
- Follow the concrete path until you get to a 'y' junction where you will turn left and head back up towards Obley Road and start of **LAP 2**
- Turn left onto Obley Road and continue on the concrete path heading east keeping Obley Road to your right.
- Turn left at the Marshal at the Dundullimal Homestead gates. Follow the bitumen path. You will see a toilet on your left-hand side a very short way in so keep an eye out.
- Always stay to the LEFT-HAND side on the bitumen path as you head down towards the river.
- Head along the path across the Shibble Bridge and up a rise before coming to Macquarie Street.
- Turn left (north) on Macquarie Street and stick to the left bicycle and footpaths.
- You will cross one road at Huckel Street and some driveways, so keep an eye out for vehicles.
- You will spot our Marshal's who will point you left through gates where you will head down onto the weir track towards the river on a dirt path.
- Keep following the path along the river's edge until you reach the Tamworth Street carpark. You will come across an aid station here like you did in Lap 1 and you will receive your Lap 2 completed arm band.
- Keep heading north around the Tracker Riley River Track towards Sandy Beach. There will be a toilet opportunity just near Sandy Beach on your right.
- Keep following the path and soon you will be able to hear the sounds of cheers and loud music BUT don't get too excited because you still have your final lap to go 😊
- Keep to you left as head towards the Precinct Area. We will have the left-hand side of the course blocked off from other events as you run back past the START line and start your final **LAP 3.**
- Head north towards the Serisier Bridge and back over the low-level bridge.
- At the end of the bridge veer left under the rail bridge and head along the dirt path closest to the river as per Lap 1.
- Continue along the path until you hit a concrete path and go across a carpark and **under** the LHFord vehicle bridge.
- Keeping the river on your left, follow the concrete path until you pass an aid station and across a yellow and green small pedestrian bridge.
- Keep following the concrete pack up towards Obley Road.

- Turn left onto Obley Road and continue on the concrete path heading east keeping Obley Road to your right.
- Turn left at the Marshal at the Dundullimal Homestead gates. Follow the bitumen path. You will see a toilet on your left-hand side a very short way in so keep an eye out.
- Always stay to the LEFT-HAND side on the bitumen path as you head down towards the river.
- Head along the path across the Shibble Bridge and up a rise before coming to Macquarie Street.
- Turn left (north) on Macquarie Street and stick to the left bicycle and footpaths.
- You will cross one road at Huckel Street and some driveways, so keep an eye out for vehicles.
- You will spot our Marshal's who will point you left through gates where you will head down onto the weir track towards the river on a dirt path.
- Keep following the path along the river's edge until you reach the Tamworth Street carpark. There will be an aid station here and this is where you will collect your Lap 3 arm band, and you are now on the home stretch.
- Run towards Sandy Beach for this one last time.
- Keep following the path and soon you will be able to hear the sound of cheers and music and this time you get to cross that amazing FINISH line.
- CONGRATULATIONS – YOU JUST COMPLETED THE RHINO RAMBLE

Race Start and Cut-off Times

Event	Start time	Cut-off time
Marathon	6:30am	12.30pm
Half marathon	7.00am	11.00am
10km	8.30am	10.30am
1km Wallaby Wheel	8.40am	9.30am
5.0km	9.45am	11.15am
Meerkat Mile	11am	12 noon

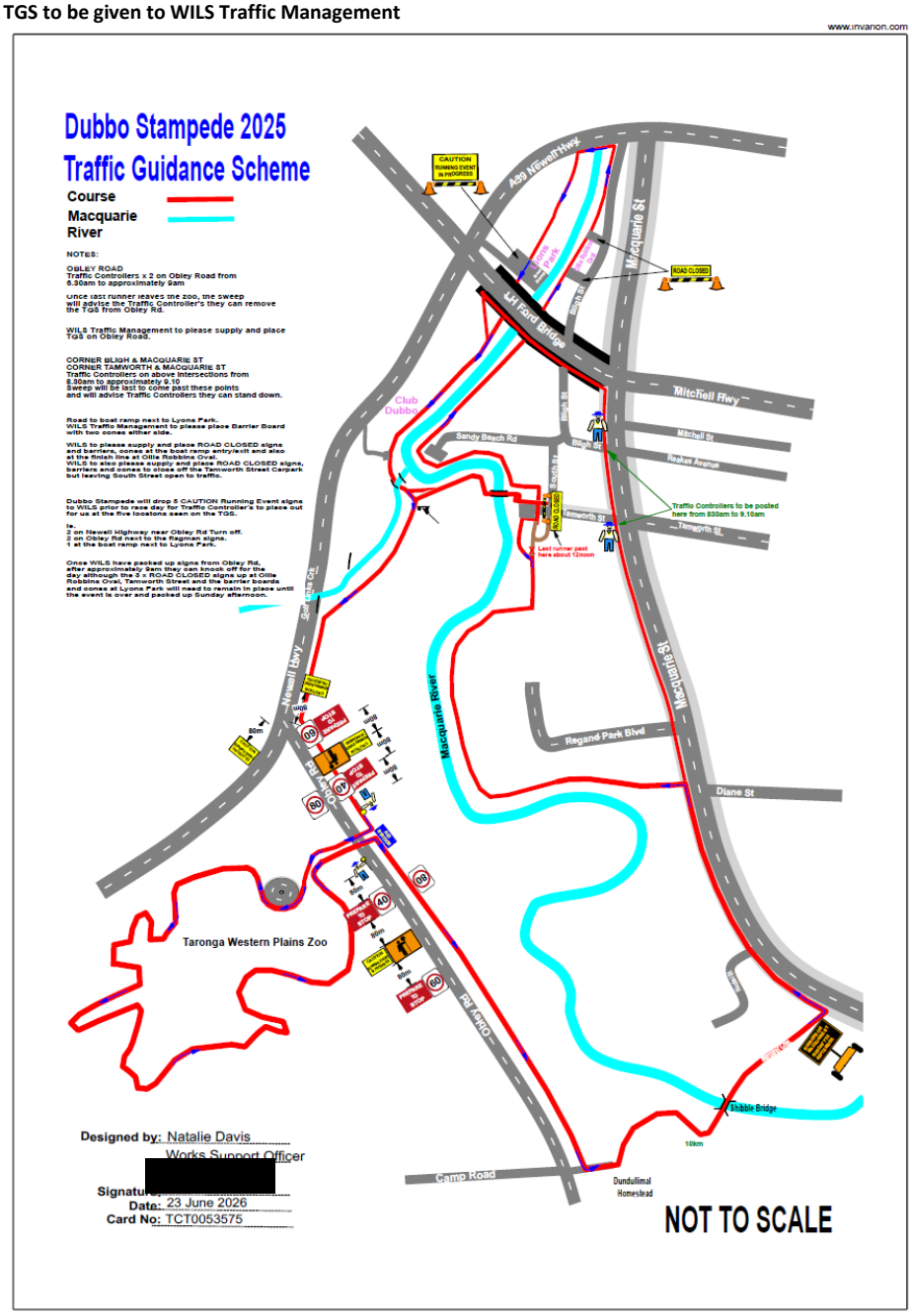
Road Closures / Changed Traffic Conditions

Road Section:	Obley Road – South of zoo entrance to just prior to Camp Road intersection.
Estimated closure time:	NO road closure required
Changed Traffic Conditions	Authorised Traffic Controllers – 6.30am-9am until last runner has exited the zoo.
Comments:	Authorised Traffic Controller's will be placed on Obley Road 60m from the zoo entry to STOP traffic as runners cross over to enter the zoo and then to exit the zoo. After the last 21.1 and 42.2 runners have left Taronga Western Plains Zoo and is on the concrete path, the Traffic Controllers can then stand down and remove the TGS. The Dubbo Stampede sweeps will advise Traffic Controller's they can pack up the signs on Obley Road. There will be a letter drop prior to the event to notify residence along Obley Road of the Running Event.
Road Section:	Cnr Bligh & Macquarie Street, Cnr Tamworth & Macquarie Street Macquarie Street from LH Ford Bridge to turn around point just before Huckel Street
Estimated time of changed traffic conditions:	8.30am – 9.10am for Bligh and Tamworth Street Two Authorised Traffic Controllers at each location.
Comments:	A Variable Message Board will be placed on Macquarie Street one week prior to the event stating: SCREEN 1: RUNNERS ON MAC ST. SCREEN 2: SUNDAY 070925 Traffic Cones will be positioned along the left-hand road edge on Macquarie Street from Margaret Crescent to Huckel Street to delineate the separation of vehicles from runners as there is no pedestrian concrete path in this section. Road signs will be located on Old Dubbo Rd notifying traffic coming into Dubbo of the running event. Road signs will be located along Macquarie Street and side streets ie. Huckel Street, Regand Park Blvd. notifying traffic that there are runners along Macquarie Street.

Road Section:	Huckel Street and Regand Park Boulevard
Estimated time of changed traffic conditions:	7.00am – 11.30pm
Comments:	Signage to slow vehicles will be installed on Huckel Street and Regand Park Boulevard to notify vehicles of runners crossing Macqaurie Street. The same as previous years, there will be no Traffic Controller's at these locations as this is a low traffic area and we will have CAUTION signs erected. These Streets are not cross streets. Residents of Huckel Street and Regand Park Boulevard will be notified by letter drop of the running event in the weeks prior to the event day.
Road Section:	Tamworth Street Carpark at the river end.
Estimated closure time:	6.00am – 12.30pm
Comments:	Car Park will be closed off at the South St intersection in line with the Drink Bubbler Road closure signs will be removed after the last runner has passed this point. Dubbo Stampede sweeps will notify Traffic Control they can remove signs.
Road Section:	Ollie Robbins Promenade at both ends
Estimated closure time:	Saturday 7.00am – Sunday 4.00pm
Comments:	Road closed signs will be placed at both ends of Ollie Robbins Promenade ie. boat ramp entry/exit and entry/exit near soccer fields where FINISH line will be. Roads will reopen once Precinct Area has been packed up in the afternoon.

Following is the Traffic Guidance Scheme which will be given to WILS Traffic Management. Natalie Davis is PWZTMP Certified and will go through TGS with WILS to ensure TGS is set up and taken down at correct times.

TGS to be given to WILS Traffic Management

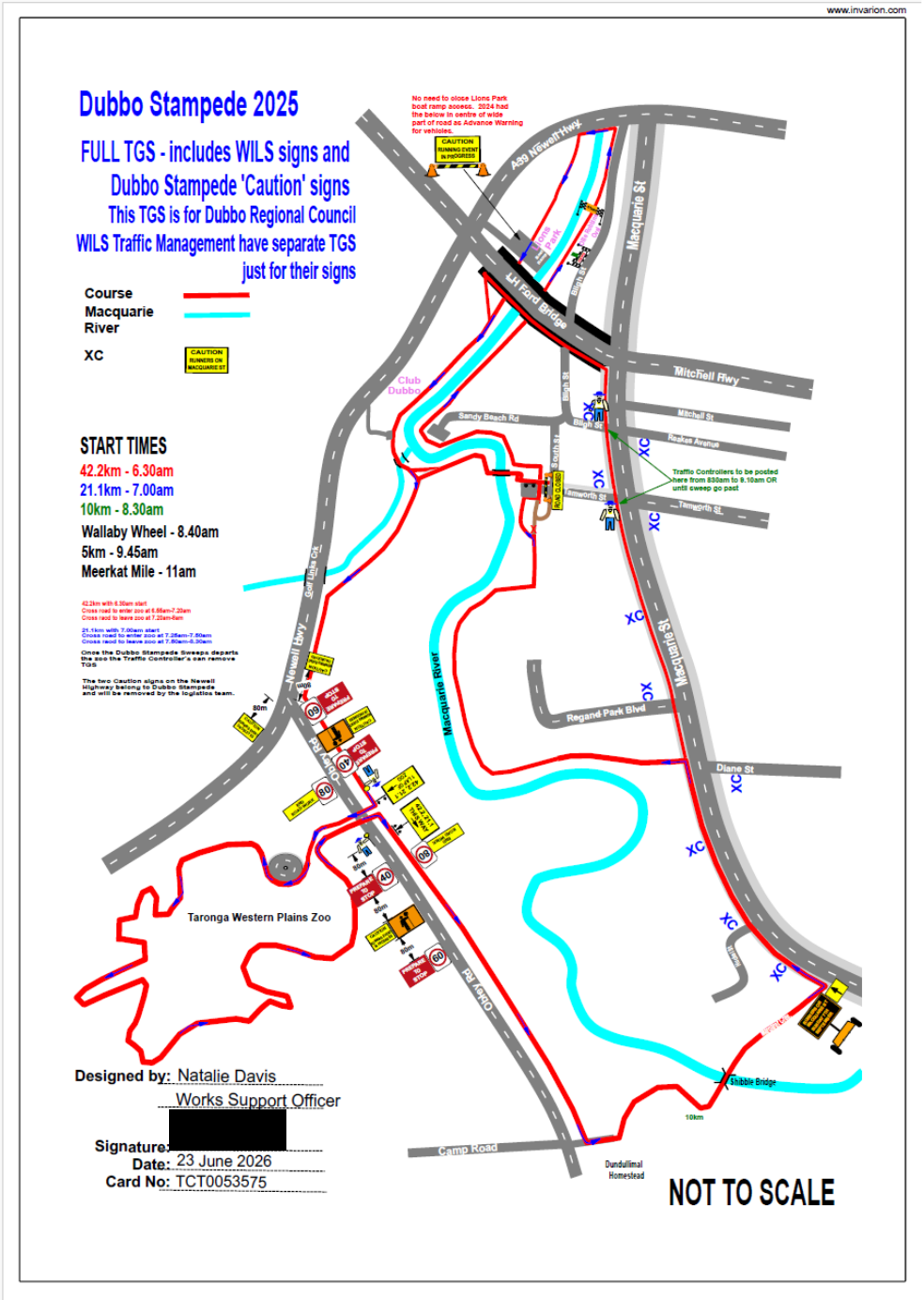


Dubbo Stampede 2025
Traffic Guidance Scheme - Precinct Area boat ramp closure

Designed by: Natalie Davis
Works Support Officer
Signature: [redacted]
Date: 23 June 2026
Card No: TCT0053575

NOTES:

WILS Traffic Management to place Road Closed T2-4N and barrier boards at the above two locatons on Saturday morning at 7am


www.invarion.com
Dubbo Stampede 2025
FULL TGS - includes WILS signs and Dubbo Stampede 'Caution' signs
This TGS is for Dubbo Regional Council
WILS Traffic Management have separate TGS just for their signs
Course
Macquarie River
XC
START TIMES
42.2km - 6.30am
21.1km - 7.00am
10km - 8.30am
Wallaby Wheel - 8.40am
5km - 9.45am
Meerkat Mile - 11am
No need to close Lions Park boat ramp access. 2024 had the below in centre of wide part of road as Advance Warning for vehicles.
CAUTION RUNNING EVENT IN PROGRESS
CAUTION RUNNERS ON MACQUARIE ST
A39 Newell Hwy
Macquarie St
LH Ford Bridge
Mitchell Hwy
Club Dubbo
Sandy Beach Rd
Birch St
Mitchell St
Roakes Avenue
Traffic Controllers to be posted here from 830am to 9.10am OR until sweep go past
Tamworth St
Newell Hwy
Golf Links Cct
Macquarie River
Regand Park Blvd
Diane St
Taronga Western Plains Zoo
Obley Rd
Shibble Bridge
10km
Camp Road
Dundullimal Homestead
NOT TO SCALE
Designed by: Natalie Davis
Works Support Officer
Signature:
Date: 23 June 2026
Card No: TCT0053575

Traffic Management Details

The Route

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

There will be warning signs placed on the Newell Highway prior to Obley Road Turnoff to advise traffic that there is a running even on Obley Road. These signs will be put in place at approximately 5.30am and removed at approximately 9.15am once the participants have exited the zoo and are now on the concrete pathway.

The Running Festival Committee will be responsible to notify residents that may be affected by the event of the planned traffic changes. This will include residents on the western side of Macquarie Street from Margaret Crescent to the LH Ford Bridge and residence along Obley Road. A letterbox drop will be done for all affected residents two weeks prior to the event date.

Route Mapping

Lead Cyclists-are used on race day to help guide the full and half marathon participants around the course and to offer assistance to runners and volunteers if necessary.

Volunteers and Event Marshals

Volunteers who will be donating their time and skills to assist in the smooth running of the Dubbo Stampede Running Festival include:

- Various Dubbo Rotary Clubs
- Various sporting clubs
- Various Church committees
- State Emergency Service
- Dubbo Traffic Control which includes Qualified Traffic Controllers

The festival committee will produce a list of locations for WILS Traffic Management to show where signs are to be installed and where Authorised Traffic Controllers are to direct traffic.
Dubbo Stampede Committee Members will use a motor vehicle at approximately 4am race day along the pathway on the Eastern side of Macquarie River to put out and then later collect all the traffic cones and various signage. Motor vehicles are also used on the Western side as required.

Public Safety

Waterways:	No waterways are used in this event.
Food:	● There will be registered food stalls at the Precinct Area which comply with all necessary approvals as per Council's Environmental Health Services for the provision of food.
Crowds	● 2025 is the 13th year of the Dubbo Stampede Event. It is envisaged a crowd of up to 800 will be gathered around the finish chute, on the grassed areas within the Precinct Area at Ollie Robbins Oval, all cheering on the participants. ● Spectators will also position themselves around the river circuit, which is along the route of the full and half marathon. This is a public area that provides safe vantage points for spectators with no interaction with motor vehicles. ● Small numbers of spectators are expected along the running track paralleling Obley Road between the zoo entrance and Dundullimal entrance, as the runners will be using Obley Road itself and the sealed track which goes across to Macquarie Street. ● The majority of participants will enter the 5km event which involves a small loop of the Macquarie River which does not interact with motor vehicles.
First Aid	● NSW Ambulance Paramedics will be present for the event at the start and finish area along with Volunteer Rescue Association who can provide First Aid during the event if required.
Space and Resource Requirements	● Between 3 & 5 marquees will be erected on the grassed area at the Precinct of Ollie Robbins Oval. These will be provided by sponsors. ● WILS Traffic Management will provide traffic cones, road barriers, and the required signs as per the Traffic Guidance Scheme for roadways. ● The Stampede Committee will provide signs e.g. CAUTION, EVENT IN PROGRESS along Macquarie Street, Obley Road, side streets and the Newell Highway.
Waste	● Impacts on the environment are expected to be minimal. Sufficient garbage bins will be provided and located at each drink station along the route. Volunteers manning the drink stations will collect discarded cups and any other rubbish within their vicinity. ● Progressively during the race. A sweep vehicle will collect any cups and waste after the race. ● There will be 15 x 240L General Waste bins, and 15 x 240L Recycle Waste bins located at the Precinct Area at Ollie Robbins Oval/Promenade. ● The bins will be lined with Heavy Duty Biodegradable Bin Liners for easy emptying if/when bins fill. ● Recyclables will be donated to a local charity to return and earn and

	general waste will be taken to a local waste facility.

Insurance	Public Liability Insurance to the amount of $20M has been sourced and Dubbo Regional Council will be listed as an interested party on the certificate of currency. Council will be provided with a copy.
Noise	The PA system is being provided and installed by Audio Plus. This will be set up on near the Finish line at Ollie Robbins Promenade. The Dubbo Stampede Committee will ensure music volume is in line with Council's Noise Policy and Sensitive Receiver's Guidelines.
Parking	There is ample Council Parking adjacent from Ollie Robbins Oval. We will advise participants to carpool where possible and to not park in any private parking areas. We will reserve a parking area for Wallaby Wheel participants in the carpark behind the Dubbo Library closest to the roadway.
Barriers	Barriers will be used to designate the finish area and specific parts of the run courses to ensure the safe and continuous flow of competitors throughout the races. Changed Traffic Conditions and other traffic signage will be prominently displayed in accordance with the approved Traffic Guidance Scheme.
Control of Entry Points	All road entry points along the running route will have Authorised Traffic Controller's and/or Marshals and signage, to alert vehicles of the event. This includes the following: ● Obley Rd / Zoo entrance, ● Obley Rd / Dundullimal Entrance, ● Signage - Huckle St and Regand Park Blvd ● Tamworth St / South St car park intersection ● Signage - Bligh Street, Reakes Street

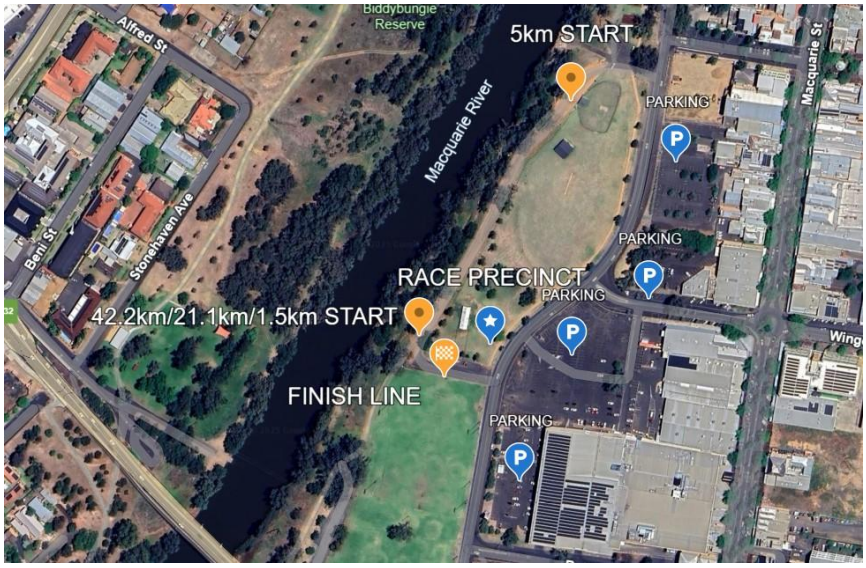
Pedestrian Management	• Spectators will mainly be situated at Ollie Robbins Oval and some along the river circuit route. • The river circuit will remain open to the general public during the half and full marathon events. Competitors will be advised during the pre-race briefing to be aware of other track users and provide them the relevant courtesy.
Security	• The race compound, including marquee area, is located entirely at Ollie Robbins Oval. • A Security Guard will be on site Saturday evening to patrol the Precinct area until the Committee arrives Sunday morning.
Toilets	• Ten (10) Portaloo's, plus one disabled toilet will be positioned at Ollie Robbins Oval in the precinct area to supplement the existing toilets at Ollie Robbins Oval. • There are toilets available for participants and spectators at Lions Park, Dundullimal entrance, Tamworth St car park, Sandy Beach and Ollie Robbins.

Emergency Management Procedures	• Key Committee Members and Authorised Traffic Controller's will have Mobile Phone contact and possibly two-way radio communication with the race precinct Supervisors and the Race Director. • All emergencies will be reported to the Race Director and appropriate emergency services will be deployed. • Committee Members will be advised not to render medical assistance outside of their training. • In the event of an emergency, vehicles will be able to access the course, (mindful of the safety of other competitors) to collect injured competitors where their injury permits and transport them back to the Precinct Area for further treatment / assessment. • Where an ambulance is required, the trained First Aid Officer will render initial assistance at the site and stabilise the patient until the arrival of the ambulance.

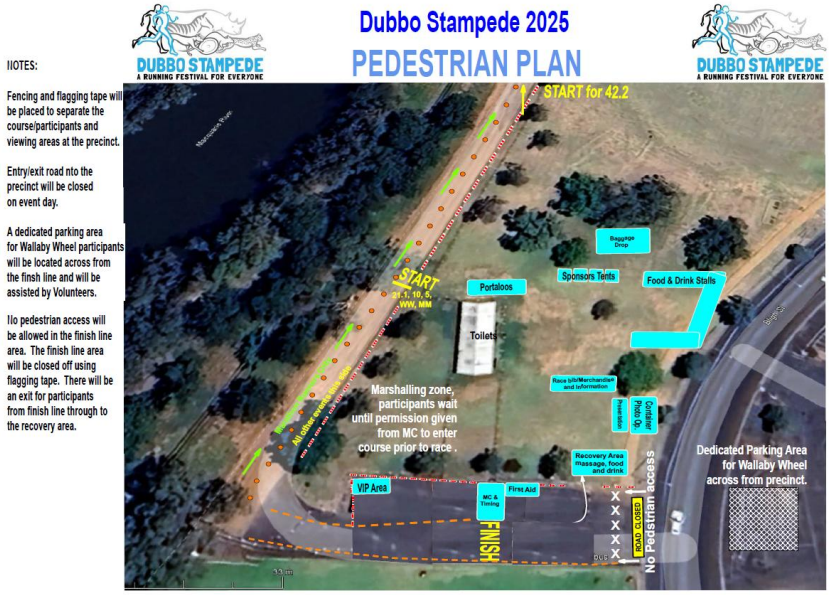
Appendices

1. Map of parking areas
2. Map of 1km 'Wallaby Wheel' circuit and Meerkat Mile
3. Map of 5km 'Dingo Dash' circuit
4. Map of 10km 'Cheetah Chase' circuit
5. Map of 21.1km 'Zebra Zoom' circuit
6. Map of 42.2km 'Rhino Ramble' circuit
7. Contingency Road Closures/Changed Traffic conditions in the event of a flood.

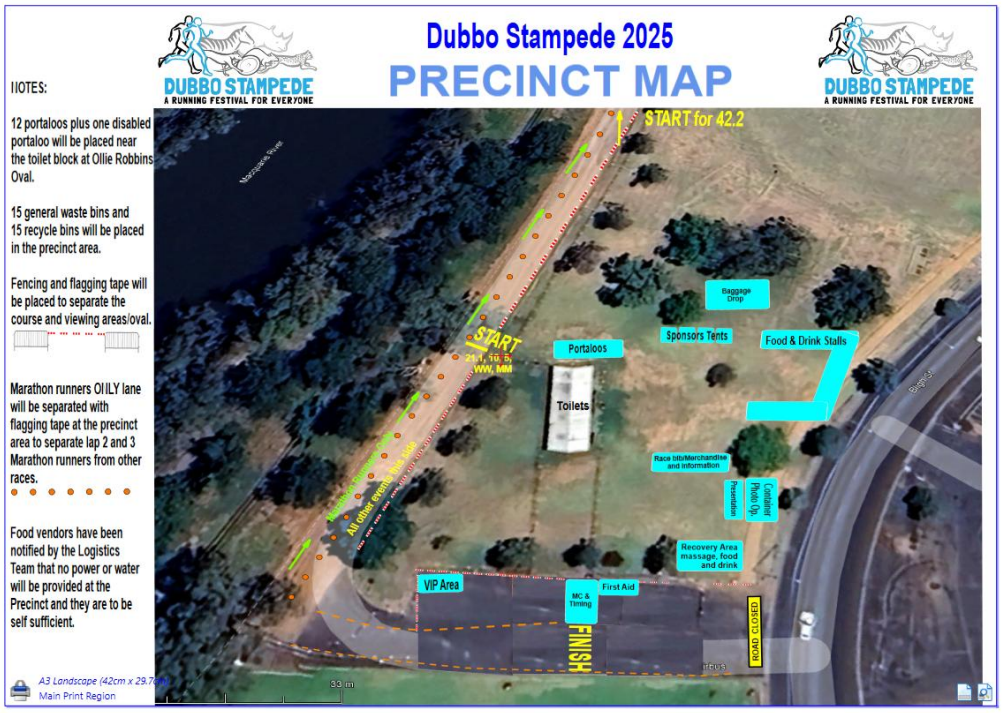
Appendix 1. *Map of parking area plus along Bligh Street*



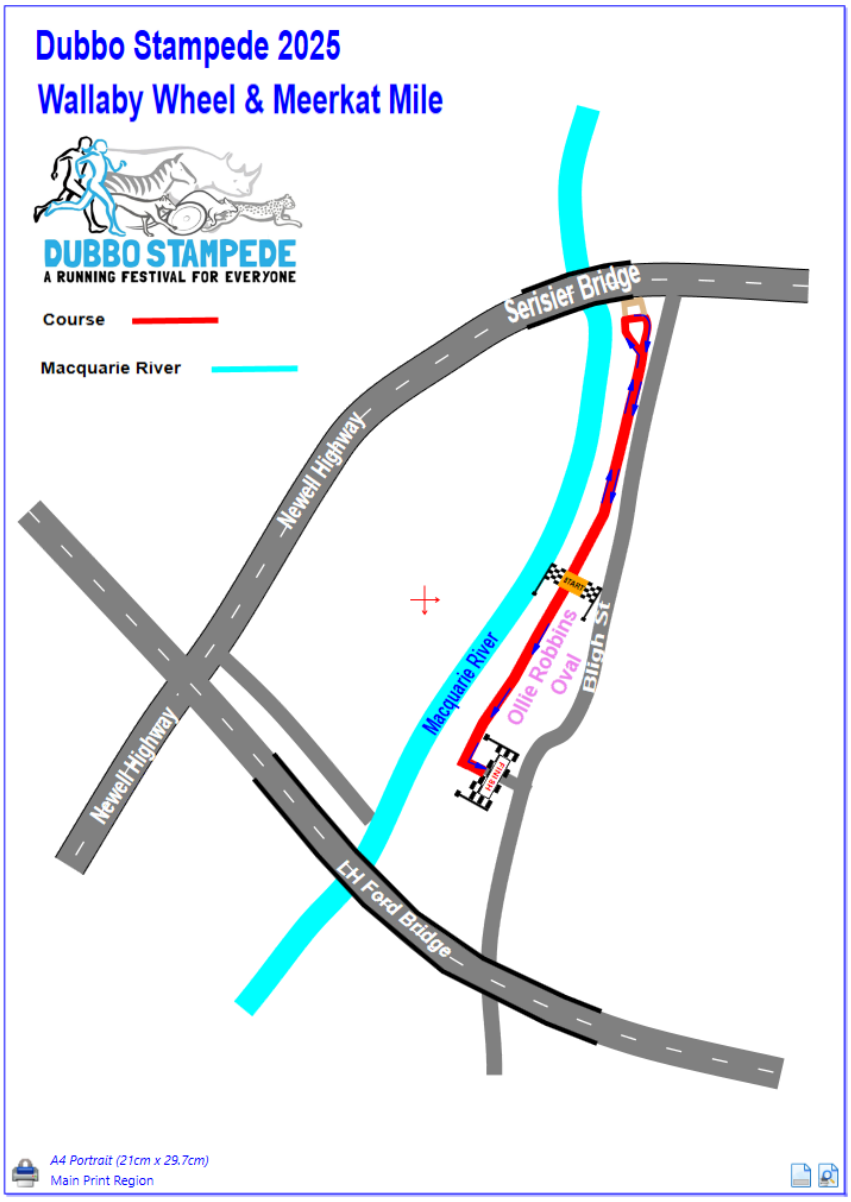
Wallaby Wheel participants will have an area closed off for parking in the carpark behind the library.



Map of Precinct Area



Appendix 2. *Map of 1km 'Wallaby Wheel' and 'Meerkat Mile' Circuit*



Appendix 3: Map of 5km 'Dingo Dash'

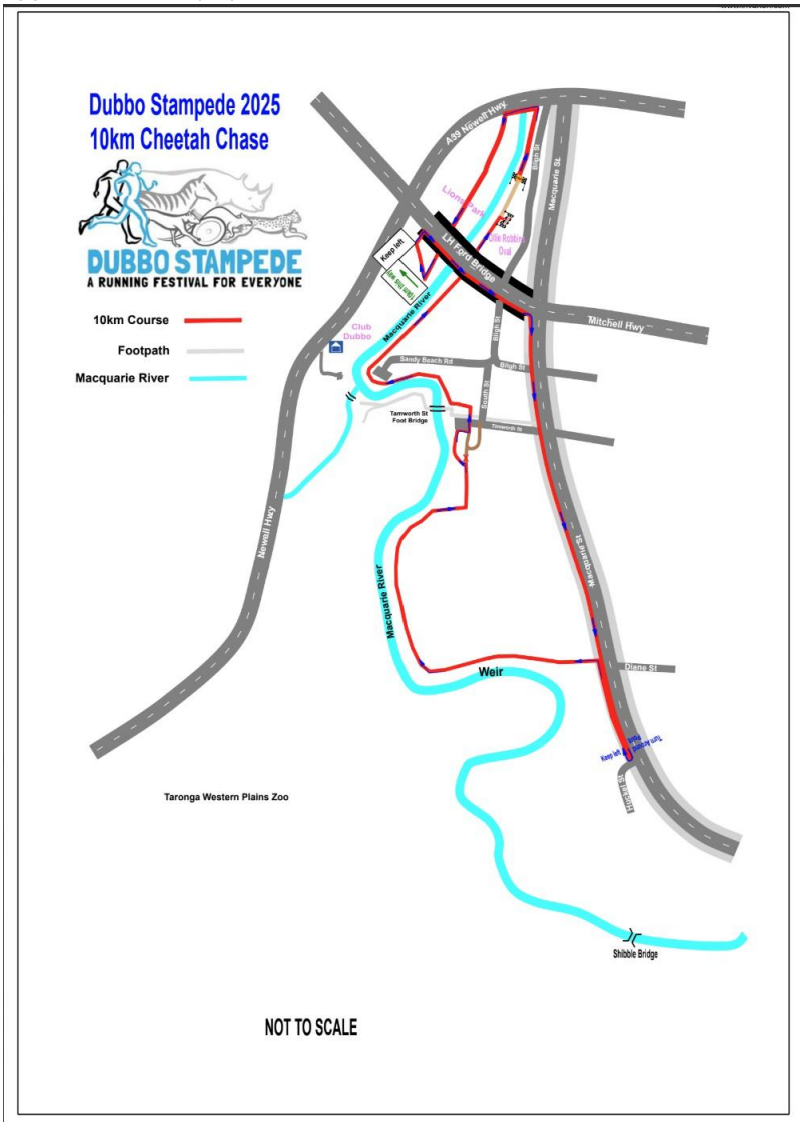
Dingo Dash 5km Course Description

1. From the start point at Ollie Robbins Oval, entrants head towards Serisier Bridge and continue in an anti-clockwise direction around the path next to the Macquarie River, past Club Dubbo and keeping left as they pass over the small bridge just past Sir Roden Cutler Park.

2. Participants will follow the path keeping the Macquarie River to their left. Runners will cross the Tamworth Street foot bridge where you will come across an aid station.

3. Participants then turn hard left and head towards Sandy Beach Road and continue along the path until they get to the Finish Arch at Ollie Robbins Oval.

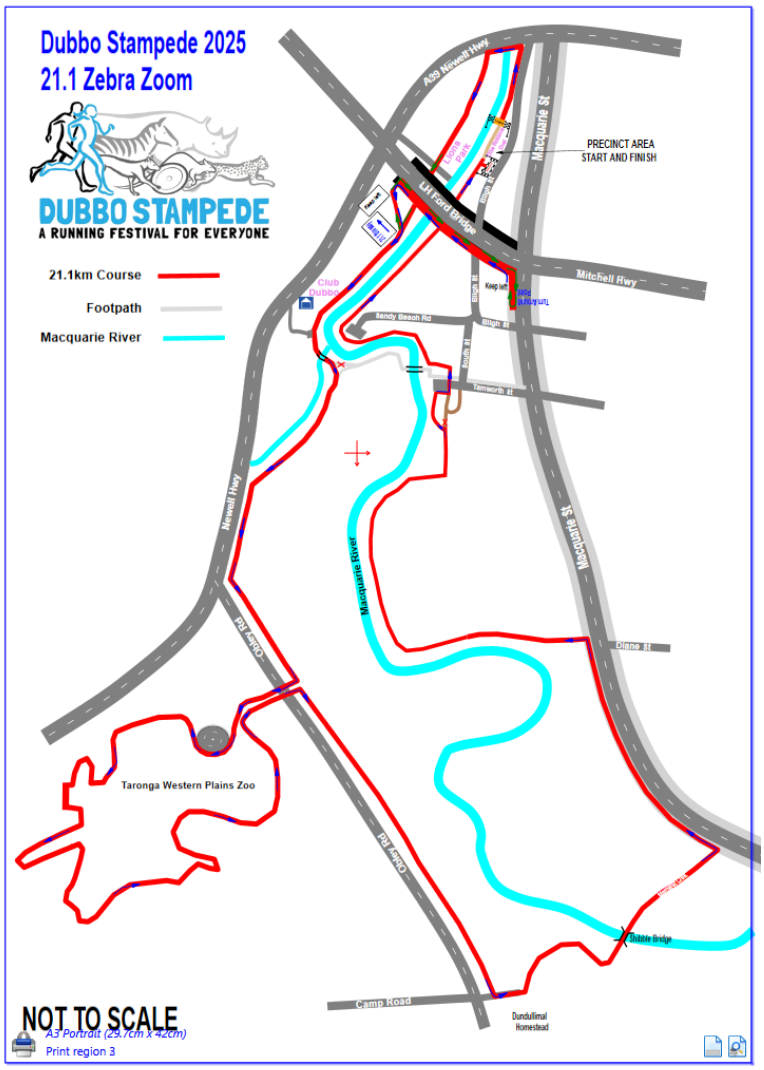
Appendix 4. *Map of 10km 'Cheetah Chase' Circuit*



Cheetah Chase 10km Course

1. Start at the start line at Ollie Robbins Oval.
2. Head north towards the Serisier Bridge which is a low-level bridge.
3. At the end of the bridge veer left under the rail bridge and head along the dirt path closest to the river.
4. Continue along the path until you hit a concrete path and go across a carpark and **under** the LH Ford vehicle bridge.
5. After you go under the LH Ford Bridge you will do a 90 degree turn to the right where you will run up a short path onto the LH Ford Bridge Pedestrian Pathway (don't worry, we will have signs and marshals here to guide you)
6. You will run along the LH Ford Bridge Pedestrian Path until you get to the other side where you will do a 90 degree turn to the right which will take you up Macquarie Street (more signs and Marshals here to guide you)
7. You will continue along Macquarie Street keeping left on the bitumen bike path until you reach a turnaround point which will be Marshalled. There are 2 cross streets ie. Bligh Street and Tamworth Street, and 2 side streets ie. Regand Park Boulevard and Huckel Street you will need to cross which will be Marshaled and/or sign posted.
8. Once you reach the turn around point in Macquarie Street, continue back keeping to the left on the concrete footpath where possible as there will be runners coming towards you on your right.
9. Immediately past the Water Treatment Works, runners will turn left through the entrance to the Regand Park Trail (past South Dubbo Weir). Volunteers will be at this point to direct runners.
10. Follow the dirt path for approximately 2.5kms keeping the river to your left.
11. Runners will then cross over the sealed Tamworth St Carpark onto the Tracker Riley trail and will continue on this track in a northern direction, keeping the river to their left.
12. You will then run under the LH Ford Bridge once again and before you know it you will hear all the cheering and music and just like that, you will cross that finish line.

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

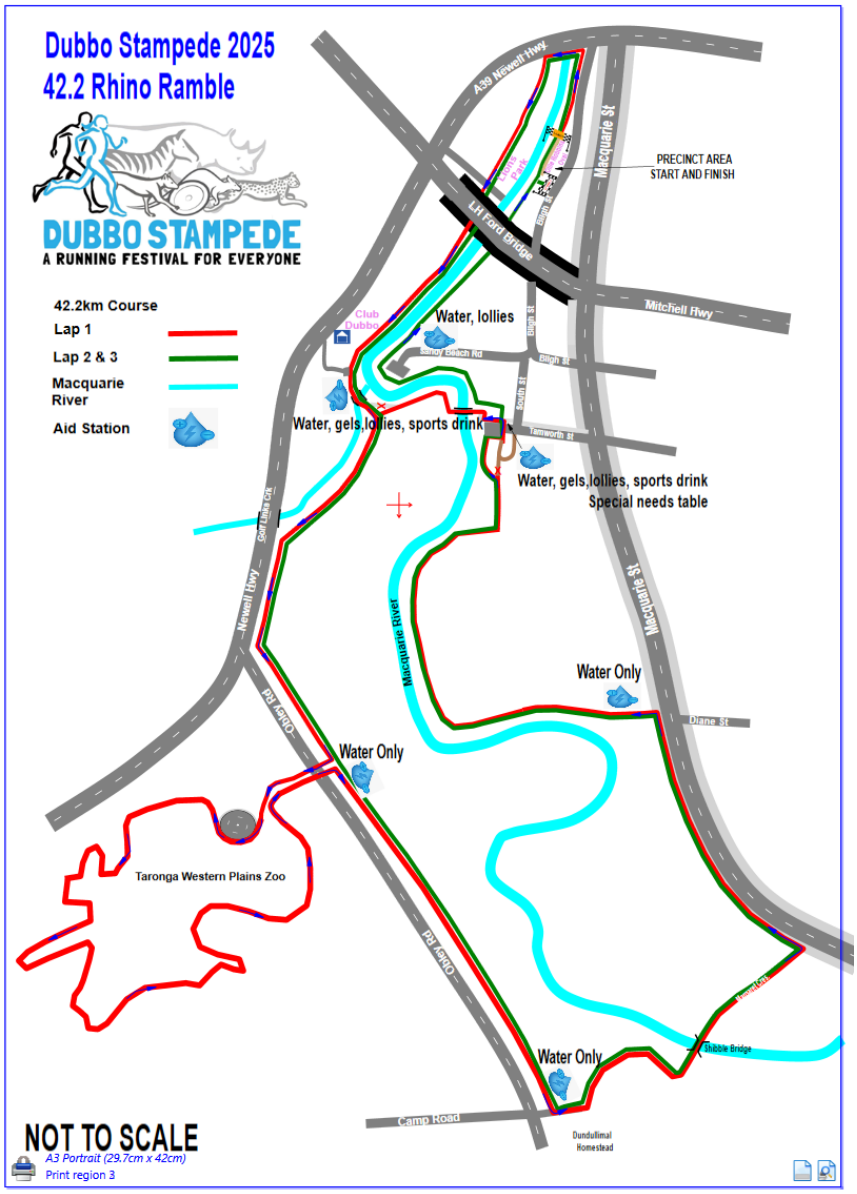


Zebra Zoom - 21.1km Course

1. Start at the start line at Ollie Robbins Oval.
2. Head north towards the Serisier Bridge which is a low-level bridge.
3. At the end of the bridge veer left under the rail bridge and head along the dirt path closest to the river.
4. Continue along the path until you hit a concrete path and go across a carpark and **under** the LHFord vehicle bridge.
5. Once you have gone under the LH Ford Bridge you will turn hard right and follow the footpath upto the LH Ford Bridge. Don't worry, there will be Marshals to guide you.
6. Keeping to your left, you will head along the LH Ford Bridge until you get to the eastern side of the Bridge.
7. Once you are off the bridge you will turn right onto the footpath and head along Macquarie Street keeping to the left-hand side of the path.
8. You will keep to the left of the footpath a short way until you come across the turn around point and Marshal.
9. Once you go around the turn around point head back towards the LH Ford Bridge.
10. Turn left and head back across the LH Ford Bridge keeping to your left.
11. Once you are on the western side of the Bridge you will do a sharp left turn and head back down the path.
12. Keeping the river on your left, follow the concrete path until you pass another aid station and across a yellow and green small pedestrian bridge.
13. As you cross the bridge you will veer right. This path will take you to Taronga Western Plains Zoo.
14. When you reach the zoo, you will cross the road at the Marshal's and Traffic Control and enter the zoo, keeping to the left of the main gate.
15. Stay on the left of the zoo entry on the path.
16. Once through the main gates you will come to the roundabout and cut the corner right for the second exit, we will have signs and Volunteers to guide you.
17. Complete the full Zoo circuit anti-clockwise then head towards the zoo exit on the right hand side on the path to the Marshal who will direct you back across the road onto the concrete path.
18. Turn right at the Marshal and head south down Obley Rd until you come across an aid station.
19. Turn left at the Marshal at the Dundullimal Homestead gates. Follow the bitumen path. You will see a toilet on your left hand side a very short way in so keep an eye out.

20. Always stay to the LEFT-HAND side on the bitumen path as you head down towards the river.
21. Head along the path across the Shibble Bridge and up a rise before coming to Macquarie Street.
22. Turn left (north) on Macquarie Street and stick to the left bicycle and footpaths.
23. You will cross one road and some driveways, so keep an eye out for vehicles.
24. You will spot our Marshal's who will point you left through gates where you will head down onto the weir track towards the river on a dirt path.
25. Keep following the path along the river's edge until you reach the Tamworth Street carpark. There will be an aid station here.
26. Run across the carpark and keep heading north around the Tracker Riley river track towards Sandy Beach. There will be two toilet opportunities and another aid station.
27. Keep following the path and soon you will be able to hear the sounds of cheers and loud music which will see you smile your way across the finish line.

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



Rhino Ramble - 42.2 Course

LAP 1

1. Start at the start line at Ollie Robbins Oval.
2. Head north towards the Serisier Bridge which is a low-level bridge.
3. At the end of the bridge veer left under the rail bridge and head along the dirt path closest to the river.
4. Continue along the path until you hit a concrete path and go across a carpark and **under** the LHFord vehicle bridge.
5. Keeping the river on your left, follow the concrete path until you pass an aid station and across a yellow and green small pedestrian bridge.
6. As you cross the bridge you will veer right. This path will take you to Taronga Western Plains Zoo.
7. When you reach the zoo, you will cross the road at the Marshal's and Traffic Control and enter the zoo, keeping to the left of the main gate.
8. Stay on the left of the zoo entry on the path.
9. Once through the main gates you will come to the roundabout and turn left to cut the corner to the second exit, we will have signs and Volunteers to guide you.
10. Complete the full Zoo circuit anticlockwise then head towards the zoo exit to the Marshal who will direct you back across the road onto the concrete path.
11. Turn right at the Marshal and head south down Obley Rd.
12. Turn left at the Marshal at the Dundullimal Homestead gates. Follow the bitumen path. You will see a toilet on your left hand side a very short way in so keep an eye out.
13. Always stay to the LEFT-HAND side on the bitumen path as you head down towards the river.
14. Head along the path across the Shibble Bridge and up a rise before coming to Macquarie Street.
15. Turn left (north) on Macquarie Street and stick to the left bicycle and footpaths.
16. You will cross one road and some driveways, so keep an eye out for vehicles.
17. You will spot our Marshal's who will point you left through gates where you will head down onto the weir track towards the river on a dirt path.
18. Keep following the path along the river's edge until you reach the Tamworth Street carpark. There will be an aid station here.
19. Turn left on the concrete path and down and across the Tamworth Street Foot Bridge.

20. Follow the concrete path until you get to a 'y' junction where you will turn left and head back up towards Obley Road and start of **LAP 2**
21. Turn left onto Obley Road and continue on the concrete path heading east keeping Obley Road to your right.
22. Turn left at the Marshal at the Dundullimal Homestead gates. Follow the bitumen path. You will see a toilet on your left hand side a very short way in so keep an eye out.
23. Always stay to the LEFT-HAND side on the bitumen path as you head down towards the river.
24. Head along the path across the Shibble Bridge and up a rise before coming to Macquarie Street.
25. Turn left (north) on Macquarie Street and stick to the left bicycle and footpaths.
26. You will cross one road at Huckel Street and some driveways, so keep an eye out for vehicles.
27. You will spot our Marshal's who will point you left through gates where you will head down onto the weir track towards the river on a dirt path.
28. Keep following the path along the river's edge until you reach the Tamworth Street carpark. There will be an aid station here.
29. Run across the carpark and keep heading north around the Tracker Riley River Track towards Sandy Beach. There will be two toilet opportunities and another aid station.
30. Keep following the path and soon you will be able to hear the sounds of cheers and loud music BUT don't get too excited because you still have your final lap to go 😊
31. Keep to your left as head towards the Precinct Area. We will have the left hand side of the course blocked off from other events as you run back past the START line and start your final **LAP 3.**
32. Head north towards the Serisier Bridge and back over the low-level bridge.
33. At the end of the bridge veer left under the rail bridge and head along the dirt path closest to the river as per Lap 1.
34. Continue along the path until you hit a concrete path and go across a carpark and **under** the LHFord vehicle bridge.
35. Keeping the river on your left, follow the concrete path until you pass an aid station and across a yellow and green small pedestrian bridge.
36. Keep following the concrete pack up towards Obley Road.
37. Turn left onto Obley Road and continue on the concrete path heading east keeping Obley Road to your right.

38. Turn left at the Marshal at the Dundullimal Homestead gates. Follow the bitumen path. You will see a toilet on your left hand side a very short way in so keep an eye out.
39. Always stay to the LEFT-HAND side on the bitumen path as you head down towards the river.
40. Head along the path across the Shibble Bridge and up a rise before coming to Macquarie Street.
41. Turn left (north) on Macquarie Street and stick to the left bicycle and footpaths.
42. You will cross one road at Huckel Street and some driveways, so keep an eye out for vehicles.
43. You will spot our Marshal's who will point you left through gates where you will head down onto the weir track towards the river on a dirt path.
44. Keep following the path along the river's edge until you reach the Tamworth Street carpark. There will be an aid station here.
45. Run across the carpark and keep heading north around the Tracker Riley River Track towards Sandy Beach. There will be two toilet opportunities and another aid station.
46. Keep following the path and soon you will be able to hear the sound of cheers and music and this time you get to cross that amazing FINISH line.

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

Road Section:	From Obley Road towards Shibble Bridge.
Estimated closure time	No road closures required.
Comments:	This year the participants can run across the LH Ford High Bridge to get across to run towards Taronga Western Plains Zoo. Transport have Approved use of the LH Ford Bridge. Once the runners exit the Zoo, they will continue towards Dundullimal as usual and head down towards the river but will come to a turnaround point and proceed to head back the way they came. No running will be on the road, all participants run on the concrete cycle/running path and then go back across LH Ford Bridge and along Macquarie Street to access the eastern side. This is the same for the Tamworth Street Foot Bridge. Runners can go as far as practicable then there will be a turnaround point where they can then run back over the LH Ford Bridge.
Road Section:	Macquarie Street between Margaret Crescent & Tamworth St
Estimated time of changed traffic conditions:	7.00am – 11.30am
Comments:	Witches' hats will be positioned along the left hand road edge on Macquarie Street to delineate the separation of vehicles from runners. Road signs will be located on Old Dubbo Rd notifying traffic coming into Dubbo of the running event.
Road Section:	Huckel Street
Estimated time of changed traffic conditions:	7.00am – 11.45am
Comments:	Runners will turn left down Huckel St and run to the end of bitumen sealed road before turning around and running back onto Macquarie St. Signage and Lollypop Marshals will be present to notify and slow traffic. Residents of Huckel Street will be notified by letter drop of the running event in the weeks prior to the event day.

Dubbo Stampede 2025

WALLABY WHEEL PARKING & PEDESTRIAN PLAN

NOTES:

Fencing and flagging tape will be placed to separate the course/participants and viewing areas at the precinct.

Entry/exit road nto the precinct will be closed on event day.

A dedicated parking area for Wallaby Wheel participants will be located across from the finsh line and will be assisted by Volunteers.

No pedestrian access will be allowed in the finish line area. The finish line area will be closed off using flagging tape. There will be an exit for participants from finish line through to the recovery area.

REPORT: Proposed 'No Stopping' Zone - Judy Jakins Drive Dubbo

DIVISION: Infrastructure
REPORT DATE: 9 July 2025
TRIM REFERENCE: ID25/1356

EXECUTIVE SUMMARY

Purpose	• Seek endorsement • Fulfil legislated requirement/ Compliance	
Issue	• This report details a proposed 'No Stopping' zone in Judy Jakins Drive, Dubbo. The proposed 'No Stopping' zone is opposite the Dubbo Rural Fire Brigade, as a consequence of Dubbo Fire Brigade concerns raised with Council regarding on street parking behaviour. These specific concerns relate to the parking behaviour by customers parking in front of the Dubbo Rural Fire Brigade blocking vehicle egress.	
Reasoning	• The parking congestion significantly impacts fire trucks exiting the driveway during emergencies due to people parking in front of the Dubbo Rural fire Brigade's driveway. It is considered that 'No Stopping' restrictions must be applied in front of Royal Flying Doctors Building which will encourage the smooth egress of fire trucks.	
Financial Implications	Budget Area	Infrastructure Strategy and Design
	Funding Source	Traffic Management Function – Traffic Improvements Signs and Markings
	Proposed Cost	$2,000
	Ongoing Costs	Not applicable
Policy Implications	Policy Title	Not applicable
	Impact on Policy	There are no policy implications arising from this report.
Consultation		Not applicable

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: 2 Infrastructure

CSP Objective: 2.1 The road transportation network is safe, convenient and efficient

Delivery Program Strategy: 2.1.1 Traffic management facilities enhance the safety and

	efficiency of the road network
Theme:	2 Infrastructure
CSP Objective:	2.1 The road transportation network is safe, convenient and efficient
Delivery Program Strategy:	2.1.2 The road network meets the needs of the community in terms of traffic capacity, functionality and economic and social connectivity
Theme:	2 Infrastructure
CSP Objective:	2.1 The road transportation network is safe, convenient and efficient
Delivery Program Strategy:	2.1.5 Council works collaboratively with the government and stakeholders on transport-related issues

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

It is recommended that Council approval be granted for the installation of 'No Stopping' signs on Judy Jakins Drive which will allow unobstructed access for the fire trucks. Plans are detailed on Council's Plan No TM 7644 (Appendix 1).

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at it meeting held on Monday 7 July 2025. The Committee had unanimous support in the adoption of the recommendation.

RECOMMENDATION

That Council approval be granted for the installation of 'No Stopping' signs on Judy Jakins Drive which will allow unobstructed access for the fire trucks. Plans are detailed on Council's Plan No TM 7644 (Appendix 1).

Luke Ryan
Director Infrastructure

SR
Traffic Engineer

REPORT

The Rural Fire Service (RFS) have raised concerns about vehicles parking in front of the Dubbo Rural Fire Brigade, blocking fire trucks from exiting onto Judy Jakins Drive during emergencies. In recent times, there has been an increase in vehicles parking at front of the Royal Flying Doctor Service building, making it harder for fire trucks to egress quickly and safely when needed.

Installation of 'No Stopping' signs could resolve the parking conflicts with vehicles parked opposite to the Dubbo Fire Brigade driveway.

Consultation

- During the investigation stage and subsequent determination to consider introducing 'No Stopping' restrictions in Judy Jakins Drive, the Infrastructure Strategy and Design Team prepared a No Stopping Plan and consultation was undertaken from 7 April to 14 April 2025 with the Royal Flying Doctor Service, with no objections raised.
- Further consultation will be undertaken with the Local Traffic Committee members, including representatives from NSW Police, the Local Member of Parliament, Transport for NSW (TfNSW) and Council officers.

Resourcing Implications

- Council's Infrastructure Delivery Team will provide the resources to undertake the modifications to the parking signage in Judy Jakins Drive, Dubbo.
- There is no ongoing maintenance required for the works.

Total Financial Implications	**Current year ($)**	**Current year + 1 ($)**	**Current year + 2 ($)**	**Current year + 3 ($)**	**Current year + 4 ($)**	**Ongoing ($)**
a. Operating revenue	0	0	0	0	0	0
b. Operating expenses	2,000	0	0	0	0	0
c. Operating budget impact (a – b)	**-2,000**	**0**	**0**	**0**	**0**	**0**
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	**-2,000**	**0**	**0**	**0**	**0**	**0**
Does the proposal require ongoing funding?	No					
What is the source of this funding?	Traffic Management Function – Traffic Improvements Signs and Markings					

Table 1. Ongoing Financial Implications

APPENDICES:

1⇩ Rural Fire Service - No Stopping Plan

DUBBO RURAL FIRE BRIGADE - NO STOPPING ZONE

LEGEND:

PROPOSED LOCATION

SITE LOCALITY:

GENERAL NOTES:

1. PRIOR TO ANY EXCAVATION COMMENCING, THE EXACT LOCATION AND DEPTH OF ALL UNDERGROUND SERVICES (INCLUDING WATER, GAS, SEWER MAINS, TELECOMMUNICATIONS AND POWER CABLES) SHOULD BE DETERMINED ON-SITE BY CONTACTING THE RELEVANT AUTHORITIES.

2. TRAFFIC AND PEDESTRIAN CONTROL MEASURES ARE TO BE IMPLEMENTED WHEN WORKING IN FOOTPATHS AND ROADWAYS IN ACCORDANCE WITH AS 1742.3-2019 AND TRAFFIC CONTROL AT WORK SITES (2022 EDITION)

3. ALL CONSTRUCTION TO BE CARRIED OUT IN ACCORDANCE WITH DUBBO REGIONAL COUNCIL'S AUSPEC #1 SPECIFICATION FOR CONSTRUCTION, AND COUNCIL'S WATER AND SEWER TECHNICAL SCHEDULES INDEX.

DRAFT

CHECKED - ENGINEERING DESIGN TEAM LEADER
INT. DATE
APPROVED - MANAGER INFRASTRUCTURE STRATEGY
INT. DATE

PRINT DATE: 22/04/2025 09:31:33 AM
SURVEY DATE
DESIGN DATE
DRAWING LD DATE 22/04/2025
DRAWING FILE

PERMANENT MARK: N/A RL: N/A DATUM: AHD71 & GDA2020/MGA ZONE 55

REV.	DATE	INT.	DETAILS OF AMENDMENTS
0	22/04/2025	LD	DRAFT ISSUE

STATUS: DRAFT ISSUE
SCALE: NOT TO SCALE
ORIGINAL SIZE A3
0 1 2 3 4 5 cm

DUBBO REGIONAL COUNCIL
INFRASTRUCTURE STRATEGY & DESIGN

PROJECT TITLE: DUBBO RURAL FIRE BRIGADE - NO STOPPING ZONE
DRAWING TITLE: SIGNAGE PLAN
SHEET NO. 1 OF 1
REV. 0
PLAN NO. TM 7644

REPORT: Draft North-West Urban Release Area Residential Development Control Plan

DIVISION: Development and Environment
REPORT DATE: 12 June 2025
TRIM REFERENCE: ID25/751

EXECUTIVE SUMMARY

Purpose	• Seek endorsement • Fulfil legislated requirement	
Issue	• Council adopted a Master Plan for the North-West Urban Release Area (NWURA) on 28 September 2023, which identifies the vision and desired future character of the NWURA Precinct. • Further planning activities have been undertaken, including the preparation of a Residential Development Control Plan (DCP) for the NWURA Precinct. • The draft DCP includes provisions to manage residential subdivision and development, as well as desired outcomes for future development to provide guidance for the community and the development industry. • The draft DCP will particularly assist diverse types of housing, including more dense and smaller residential typologies. • The draft DCP will be placed on public exhibition for a minimum of 28 days, with consultation being undertaken with the community. Targeted consultation will be undertaken with landowners, identified stakeholders and State Government Agencies. • Following completion of the public exhibition and consultation process, a further report, including any submissions received, will be provided to Council for consideration.	
Reasoning	• The draft DCP has been prepared with a new structure, differing from Dubbo DCP 2013, based on newer types of typologies that will benefit from a more flexible approach and planning and visual guidance to help realise the NWURA Master Plan vision.	
Financial Implications	Budget Area	Growth Planning
	Funding Source	Council received a grant for strategic planning work from the NSW Department of Planning, Housing and Infrastructure, a part of which has been used to prepare this DCP.
	Proposed Cost	$71,362.50
	Ongoing Costs	Not applicable.
Policy Implications	Policy Title	NWURA Residential Development Control Plan
	Impact on Policy	Upon adoption the draft DCP will provide

		development guidance for the land.

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:	1 Growth, Infrastructure and Connectivity
CSP Objective:	1.1 Everyone has access to safe, suitable, and affordable housing now and into the future.
Delivery Program Strategy:	1.1.1 Ensure a variety of housing options, types and densities are available to accommodate diverse community needs.
Theme:	1 Growth, Infrastructure and Connectivity
CSP Objective:	1.1 Everyone has access to safe, suitable, and affordable housing now and into the future.
Delivery Program Strategy:	1.1.2 Support housing affordability to ensure everyone can access suitable accommodation.
Theme:	1 Growth, Infrastructure and Connectivity
CSP Objective:	1.3 Land for homes, businesses, and services is planned and located where it's most needed.
Delivery Program Strategy:	1.3.1 Ensure land zoning supports sustainable development and future housing needs.

RECOMMENDATION

1. **That the draft North-West Urban Release Area Residential Development Control Plan be adopted for the purpose of public exhibition only.**
2. **That the draft North-West Urban Release Area Residential Development Control Plan be placed on public exhibition for a period of not less than 28 days in accordance with the requirements of the Environmental Planning and Assessment Act, 1979.**
3. **That minor administrative amendments to the Development Control Plan be made prior to exhibition if required.**
4. **That following the completion of the public exhibition period, a further report be presented to Council for consideration, including the results of public exhibition.**

Steven Jennings
Director Development and Environment

SI
Senior Growth Planner

BACKGROUND

Previous Resolutions of Council

28 September 2023 CCL23/256	*In part:* *1. That Council adopt the draft North-West Development Control Plan - Master Plan.* *2. That Council adopt the draft North-West Urban Release Area - Development Control Plan – Stage 1.*
23 November 2023 CCL23/319	*In part:* *1. That Council endorse the Planning Proposal … to amend the Dubbo Regional Local Environmental Plan 2022 for land in the North-West Urban Release Area.*

Following the adoption of the North-West Urban Release Area Master Plan and Stage 1 Development Control Plan by Council in September 2023 and following Council endorsement of a Planning Proposal for the NWURA Precinct in November 2023, further planning activities have been undertaken. This includes the preparation of a draft NWURA Residential Development Control Plan (attached in **Appendix 1**).

REPORT

1. What is a Development Control Plan

A Development Control Plan (DCP) provides detailed planning and guidance to support the aims, objectives and planning controls in the Dubbo Regional Local Environmental Plan 2022 (DRLEP 2022).

The Dubbo Regional LEP 2022 contains planning provisions, which identify a number of Urban Release Areas in Dubbo. These areas are included in the Dubbo Urban Areas Development Strategy as residential growth areas. The North-West Urban Release Area (NWURA) is a residential growth area located north-west of Dubbo.

Clause 6.3 of the Dubbo Regional LEP 2022 requires a site-specific DCP to be prepared and considered by Council prior to Council considering a development application for residential subdivision of the land.

A DCP has the role of guiding developers, landowners, Council and importantly the community in relation to how land may change over time through development or management and use.

DCPs include a range of provisions relating to how development can be delivered on land that achieves a range of performance objectives and importantly ensures we can continue to develop our urban area with a strong emphasis on overall liveability.

2. Precinct Master Planning process

In September 2023, Council adopted the North-West Urban Release Area Development Control Plan – Master Plan which identified the vision and desired future character for the North-West Urban Release Area. The Master Plan drawing is shown in **Figure 1**:

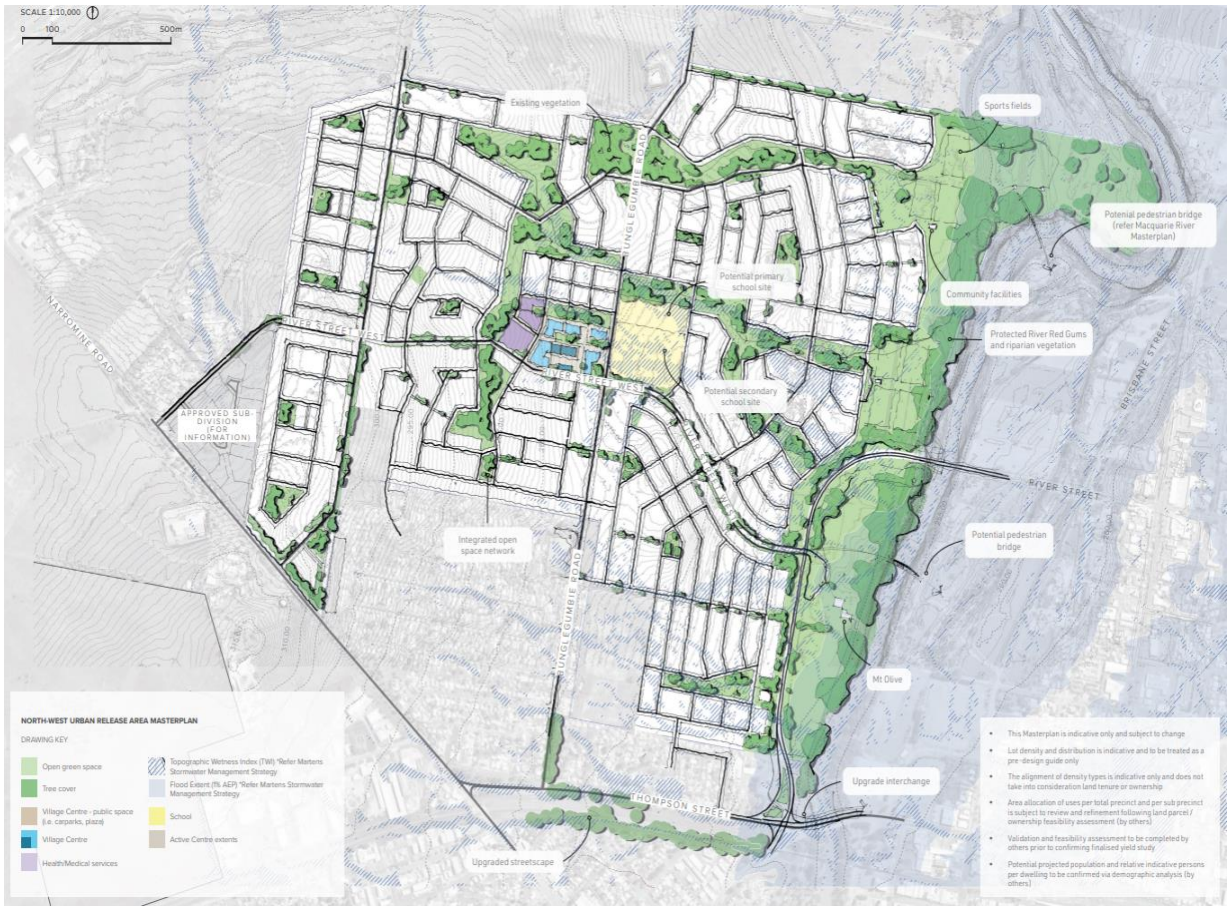


Figure 1: North-West Precinct Master Plan

The Master Plan identified the following elements:

(a) The establishment of the urban framework through the delivery of key precincts and their associated activities, infrastructure, roads, open spaces and transport linkages.
(b) The provision of new open space areas and green linear corridors to maximise pedestrian and cycle access.
(c) The preservation of existing trees and introduction of tree planting in streets, open spaces and linear parks to maximise the urban tree canopy cover and mitigate urban heat-island effects.
(d) Stormwater drainage and stormwater quality control measures to protect the water quality in the Macquarie River.
(e) Buffers or controls for future development at the interfaces to other land uses and noise producing activities on adjoining land.
(f) The promotion of high-quality urban design outcomes delivering environmental, social and economic sustainability.

(g) Provision of greater housing diversity and choice.
(h) Inclusive public spaces and access to amenities and services.
(i) Embedding a positive legacy for Dubbo.

The NWURA Precinct will ultimately feature a Village Centre offering a range of commercial, mixed-use, and potential educational (primary and secondary school) development opportunities designed to provide for local residents' needs within walking and cycling distance from home.

3. Planning processes to date

An essential component of the planning processes to date for the NWURA has been the preparation of a detailed Development Control Plan for residential development in the Precinct, which complies with the strategic intent and objectives of the North-West Master Plan.

In September 2023, a Stage 1 draft Residential DCP was prepared alongside the Master Plan DCP. The Stage 1 DCP currently provides controls for detached (single) dwellings and dual occupancies in the NWURA. Building on this, Council has now prepared the draft NWURA Residential Development Control Plan, which intends to deliver the Master Plan with greater focus on the desired outcomes for the NWURA Precinct.

In addition to providing further guidance for dwelling houses and dual occupancies, the draft DCP provides controls for a range of other dwelling typologies, including semi-detached dwellings, attached dwellings, multi-dwelling housing, and residential flat buildings.

The draft DCP does not seek to duplicate or vary decision-making emerging from the NWURA Master Plan, which is the product of significant collaboration, technical expertise and community consultation.

A further site specific, Local Village Centre DCP will also be prepared at a later stage to provide detailed guidance for the Village Centre component of the NWURA.

4. Application of the draft NWURA Residential Development Control Plan

The draft NWURA Residential Development Control Plan will apply to all R1 and R2 zones in the land shown in **Figure 2**.

Figure 2: Land to which draft NWURA Residential Development Control Plan applies

5. Structure and content of the draft Development Control Plan

The draft DCP consists of the following components:

a) Administration

This section includes administrative components relating to the DCP and direction on how to read and implement the Plan.

b) Implementing the vision

This section outlines the overall character statement for the NWURA based on the aspirations, vision and strategic planning framework presented in the NWURA Master Plan. This includes the provision of diverse housing typologies to meet the housing needs of the community, as shown in **Figure 3**.

Figure 3: Spectrum of desired housing typologies in the NWURA

c) Subdivision Provisions

d) Residential Development Provisions, including:

- Up to two dwellings
- Three or more dwellings
- Communal and supported residential development.

The above sections contain detailed provisions to guide applicants and support Council as the consent authority for development in the Precinct.

These sections specifically include 'statements of desired outcomes' or 'guidance statements' that will assist the planning, design and the undertaking of residential development (including those sited within mixed-use development sites).

e) General Provisions

This section ensures development is responsive to the land and the surrounding neighbourhood, as well as the broader area.

Particularly, this section includes guidance on development adjoining River Street West, the key east west connection, and provisions applying to development given the proximity of the NWURA to the Dubbo Regional Airport. This section also provides controls relating to building

height, car parking, waste management, stormwater, street cross sections and desired landscape plantings for the Precinct.

6. Consultation

Following Council's consideration, the draft DCP will be placed on public exhibition for a minimum period of 28 days in accordance with the requirements of the Environmental Planning and Assessment Act, 1979. The draft DCP will be notified in the following ways:

- A notice on Council's YourSay page;
- A notice on Council's Customer Experience Centre and Macquarie Regional Library Branches;
- Weekly advertisements placed in the Daily Liberal newspaper; and
- Written notice to landowners, persons who previously made submissions to Council during the exhibition of the NWURA Master Plan and Stage 1 DCP, and State Government Agencies.

Following completion of the public exhibition and consultation process, a further report, including any submissions received, will be provided to Council for consideration.

7. Resourcing Implications

Council received $155,000 in funding from the NSW Department of Planning, Housing and Infrastructure to help undertake strategic planning activities for the North-West Urban Release Area.

Part of this funding ($71,362.50) has been used for the preparation of the draft DCP and an associated peer review of infrastructure planning controls for the Precinct.

Total Financial Implications	Current year ($)	Current year + 1 ($)	Current year + 2 ($)	Current year + 3 ($)	Current year + 4 ($)	Ongoing ($)
a. Operating revenue	155,000.00	0	0	0	0	0
b. Operating expenses	71,362.50	0	0	0	0	0
c. Operating budget impact (a – b)	83,637.50	0	0	0	0	0
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	0	0	0	0	0	0
Does the proposal require ongoing funding?	No.					

Table 1. Ongoing Financial Implications

APPENDICES:

1⇩ Draft North-West Urban Release Area Residential Development Control Plan

DUBBO REGIONAL COUNCIL

DRAFT 2025
North-West Urban Release Area Residential Development Control Plan

Acknowledgement of Country

Dubbo Regional Council acknowledge the Wiradjuri People who are the Traditional Custodians of the Land. Council pay respect to all Elders past, present and emerging of the Wiradjuri Nation and extend that respect to other First Nations peoples who are present.

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1 Administration

1.1 Name of this plan

This Development Control Plan (DCP) is known as the North-West Urban Release Area (NWURA) Residential Development Control Plan (this plan).

1.2 Land and development to which this plan applies

This Plan applies to development on land within the R1 General Residential Zone (R1) and R2 Low Density Residential Zone (R2) within the North-West Urban release Area (refer to Figure 1.A) including:

a. The subdivision of land
b. The use of land for residential accommodation, including the erection of a building, the carrying out of a work and the demolition of a building or work.

1.3 Statutory Context

This DCP has been prepared in accordance with Section 3.44 of the Environmental Planning and Assessment Act 1979 (the Act), Part 2 Division 2 of the Environmental Planning and Assessment Regulation 2021 (the Regulation), and Clause 6.3 of the Dubbo Regional Local Environmental Plan 2022 (Dubbo Regional LEP 2022). Section 4.15 of the Act requires the consent authority to take into consideration the relevant provisions of this plan when assessing development applications on the land that this plan relates to.

This plan is required to be read in conjunction with the Dubbo Regional LEP 2022 (LEP), North-West Urban Release Area Development Control Plan – Masterplan (NWURA Masterplan), and relevant provisions of the Dubbo DCP 2013. In the event of any inconsistency, this plan will prevail.

Figure 1.A: Land in the North-West Urban Release Area this plan applies to (R1 General Residential and R2 Low Density Residential zones only)

1.4 Relationship between the NWURA Masterplan and this plan

This plan has been prepared to deliver the North-West Urban Release Area Development Control Plan – Masterplan (NWURA Masterplan), which:

- Establishes the local context and presents a long-term vision
- Identifies intended land uses to guide future development
- Provides key strategic planning outcomes through an indicative layout plan for the NWURA, including active travel networks, roads, stormwater management, and placemaking opportunities.

This plan does not seek to duplicate or vary decision-making emerging from the NWURA Masterplan, which is the product of significant collaboration, technical expertise and community consultation.

This plan builds on the vision and strategic planning frameworks in the NWURA Masterplan into more detailed statutory provisions to guide applicants and support Dubbo Regional Council (DRC) as the consent authority for the NWURA.

1.5 How to use and interpret this plan

This section illustrates the intended use (Figure 1. A) and interpretation of this plan (Figure 1. B).

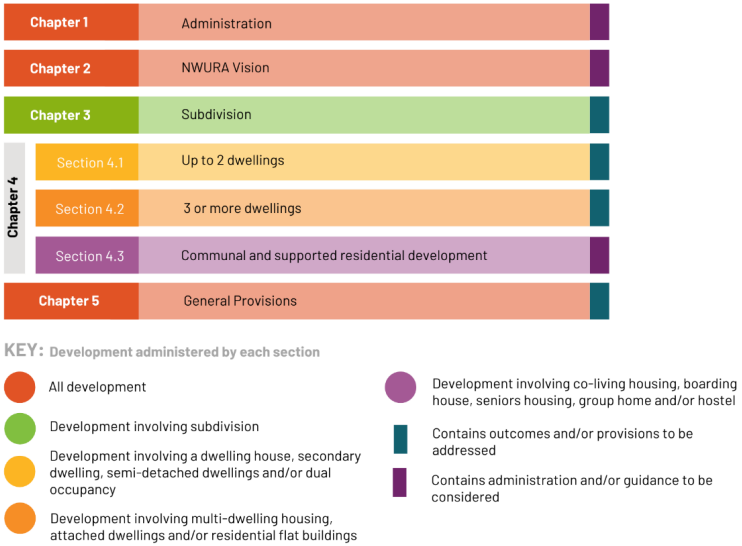


Figure 1.B: Structure and intended use of this plan

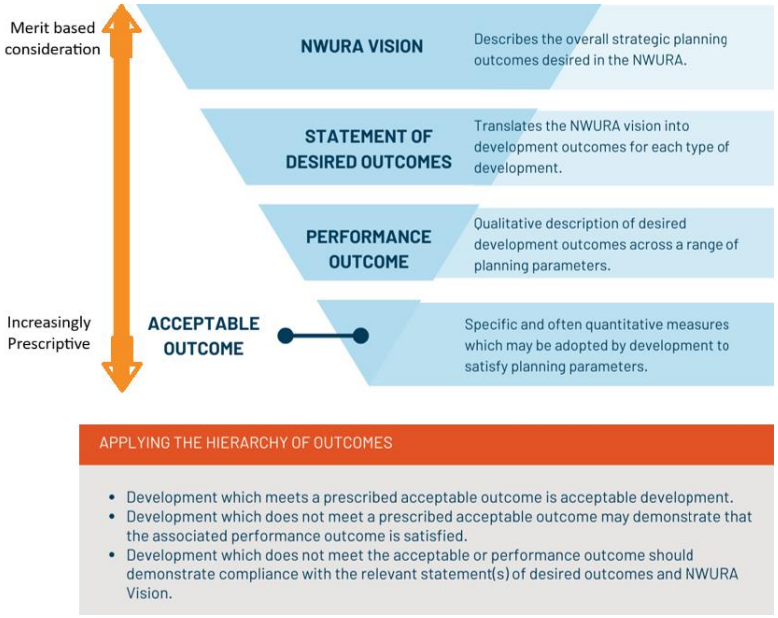


Figure 1.C: How to interpret this plan

1.6 Adoption and Monitoring

This plan was adopted by Council on _____ and commenced on _____.

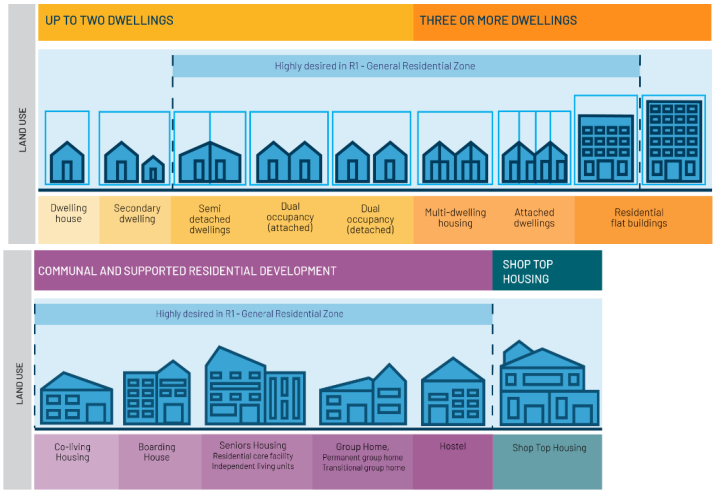
This Plan replaces the North-West Urban Release Area Development Control Plan – Stage 1 (adopted on 28 September 2023), which provided controls for detached (single) dwellings and dual occupancies only.

As planning and development in the NWURA evolves, this plan will continue to be monitored and revised as appropriate.

2 Implementing the Vision

The NWURA Masterplan contains the vision for the NWURA, which is envisioned as a unique precinct with a strong sense of local character and a vibrant identity. The NWURA vision is drawn from a range of environmental factors, including the site's unique topography and natural amenity associated with the Macquarie River, aboriginal sites and artefacts within the NWURA, local native flora and fauna including river red gums, as well as a stone cottage known as Mount Olive. Community aspirations that set the vision for the NWURA include high levels of amenity, liveability, and sustainability across the NWURA, along with a "village" feel with communal and welcoming spaces that maintain a human scale.

Development in the NWURA will provide a range of housing typologies (Figure 2.A) to meet the needs of the community.



Desired housing typologies within the NWURA are set out in Table 2.1, and comprise primarily medium density residential typologies, particularly within the R1 General Residential Zone.

Table 2.1: Desirability and associated density of housing typologies in the NWURA.

RESIDENTIAL LAND USES		**DESIRABILITY** **HD** – highly desired **D** – desired **ND** – not desired	
LEP Term	Also known as:	R1 zone	R2 zone
Dwelling House	Single dwelling, detached dwelling, freestanding house	D	D
Secondary Dwelling	Granny flat, teenage retreat	D	HD
Semi-detached dwellings	Duplex	HD	HD
Dual occupancy (attached)			
Dual occupancy (detached)			
Multi-dwelling Housing	Townhouse, row housing, terrace housing	HD	Prohibited
Attached dwellings			
Residential flat buildings	Apartments, units, manor homes		
Co -Living Housing	Student accommodation, communal living	HD	ND
Boarding House			
Seniors Housing *Residential care facility* *Independent living units*	Retirement village, aged care, aged persons units, seniors living	HD	D
Group Homes *Permanent group home* *Transitional group home*	Social housing, supported housing	D	D
Hostel		D	Prohibited
Shop top housing	-	D	Prohibited

REF DOC #

3 Subdivision Provisions

3.1 Development included

Section 3 applies to the subdivision of land.

3.2 Statement of desired outcomes

i. Subdivision delivers the desired streetscape character and facilitates delivery of housing densities and diversity by providing a mix of lot sizes.

ii. Patterns of subdivision are in accordance with the NWURA Masterplan to facilitate the provision of road and open space networks throughout.

iii. Subdivision is responsive to, and is designed to integrate with the natural topography.

iv. Subdivision of land is delivered with supporting infrastructure.

v. Subdivision delivers an efficient and well-connected network of roads which support safe and active transport.

vi. Subdivision design has regard to environmental values and constraints.

vii. Site landscaping is designed to retain and protect areas of existing remnant vegetation.

viii. Subdivision integrates measures, including water sensitive urban design, to preserve the health and function of waterways.

ix. Subdivision provides an environment that is practical and cost effective to maintain associated infrastructure.

The above statements of desired outcomes are accompanied by visual guidance at Table 3.1.

Table 3.1 Visual guidance to accompany the Statement of Desired Outcomes at Section 3.1.2

VISUAL GUIDANCE | DESIRED OUTCOMES FOR SUBDIVISION

ENCOURAGED

Figure 3. A

ENCOURAGED | *INNOVATIVE OUTCOME*

Sustainable community delivered alongside significant environmental rehabilitation and conservation, use of clean energy and adoption of water sensitive urban design principles.

Provision of significant community assets including pocket parks, a fitness park, bike paths, walking tracks and a community centre featuring community gardens.

Figure 3. B

ENCOURAGED | *CONVENTIONAL OUTCOME*

Subdivision provides for a mix of lot sizes suited to accommodating diverse housing typologies, with large lots suited to residential flat buildings or communal and supported residential development typologies surrounding the local centre.

Lots suited to accommodate single or dual dwelling typologies are mixed amongst medium density development to create a varied streetscape experience, facilitate intergenerational living and provide affordable typologies. Use of cul-de-sacs is minimised, and linear parks provide and cross-block connections which improve walkability and urban connectivity.

NOT ENCOURAGED

Figure 3. C

OUTCOME NOT ENCOURAGED

Cul-de-sacs provide poor connectivity outcomes which reduce walkability.

Cul-de-sacs also present issues associated with poor streetscape amenity, such as dominance of hardstand areas due to a concentration of driveways, limited space for trees, limited space for bins to be placed on the street for collection, and difficult access for waste vehicle movements.

3.3 Planning Provisions

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Subdivision Planning		
Topography, Environmental Values and Constraints		
PO3.1 Responsive Subdivision Subdivision contributes to a sense of place and supports the desired streetscape character. Subdivision responds to the local setting, contours of the land and natural features of the site.	**AO3.1 – 3. 4** Compliance with PO3.1-3.4.	
PO3.2 Cut and Fill a. Subdivision minimises cut and fill b. Subdivision makes adequate provision for drainage in connection with proposed cut and fill		
PO3.3 Environmental Values Subdivision design preserves and integrates areas of environmental significance.		
PO 3.4 Environmental Hazards Subdivision design responds to, and avoids, environmental hazards and constraints. This includes flooding, overland flow paths, bushfire, salinity, erosion, subsidence and contamination.		
PO3.5 Aboriginal Cultural Heritage Subdivision reflects cultural heritage values of the Tubba-gah People of the Wiradjuri Nation.	**AO3.5** Not specified.	
PO3.6 Biodiversity Subdivision is designed to maintain biodiversity connection across the land and avoid or minimise loss. Subdivision provides for deep soil zones and sufficient tree planting areas.	**AO3.6** a. Subdivision prioritises retaining significant and existing vegetation, including mature and remnant native trees. b. A tree (mature size, >3 metres in height) with a minimum mature canopy of 10 metres shall be planted for each new lot.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Waste Management		
PO3.7 Waste Management Subdivision design shall comply with waste management requirements in Section 5.5 of this DCP.	**AO3.7** Not specified.	
Staging		
PO3.8 Staging Subdivision shall be capable of being developed independently of later stages, with appropriate access, stormwater, servicing and utilities.	**AO3.8** All necessary infrastructure and connections are to be provided for by the developer to facilitate subdivision development.	
Subdivision Design		
Lot Design		
PO3.9 Lot Size Development provides a mix of lot sizes to: i. Meet the housing needs of the community ii. Accommodate the housing typologies for NWURA, adding visual interest to the street character.	**AO3.9** Subdivision results in the creation of lots suited to accommodating the housing typologies included in this DCP.	 *Figure 3. D* *Street blocks with different lot sizes accommodate different housing types*
PO3.10 Lot Orientation Lots are oriented to achieve good solar access for future buildings.	**AO3.10** Not specified.	*More information about orientation can be found on the Australian Governments 'Your Home' website: https://www.yourhome.gov.au/passive-design/orientation*
PO3.11 Lot Functionality Subdivisions are designed to be functional and usable for the intended future use of the land, avoiding adverse impacts to neighbouring use and development.	**AO3.11** Not specified.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO3.12 Lot Dimensions Lot sizes and frontages are suitable to accommodate development with sufficient setbacks, separation, landscaping, waste servicing, vehicle access and parking, open space and access to services.	**AO3.12** No more than three consecutive lots are to have the same frontage widths.	
PO3.13 Connectivity Subdivision facilitates high levels of pedestrian and cyclist connectivity by avoiding excessive block lengths.	**AO3.13** Subdivision provides for a block length ranging from 160- 220m.	*Note: this requirement does not apply to residue lots.*
PO3.14 Lot Layout Subdivision facilitates pedestrian connectivity by adopting a grid-like street layout and avoids cul-de-sacs and battle axe blocks.	**AO3.14** a. Cul-de-sac subdivision will not be supported by Council. b. Battle-axe lots are only provided where topography, site hazards and road layouts result in regular lots not being able to be achieved. Where provided: i. No more than three battle-axe lots adjoin each other in a consecutive manner. ii. Each lot has an area larger than 600m2, excluding the access handle. iii. Access handles have a maximum length of 60 metres and a minimum width of five metres. iv. Battle axe blocks must be accessible directly from a frontage to a public road and not service more than one lot.	 Figure 3. E *Cul-de-sacs give rise to poor connectivity outcomes when compared with grid layouts as seen above.*
Landscaping		
PO3.15 Species High amenity outcomes are achieved in the public domain through appropriate landscaping species.	**AO3.15** Trees, shrubs and groundcovers are planted in accordance with section 5.8 of this DCP (Streetscape Planting Palette).	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO3.16 Street Trees Sufficient street trees are provided for a comfortable walking environment for commuting, recreation and urban cooling. Trees should be planted in a way so that they do not interfere with street infrastructure and any underground services (such as water, sewer, electricity) or overhead infrastructure (such as light poles, signage, and street furniture or car parking, footpaths, bike lanes).	**AO3.16** a. Subdivision supports the greenspace network provided in the NWURA Masterplan (Section 4.2). b. Street trees are provided at a rate of: • One tree per 15m on each side of a road. • One tree per 5m on each side of a road with a shared path (cycle and pedestrian). Where trees are near services, there should be sufficient buffer space so services can be accessed without damaging the tree.	
PO3.17 Water Sensitive Urban Design Subdivision design integrates stormwater management measures within the design of landscaped areas. Water quality treatment solutions should be designed to be low maintenance and add amenity to open space areas by creating multi-use facilities. For instance, incorporating wetlands into walking loops, or incorporating sporting fields into larger basin areas.	**AO3.17** Not specified.	
Stormwater		
PO3.18 Detention and Drainage Development shall comply with Section 5.6 of this DCP.	**AO3.18** Not specified.	
PO3.19 Inter-allotment drainage Where required, lots are designed to facilitate appropriate inter-allotment drainage.	**AO3.19** a. Private drainage easements (single lot) are preferred. Inter-allotment drainage is to be avoided. b. Inter-allotment schemes limited to 300mm diameter pipes unless wider easements are provided. Inter-allotment schemes need to be designed to ensure good maintenance access.	*Council's policy statement for Inter-allotment drainage and associated easements (as stated in Council's Engineering Standards and Requirements Relating to the Subdivision of Land) is that it must be provided where any part of any lot does not drain to a public road without traversing one or more adjacent downhill lots.* *This specifically relates to both roof water and surface water from within each allotment in the subdivision.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO3.20 Road Drainage All roads have an underground pipe system and collector pits to transfer water from the discharge point for each lot.	**AO3.20** 10% AEP to be piped. 1% AEP to be contained within road corridor or drainage reserve. Overland flow paths shall not enter private property in the 1% AEP event. Naturally draining lots to provide for flows above the 10% AEP in overland flow path, e.g. house raised on piers, floor level raised, flow path around house.	
PO3.21 Other Considerations Roads and drainage reserves consider safety and safe conveyance of flows. Future intensity of development to be considered for stormwater detention.	**AO3.21** Safety of public, pedestrians, residents, vehicles, property, environment and maintenance is to be addressed.	
PO3.22 Public Realm Stormwater Flows Water sensitive urban design measures are provided to avoid water pollution resulting from stormwater flows from public areas.	**AO3.22** a. Water sensitive urban design measures reduce pollution load throughout public areas by: i. Total suspended solids (TSS): 80% ii. Total phosphorous (TP): 60% iii. Total nitrogen (TN): 45% iv. Gross pollutants: 90%. b. Development to be designed to minimise the maintenance burden on Council. Wetlands preferred and bioretention not supported.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Roads, Movement and Connectivity		
Roads		
PO3.23 Road Network and Hierarchy Subdivision provides a network and hierarchy of roads which are generally in accordance with diagram *4.11* of the NWURA Masterplan *(Revised indicative layout plan)*.	**AO3.23** The road network is to be designed to facilitate road safety for all users, including pedestrians, cyclists and vehicular drivers.	 *Providing shade and places to rest along key movement corridors promotes active transport uptake*
PO3.24 Street Sections Street sections should be designed to reflect the intentions and aspirations of the NWURA Masterplan. Cross-sections should show deep root zones of trees.	**AO3.24** Roads and streets are designed in accordance with the typical streetscape sections provided at section 5.8 of this DCP.	*Figure 3. H*
PO3.25 Street Lighting Roads and streets are to be well-lit, and verge widths to consider tree canopies, footpaths, and services.	**PO3.25** a. Street lighting should be appropriately located, installed and energy efficient. b. Street lighting is to be in accordance with Transport for NSW TD 93/21 Road Lighting Installations, Standard Drawings R0600 Street Lighting Series, relevant Australian Standards including AS1158.1, and applicable Transport for NSW Supplements/ Requirements for Design.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO3.26 Green Streets and Shade Ways Landscaping of streets and roads provide green and shady streets to promote urban comfort and amenity.	**AO3.26** Development delivers the outcomes envisaged at Section 6.1 of the NWURA Masterplan.	
Active transport network		
PO3.27 Bus Network Subdivision design enables the intended bus network as per Section 4.6 of the NWURA Masterplan.	**AO3.27** Not specified.	
PO3.28 Pedestrian and Cycle Network Subdivision design and delivery is in accordance with the pedestrian and cycle network as per Section 4.7 of the NWURA Masterplan and provides high quality landscaping and amenity.	**AO3.28** Not specified.	
PO3.29 Walkability and Open Space Subdivision design and delivery is in accordance with the intended walkability and open space outcomes specified at Section 4.8 of the NWURA Masterplan.	**AO3.29** All blocks are within 400m of a park or open space.	
PO3.30 Urban Heat Subdivision design and delivery promotes a comfortable active transport experience by mitigating impacts associated with urban heat.	**AO3.30** Not specified.	
Streetscape Character		
PO3.31 NWURA Streetscape Character The desired streetscape character is to be as per the NWURA Masterplan and Section 2 of this DCP.	**AO3.31** Subdivision design shall incorporate Crime Prevention Through Environmental Design (CPTED) principles.	
Infrastructure and Services		
Provision of utilities and services		
PO3.32 Underground Services Services corridors are provided between the kerb and property boundary for underground services to development.	**AO3.32** Not specified.	*Note: requirement does not apply to residue lots, open space or roads.*
PO3.33 Siting Services Services corridors are sited to avoid adverse impacts to existing site conditions such as remnant vegetation.	**AO3.33** Not specified.	*Note: requirement does not apply to residue lots, open space or roads.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
AO3.34 Connections Development is connected to all available services at the full cost of the developer.	**AO3.34** The design and provision of utility services are to conform to the requirements of relevant service authorities and be in accordance with relevant Australian standards.	*Services are to be in accordance with Council's Policy for trenching allocation in footways (Standard Drawing 5268).* *Note: requirement does not apply to residue lots, open space or roads.*

4 Residential Development Provisions

4.1 Up to two dwellings

4.1.1 Typologies included

Section 4.1 applies to the residential accommodation typologies listed in Figure 4.A below.

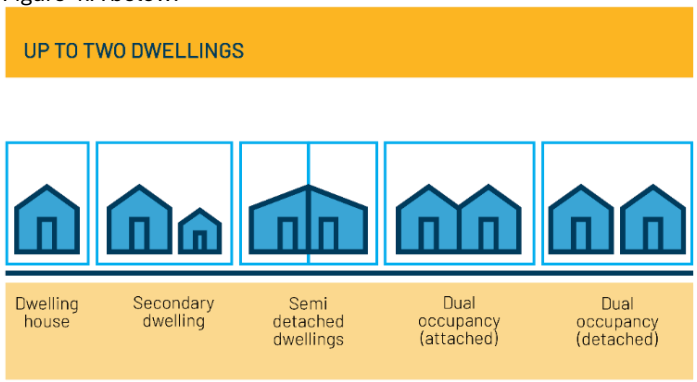


Figure 4. A: Types of residential development administered by Section 4.1

4.1.2 Statement of desired outcomes

i. Development provides a range of housing options and a mix of dwelling sizes to meet the housing needs of the community.

ii. Development enables flexibility to accommodate changing lifecycle housing needs of residents over time such as families expanding or downsizing, ageing in place, intergenerational living and extended families.

iii. Dwelling houses are delivered primarily on R2 Low Density Residential land across a range of lot sizes and create a transition zone to integrate the NWURA with existing surrounding neighbourhoods.

iv. Secondary dwellings are delivered to facilitate flexibility and increased residential density within a single lot

v. Dual occupancies and semi-detached dwellings allow additional house choice and higher densities accommodation.

vi. Buildings are designed and sited to deliver efficient, flexible, high amenity and comfortable living environments, with minimal impacts on neighbours and the surrounding environment.

vii. Development avoids homogenous streetscapes.

viii. Development contributes positively to the intended form and character of the NWURA as expressed in the NWURA Masterplan and Section 2 of this DCP.

The above statement of desired outcomes is complemented by visual guidance in Table 4.1.

Table 4.1 Visual guidance provided to complement the Statement of Desired Outcomes at Section 4.1.2

VISUAL GUIDANCE | STATEMENT OF DESIRED OUTCOMES FOR TYPOLOGIES INCLUDING UP TO TWO DWELLINGS

ENCOURAGED

Figure 4. B

SUPPORTED | *INNOVATIVE OUTCOME*

Compact but highly liveable housing suited to facilitating increased residential density in a low-rise format.

Windows overlooking the streetscape with visually permeable fencing for passive surveillance

Effective frontage landscaping, mixed use of materials and articulated built form combine to provide visual interest and a positive contribution to the streetscape

Figure 4. C

SUPPORTED | *CONVENTIONAL OUTCOME*

Site responsive detached single dwelling typology.
Minimal impact on neighbouring visual, solar and acoustic amenity.

Integrated garage avoids car dominance and readily visible front door promotes streetscape activation and casual surveillance.

Considered frontage landscaping and mixed use of materials provide visual interest and a positive contribution to the streetscape.

NOT ENCOURAGED

Figure 4. D

UNSUPPORTED OUTCOME

Homogenous detached dwellings with minimal building separation.

Monotonous streetscape with a lack of visual interest.

Inadequate solar amenity and privacy.

Development design prone to urban heat impacts.

4.1.3 Planning Provisions

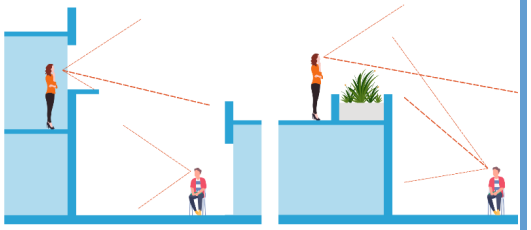
PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Land Use, Siting & Built Form		
Land Use		
PO4.1 .1 Residential Density Residential development accommodates the desired variety of housing typologies for NWURA.	**AO4.1.1** Development delivers residential accommodation uses listed in Table 2.1.	
Scale and Siting		
PO4.1.3 Dual Occupancy (detached) and Secondary Dwellings Development contributes to the amenity of the streetscape and allows for street tree planting and adequate bin collection and storage areas.	**AO4.1.3** Detached dual occupancy development ensures: a. Both dwellings address the street and appear as separated entities. b. Development avoids locating one dwelling entirely behind the rear building line of the other. c. The configuration of dwellings considers sharing of hardstand areas, including driveway access. d. Development frontage does not compromise provision of street trees. e. Development does not contain double garages that dominate the street frontage. f. Development provides adequate bin collection and storage areas. g. If on a corner lot, the dual occupancies should each front a different street. h. On a corner lot, the development must address both streets.	
PO4.1.4 Equitable Future Development Buildings are designed and sited to respect the amenity of existing neighbouring development and avoid potential adverse impacts.	**AO4.1.4** Not Specified.	*For example, consider the future residential lot development's stormwater requirements, such as minimum finished floor level, permissible site discharge, location and description of lot's discharge point, kerb and gutter connection, pipe connection, assumed % impervious area.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.1.5 Building Height Development has a building height which is consistent with the surrounding local context, streetscape, and the intended character of the area having regard to: a. The predominant height of existing or approved buildings in the street. b. Providing for separation and transition between lower and higher scale building forms. c. Street conditions such as street width. d. The slope and topography of the site and surrounds e. Viewpoints and corridors. f. Sunlight to adjoining residences and public space.	**AO4.1.5** Building height does not exceed the relevant building height specified at Section 5.3 of this DCP.	
PO4.1.6 Front Boundary Setback Buildings are setback from the front boundary to allow: a. Consistency with the streetscape and local character. b. Accommodation of utilities and visitor parking. c. Canopy trees and other landscaping forward of the building line. d. Interaction and casual surveillance of the street.	**AO4.1.6** Buildings are setback a minimum of: a. 3m from front boundary. b. 5.5m from front boundary to any garage. c. 1m from a secondary frontage such as a laneway or cross block connection.	 *Figure 4. E* *Front setback accommodates landscaping, all abilities access and successful street engagement.*
PO4.1.7 Side Boundary Setbacks Side boundary setbacks are responsive to the building mass and scale and buildings are setback from each side boundary to allow for: a. Visual separation between lots, when viewed from the street b. Access to the rear of lots. c. Equitable development of the adjoining lot.	**AO4.1.7** Where not attached to a dwelling on the adjoining lot, buildings are setback 2m from at least one side boundary.	*Designing dwellings with sufficient building separation helps enable ventilation, solar access and privacy.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.1.8 Rear Boundary Setbacks Rear boundary setbacks are responsive to the building's mass and scale.	**AO4.1.8** Rear setbacks should allow useable passive and active recreation outdoors areas, as well as planting areas and canopy trees.	
PO4.1.9 Building Separation For lots accommodating two dwellings which are not attached, appropriate building separation allows for sufficient ventilation, access to sunlight and visual and acoustic privacy for both dwellings.	**AO4.1.9** Building separation complies with the Building Code of Australia.	
Streetscape		
PO4.1.10 Building Entries Building entries contribute to: a. Creation of an identity for each dwelling. b. Variety and interest in the streetscape.	**AO4.1.10** Building entries: a. Create visual interest, are clearly defined and visible from key entry points. b. Are designed to promote informal interactions between residents, neighbours and the public. c. Contribute to a sense of security. d. Provide weather protection and privacy.	 *Figure 4.F* *Building entrances create identity for dwellings – fostering pride and contributing to interesting streetscapes.*
PO4.1.11 Casual Surveillance Development contributes to casual surveillance of the streetscape and fosters a sense of safety.	**AO4.1.11** Casual surveillance of the street is achieved via: a. Windows to habitable rooms facing the street. b. Doors facing the street. c. Planting vegetation in the front setback that is high branching or low-level to ensure sightlines between buildings and the street.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.1.12 Fencing and Courtyard Walls Fences and courtyard walls: a. Balance privacy and security with streetscape amenity and connection with the street. b. Do not adversely impact the streetscape. c. Are located wholly within lot boundaries.	**AO4.1.12** Courtyard walls and fences: a. Are limited to a total height of 900mm along street boundaries and 1800mm along other boundaries from the ground level (finished). b. Incorporate visually permeable materials along street boundaries. c. Fencing on corner lots is to be either splayed, set-back, reduced in height or transparent to maintain visibility for motorists.	 *Front fencing along the street frontage balancing privacy, sense of ownership and connection with the street* *Figure 4.G*
PO4.1.13 Streetscape Interface The relationship between development and the streetscape is considered and provides vibrant, well used and safe neighbourhoods.	**AO4.1.13** Development: a. Provides direct pedestrian access from each dwelling to the public network. b. Includes visually prominent pedestrian entries. c. Separates pedestrian and vehicle entries. d. Avoids bulky garages and instead integrates car parking into the building. e. For lots with a frontage wider than 12 metres, the garage door width or a parking structure facing the street is not to be more than 50% of the total width of the front of the building.	*Figure 4.H* *Integrated garage and separate pedestrian entry positively contribute to streetscape amenity.*
Environmental Amenity		
PO4.1.14 Environmental Amenity a. Development shall not compromise the continued operation of existing uses. b. Development design considers the health and wellbeing of future residents.	**AO4.1.14** Not specified.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Liveability		
Privacy		
PO4.1.15 Acoustic Privacy a. Development is designed to avoid adverse acoustic impacts to residents and neighbours.	**AO4.1.15** a. Development uses appropriate acoustic treatments for dwelling walls which are separated from the nearest dwelling by less than 4m. b. Development is constructed to ensure habitable rooms are not exposed to noise levels higher than the standards contained in the relevant Australian Standard AS 3671 – Acoustics – Road Traffic Noise Intrusion. c. Where development is proposed within proximity to arterial, sub-arterial or collector roads, non-habitable rooms shall be located on the noise affected side of each dwelling house and be able to be sealed off by doors from living areas and bedrooms where practicable, whilst maintaining good housing design and building appearance.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.1.16 Visual Privacy Development facilitates enjoyment of dwellings without unreasonable overlooking between dwellings and neighbouring sites.	**AO4.1.16** Views between habitable spaces of neighbouring dwellings are avoided by: a. Orienting dwellings or positioning windows to look away from neighbouring dwellings. OR b. Separating a window, door or other exterior opening exceeding 1m^2 (which is not permanently screened or obscured), to achieve a separation of: i. from a bedroom or study: 4.5m ii. from a habitable room other than a bedroom or study: 6m iii. from an outdoor habitable space: 7.5m AND c. Use of adjustable privacy devices such as curtains, blinds, louvres, balustrades or fins.	*Obstruction of sight lines can include traditional upright screening, however, strategic use of planter boxes and /or ledges/extrusions can also promote visual privacy.*  *Figure 4.I* *Figure 4. J* *Oblique window openings protect privacy to habitable rooms.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Solar Access & Natural Ventilation		
PO4.1.17 Solar Access Dwelling design optimises solar access to maximise dwelling comfort and the wellbeing of residents.	**AO4.1.17** Development: a. Prioritises solar access in primary living spaces and open spaces. b. Avoids dark interior spaces. c. Makes use of operable or adjustable shading devices to improve indoor comfort during summer and sunlight and warmth in winter. d. Avoids compromising solar access to adjoining dwellings or sites and ensures habitable rooms of adjoining development received a minimum of two hours of solar access between 9am - 3.00pm on 21 June.	
PO4.1.18 Natural Ventilation Dwelling design optimises natural ventilation which is responsive to the site and local climatic conditions, including drawing on natural breezes for cooling in summer, and avoiding winter winds.	**AO4.1.18** i. All habitable rooms have a minimum of one openable external window. ii. Non habitable rooms such as garages and rooms with high fixed ventilation openings (e.g. bathrooms and laundries) are located to act as buffers from winter winds. iii. Dwellings facilitate natural ventilation of bathrooms and laundries with at least one operable opening.	
Storage		
PO4.1.19 Storage Development provides adequate storage, which is functional, secure and easily accessible.	**AO4.1.19** In addition to internal built-in storage in kitchens, bedrooms, bathrooms and laundries, development provides the following additional storage: a. $6m^2$ for one-bedroom dwellings b. $8m^2$ for two-bedroom dwellings c. $10m^2$ for dwellings with 3 or more bedrooms.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Transport, Access and Parking		
PO4.1.20 Car Parking Car parking and access considers dwelling scale and responds to the needs of residents (and visitors).	**AO4.1.20** Development provides parking in accordance with the rates provided at Section 5.4 of this DCP.	
PO4.1.21 Diverse Transport Needs Development provides a range of transport needs.	**AO4.1.21** Not specified.	*Note: Development should consider the needs of the intended users when considering diverse transport needs. For instance, residential typologies catering to young families should cater to the movement and storage of a pram while typologies catering to students should closely consider the movement and storage of bicycles.*
PO4.1.22 Site Access and Parking Parking and safe access is designed to: a. Minimise vehicle crossovers and provide a grade and width to facilitate safe access. b. Design driveways as shared spaces for development comprising more than one dwelling. c. Ensure common circulation areas provide clear sight lines and adequate access and turning space.	**AO4.1.22** Development: a. Minimises hardstand areas by providing no more than one verge crossing (per street frontage) and consolidating driveways. b. Separates vehicle and pedestrian entries. c. Fencing on corner lots is to be either splayed (minimum 5m), reduced in height or transparent to maintain visibility for motorists.	
Open Space		
Private Open Space		
PO4.1.23 Provision of Private Open Space Private open space is designed to provide residents with privacy, flexibility and amenity. Each dwelling: a. Provides a visual and physical connection from primary living areas to private open space. b. Has access to daylight within private open spaces.	**AO4.1.23** Not specified.	
PO4.1.24 Functionality Private open space (POS) areas are sufficiently sized, and suitably located, to accommodate active outdoor living, outdoor dining and clothes drying.	**AO4.1.24** a. Each dwelling provides adequate private open space to cater to a minimum 25sqm area with a minimum dimension of 5 metres.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
	b. Development has a minimum POS area of 20% of the site area (excluding the area located forward of the front building line) c. 50% of the area of the required POS (of both the proposed development and adjoining properties) should receive at least three (3) hours of sunlight between 9am-3pm on 21 June.	
Adaptable, future proof development		
PO4.1.25 Adaptable Dwelling Design Development considers how dwelling design and layout can be flexible, and facilitate accessible and changing uses over time.	**AO4.1.25** Development considers: a. Locating load bearing walls to facilitate flexible arrangement of future spaces. b. Designing for mobility and accessibility needs of different generations. c. Locating one or more bedrooms on the ground floor to support ageing in place.	*Consider planning for simple retrofitting options to address changing needs over time.* *Australian Government's YourHome website has further guidance on designing liveable and adaptable homes: https://www.yourhome.gov.au/live-adapt/liveable-adaptable-home*
Landscaping		
PO4.1.26 Deep Soil Zones and Canopy Cover Development ensures deep soil zones for larger, long living shade trees and maximise tree canopy coverage.	**AO4.1.26** Not specified.	*Development should incorporate deep soil planting within setback areas to allow shade and screening for residents and the public domain.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.1.27 Landscape Design Landscape design considers: a. Climate resilient plant selection to suit the region's soil conditions and rainfall. b. A mix of native and deciduous species to provide shade in summer and access to sunlight in winter. c. Providing dwellings with a natural outlook and minimising the visual dominance of built form. d. Use of permeable pavements where possible.	**AO4.1.27** A suitably designed landscape plan and planting schedule is to be submitted with any development containing two or more dwellings.	*A landscape plan should include:* *• location of landscaping on the site;* *• scientific name of all plant material;* *• height and characteristics of plant material at maturity;* *• status of landscaping at planting;* *• protection of existing trees (as relevant) in accordance with AS4970-2009;* *• details of structural elements preventing damage to the built infrastructure;* *• specification of a maintenance regime;* *• specification of irrigation systems for maintenance of landscaping, referencing current council standards;* *• specification that a horticultural professional will supervise implementation of the landscaping works; and* *• plans drawn to a recognised scale such as 1 to 100.*
Servicing		
Services and Utilities		
PO4.1.28 Connections Development is connected to all available services.	**AO4.1.28** Not specified.	
PO4.1.29 Visibility Frontages, including front facades, any balconies and roofs, should be free of visible utilities/services to preserve streetscape amenity.	**AO4.1.29** Services are located underground, integrated into alcoves or screened using landscaping, fencing or covers as permitted by service authorities.	*Services are to be installed in accordance with relevant Australian standards and the requirements of the relevant service provider.*
Waste		
PO4.1.30 Waste Management a. Waste Storage: Development provides adequately screened and designated waste storage areas for all dwellings. b. Waste Collection: Refer to Section 5.6 for Council's waste collection requirements.	**AO4.1.30** Not specified.	*All waste storage and collection areas should be functional and convenient and easily accessible by both residents and waste collection services.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Design		
Materials		
PO4.1.31 Material Selection Material selection (including for dwellings, fencing, walls, parking and waste and storage areas) considers texture, colour, durability, climate and visual appeal. Development design contributes to the emergence of the NWURA as a city with a strong local character and a vibrant identity.	**AO4.1.31** Selection of materials contribute to the desired streetscape character as per the NWURA Masterplan and Section 2 of this DCP.	
Sustainability		
PO4.1.32 Adaptive Re-Use Development considers opportunities for adaptive re-use of recycled materials and contributes to the desired sustainable character of the NWURA.	**AO4.1.32** Not specified	
Climate-Responsive Design		
PO4.1.33 Local Climate Development has regard to Dubbo's local climate and ensures building design is considerate of current and future climate.	**AO4.1.33** Not specified.	
PO4.1.34 Energy Efficiency Development facilitates natural responses to the seasons (heat seeking in winter, shade seeking in summer) to reduce reliance on energy consumption and lower operational costs for residents.	**AO4.1.34** Not specified.	Louvred windows and adjustable screening devices allow for solar control and natural ventilation.
PO4.1.35 Stormwater Development is to comply with Council's stormwater requirements as outlined in section 5.6 of this DCP.	**AO4.1.35** Compliance with PO4.1.37.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.1.36 Urban Heat Development mitigates impacts associated with urban heat by adopting cooling solutions.	**AO4.1.36** Development: a. Consolidates hardstand areas where possible and maximises soft landscaping areas. b. Makes use of light-coloured surfaces to reflect urban heat. c. Roof materials shall not absorb heat. Dark roofs will not be supported. d. Roof materials to minimise glare, also given proximity to the Dubbo Regional Airport. e. Provides flexible or adjustable shading devices to large west and north facing windows. f. Makes use of vegetation, including deciduous trees, to offer protection during summer and solar access through winter.	
PO4.1.37 Cultural Heritage Values Development reflects significant tangible and intangible cultural heritage values of the Tubba-gah People of the Wiradjuri Nation.	**AO4.1.37** Not specified.	
Streetscape Character		
PO4.1.38 NWURA Streetscape Character Development has regard to the desired streetscape character for the NWURA as set out in the NWURA Masterplan and Section 2 of this DCP.	**AO4.1.38** Not specified.	

4.2 Three or More Dwellings

4.2.1 Typologies Included

Section 4.2 applies to the residential accommodation typologies listed in Figure 4.L (below).

Figure 4. L: Types of residential development administered by Section 4.2.

4.2.2 Statement of Desired Outcomes

i. A mix of medium density development, dwelling sizes and types are provided to meet the housing needs of the community.

ii. Development caters to changing lifecycle housing needs of residents over time such as families expanding or downsizing, ageing in place, intergenerational living and extended families.

iii. Articulated building facades and setbacks that are provided facilitating landscaping and direct pedestrian access from the street.

iv. Development delivers flexible, high amenity and comfortable living environments, with minimal impacts on neighbours and the surrounding environment.

v. Building height and massing references the surrounds and emerging patterns of development in the streetscape without detrimentally impacting daylight and solar access to onsite and adjoining dwellings.

vi. Development provides open space which is functional and contributes positively to the liveability and amenity of dwellings.

vii. Development provides visually interesting and articulated forms

viii. Development provides suitable privacy for residents on-site and adjoining users while maintaining visual connection to the street.

ix. Development avoids homogenous streetscapes and contributes positively to the street amenity and pedestrian environment.

x. Development contributes to the form and character of the NWURA.

The above statement of desired outcomes is complemented by visual guidance at Table 4.2 and Table 4.3.

Table 4.2: Visual guidance provided to complement the Statement of Desired Outcomes at Section 4.2.2.

VISUAL GUIDANCE | STATEMENT OF DESIRED OUTCOMES - MULTI-DWELLING HOUSING AND ATTACHED DWELLINGS

SUPPORTED

Figure 4.M

SUPPORTED | *INNOVATIVE OUTCOME*

Distinct architecture which contributes positively to the streetscape and gives rise to a sense of identity. Effective frontage landscaping, mixed use of materials and articulated built form combine to provide visual interest and a positive contribution to the streetscape.

Compact but highly liveable housing suited to facilitating increased residential density in a low-rise format.

Building form and architectural features ensure privacy between dwellings, rather than rely on screening devices and windows overlooking the streetscape with visually permeable fencing to provide for passive surveillance.

Figure 4.N

SUPPORTED | *CONVENTIONAL OUTCOME*

Activation of the street through inclusion of large windows/doors to habitable rooms overlooking the street and individual pedestrian entries addressing the street. Front façade design solution achieves both solar access and privacy between dwellings.

Consolidated driveway access and bin storage areas to minimise hardstand areas and maximise site efficiency. Considered frontage landscaping and mixed use of materials provide visual interest and a positive contribution to the streetscape.

NOT SUPPORTED

Figure 4.O

UNSUPPORTED OUTCOME

Highly limited interaction and engagement with the street due to:

- Dwellings face internally to site
- Presentation of blank walls to the street
- Exclusion of pedestrian entries to dwellings adjacent to the street
- Lack of dedicated pedestrian entry

Lack of amenity associated with:

- Inadequate screening of bin storage areas
- Limited landscaping of frontage
- Dominance of parking areas.

Table 4.2 Visual guidance provided to complement the Statement of Desired Outcomes at Section 4.2.2.

VISUAL GUIDANCE | STATEMENT OF DESIRED OUTCOMES - RESIDENTIAL FLAT BUILDINGS

SUPPORTED

Figure 4.P

SUPPORTED | *INNOVATIVE OUTCOME*

Distinct architecture which contributes positively to the streetscape and gives rise to a sense of identity.

Operable screening provides flexible, climate responsive design allowing the sun in during winter and reduce solar access in summer while still enjoying natural breezes and ventilation. Windows and balconies overlooking the streetscape with visually permeable screening to provide for passive surveillance

Highly visible and weather protected building entry combines with effective frontage landscaping and a well-designed building façade to provide a positive contribution to the streetscape.

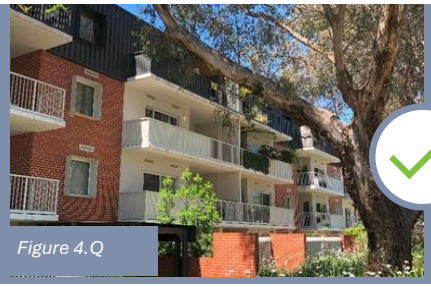


Figure 4.Q

SUPPORTED | *CONVENTIONAL OUTCOME*

Development sensitively sited to retain existing remnant vegetation, affording residents a leafy, natural outlook.

Variation in materials which complement the natural surrounds.

Inclusion of larger ground floor units with courtyard private open spaces provides to cater to broader household typologies such as young families or downsizers seeking a manageable garden.

NOT SUPPORTED

Figure 4.R

UNSUPPORTED OUTCOME

Inadequate screening of services and utilities.

Limited building articulation.

Lack of formal/well-maintained landscaping along frontage.

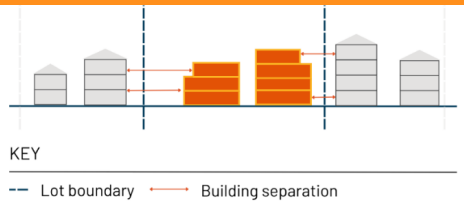
Lack of pedestrian environment along frontage.

4.2.3 Planning Provisions

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Land Use, Siting & Built Form		
Land Use		
PO4.2.1 Residential Density a. Residential development is considerate of the desired density of residential development throughout the NWURA. b. Accommodating various types of residential density reflects high quality design, avoids monotonous streetscapes, and maintains human scale.	**AO4.2.1** a. Development delivers residential accommodation uses listed in desired housing typologies within the NWURA, and comprises medium density residential typologies, in the R1 General Residential Zone. b. Apartments, terrace housing and multi-unit developments should consider differentiating units by: i. Colour and material changes in the facades. ii. Sizing, mass and scale. The bulk and visual impact of a building can be reduced by designing the roof into small roof elements. iii. Changes in the alignment and orientation of units. iv. Visually interesting architectural details (such as through windows, entrances and balconies).	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.2 Minimum Dwelling Size Minimum gross floor areas are adequate to respond to the housing needs of the community by: a. Providing for a comfortable living environment b. Meeting the changing needs of residents.	**AO4.2.2** Minimum gross floor areas are as follows: a. Studio dwellings – 40m^2 b. One-bedroom dwellings - 50m^2 c. Two-bedroom dwellings - 70m^2 d. Three + bedroom dwellings - 95m^2 For all of the above: e. Extra bathrooms – add 5m^2 Extra bedrooms – add 12m^2.	
PO4.2.3 Dwelling Diversity a. Large sites with an area greater than 2,000m^2 support the needs of the community now and into the future by catering to a range of household types. b. Development provides a mix of dwelling sizes and typologies to suit the needs of future residents e.g. a mix of 1, 2, 3 and 4+ bedroom dwellings.	**AO4.2.3** Development on sites exceeding 2,000m^2: a. Development should be designed so that the number of one, two and three bedroom provisions are minimum 30% each, of the total development, to ensure a mix of typologies being available. b. Designs for flexible configurations to support a range of household types and stages of life c. Provides adaptable housing d. Adequately caters for social and affordable housing.	
Scale and siting		
PO4.2.4 Equitable Future Development Buildings are designed and sited to respect the amenity of existing neighbouring development and equitable future development of adjoining sites.	**AO4.2.4** Not specified.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.5 Site Area and Frontage The area and frontage width of the site is sufficient to accommodate the proposed scale and form of development, including: a. Safe and convenient site access for vehicles and pedestrians. b. Servicing requirements. c. A positive contribution to the streetscape including adequate provisions for street trees and waste collection storage areas.	**AO4.2.5** Total site area and frontage width (prior to development) are at least: <u>For multi-dwelling housing and attached dwellings:</u> Minimum frontage width: 15m Minimum area: 600m^2 <u>For residential flat buildings</u> Minimum frontage width: 20m Minimum area: 800m^2.	*Note: Frontage width refers to the width of the front boundary, being the part(s) of the property boundary which adjoin a road reserve.*
PO4.2.6 Building Height Development has a building height which supports a human-scale experience at the ground level. Development is consistent with the surrounding local context, and streetscape character of the area, having regard to: a. The height of existing or approved buildings in the street. b. The separation and transition between lower and higher scale building forms. c. Street conditions such as street width d. The slope and topography of the site and surrounds. e. Viewpoints and corridors. f. Solar access to adjoining residences and public space.	**AO4.2.6** Building height does not exceed the relevant building height specified at Schedule 5.4.	
PO4.2.7 Site Cover Site cover allows for adequate private open space, landscaping and deep soil areas and facilitates good solar access and natural ventilation of dwellings.	**AO4.2.7** Development achieves a maximum site cover of 60% OR Development achieves a maximum site cover as outlined in the State Environmental Planning Policy (Housing) 2021 where applicable.	Site coverage means the proportion of a site area covered by buildings. This includes sheds, alfresco areas and verandahs. *Note: All detached development is subject to the requirements contained at Element 12 of the Dubbo DCP 2013 but must have regard to the relevant site cover provisions contained herein to establish the permissible maximum gross floor area (GFA). Detached development includes outbuildings, sheds, garages.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.8 Building Separation For lots accommodating more than one dwelling and where the dwellings are not attached, appropriate building separation allows: a. Sufficient natural ventilation, b. Access to sunlight, and c. Visual and acoustic privacy for adjoining dwellings.	**AO4.2.8** Not specified.	*Building separation should respond to the context and scale of neighbouring development.*  Figure 4. T
PO4.2.9 Front Boundary Setback Buildings are setback from the street front boundary to allow for: a. Consistency with the setback and subdivision pattern of the street. b. Accommodation of utilities and visitor parking on-site. c. Retention of trees. d. Provision of canopy trees and other landscaping forward of the building line to provide privacy for ground floor residents and contribute to the desired streetscape character e. Community interaction and casual surveillance of the street	**AO4.2.9** Front setback is a minimum of: <u>For multi dwelling housing and attached dwellings:</u> a. 3m for ground floor, 5.5m for garage. (setback a minimum of 1m behind the front building line). b. 4m for upper floor(s). c. 3m from a secondary frontage such as a laneway or cross block connection. <u>For residential flat buildings:</u> a. 4m for ground floor. b. 6m for upper floor(s). c. 2m from a secondary frontage such as a laneway or cross block connection. OR d. 3m from front boundary (excluding habitable spaces) where innovative design 'gives back' to the streetscape via provision of amenities, whilst complementing any existing development on adjoining lots. This could be through design elements such as seating or quality landscaping. e.	*Note: vehicle parking is not to be accommodated within the front boundary setback for residential flat buildings.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.10 Rear Boundary Setbacks Rear boundary setbacks are responsive to the building mass and scale. Buildings are setback from the rear boundary to: a. Allow useable passive and active recreation outdoors areas b. Provide planting areas and canopy trees.	**AO4.2.10** Buildings are setback a minimum of: a. For development up to 2 storeys: 3m b. For 3-storey development:4m for development with 4-storeys or greater: 6m.	
PO4.2.11 Spare Boundary Setbacks Side boundary setbacks are responsive to building mass and scale. Buildings are setback from each side boundary to allow for visual separation between lots when viewed from the street.	**AO4.2.11** Buildings are setback from side boundaries a minimum of: <u>For multi dwelling housing and attached dwellings:</u> a. 2m for ground floor. b. 3m for upper floor(s). c. 3m for garage (to be recessed a minimum of 1m behind the building line). <u>For residential flat buildings:</u> a. 3m for ground floor. b. 5m for upper floor(s).	*Stepping built form back from side and rear property boundaries on upper storeys provides a human scale at ground level while also allowing for increased building separation to facilitate improved privacy, solar access and natural ventilation outcomes.* *Figure 4.S*
Streetscape		
PO4.2.12 Streetscape Interface The relationship between development and the streetscape is considered, to ensure vibrant, well used and safe neighbourhoods.	**AO4.2.12** Development provides: a. Vehicle access and parking in a manner which avoids dominating the streetscape b. Direct pedestrian access from each ground floor dwelling to the public network c. Visually prominent pedestrian entries separated pedestrian and vehicle entries.	*Note: Vehicle parking for residential flat buildings should be provided via basement parking or behind the rear building line where possible. Appropriate screening should be used to avoid adverse impacts on streetscape amenity.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.13 Building Entries – Attached Dwellings and Multi-Dwelling Housing Dwelling entries provide: a. Safe, secure and convenient access for residents and visitors. b. An identity for each dwelling which fosters a sense of pride and ownership for residents. c. Variety of the built form and visual interest in the streetscape, designed to promote informal interactions between residents, neighbours, and where addressing the street, the public.	**AO4.2.13** Dwelling entries: a. Create visual interest, are clearly defined and visible from key site entry points. b. Contribute to a sense of security and allow for casual surveillance. c. Provide weather protection and privacy face the street and provide pedestrian entries where positioned adjacent to the street.	 *Dwellings to address the street when positioned along the street* *Figure 4. U*
PO4.2.14 Building Entries – Residential Flat Buildings Building entries provide: a. Safe, secure and convenient access for residents and visitors. b. Clearly defined public and private property. c. Clear building signage and numbering. d. Building and/or dwelling entries designed to promote informal interactions between residents, neighbours, and where addressing the street, the public.	**AO 4.2.14** Development: a. Provides at least one prominent pedestrian entry which is separated from vehicle access to the site and provides a sheltered entry and waiting space b. Entries contribute to a sense of security provides individual pedestrian entrances to each ground storey dwelling.	
PO4.2.15 Casual Surveillance Development contributes to casual surveillance of the streetscape and fosters a sense of safety.	**AO4.2.15** Casual surveillance of the street is achieved via: a. Windows to habitable rooms facing the street. b. Ground storey dwelling and building entries facing the street c. Vegetation in the front setback is high branching or low-level to ensure sightlines between buildings and the street.	 *Casual surveillance is achieved via windows and balconies overlooking the street and ground floor dwellings addressing the street.* *Figure 4. V*

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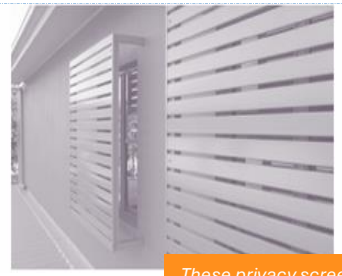
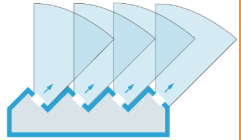
PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Environmental Amenity		
PO4.2.16 Environmental Amenity a. Development shall not compromise the continued operation of existing uses. b. Development design considers the health and wellbeing of future residents.	**AO4.2.16** Not specified.	
PO4.2.17 Fencing and Courtyard Walls Fences and courtyard walls: Balance privacy and security with streetscape amenity and connection with the street	**AO4.2.17** Courtyard walls and fences: a. Are located wholly within the lot boundaries. b. Are limited to a total height of 900mm along street boundaries and 1800mm along other boundaries from the ground level (finished). c. Incorporate visually permeable materials along street boundaries. d. Fencing on corner lots is to be either splayed, set-back, reduced in height or transparent to maintain visibility for motorists.	 *Courtyards should be designed to balance the need for privacy of residents on the ground floor units and surveillance of public spaces* *Figure: 4. W*
Liveability		
Privacy		
PO4.2.18 Acoustic Privacy a. Development is designed to avoid adverse acoustic impacts to residents and neighbours. b. Where development is proposed within close proximity to arterial, sub-arterial or collector roads, non-habitable rooms shall be located on the noise affected side of each dwelling house.	**AO4.2.18** Development uses appropriate acoustic treatments for walls of adjoining dwellings and/or dwellings which are separated from the nearest dwelling by less than 4m.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.19 Visual Privacy – Thoughtful Design Solutions a. Development balances outlook, solar access, natural ventilation and casual surveillance with the need for sufficient visual privacy. b. Development demonstrates consideration of design solutions, including the orientation, placement and design of openings.	**AO4.2.19** Development makes use of one or more of the following to achieve visual privacy: a. Offsetting major openings b. Locating or orienting sources of overlooking c. Vertical or horizontal building elements d. Fins e. Planter box placement f. Landscaping.	 *Features should be designed and oriented to provide neighbouring residents with privacy* *Figure 4. X*
PO4.2.20 Visual Privacy – Screening Excessive privacy screening is discouraged due to the potential for reduced outlook, solar access, natural ventilation and amenity	**AO4.2.20** Screening should be permanent, integrated with the building design and durable.	 *Figure 4. Y* *These privacy screens are not encouraged as they do not add to the façade positively, and also reduce internal amenity by prevent outlook and solar access* *Angled box windows allow for solar access and natural ventilation while preserving privacy between buildings.*  *Figure 4. Z*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Solar Access & Natural Ventilation		
PO4.2.21 Solar Access Siting and design of buildings optimises solar access to maximise dwelling comfort and the wellbeing of residents, without unreasonably impacting solar access to neighbouring developments.	**AO4.2.21** Development: a. Prioritises solar access in primary living spaces and open spaces b. Uses operable/adjustable shading devices to improve indoor comfort during summer, and allow sunlight and warmth in winter c. Avoids impacting solar access to adjoining dwellings or sites, and ensures: i. Habitable rooms of adjoining development receive a minimum of 2 hours solar access between 9am - 3.00 pm on 21 June ii. Principle private open space of adjoining development receives a minimum of two hours solar access over 75% of the area between 9am - 3 pm on 21 June.	
PO4.2.22 Natural Ventilation Dwelling design optimises natural ventilation and responds to local climatic conditions, including drawing on natural breezes for cooling in summer and avoiding winter winds.	**AO4.2.22** Development ensures: a. All habitable rooms have at least one openable external window that opens to the sky or to an unenclosed court, verandah or the like. b. Non habitable rooms such as garages and rooms with high fixed ventilation openings (e.g. bathrooms and laundries) are located to act as buffers from winter winds. c. Natural ventilation of bathrooms, laundries and sanitary compartments with a minimum of one operable opening.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Storage		
PO4.2.23 Storage Development provides adequate, functional, secure and easily accessible storage.	**AO4.2.23** In addition to internal built-in storage in kitchens, bedrooms, bathrooms and laundries, dwellings provide the following additional storage: a. $6m^2$ for one-bedroom dwellings. b. $8m^2$ for two-bedroom dwellings. c. $10m^2$ for dwellings with three or more bedrooms.	
Adaptable, future proof development		
PO4.2.24 Adaptable Dwelling Design Development considers how dwelling design and layout can facilitate flexible and changing uses over time.	**AO4.2.24** Development considers the suitability of: a. Locating load bearing walls to facilitate flexible arrangement of future spaces. b. Designing for mobility and accessibility needs of different generations, including planning for simple retrofitting to accommodate these needs over time. c. Locating one or more bedrooms and/or bathrooms on the ground floor to support ageing in place.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Transport, Access and Parking		
PO4.2.25 Efficiency, Safety and Amenity of Site Access and Parking Efficient and integrated parking and access are prioritised by: a. Minimising vehicle crossovers and providing a grade and width to facilitate safe access b. Designing driveways as shared spaces c. Ensuring common circulation areas provide clear sight lines and adequate access and turning space d. Avoiding car dominance of the street frontage for visual benefits, safety concerns and waste/utility requirements	**AO4.2.25** For attached dwellings and multi dwelling housing, development: a. Avoids individual driveways to each dwelling and consolidates driveways. b. Locates parking to avoid visibility from the street e.g. to the rear of dwellings. c. Integrates car parking within the built form where possible to reduce the dominance of cars when viewed from the street. d. Minimises hardstand areas by providing not more than one verge crossing per street frontage. e. Separates vehicle and pedestrian entries. f. Ensures common circulation areas are well lit. For residential flat buildings, development: a. minimises hardstand areas by providing not more than one verge crossing per street frontage and consolidating. b. Driveways where possible. c. Separates vehicle and pedestrian entries. d. Ensures common areas are well lit. e. Locates and designs car parking areas to avoid adverse amenity outcomes. Options may include basement carparking, under croft carparking to the rear of the building and/or well-designed screening.	 *Figure 4.Zi* *Single vehicle crossover provides access to rear garages, minimising the impact of vehicles on the amenity of the development.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.26 Provision of Car parking Car parking and access responds to the needs of residents and visitors, having regard to the scale of each dwelling.	**AO4.2.26** Car parking is provided in accordance with the provisions at Section 5.4. One car parking space per dwelling shall be covered.	
PO4.2.27 Provision of bicycle parking Development provides bicycle parking which is: a. responsive to the type and scale of development b. accessible, secure and fit for purpose Visitor bicycle parking should be visually prominent and located near communal pedestrian entries.	**AO4.2.27** a. Bicycle parking is provided at a rate of: i. One space per 1- to 2-bedroom dwelling. ii. Two spaces per 3 or more-bedroom dwelling. iii. Plus one space per dwelling not provided with a car parking space. iv. Plus one visitor bicycle parking space per 10 dwellings or part thereof. b. Bicycle parking for residents is provided: i. Communally within a designated and secure area and caters to a range of bicycle types e.g. children's, e-bikes; AND/OR ii. Privately within units or other secure external storage areas, provided the storage area is in addition to other storage requirements of residents and are at least 1800mm long x 1200mm high x 500mm wide. c. Visitor bicycle parking is readily visible from the pedestrian entry along the site's frontage.	 *Figure 4.Zii* *The multi-dwelling housing development shown above provides visitor bicycle parking near individual dwelling entries throughout the site, in conjunction with bench seating.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.29 Provision of Electric Vehicle Ready Parking Development caters to demand for EV ready parking. EV ready means pre-installing electric vehicle infrastructure including appropriate wiring, a covered outlet and a final connection point for an EV charger. Pre-installation allows simple installation of Electric Vehicle Service Equipment (EVSE) when required by residents in the future.	**AO4.2.29** At least one EV ready car parking space is provided for each dwelling proposed to be provided with one or more parking spaces.	You can read more about EV ready parking on the NSW Government's Climate and Energy Action website: https://www.energy.nsw.gov.au/business-and-industry/programs-grants-and-schemes/electric-vehicles/electric-vehicle-ready/strata
Open Space		
Private Open Space		
PO4.2.30 Provision Private open space is designed to provide residents with flexibility, functionality and amenity. Each dwelling provides: a. A visual and physical connection from primary living areas to private open space. b. Access to daylight within private open spaces.	**AO4.2.30** a. All dwellings are to be provided with at least one private open space in the form of a yard, balcony, terrace, balcony or similar. b. Avoid services being located within private open spaces such as air conditioning units on balconies. c. Development involving attached dwellings and/or multi dwelling housing avoids locating the primary private open space area in the front setback.	Private open space should cater to clothes drying, active outdoor living and dining.

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.31 Functionality a. Private open space (POS) areas are sufficiently sized to accommodate active outdoor living, outdoor dining and clothes drying. b. For Residential Flat buildings, dwellings (units) are to provide balconies that act as private open spaces, so that residents have an outdoor seating/dining area, room for planting, BBQ and clothes drying (except for ground floor units, where courtyards are to be provided).	**AO4.2.31** For developments such as multi-dwellings and attached developments, each dwelling provides adequate private open space to cater to a minimum 25sqm area with a minimum dimension of 5 metres. For Residential Flat buildings, balconies should be provided in the following manner: a. One-bedroom units: a minimum dimension of 2m and a minimum area of $8m^2$. b. Two-bedroom units: a minimum dimension of 2.5m and a minimum area of $10m^2$. c. Three or more-bedroom units: a minimum dimension of 3m and a minimum area of $12m^2$. All ground floor units in residential flat buildings should provide a minimum 25sqm area courtyard with a minimum dimension of 5 metres. Private open space areas for ground floor units shall be adequately screened and designed to prevent overlooking from upper floors. 50% of the area of the required POS (of both the proposed development and adjoining properties) should receive at least three (3) hours of sunlight between 9am and 3pm at the winter solstice (21 June).	

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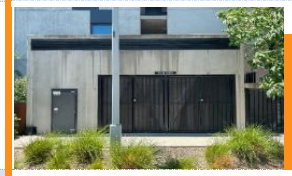
PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.32 Clothes Drying Open air clothes drying areas and facilities should be well positioned and adequately screened from the street and other public places.	**AO4.2.32** Open air clothes drying areas and facilities: a. Receive direct sunlight and are well-ventilated. b. Are not visible from the street or public places.	
Landscaping and Communal Open Space		
PO4.2.33 Deep Soil Zones and Canopy Cover Development ensures deep soil zones are suited to larger, long living shade trees and maximise tree canopy coverage. Development should incorporate deep soil planting within setback areas to allow shade and screening for residents and the public domain.	**AO4.2.33** Total area of development achieves a minimum of 30% canopy cover at maturity.	*Canopy cover is the proportion of an area covered by tree canopy or vegetation at maturity, important for providing shade and reducing heat.*
PO4.2.34 Landscape Design Landscape design considers: a. Climate resilient plant selection to suite the regions soil conditions and rainfall b. A mix of native and deciduous species to provide shade in summer and sunlight in winter c. Providing dwellings with a natural outlook and minimising the visual dominance of built form use of permeable pavements where possible.	**AO4.2.34** A suitably designed landscape plan and planting schedule is to be submitted with any Development Application.	*A landscape plan should include:* • *Location of landscaping on the site;* • *Scientific name of all plant material;* • *Height and characteristics of plant material at maturity;* • *Status of landscaping at planting;* • *Protection of existing trees (as relevant) in accordance with AS4970-2009;* • *Details of structural elements preventing damage to the built infrastructure;* • *Specification of a maintenance regime;* • *Specification of irrigation systems for maintenance of landscaping, referencing current council standards;* • *Specification that a horticultural professional will supervise implementation of the landscaping works; and* • Plans drawn to a recognised scale such as 1 to 100.

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.35 Communal open space siting and design Communal open space(s) are sited and designed to provide a pleasing outlook, promote interaction between residents, and allow recreation opportunities. Communal open space(s) are scaled to cater to the density of the development and the needs of residents.	**AO4.2.35** a. Development involving 10 or more dwellings provides accessible communal open space which is a minimum of 5% of the site area or 100m^2, whichever is greater. b. Unless exceeding 100m^2, a consolidated area of communal open space is provided. All areas forming part of the designated communal open space area(s) shall have a minimum dimension of 8m. c. Communal open space(s) provide lighting for evening use which avoids potential negative impacts to residents.	*Communal open space(s) should provide facilities such recreational features such as shelter, outdoor dining facilities, bbq's, swimming pools, playgrounds and vegetable gardens.*
Servicing		
Services and Utilities		
PO4.2.36 Connections Development is connected to all available services.	**AO4.2.36** Not specified.	*Services should be located and installed in accordance with the relevant Australia standards and the requirements of the relevant serice provider.*
PO4.2.37 Visibility Development avoids obtrusive services and utilities which are visible from balconies, roofs, facades or frontages.	**AO4.2.37** Services are located underground, integrated into alcoves or otherwise screened using landscaping, screening, fencing or covers where permitted by service authorities.	 *Figure 4.Ziii* *Services should be screened using materials consistent with the surrounding development and softened by landscaping.*
Waste		
PO4.2.38 Waste Management a. Waste Storage: Development provides adequately screened and designated waste storage areas for all dwellings. b. Waste Collection: Refer to Section 5.6 for Council's waste collection controls.	**AO4.2.38** Not specified.	All waste storage and collection areas should be functional and convenient and easily accessible by both residents and waste collection services.

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Design		
Streetscape Character		
PO4.2.39 NWURA Streetscape Character The desired streetscape character is to be as per the NWURA Masterplan and Section 2 of this DCP.	**AO4.2.39** Not specified.	
Materials and Sustainability		
PO4.2.40 Material Selection Material selection considers texture, colour, durability, climate and visual appeal to contribute to the NWURA with a strong sense of local character and a vibrant identity.	**AO4.2.40** Selection of materials contribute to the desired streetscape character as per the NWURA Masterplan and Section 2 of this DCP.	Material selection includes materials for buildings, fencing, walls, parking and waste and storage areas.
PO4.2.41 Adaptive Re-Use Development considers opportunities for adaptive re-use of recycled materials to contribute to the sustainable character of the NWURA.	**AO4.2.41** Not specified.	You can read more about selection of materials on the Australian government's YourHome website: https://www.yourhome.gov.au/materials
Climate-Responsive Design		
PO4.2.42 Local Climate and Energy Efficiency Development has regard to Dubbo's local climate and ensures building design responds to the seasons (heat seeking in winter, shade seeking in summer) to reduce energy consumption and lower operational costs for residents.	**AO4.2.42** Not specified.	You can read more about designing for climate on the Australian government's YourHome website here: https://www.yourhome.gov.au/passive-design/design-climate

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO4.2.43 Urban Heat Development mitigates impacts associated with urban heat by adopting cooling solutions.	**AO4.2.43** Development: a. Consolidates hardstand areas and maximises soft landscaping areas and permeable paving b. Makes use of light-coloured surfaces to reflect urban heat (dark roofs are not supported) c. Roof materials to minimise glare d. Provides flexible or adjustable shading devices to large north and west facing windows e. Makes use of vegetation, including deciduous trees, to offer protection during summer and solar access through winter.	
Stormwater, Detention and Drainage		
PO4.2.44 Stormwater Development complies with Section 5.6 of this DCP.	**AO.4.2.44** Not specified.	
PO4.2.45 Detention and Drainage Development avoids adverse impacts to the quality of site run-off and implements measures to reduce the volume of site run-off. Development manages stormwater to the lot's stormwater discharge point. The development's discharge complies with the requirements of the subdivision's stormwater system.	**AO4.2.45** Development: a. Includes rainwater tanks to reduce reliance on potable water needs b. Includes water sensitive urban design for stormwater management e.g. raingardens c. Avoids expansive concrete driveways which cause stormwater run-off and 'heat sinks' d. Includes use of permeable surface materials.	

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Cultural Resonance		
PO4.2.46 Development reflects significant tangible and intangible cultural heritage values of the Tubba-gah People of the Wiradjuri Nation.	**AO4.2.46** Not specified.	

4.3 Communal and supported residential development

4.3.1 Typologies included

Section 4.3 applies to the residential accommodation typologies listed in the figure below.

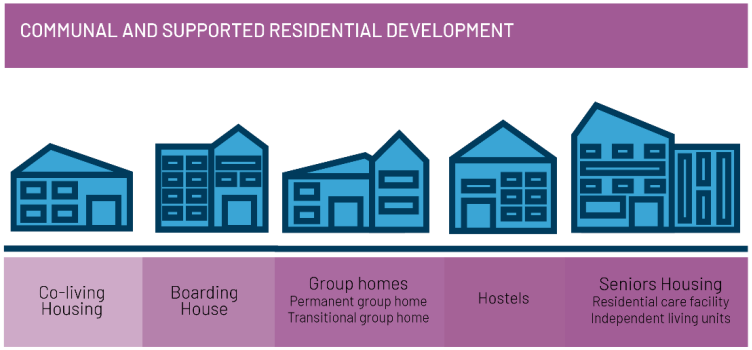


Figure 4. Ziv Types of residential development addressed in this chapter

4.3.2 Purpose of this section and relationship with the Housing SEPP

The *State Environmental Planning Policy (Housing) 2021* (Housing SEPP) includes requirements for development typologies addressed in this section. This section does not remove the need for development to comply with the Housing SEPP where it is applicable.

4.3.3 Guidance Statements

Unlike Sections 4.1 and 4.2, this section does not include provisions to assess development, nor a statement of desired outcomes. Instead, this section provides guidance statements:

i. Development is well located, providing residents walkable access to public transport and a range of goods and services.
ii. Development is designed to meet the diverse, intergenerational and affordable housing needs of the community.
iii. Development is designed to balance the need for quality personal space with a sense of community and social interaction.
iv. Development is designed to encourage social contact and interaction between residents, including through functional open space that promotes social inclusiveness and liveability.
v. Buildings are designed and sited having regard to the site and zone characteristics.
vi. Development to deliver efficient, flexible, high amenity and comfortable living environments, with minimal impacts on neighbours and the surrounding environment.
vii. Development contributes to the intended form and character of the NWURA as expressed in the NWURA Masterplan and Section 2 of this DCP.
viii. Building height and massing references the surrounds and emerging patterns of development in the streetscape and allows for adequate daylight and solar access to onsite and adjoining development. Built form interfaces provide for a sensitive transition to lower density development.
ix. Development contributes positively to the amenity of the immediate streetscape and pedestrian environment, providing articulated building facades and setbacks that provide landscaping and direct pedestrian access from the street.
x. Development blends with surrounding development, housing products are not distinguished in an isolated manner within surrounding development.

The above statements are complemented by guidance at Table 4.4.

Table 4.3 Intended Outcomes: Communal and supported residential development

VISUAL GUIDANCE | GUIDANCE ON DESIRED OUTCOMES FOR COMMUNAL AND SUPPORTED RESIDENTIAL DEVELOPMENT

SUPPORTED

Figure 4. Zv

SUPPORTED | *INNOVATIVE OUTCOME*

Development is highly responsive to the needs of diverse users such as downsizers, students, people with a disability and people facing disadvantage.

Development considers the unique needs of communal and supported residential development such as single parents, young families or young working adults seeking a sense of community.

Development adopts an innovative approach towards providing for a high amenity product while maintaining affordability.

Figure 4. Zvi

Figure 4.Zvii

SUPPORTED | *CONVENTIONAL OUTCOME*

Bright, well-ventilated spaces (including studios) with considered built in storage and partitioning for flexible use.

Development which provides a positive and engaging interface with the streetscape.

NOT SUPPORTED

Figure 4. Zviii

UNSUPPORTED OUTCOME

Development which perpetuates the negative stigma often attached to communal and supported residential development, failing to consider internal and external amenity or the needs of intended users.

Development which fails to promote a sense of community.

5 General Provisions

5.1 River Street West

5.1.1 Affected development

This section applies to development adjoining River Street West.

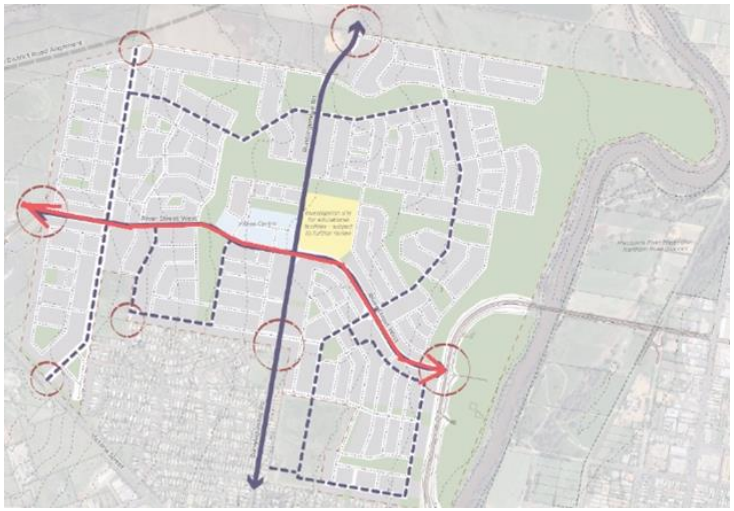


Figure 5. A – River Street West (in red)

Note - the diagram above is indicative and shows the key east-west connection in the NWURA, 'River Street West'. Naming of this road segment has not yet been confirmed; however, it is temporarily titled as 'River Street West' in this DCP.

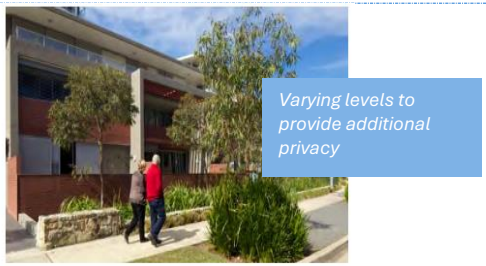
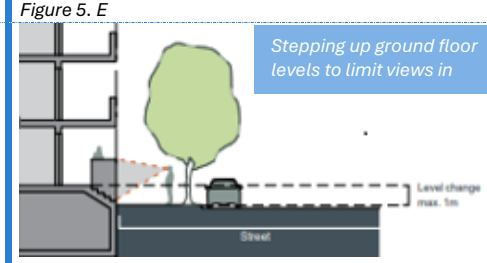
5.1.2 Statement of desired outcomes

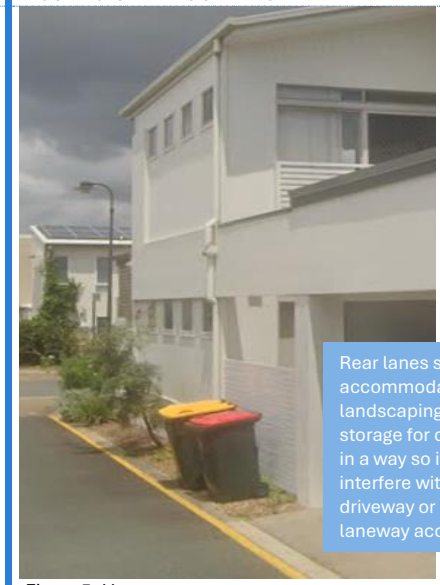
i. Development adjoining River Street West shall be designed to provide a welcome address to the NWURA and enable a visually interesting outlook through high-quality urban design elements.
ii. All development/lots adjoining River Street West shall have two frontages: a primary frontage addressing River Street West and a rear frontage providing vehicular access, including for waste trucks and emergency vehicles.
iii. All development/lots to enable high levels of pedestrian connectivity and a positive active experience.
iv. Development to prioritise a green streetscape, achieve a human scale, and provide for casual surveillance over the streetscape.
v. A varied mix of uses are to be integrated together to provide greater access to services for residents, promoting walking, social interaction and safety in the NWURA.

The following section provides performance outcomes for River Street West.

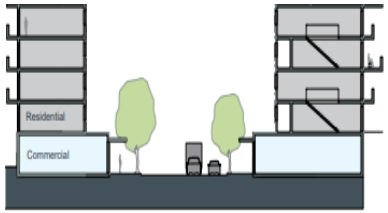
5.1.3 Planning Provisions

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Residential Urban Design Elements		
High-Quality Residential Development on River Street West		
PO5.1.3.1 Architectural and Design Elements Varying ceiling heights and roof overhangs shall be utilised to provide visual interest to the building façades, enhancing the streetscape.	**AO5.1.3.1** Not specified.	 *Diverse design features such as roof overhangs provide architectural interest and weather protection, helping to reduce maintenance costs.* *Figure 5. B*
PO5.1.3.2 Creating visual interest Façade variation between dwellings and terrace houses should be used to add architectural diversity to the streetscape.	**AO5.1.3.2** a. Single dwellings shall not have the same façade design as another dwelling within three lots within the same street, in both directions on the same side or opposite side of the street. Use of 'solid and void' design elements to reduce bulk and balance the visual outlook.	 *Using a 'solid and void' design can add visual interest.* *Figure 5. C*
PO5.1.3.3 Acoustic and privacy treatments Dwellings and buildings are to provide acoustic and privacy treatments that are well incorporated into the dwelling design.	**AO5.1.3.3** a. Lots proposed adjoining River Street West shall be supported by acoustic impact assessment to confirm that future dwellings on these lots will be capable of meeting the recommended design levels of: i. 35 dB(A) Leq(9 hour) for sleeping areas (between 10pm and 7am) and ii. 40 dB(A) Leq(15 hour) for living areas.	 *Figure 5. D* *Angled windows on residential developments can provide privacy to individual dwellings.*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO5.1.3.4 Design Enabling Privacy Varying levels between private recreational spaces, front setbacks and building entries above the street level are designed to provide additional casual surveillance and help with visual privacy for dwellings on the ground level.	**AO5.1.3.4** Not specified.	 *Varying levels to provide additional privacy* *Figure 5. E*
PO5.1.3.5 Varying Floor Level Heights Ground-floor levels and sill heights on residential flat buildings may be raised so there are views out of the building, but limiting views in.	**AO5.1.3.5** Not specified.	 *Stepping up ground floor levels to limit views in* *Figure 5. F*
Street Design		
Prioritising Connectivity and Walkability		
PO5.1.3.6 Rear vehicular access on River Street With no vehicular access or driveways permitted onto River Street west, well-designed service laneways or roads are to be provided for residential lots facing River Street West.	**AO5.1.3.6** a. Residential development with rear vehicular access shall address rear service lanes in the same way they address a public street. b. Services laneways are to be constructed to Council's satisfaction. c. Garage doors (roller doors) on service laneways must be set back a minimum 0.3m from the external building line. d. Lots on service laneways shall provide a minimum 0.3m wide landscaped area from the external building line, covering a length of at least 30% of the lot width.	 *Figure 5. G* *Example of a well-designed medium density low rise residential development with no front driveway (with rear vehicular access)*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO5.1.3.7 **Waste Collection on Service Laneways** All residential subdivisions and multi-unit developments must be designed to accommodate safe, efficient, and compliant waste servicing. The applicant must demonstrate that service laneways can be accessed by waste collection vehicles and meet minimum servicing standards.	**AO5.1.3.7** a. Laneways shall have a minimum 8.5m carriageway and demonstrate that servicing vehicles (including Council's waste collection trucks) can manoeuvre through without needing any three-point-turns or reverse turns. b. Service laneways must allow for a minimum 3.2m area for a 3-bin placement area for collection day. c. Appropriately screened, ventilated and accessible bin areas should be provided on each lot (bin areas should not be located within the garage).	 Rear lanes shall accommodate landscaping, bin storage for collection in a way so it does not interfere with the driveway or general laneway access *Figure 5. H*
PO5.1.3.8 **Streetscapes and Trees** A welcoming streetscape character shall be implemented by tree planting and vegetated surface treatments, maximising amenity and ecological benefits to the streetscape. Growth conditions, including soil volumes and available canopy space shall be taken into account to improve the benefits that trees provide .	**PO5.1.3.8** Not specified.	 Surface treatments increase street amenity *Figure 5. I*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
Mixed and commercial uses		
Streetscape amenity and activation		
PO5.1.3.10 Mix of Land Uses and Passive Surveillance Mixed use developments are encouraged: a. To provide active frontages and address the street through diverse activities and uses, b. To contribute to increased casual surveillance.	**PO5.1.3.10** Mixed use residential buildings such as shop-top housing shall avoid blank walls at the ground level and provide active frontages through retail uses at street level, bringing in additional foot traffic.	 *Figure 5. K* *Shop-top housing development encourages pedestrian activity on the street and can work well where rear access is available*
PO5.1.3.11 Place-Making in Mixed Use Environments Commercial uses on the ground floor should provide a positive user interface, considering movement (including walking and cycling within the broader area), appropriate setbacks, and clearly defined footpaths to cater to all users, and high-quality design materials that contribute positively to the outlook.	**AO5.1.3.11** a. Entrances in mixed use development sites are separated to distinguish residential units above from commercial uses on the ground floor. b. Awnings should be continuous in areas of high pedestrian activity and provide lighting for additional safety.	 *Figure 5. L* Vibrant mixed-use developments help place-making

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO5.1.3.12 Use of Ground Floor Units Ground floor units shall address the public domain and be accessed directly from the street.	**AO5.1.3.12** Not specified.	 Ground floor home-office use in this residential dwelling provides clearly defined areas and enables pedestrian activity on the street, increasing casual surveillance *Figure 5. M*
PO5.1.3.13 Providing a Human Scale Stepping back residential floors above ground floor commercial uses allows a buffer space from the street, in addition to providing horizontal separation, aiding with natural ventilation as well as visual and acoustic privacy.	**AO5.1.3.13** Not specified.	 *Figure 5. N* *Stepping back upper floors provides privacy and maintains human scale from the street*
PO5.1.3.14 Addressing the Street Front setbacks for mixed use developments shall address the street such as by providing seating amenities for pedestrians.	**AO5.1.3.14** Not specified.	 *Utilising front setback and building design to provide a place to pause for pedestrians* *Figure 5. O*

PERFORMANCE OUTCOME	ACCEPTABLE OUTCOME	VISUAL & OTHER GUIDANCE
PO5.1.3.15 Awnings For ground floor commercial and shop-top housing sites, awnings shall be located over entryways to address the building and contribute to public domain amenity.	**AO5.1.3.15** Not specified.	 *Awnings add amenity and shade for pedestrians* *Figure 5. P*
PO5.1.3.15 Raised Ceiling Heights Raised ceiling heights shall be provided to allow greater flexibility for different uses on ground floors, such as retail, cafes and restaurants.	**AO5.1.3.15** Not specified.	 *Raised ceiling heights can enable a variety of commercial uses* *Figure 5. Q*

5.2 Dubbo Regional Airport

5.2.1 Affected development

This section applies to all development to which this plan applies.

5.2.2 Performance Measures

i. Development does not give rise to an obstruction or hazard to operational airspace associated with Dubbo City Regional Airport.
ii. Development addresses the National Airports Safeguarding Framework (NASF).
iii. Development complies with specifications provided by the Civil Aviation Safety Authority (CASA).
iv. Development does not increase wind shear impacts on aircraft.
v. Development and associated landscaping do not attract significant numbers of birds or other avifauna into operational airspace associated with Dubbo City Regional Airport.
vi. Design of outdoor lighting avoids adverse impacts to airport operations and impacts to pilot vision.
vii. Development avoids highly reflective surfaces and materials which may interfere with pilot vision.
viii. Development incorporates measures to adequately attenuate aircraft noise to protect residential amenity and wellbeing. Noise shall be attenuated to a maximum of 50dB (A) in bedrooms and 55dB (A) in other habitable rooms.
ix. Development does not impact PANS-OPS for the Dubbo Regional Airport.
x. Development in the vicinity of the airport does not protrude into the obstacle limitation surface (OLS), including cranes. The OLS protects the immediate airspace in the vicinity of the airport for visual operation.

More information on airport related noise mitigation measures can be found via:

https://www.infrastructure.gov.au/infrastructure-transport-vehicles/aviation/aviation-safety/aviation-environmental-issues/national-airports-safeguarding-framework/national-airports-safeguarding-framework-principles-and-guidelines

5.3 Maximum Building Height

	R1 – GENERAL RESIDENTIAL ZONE	R2 – LOW DENSITY RESIDENTIAL ZONE
Up to two dwellings		
Dwelling House Secondary dwelling Semi-detached dwellings Dual occupancy (attached) Dual occupancy (detached)	3 storeys	3 storeys
Three or more dwellings		
Multi dwelling housing Attached dwellings	3 storeys	Prohibited
Residential flat building	5 storeys	Prohibited
Communal and supported residential development		
Co- living, boarding houses and group homes	4 storeys	3 storeys
Hostel	4 storeys	Prohibited
General	Development height shall comply with and address clause 7.7 Airspace Operations of DRLEP2022.	

5.4 Provision of Car Parking

	R1 – GENERAL RESIDENTIAL ZONE	R2 – LOW DENSITY RESIDENTIAL ZONE
Up to two dwellings		
Dwelling House	Up to two bedrooms: Minimum 1 space per dwelling Three or more bedrooms: Minimum 2 spaces per dwelling	Up to two bedrooms: Minimum 1 space per dwelling Three or more bedrooms: Minimum 2 spaces per dwelling
Secondary dwellings	As per State Environmental Planning Policy (Housing) 2021	
Semi-detached dwellings Dual occupancy (attached) Dual occupancy (detached)	A minimum of 1 space per dwelling	A minimum of 1 space per dwelling
Three or more dwellings		
Multi-dwelling housing Attached dwellings Residential Flat Building	Maximum two (2) spaces per dwelling **plus** visitor: 1 space per 4 dwellings (or part thereof)	Prohibited
Communal and supported residential development		
Co-living	As per State Environmental Planning Policy (Housing) 2021	
Boarding House		
Seniors Housing		
Group Homes	Minimum 0.2 spaces per private room	Minimum 0.5 spaces per private room
Hostels	1 parking space for every 10 beds in the hostel	Prohibited

5.5 Waste Management Requirements

5.5.1 Where applicable, development must ensure the following:

i. Development design must not result in waste collection trucks needing to reverse. This is a crucial safety measure for both truck operators and the public.

ii. Each dwelling provides minimum 3.2 meters of allocated kerbside space for bin placement. This space must be located away from driveways and other obstructions.

iii. Minimum Road Width and Turning Circle for Servicing:
   a. where there is no on street parking: 5.5 meters
   b. where there is parking on both sides: 9.5 meters

iv. For kerbside collection on an outside corner or in a cul-de-sac, a minimum kerb radius of 10 meters is required.
   a. Minimum Turning Circle (kerb to kerb) to be accommodated: 22.1 meters.
   b. Three-Point Turn: The road layout (excluding private roads and driveways) must accommodate a maximum three-point turn for Council's waste collection trucks, requiring:
   c. Sufficient road width of at least 20 meters.
   d. A length of 30 meters must be available for the truck to manoeuvre and turn around within the available roadway.

v. Design for on-site access:
   a. A truck swept path plan must be provided at subdivision stage for Council's assessment.
   b. Design will need to be submitted to Council's Resource Recovery and Efficiency team for review.
   c. A private indemnity will be required to be signed for on-site waste collection arrangements.
   d. Vehicles should enter and leave the site in a forward direction.
   e. Vehicles must not need to perform three-point turns to navigate corners.
   f. Longitudinal road gradient must be less than 1:7 (15%).
   g. Turning heads must have a maximum gradient of 1:10 (10%)

vi. For staged subdivisions -temporary turning heads are required where the entire road network will not be completed as part of stage 1, OR, for any development where only half the road network is required to be constructed under the subject development application. This ensures waste collection vehicles can enter and exit the development without the need to reverse.

5.6 Stormwater: Detention and Drainage

5.6.1 Where applicable, development must ensure the following:

i. Stormwater design to be in line with Australian Rainfall and Runoff guidelines (adopted to ARR2019 modelling techniques).
ii. All development to satisfactorily and safely manage local stormwater overland flows. Development ensures post-development flows do not exceed pre-development flows by providing stormwater detention facilities to capture rainwater and surface run-off.
iii. All development shall accommodate appropriate floor levels and flow paths in consideration of localised overland flows resulting from storm events up to the 1% AEP event.
iv. Overland flow paths up to the 1% AEP to be assessed and over-land flow management to be demonstrated.
v. On-site stormwater and drainage control shall be designed for the 20-year ARI storm. Trunk drainage systems shall provide for the 20-year ARI event with overland flow paths designed for the 1% ARI storm event.
vi. Stormwater discharge for development sites does not exceed the five-year ARI storm event. Typically, an onsite stormwater detention system will be required to reduce the volume of storm-water discharge.
vii. Stormwater overland flows (major system) are conveyed via the road network and/or drainage reserves. Where draining through lower allotments cannot be avoided, suitable drainage infrastructure and/or easements shall be provided, and such easements are preferably to be private and benefit only a single allotment.
viii. Concentrated flows are not to enter another lot.
ix. Batters for open systems are to be minimum 1:7 or flatter for areas to be maintained, and 1:6 for egress.
x. Lots are provided with either kerb and gutter OR piped inter-allotment drainage.
xi. Appropriate freeboards and overland flow routes are to be provided.
xii. Floor levels of dwellings to have appropriate freeboard to the Top Water Level of the development's and the subdivision's stormwater system, and the surrounding surface levels to direct surface flows around the dwelling.
xiii. Subdivision effectively manages both the minor piped system and the major overland flow systems.
xiv. Development layout is to be arranged in consideration of natural contours and drainage paths to minimise nuisance flows impacting on properties from adjoining allotments. To achieve this, allotments shall be graded to the street and avoid draining through adjoining downstream allotments.
xv. Development is to prioritise rain-water re-use to mimic the natural initial loss of at least 16.5mm to the catchment. This requirement may in some cases exceed BASIX water re-use requirements.
xvi. Stormwater and drainage systems should be gravity drained to Council's stormwater system which may require inter-allotment drainage. Lots are graded to the street (up to 600mm of fill). Pumped systems are not supported.
xvii. For detention, sub-catchment level shall be suitable for optimal GPT performance. Lot based will not be acceptable.

Development should refer to Dubbo DCP 2013 for additional guidance (Residential Design – Dwellings, Dual Occupancy and Multi-Dwelling Housing, Element 5: Infrastructure & Element 8, Stormwater management).

5.7 Street Cross-Sections

The following street sections are to be complied with in the NWURA.

Figure 5. R: Local Street with driveway access

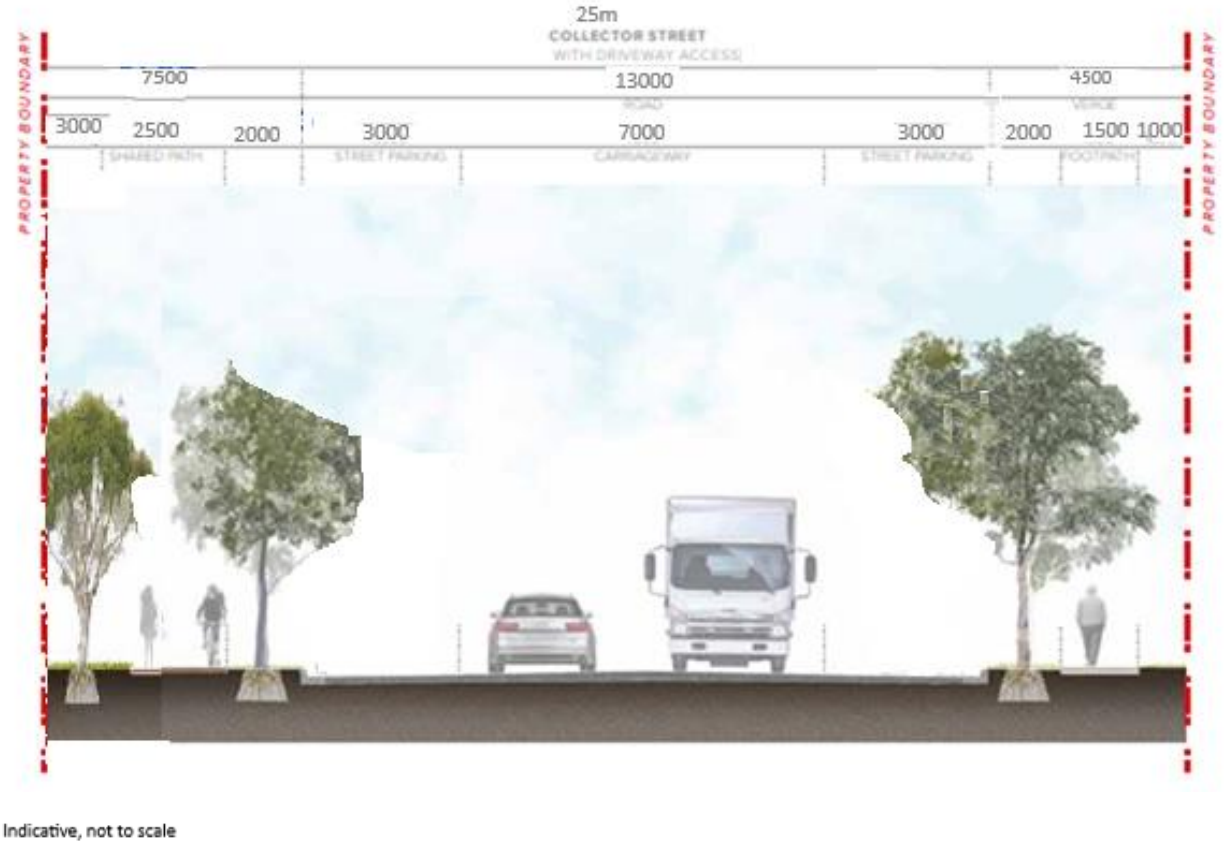


Figure 5. S: 25m Collector Street with driveway access

Figure 5. T: 25m Collector Street with no driveway access

5.8 Streetscape Planting Palette

The following planting schedule is provided for future development in the NWURA:

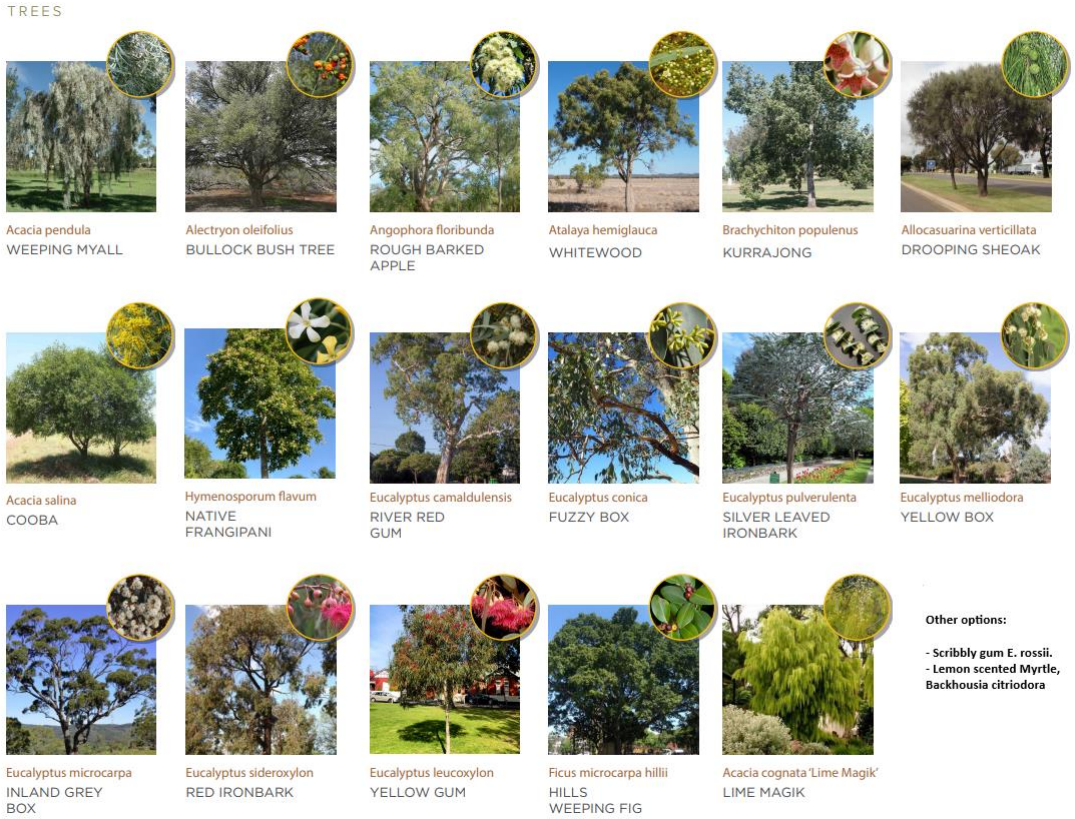


Figure 5. U: Planting schedule for trees

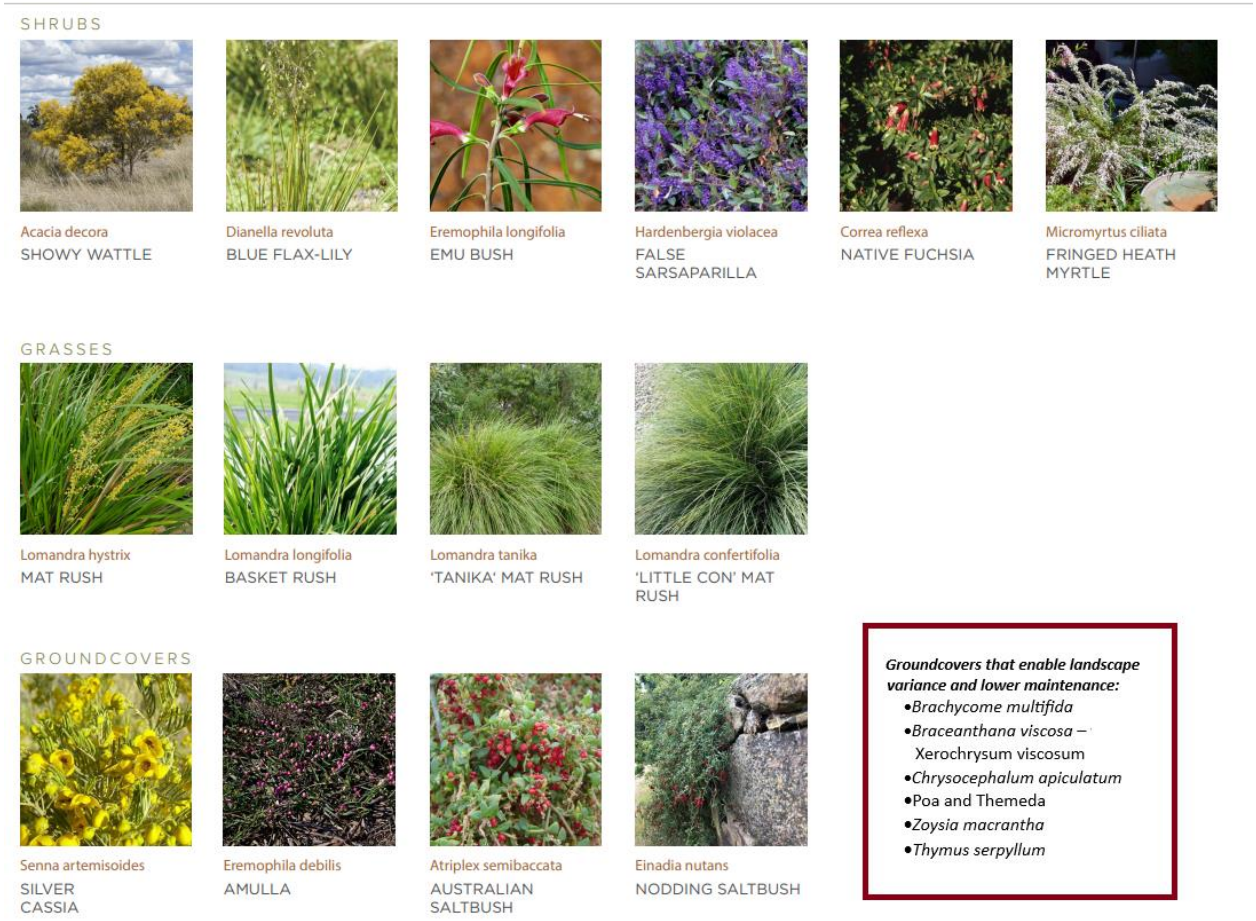


Figure 5. V: Planting schedule for grasses, shrubs and groundcovers

6 Dictionary

Adaptable housing	Housing designed and constructed to allow for the future adaptation of a dwelling to accommodate mobility impairments as well as changing needs of residents throughout life cycle stages.
BASIX	BASIX stands for Building Sustainability Index. The NSW Government Planning website (2025) defines BASIX as a sustainability assessment tool applying to all residential dwelling types in NSW which aims to reduce the environmental impact of new homes. This is done by requiring them to meet certain minimum standards (for water and energy efficiency, and thermal performance) and to report on construction materials being used so their embodied energy can be calculated.
Battle-axe block	A property with a narrow access point (often a long driveway) leading to a larger area behind another property.
Canopy cover	The proportion of an area covered by tree canopy or vegetation at maturity, important for providing shade and reducing heat.
Carriageway	Carriageway (or street pavement) is the area of street reserve that is provided for the movement or parking of vehicles measured from kerb to opposite kerb.
Casual Surveillance	Informal observation of people and public spaces as people go about their daily activities. This can help deter crime and enhance safety as potential offenders feel as though they are being watched.
Communal living area	excludes areas within private units, shared bathrooms, kitchens and laundries, reception areas, storage, car parking areas, loading docks, driveways, clothes drying areas, corridors and the like.
Communal open space	Outdoor areas of a development which are for the exclusive and shared use of residents of the development. Communal open space provides occupants with space for recreation and socialisation beyond their private open space while also allowing for inclusion of trees and landscaping.
Cross block connection	Connections 'through' blocks which improve the permeability of the street network. Examples include laneways, forecourts or buildings which provide convenient links for movement between streets or facilities.
Deep soil zone	An area of land that allows for deep-rooted planting of trees and larger vegetation which has adequate dimensions to allow for the growth of healthy trees.
Equitable future development	Later development which is not unreasonably impacted by earlier development of another property. Note that 'equitable' may not equate to 'equal' outcomes for both properties.
Frontage width	The width of the front boundary
Front boundary	Part(s) of the property boundary which abut a road reserve.
Gross floor area	The sum of the floor area of each floor of a building measured from the internal face of external walls, or from the internal face of walls separating the building from any other building, measured at a height of 1.4 metres above the floor. See Dubbo Regional Local Environmental Plan 2022 (Dictionary) for more information.
Habitable room	Has the same meaning as in the *Building Code of Australia*. The term is defined as a room used for normal domestic activities, other than a bathroom, laundry, toilet, pantry, walk in wardrobe, hallway, lobby, clothes drying room or other space of a specialised nature not occupied frequently or for extended periods
Hardstand areas	Paved or sealed areas designed for vehicle parking, storage, or other uses that require durable, non-permeable surfaces.

Heat sink	A material or surface that absorbs and stores heat, especially often contributing to the urban heat island effect.
Lot orientation	The positioning of a property relative to the sun, which affects factors like light, heating, and cooling in the building.
Manor home	A type of residential flat building and has the same meaning as in the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008*.
Natural ventilation	The use of natural airflow (wind, temperature differences) to cool and ventilate indoor spaces, reducing the need for mechanical air conditioning.
Permeable pavements	Paved surfaces that allow water to pass through and infiltrate the ground, reducing stormwater runoff and improving water retention in the landscape.
Primary living space	The main habitable room of the dwelling and the focus of indoor living and activity. Commonly includes open plan kitchen/living/dining areas.
Principal Private Open Space	Has the same meaning as in the *State Environmental Planning Policy (Housing) 2021*. The term is defined as an area— (a) directly accessible from, and adjacent to, a habitable room, other than a bedroom, and (b) more than 4m wide, and (c) not steeper than a 1:50 gradient.
Private rooms	(for co-living, boarding houses, independent living units, group homes and hostels): collection of private spaces forming a private unit or apartment, which may comprise studio accommodation or accommodation containing one or more separate bedrooms.
Raingarden	A landscaped area designed to capture and absorb stormwater runoff, often planted with native vegetation in planting areas lower than adjacent pavements/surfaces.
Residue lot	Also commonly referred to as a residue lot or balance block, refers to a lot which is created by subdivision and set aside for future development.
Site-cover	The proportion of a site covered by buildings or structures, usually expressed as a percentage of the total land area of the lot.
Site analysis plan	A plan that evaluates the characteristics of a site, including topography, climate, infrastructure, and other factors relevant to design and development.
Soft landscaping areas	Areas of a site covered with vegetation, including grass, plants, and trees, as opposed to hard surfaces like concrete or asphalt.
Solar access	The ability of a site or building to receive sunlight, important for passive heating, energy efficiency, and overall comfort.
Urban heat	The elevated temperatures in urban areas, often caused by human activity and the predominance of heat-absorbing surfaces like concrete and asphalt.
Verge	The part of the street reserve between the carriageway and the boundary of adjacent lots (or other limit to street reserve). It may accommodate public utilities, footpaths, storm water flows, street lighting poles and landscaping.

7 Image Credits

Dubbo Regional Council wish to acknowledge the following sources of images, diagrams and photographs used to illustrate this document.

[to be added post-exhibition]

Document Control

Responsible Officer:	Senior Growth Planner
Division:	Development and Environment
Prepared by:	Growth Planning in association with consultants Purdon and Delos Delta
Version:	1
Revision:	1
Document Date:	July 2025
Effective:	TBC (Council resolution)

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DUBBO REGIONAL COUNCIL

REPORT: Heritage Provisions on Bridges

DIVISION: Infrastructure
REPORT DATE: 10 June 2025
TRIM REFERENCE: ID25/1015

EXECUTIVE SUMMARY

Purpose	• Addressing Council resolution	
Issue	• Supply of information regarding a Notice of Motion in relation to the heritage provisions on Scabbing Flat Bridge, Rawsonville Bridge and Warroo Bridge.	
Reasoning	• A direction provided by Council at the Ordinary Council meeting held on 27 May 2025.	
Financial Implications	Budget Area	Not applicable
	Funding Source	Not applicable
	Proposed Cost	Nil
	Ongoing Costs	Nil
Policy Implications	Policy Title	Not applicable
	Impact on Policy	There are no policy implications
Consultation	Transport for NSW	Correspondence by e-mail on the information for 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: 1 Growth, Infrastructure and Connectivity

CSP Objective: 1.2 Infrastructure is planned and built to support our growing community.

Delivery Program Strategy: 1.2.1 Ensure infrastructure maintenance and service delivery align with community expectations.

Theme: 1 Growth, Infrastructure and Connectivity

CSP Objective: 1.4 Our roads are safe, efficient, and easy to use for all.

Delivery Program Strategy: 1.4.2 Improve traffic management and road networks to meet community and economic needs.

RECOMMENDATION

That the information in the report be noted.

Murray Wood
Chief Executive Officer

LR
Director Infrastructure

BACKGROUND

Previous Resolutions of Council

27 May 2025 (CCL25/120)	That the CEO provide a report to the July Ordinary Council: 1. Detailing any heritage provisions, and their variations or removal on: • Scabbing Flat Bridge, Geurie • Rawsonville Bridge, Rawsonville • Waroo Bridge, Waroo 2. How many heritage provisions impact the possible replacement of Scabbing Flat Bridge with a concrete bridge? 3. Which agency/who is responsible for the ongoing maintenance costs of Scabbing Flat bridge? 4. Any insights into a possible timeline for replacement of the timber bridges with a concrete Scabbing Flat bridge.

Scabbing Flat, Rawsonville and Warroo bridges are managed by Transport for NSW (TfNSW). In 2010, a document titled 'Timber Truss Road Bridges – A Strategic Approach to Conservation' was prepared by the Roads and Maritime Service. This was subsequently endorsed by the Heritage Council of NSW in 2012 noting that Scabbing Flat, Rawsonville and Warroo bridges were identified to be retained.

In 2021, a document titled 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy' was prepared by TfNSW. The three bridges that are the subject of this report are covered in this document. From the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy', there were no changes to the Scabbing Flat Bridge which was listed 'to be retained' with Rawsonville and Warroo bridges changed from 'to be retained' to 'no longer be retained' and are currently in the process of being replaced.

REPORT

There are three heritage listing types referred to in this report. The first is the provisions of Local Environmental Plans (LEP) that are developed by Local Government under the *Environment Planning and Assessment Act 1979 (No 203)*. These documents contain a section related to environmental heritage with heritage items listed in this section of the LEP. The majority of the items are listed as locally significant but also contains State Significant items.

The second is the Section 170 Heritage and Conservation Register that is managed by State Government agencies. Under Section 170 of the *Heritage Act 1977 (No 136)*, all State Government agencies must keep and administer a database of heritage assets called a 'Section 170 Heritage and Conservation Register (Section 170 Register)'.

The third is the NSW State Heritage Register (SHR) which lists State Significant heritage items. The SHR, is a list of heritage places in New South Wales that are protected by New South Wales legislation, generally covered by the *Heritage Act 1977 (No 136)*. The register is administered by the Heritage Council of NSW.

Below is information relating to the questions that were included in the Notice of Motion relating to Scabbing Flat, Rawsonville and Warroo bridges.

1. Detailing any heritage provisions, and their variations or removal on:

Scabbing Flat Bridge, Geurie
The Scabbing Flat Bridge spans the Macquarie River and is located on Arthurville Road approximately 3.5 kilometres south of Geurie. The bridge was constructed in 1911 and is a Dare truss bridge.

There are two heritage listings related to the Scabbing Flat Bridge at both a Local and State level.

At a Local level, the Scabbing Flat Bridge is listed as a Local Heritage Item in the Dubbo Regional Council Local Environmental Plan 2022 (DRLEP). This is shown in Part 1 of Schedule 5 of the DRLEP. The information relating to the Scabbing Flat Bridge in the DRLEP is provided in Table 1 below:

Suburb	Item name	Address	Property description	Significance	Item No
Geurie	Scabbing Flat Bridge	Arthurville Road (across Macquarie River)	Road Reserve	Local	I255

Table 1. Extract from the Dubbo Regional Local Environmental Plan 2022 relating to the Scabbing Flat Bridge

The local heritage listing of the Scabbing Flat Bridge was first noted in the Wellington Local Environmental Plan 1995.

At a State level, Scabbing Flat Bridge is listed on the Section 170 Register but is not listed on the State Heritage Register (SHR). An extract from the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)' published by TfNSW is shown in Table 2 below relating to Scabbing Flat Bridge:

Bridge Name	Truss Type	# Spans	Location	Region	Council	SHR	Road Classification
Scabbing Flat	Dare 91'	2	Macquarie River, Geurie – Scabbing Flat	W	Wellington	No	Local

Table 2. Extract from the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)' published by TfNSW relating to the Scabbing Flat Bridge (bridges for retention: no change)

The 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)' published by TfNSW notes that: "*There is opportunity to add bridges to the SHR, since two of the unlisted bridges in the "central west group" (Beryl and Scabbing Flat) can now be upgraded to meet future requirements with an increased level of confidence, and four additional bridges, not currently listed on the SHR (one is listed on the S170 Register, one is listed on an LEP and one is not listed on any statutory or non-statutory heritage register) have been found to be viable, provided that necessary works are carried out and meet the criteria for nomination to the SHR*".

It is understood that Scabbing Flat Bridge has yet to be listed on the State Heritage Register as of the date of this report.

Rawsonville Bridge, Rawsonville
The Rawsonville Bridge spans the Macquarie River and is located on Rawsonville Bridge Road approximately 300 metres north of the Mitchell Highway. The bridge was constructed in 1916 and is a Dare truss bridge.

At a Local level, the Rawsonville Bridge is listed as a local heritage item in the DRLEP. This is shown in Part 1 of Schedule 5 of the DRLEP. The information relating to the Rawsonville Bridge in the DRLEP is provided in Table 3 below:

Suburb	Item Name	Address	Property Description	Significance	Item No
Rawsonville	Rawsonville Bridge	Rawsonville Bridge Road	North of Lot 29, DP258845	Local	I304

Table 3. Extract from the Dubbo Regional Local Environmental Plan 2022 relating to the Rawsonville Bridge

At a State level, Rawsonville Bridge was proposed to no longer be retained in the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)' published by TfNSW. It was originally listed on the Section 170 Register but was not on the SHR.

Bridge Name	Truss Type	# Spans	Location	Region	Council	SHR	Road Classification
Rawsonville	Dare 91'	2	Minore, Macquarie River, Mitchell Highway - Rawsonville	W	Dubbo	no	local

Table 4. Extract from the Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021) published by Transport for NSW relating to the Rawsonville Bridge (bridges proposed for removal)

The reasons for the removal of the Rawsonville Bridge with it to be replaced is contained within the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)' published by TfNSW with an extract below relating to the operational benefits of its replacement:

"Rawsonville Bridge requires T44 (general access vehicles including eg semi-trailers, buses, truck and dog combinations) and up to higher mass limit (HML) B-double vehicle capacity to meet current and predicted future network requirements for agricultural purposes. The current bridge is too narrow for wide modern agricultural equipment used in the local area. The original timber trestle pier located on the edge of the waterway has been damaged by scour, requiring considerable works to stabilise the bank including visually intrusive sheet piling. Construction of a new concrete bridge rather than retaining the current width and load deficient timber bridge would allow network and community requirements to be met.

It is proposed to swap Rawsonville bridge with Cooreei Bridge as a better example of a 91' Dare truss. Rawsonville bridge has two 91' Dare truss spans, whereas Cooreei has one 91' Dare truss span. However, whereas Rawsonville is not on the SHR, Cooreei Bridge is listed on the SHR. Cooreei Bridge is an important example of an early Dare truss. The design details of the Dare truss connections changed over time and Cooreei Bridge is one of only two remaining bridges which demonstrate the early design details. The other bridge has been bypassed and is not operable."

Table 5 below provided the assessment supporting the removal of the Rawsonville Bridge from operation:

Rawsonville Bridge	**Assessment Against Criteria**	**Rating** **✓= meets criterion** **x = does not meet criterion** **? = partially meets criterion or further info required**
Operability	Bridge is not operable. As predicted in the 2012 Strategy, network needs have considerably increased in the region in the past five years, with a greater need for heavy and wide vehicles to use this route, and also increased traffic volumes.	x
Technical rarity	Eight 91' Dare trusses remain, including three which have two truss spans	x
Technical representativeness	The bridge is a good example of its type.	✓
Non-technical representativeness	Rawsonville Bridge does not add to the representativeness of the population due to chronological spread, configuration of spans, or collection of remote bridges, as all these aspects are relatively common. It does add a little to the geographical spread as bridges in the Parkes/	x

Rawsonville Bridge	Assessment Against Criteria	Rating ✓= meets criterion x = does not meet criterion ? = partially meets criterion or further info required
	Forbes area are all being replaced, but an excellent example of a very similar two span Dare truss remains in Western Region within close proximity (Scabbing Flat Bridge).	
Community sentiment	In the TTB Strategy, no submissions were received for this bridge. Considerable community feedback has been provided when crews have been doing maintenance works, and the feedback is requesting a new concrete bridge to meet network needs for heavy and wide and increased numbers of vehicles.	x
Financial viability	Cost to retain is approximately $37M over the next 30 years and cost to replace with a modern concrete bridge is approximately $14M.	x
Recommendation	**Rawsonville Bridge should be removed, and Cooreei Bridge retained as a superior example of a 91' Dare truss.**	

Table 5. Extract from the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)' published by TfNSW relating to detailed assessment for the removal of Rawsonville Bridge

Warroo Bridge, Warroo

The Warroo Bridge spans the Lachlan River and is located on Warroo Bridge Road approximately 125 metres north of Lachlan Valley Way. The bridge was constructed in 1909 and is a Dare truss bridge.

At a Local level, the Warroo Bridge is listed as a Local Heritage Item in the Forbes Local Environmental Plan 2013 (FLEP). This is shown in Part 1 of Schedule 5 of the FLEP. The information relating to the Warroo Bridge in the FLEP is provided in Table 6 below:

Suburb	Item Name	Address	Property Description	Significance	Item No
Warroo	Bridge over Lachlan River	Lachlan Valley Way	Road reserve	Local	I138

Table 6. Extract from the Forbes Local Environmental Plan 2013 relating to the Warroo Bridge

At a State level, Warroo Bridge was proposed to no longer be retained in the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)' published by TfNSW. It was originally listed on the Section 170 Register but was not on the SHR.

Bridge Name	Truss Type	# Spans	Location	Region	Council	SHR	Road Classification
Warroo	Dare 70'	1	Lachlan River, Condobolin - Warroo	W	Forbes	No	Local

Table 7. Extract from the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)' published by TfNSW relating to the Warroo Bridge (bridges proposed for removal)

The reasons for the removal of the Warroo Bridge with it to be replaced is contained within the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)' published by TfNSW with an extract below relating to the operational benefits of its replacement:

"Warroo Bridge requires T44 and up to HML B-Triple vehicle capacity to meet current and predicted future network requirements for agricultural purposes. The current bridge is too narrow for wide modern agricultural equipment used in the local area and is frequently damaged by wide loads. The waterway has moved and widened at this location meaning the truss span is not long enough for the width of the river and is in the wrong location. Considerable modification would be required in order to accommodate the waterway movement. Construction of a new concrete bridge rather than retaining the current width and load deficient timber bridge would allow network and community requirements to be met.

It is proposed to swap Warroo Bridge with Junction Bridge (Rouchel Brook) as a better example of a 70' Dare truss. Neither Warroo Bridge nor Junction Bridge is currently listed on the SHR. However, Junction Bridge meets at least five of the seven criteria for State Significance and is eligible to be added to the SHR. Warroo Bridge would require substantial modification if it were to be retained due to movements of the waterway as well as the need for wide agricultural vehicles to be able to use the crossing."

Table 8 below provided the assessment supporting the removal of the Warroo Bridge from operation:

Warroo Bridge	Assessment against criteria	Rating ✓= meets criterion x = does not meet criterion ? = partially meets criterion or further info required
Operability	Bridge is not operable, frequent damage from over-width vehicles, the bridge is required to carry 62.5 tonne B-doubles to meet current network needs, and it is expected that within 20 years, the bridge will be required to carry 113.0 tonne B-triples and so included in 'central west group'.	x

Warroo Bridge	Assessment against criteria	Rating ✓= meets criterion x = does not meet criterion ? = partially meets criterion or further info required
Technical rarity	Three 70' Dare trusses remain and the other two are at risk, being managed by local councils with load limits due to deteriorated condition. One is already programmed to be replaced, the other is at risk and likely to be replaced within five years unless Roads and Maritime intervenes.	✓
Technical representativeness	The 70' Dare truss is not a good example of its type because the waterway has moved and widened, meaning the 70' span is no longer long enough for the river, considerable modification, including widening carriageway for community needs and reconfiguration of spans including relocation of truss span would be required if this bridge were retained.	x
Non-technical representativeness	Warroo Bridge does not add to the representativeness of the population due to chronological spread, configuration of spans, or collection of remote bridges, as all these aspects are relatively common. It does add a little to the geographical spread as bridges in the Parkes/Forbes area are all being replaced, but an excellent example of a Dare truss remains in Western Region north of Warroo (Scabbing Flat bridge).	x
Community sentiment	In the TTB Strategy, no submissions were received for this bridge. Community consultation which has occurred as part of the capacity upgrade project development for this bridge has highlighted the community's frustration at the narrowness of the existing crossing.	x
Financial viability	Cost to retain is approximately $30M over the next 30 years whereas cost to replace with modern concrete bridge is less than $10M. The retained bridge would not meet community needs into the future.	x
Recommendation	**Warroo Bridge should be removed and replaced with a new bridge. Junction Bridge over Rouchel Brook should be acquired from Upper Hunter Shire Council to retain as a 70' Dare truss.**	

Table 8. Extract from the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)' published by TfNSW relating to detailed assessment for the removal of Warroo Bridge

Table 9 below shows the previous and current heritage listings for each of the three bridges noting that both Rawsonville and Warroo bridges are in the process of replacement:

Bridge	Previously local heritage	Previously S170	Previously SHR	Currently local heritage	Currently S170	Currently SHR
Scabbing Flat	Yes	Yes	No	Yes	Yes	No*
Rawsonville	Yes	Yes	No	Yes	No	No
Warroo	Yes	Yes	No	Yes	No	No

Table 9. Summary of the heritage listings for Scabbing Flat, Rawsonville and Warroo Bridges
*Proposed to be added to the SHR in the 'Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy (2021)', however recent advice is that this has been paused

2. How many heritage provisions impact the possible replacement of Scabbing Flat Bridge with a concrete bridge?

There is a local heritage listing in the Dubbo Regional Local Environmental Plan 2022 and in the Section 170 Register which is maintained by TfNSW. These heritage provisions would need to be addressed if the Scabbing Flat Bridge is to be replaced with a concrete bridge.

In terms of bridge heritage listings, the Rawsonville and Warroo bridges were both listed in the relevant local environmental plans and on the Section 170 Register which is the same as the current listings for the Scabbing Flat Bridge.

As part of the replacement for these two bridges, a Statement of Heritage Impact was undertaken as well as approval to delist the bridges from the Section 170 Register database in the preparation of a review of environmental factors.

3. Which agency/who is responsible for the ongoing maintenance costs of Scabbing Flat Bridge?

Arthurville Road is a local road which is under the care and control of Dubbo Regional Council. The bridge, due to it being a Dare Truss Bridge, is under the care and control of TfNSW. The bridge has been, and continues to be, the responsibility of TfNSW who are also responsible for the ongoing maintenance costs associated with this bridge.

4. Any insights into a possible timeline for replacement of the timber bridges with a concrete Scabbing Flat Bridge.

TfNSW have advised that there is no foreseeable replacement option for this bridge, however the process to list Scabbing Flat Bridge on the State Heritage Register has currently been paused by TfNSW.

TfNSW is also currently investigating the possibility of delisting Scabbing Flat Bridge from its Section 170 Register.

Consultation

- TfNSW were consulted to ensure the information provided in the report is accurate given this is an asset owned by TfNSW.

Resourcing Implications

- There are no resourcing requirements associated with this report.

References

No.	Document
1	Timber Truss Bridge Strategy (source TfNSW website) https://www.transport.nsw.gov.au/operations/roads-and-waterways/environment-and-heritage/heritage/timber-truss-bridges/timber-truss
2	Review of bridges to be retained under the Timber Truss Bridge Conservation Strategy, Transport for NSW (April 2021) https://www.transport.nsw.gov.au/system/files/media/documents/2024/Review-of-bridges-to-be-retained-under-the-Timber-Truss-Bridge-Conservation-Strategy-Updated.pdf
3	Rawsonville Bridge Replacement (Source TfNSW website) https://www.transport.nsw.gov.au/projects/current-projects/rawsonville-bridge-replacement
4	Rawsonville Bridge Statement of Heritage Impact (Appendix D) https://www.transport.nsw.gov.au/sites/default/files/media/documents/rww/projects/01documents/rawsonville-bridge/rawsonville-bridge-appendix-a-to-d.pdf
5	Rawsonville Bridge delisting from Section 170 Register – (Appendix E) https://www.transport.nsw.gov.au/sites/default/files/media/documents/rww/projects/01documents/rawsonville-bridge/rawsonville-bridge-appendix-e-to-k.pdf
6	Warroo Bridge Replacement (Source TfNSW website) https://www.transport.nsw.gov.au/projects/current-projects/warroo-bridge-replacement
7	Warroo Bridge Statement of Heritage Impact and delisting from Section 170 Register (appendix 7) https://www.transport.nsw.gov.au/sites/default/files/media/documents/rww/projects/01documents/warroo-bridge/warroo-bridge-ref-11-2021.pdf
8	Dubbo Regional Local Environmental Plan 2022 https://legislation.nsw.gov.au/view/html/inforce/current/epi-2022-0108
9	Forbes Local Environmental Plan 2013 https://legislation.nsw.gov.au/view/html/inforce/current/epi-2013-0428

REPORT: SPARC Grant Assessment Report additional information - Marradhali Aboriginal Corporation

DIVISION: Community, Culture and Places
REPORT DATE: 8 July 2025
TRIM REFERENCE: ID25/1345

EXECUTIVE SUMMARY

Purpose	• Addressing Council resolution	
Issue	• Additional information provided to address amendment to motion, item CCL25/160 2024/2025 SPARC SUPPORT GRANT ASSESSMENT REPORT (ID25/767)	
Reasoning	• Provide Council with further information related to Marradhali Aboriginal Corporation including governance and cultural appropriateness information in relation to SPARC Support grant submission.	
Financial Implications	Budget Area	Arts and Culture
	Funding Source	Operational
	Proposed Cost	$5900.00
	Ongoing Costs	Nil
Policy Implications	Policy Title	Financial Assistance Policy
	Impact on Policy	Nil

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: 3 Working Together for the Region

CSP Objective: 3.1 Our Council is open, fair, and accountable in its decision-making.

Delivery Program Strategy: 3.1.2 Ensure decision-making reflects local needs through meaningful community consultation.

Theme: 3 Working Together for the Region

CSP Objective: 3.1 Our Council is open, fair, and accountable in its decision-making.

Delivery Program Strategy: 3.1.5 Operate with transparency, accountability, and integrity in all governance and decision-making processes.

RECOMMENDATION

That Marradhali Aboriginal Corporation be allocated $5900 in funding under the SPARC Support Grant Program 2024/2025.

Craig Arms
Director Community, Culture and Places

JM
Cultural Development Coordinator

BACKGROUND

Previous Resolutions of Council

24 June 2025	That Council defer the allocation of $5,900 to Marradhali Aboriginal Corporation until further governance and cultural appropriateness assessments are undertaken

REPORT

As part of the standard application process for the SPARC Support Grant, applicants are required to provide information on, and evidence for organisational rigour and governance. Marradhali Aboriginal Corporation provided evidence of;

- Public Liability Insurance
- Certificate of Registration of an Aboriginal and Torres Strait Islander Corporation - Australian Government Office of the Registrar of Indigenous Corporations.
- Organisational Documentation of operation – registered with Registrar of Aboriginal and Torres Strait Islander Corporations on 5 September 2023

The program proposed by the applicant is as follows.
Title:

> *"Marradhali proposes establishing a regular roster of events in and around Dubbo that support the cultural development of local Aboriginal and Torres Strait Islander peoples and non-Indigenous community members. We will establish an Aboriginal Women's Learning Circle led by local Elders in conjunction with the Allira Grannies and Aunty Diane Riley-McNaboe to teach a series of traditional skills and knowledge. The participants will then facilitate open workshops for all community members to attend - choirs, songwriting for the choir, weaving to make clothing and accessories, dance for performance (men and women), art etc. These would be monthly events, materials provided, and a shared meal included.*
>
> *Marradhali has delivered a series of industry professional development workshops - Barriers to education and employment for First Nations young people - with success. Our corporation is run by professional women with significant government and leadership experience, and we have successfully worked with Aboriginal Languages Trust funding throughout 2024. We are also a recipient of DRC Community Services Funding for our disability dance/movement social program.*

In support of the application, video testimonials were provided.

The applicant provided the following overview of the program timelines (100-word limit provided)

July 1: Project initiation - promotion to key stakeholder communications for Mob Only activities, more broadly for all community. Meet with Grannies and Elders to confirm timeline, teaching plan and resourcing.
By July 31: First Women's Learning Circle held, and open workshops facilitated. Monthly Circle and open workshops continue for consecutive 12 months. Monthly reconciliation of expenses and funding
Sept/Dec/Mar/Jun: Participant feedback collected quarterly and reported
Jun/July 2026: Reporting and Acquittal process

The application connected and contributes to SPARC Cultural Plan outcomes in several areas including:

7.2.1 Grow our local Aboriginal led cultural programming and event development expertise.

7.2.2 Develop strategies that encourage Dubbo's national and international reputation as a vibrant hub for Indigenous culture and creative expression

7.2.5 Support Aboriginal leaders, artists, community to share their culture via research programs, education events and public programs

While the application requested $30,000 for full project funding, the assessment panel chose to prioritise funding in support of the provision materials and resources for the creative workshops (Requested $5000.00 /Funded $5000.00) as well as a contribution to Marketing for the program (Requested $2400.00 /Funded $900.00)

Consultation

- DRC Manager, Arts and Culture – Jessica Moore
- Applicant – Marradhali Aboriginal Corporation.

Resourcing Implications

There are no additional resourcing requirements to this report with the funding allocation already provided within the operational budgets allocated to the SPARC Support Grant Program.

Planned Communications

- Updated communication to Marradhali Aboriginal Corporation to advise outcome
- Secondary Media Release and Cheque presentation for Marradhali Aboriginal Corporation should recommendation be adopted.

REPORT: Financial Assistance Policy - Results of Public Exhibition and Community Funding Program

DIVISION: Strategy, Partnerships and Engagement
REPORT DATE: 3 July 2025
TRIM REFERENCE: ID25/1152

EXECUTIVE SUMMARY

Purpose	• Seek endorsement • Adopt a policy	
Issue	• The report recommends that Council adopt the Council Policy – Financial Assistance. • The report seeks Council endorsement of the Community Funding Program – Applicant Handbook.	
Reasoning	• The public exhibition period of the Council Policy concluded on 1 July 2025; minor amendments have been made to the draft policy. • Staff have finalised the Community Funding Program – Applicant Handbook and internal processes.	
Financial Implications	Budget Area	Community Culture and Places
	Funding Source	Council branches; Community Services, Performing Arts and Events, and Arts and Culture
	Proposed Cost	$250,000 (ongoing annual budget)
	Ongoing Costs	Nil.
Policy Implications	Policy Title	Financial Assistance Policy (adopted 21 September 2022).
	Impact on Policy	Major changes, the policy would replace the current policy.

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: 2 Thriving and Inclusive Communities'

CSP Objective: 2.3 Our community enjoys diverse sports, recreation, and social activities.

Delivery Program Strategy: 2.3.3 Increase opportunities for entertainment, recreation, and cultural activities for all ages.

Theme: 3 Working Together for the Region

CSP Objective:	3.3 We have a clear strategy to drive economic development and attract investment.
Delivery Program Strategy:	3.3.2 Allocate resources strategically to support sustainable growth and community well-being.

RECOMMENDATION

1. **That the information contained within the report in relation to the Community Funding Program be noted.**
2. **That the draft Council Policy – Financial Assistance, attached at Appendix 2, be adopted.**
3. **That the Community Funding Program – Applicant Handbook, attached at Appendix 3, be endorsed by Council and be made available to community on Council's website.**
4. **That an active communications plan be undertaken to ensure that former and prospective applicants are aware of the Community Funding Program.**

Jessica Brown
Director Strategy Partnerships and Engagement

ZJ
Corporate Strategy
Performance Coordinator

BACKGROUND

Previous Resolutions of Council

13 May 2025 CSC25/30	*1. That the information contained within the report of the Corporate Strategy and Performance Coordinator, dated 17 April 2025, be noted.* *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.* *3. That a further report outlining the results of the public exhibition period be put to Council in July 2025.* 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.*

REPORT

This report is presented in two parts, Part A addresses the results of the public exhibition period and further consultation on the Financial Assistance policy. Part B addresses the Community Funding Program.

Part A – Results of Public Exhibition and Consultation

The Community Funding Framework and Council Policy – Financial Assistance was placed on public exhibition from 2 June to 1 July 2025. The engagement snapshot is attached at **Appendix 1.**

During this time one formal submission was received. The submission has been broken into points with responses provided in the table below. The policy was not amended following consideration of the submission.

Point	Response/comment
I could not see any detail around funding mentioned in the questions above in either of the two documents. They seem broad only. Is there a third document where it outlines the 'one fund' detail, grant rounds etc?	The detail of the new approach is contained within the report Review of Community Funding and Financial Assistance Policy (CSC25/30) which was available under the document library of the dedicated YourSay page.
I'm torn on the one bucket proposal - this has the potential to see big tourism events get funding over smaller cultural events, events get funded over projects, some groups get a lot of funding as they are more savvy and get in early in the year, others miss out.	The evaluation is merit-based, with the intent to promote fairness by basing success on the applicant's ability to meet Council's strategic objectives and outcomes. Applications are also by project, not by applicant (group/organisation) to ensure that it is the

	project that is aligned to the adopted community priorities and will aim to deliver community benefit outcomes.
Would be interested to see how this would be handled, whether there would be a review.	Council will undertake a user survey and review on the new format and present findings to Council in August 2026.
Is there potential for multi-year funding agreements with Council? I cannot see any mention of this. It could reduce both Council and volunteer admin overheads where something is quite predictable and reliable, and could still be conditioned upon holding events or project eg 3 motorfests or whisperfests in 2025/26/27 etc.	Multiyear funding commitments are not available for this first year of the new format of the Community Funding Program. As the new format allows an 18-month delivery window rather than 'within the financial year' the intent is to provide project security for the applicant, whist remaining responsible to community priority and need changes. The 2026 review will consider applicant feedback and Council remains committed to facilitating a community-need based approach whilst maintaining prudent financial management.

During the public exhibition period staff were further consulted on the detail of the policy. Below are the amendments that have been made to the policy following this consultation. The amended draft is attached at **Appendix 2**.

Exhibited item	Amendment	Rational
Baseline eligibility criteria: I am not a religious group nor does my project have a religious purpose.	My project does not have religious purpose.	Religious groups may (and in the past have applied and been successful for funding from Council) for projects that do not have a religious purpose. The intent is not to limit projects solely based on the applicant.
Baseline eligibility criteria: My project is not illegal or immoral.	My project is not illegal or discriminatory.	The term immoral can be very subjective and is not a consistent or easy-to-define standard. Discriminatory is a more precise term that refers to behaviour or practices that unfairly treat people differently based on things like race, gender, disability, religion, etc. This aligns with anti-discrimination laws and Council's values. Projects must treat all members of the community fairly and respectfully.
Baseline eligibility criteria: My project does not seek funds to fund the core business	My project does not seek funding for my usual, ongoing, day-to-day or core activities.	Former wording focused on 'business' rather than community group operations, which must also be considered, the language is accessible

activities of the applicant.		and helps applications to understand that funding is for specific projects, not for their usual operational costs.
Baseline eligibility criteria: My project aligns with Council's values and brand and does not have potential to negative impact the Council or the Local Government Area.	My project is consistent with Council's values and does not carry a risk of negatively affecting the reputation of Council or the Local Government Area.	Council's 'brand' identity is internal focused language and is not accessible to community, clarifying that this is about reputational risks is easier for applicants to understand.

Part B – Community Funding Program

The Community Funding Program – Applicant Handbook is attached at **Appendix 3**.

The handbook has been developed to be user-friendly, written in plain English, and easy to access. It offers a simple, one-stop resource that clearly outlines the types of projects and activities Council may support through financial assistance.

It's important to note that not all applications will be successful. Funding is limited, and Council must prioritise how it allocates support. Decisions are guided by Council's adopted strategic plans, which are reflective of community aspirations, insights and input.

As the new framework becomes operational, the Applicant Handbook may be updated by staff to reflect feedback received from applicants and to support continuous improvement of the process.

While the handbook references the Group B pathway (funding from other sources), detailed information regarding its processes has not yet been included. This is due to a related body of work, scheduled to commence in August 2025, which will review the operations of the Bodangora Wind Farm Community Benefit Fund and the associated Community Consultative Committee.

Resourcing Implications
Staff time and resources are required to facilitate the funding processes, this includes such activities as.

- Set up and maintenance of the SmartyGrants portal.
- Preparation of documentation; including guidelines and applicant resources.
- Applicant portal/user support.
- Advertisement and promotion of funding opportunities.
- Assessment of applications.
- Preparation of recommendation reports.
- Distribution of correspondence relating to outcome of application.
- Coordination and disbursement of funds.

- Funding announcements including media opportunities and publications.
- Review of acquittal documentation and evidence of expenditure.
- Coordination, preparation and lodgement of regulatory reporting requirements.

Staff time is cross-organisational and funded through the operational funds of the functional service area. It is estimated that the current format of funding consumes 236 staff hours ($11,129) per annum.

The table below reflects the proposed budget for the Group A pathway. It does not include the estimated staff costs, which are considered part of the function operational budgets. The system costs associated with the SmartyGrants portal are not included in the table and are $13,750 per annum.

Total Financial Implications	**Current year ($)**	**Current year + 1 ($)**	**Current year + 2 ($)**	**Current year + 3 ($)**	**Current year + 4 ($)**	**Ongoing ($)**
a. Operating revenue	0	0	0	0	0	0
b. Operating expenses	**$250,000**	**$250,000**	**$250,000**	**$250,000**	0	0
c. Operating budget impact (a – b)	**-$250,000**	**-$250,000**	**-$250,000**	**-$250,000**	**0**	**0**
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	**-$250,000**	**-$250,000**	**-$250,000**	**-$250,000**	**0**	**0**
Does the proposal require ongoing funding?	No.					
What is the source of this funding?	Strategic Community Culture and Places					

Table 1. Ongoing Financial Implications

Planned Communications

- A communications plan has been development that seeks to inform community of the new format and that applications can now be submitted. A key message will be that applications for projects that require a start date before May 2026 will be prioritised, this is due to the shorted period available before the active assessment round.
- A proactive communications plan will be developed for November 2025 to February 2026 to promote the program and the next active assessment period which commences 1 March 2026.

Timeframe

Key Date	Explanation
July- August 2025	Launch of always-open application - Communication
1 September 2025 – 10 October 2025	Active Assessment Period (Round 1) - Including preparation of recommendation report
28 October 2025	Ordinary Council Meeting - Adopt funding allocation
1 November 2025	Commencement date for eligible expenditure of Round 1 recipients.
31 May 2027	*End date for eligible expenditure of Round 1 recipients.*
1 March 2026 – TBC April 2026	Active Assessment Period (Round 2) - Including preparation of recommendation report
TBC April 2026	Ordinary Council Meeting - Adopt funding allocation
1 May 2026	Commencement date for eligible expenditure of Round 2 recipients.
30 November 2028	*End date for eligible expenditure of Round 2 recipients.*
August 2026	Undertake a user survey and review on the new format and present findings to Council.

Next steps

- As part of the Quarterly Budget Review process; the separated funds be grouped together under the budget function Strategic Community Culture and Places.
- Staff develop and finalise the proactive communications plans including promotion of the Community Funding Framework for the round 2 active assessment period.

APPENDICES:

1⇩ Engagement Snapshot

2⇩ Draft - Council Policy - Financial Assistance (July 2025)

3⇩ Draft - Community Funding Program - Applicant Handbook

JULY 2025

Draft Community Funding Framework and Financial Assistance Policy

Engagement snapshot

Outcomes at the Ordinary Council Meeting on Tuesday, 27 May 2025, Council endorsed the draft Financial Assistance Policy and Draft Community Funding Framework to go on public exhibition.

Our engagement approach was **INVOLVE** the community. A YourSay project page to support the public exhibition window where community and stakeholders were encouraged to participate and provide feedback.

A summary of the engagement activities and community participation are highlighted below.

How we reached you and raised awareness

29 days of engagement

2 June - 1 July 2025

YourSay project page

- **66** visits
- **1** project followers
- **76** document downloads
- **1** formal submission

Digital engagement

- **1,469** social media reach (the number of times a post has been viewed)
- **4** social media engagements (the number of times a post was interacted with - which can be likes, shares, comments etc)

Customer support & information

Copies were available at:

- Council Customer Experience Centres
  - Wellington and Dubbo
- Macquarie Regional Library
  - Wellington and Dubbo

Outcomes and next steps

A report will be provided to Council at the Ordinary Council Meeting, 5.30pm, Tuesday 22 July 2025.

- All feedback will be considered and Council will decide on recommendations to adopt the policy.
- Council will on the adoption the draft Community Funding Framework and Financial Assistance Policy at the July Ordinary Council Meeting.
- For members of the community who are following this project and contributed with a formal submission an email will be sent to advise of the outcome to close the loop on this engagement activity.

We would like to thank everyone who participated in this activity. Your valuable feedback is greatly appreciated.

yoursay.dubbo.nsw.gov.au

DUBBO REGIONAL COUNCIL

Council Policy

Financial Assistance

ED25/76771

Document Overview

Document Category	Council Policy
Policy Title	Financial Assistance
Policy Statement	This Policy sets out the framework through which Council allocates financial assistance to eligible recipients contributing to the achievement of community benefit outcomes within the Dubbo Regional Local Government Area.
Date	27 April 2025
Resolution Date	TBC
Clause Number	TBC
Accountable Position	Director Organisational Performance
Responsible Position	Chief Financial Officer
Branch	Financial Operations
Division	Organisational Performance
CM Reference Number	ED25/76771
Version	2
Review Period	Standard 3 years, or with change in legalisation
Review Date	Calculated date from the adopted date
Consultation	Executive Staff and Managers – July-December 2024 Community (public exhibition period) – 2 June to 1 July 2025
Document Revision History	**Date**

DRAFT

Purpose

The purpose of this policy is to outline Dubbo Regional Council's role in providing financial support to others whose intent is to assist Council in delivering the objectives, strategies and actions identified in Council's Integrated Planning and Reporting (IP&R) framework.

The policy seeks to provide sufficient flexibility to ensure that the Council strikes an appropriate balance between prudent financial management and its ability to effectively meet meritorious requests for financial assistance.

Whilst the Policy includes other financial support mechanisms, the primary means of supporting the community to delivery community benefit outcomes is through the **Community Funding Framework**. The framework identifies two distinct pathways for funding opportunities with the primary difference being the source of funds.

The desired outcomes of the policy are:

- Enable Council to provide financial assistance for activities of significant local benefit, increase community service outcomes and/or community participation activities for residents.
- Effective and efficient use of public resources allocated for assisting others to provide events, services, programs, projects and activities for the benefit for the Dubbo Regional Local Government Area (LGA).
- An accessible, equitable, transparent and open process for determining and allocating financial assistance with appropriate accountabilities for recipients. A process that ensures the decision-making for providing funding complies with all relevant legislation.
- Greater community participation, social inclusion, cohesion, engagement and improved quality of life and wellbeing for the community of the Dubbo Regional LGA.
- Enable Council to invest in activities that will deliver substantial economic benefit to the Dubbo Regional LGA and its communities.

Related Information

Council receives request for financial assistance at other times from individuals, community groups, businesses etc., and this policy provides a mechanism for Council to consider these on a case-by-case basis. In the first instance a request received in this way may be provided with information or guidance to a funding pathway of the **Community Funding Framework** that may be suitable to apply to.

For example; if a request was received by Council before the opening date of the active assessment round, and the request was to fund a program that wasn't due to commence until the eligible delivery period of the Round, the applicant would be advised to complete the application for the Round once open.

For the purposes of this document requests are understood to include correspondence that references such matters as 'donations', 'sponsorship', 'grant funding', 'offsetting of costs', 'waiving fees and charges' etc.

Council does not waive Fees and Charges or provide in-kind services.

Dubbo Regional Councils Vision, Purpose and Values.

Related Legislation

- *Local Government Act (1993)*
  Section 356 Can a council financially assist others?
  1) *A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.*
  2) *A proposed recipient who acts for private gain is not ineligible to be granted financial assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.*
  3) *However, public notice is not required if--*
     a. *the financial assistance is part of a specific program, and*
     b. *the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and*
     c. *the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and*
     d. *the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.*

4) *Public notice is also not required if the financial assistance is part of a program of graffiti removal work.*

- *Local Government (General) Regulation 2005*
- *Independent Commission Against Corruption Act 1988*

Dubbo Regional Council Policies and Documents

- Code of Conduct (adopted 27 July 2023)
- Corporate Image Policy (under review)
- Media Policy (adopted 28 September 2023)
- Procurement Policy (adopted 28 April 2022)
- Statement of Business Ethics (adopted 20 June 2023)

Scope

This Policy applies to eligible applicants seeking funding from Dubbo Regional Council in alignment with the strategic objectives as stated in the Towards 2040 Community Strategic Plan and more specifically the Delivery Program and/or demonstrates significant local benefit.

This Policy does not apply to rates, charges, loans and interest and fees.

This Policy applies to all elected members of Council (Councillors), all employees of Dubbo Regional Council, any person or organisation contracted to or acting on behalf of Dubbo Regional Council, any person or organisation employed to work on Dubbo Regional Council premises or facilities and all activities of Dubbo Regional Council.

Policy

1. Financial Support Mechanisms

1.1 Community Funding Framework

Funding that enables and facilities others to deliver community benefit outcomes in the Dubbo Regional Local Government Area.

To support community benefit outcomes, Council allocates an annual (and rolling) budget to the Group A funding pathway of the Community Funding Framework.

Applications are supported via SmartyGrants. The application enables Council to assess the merit of project in relation to the community/public benefits that it will deliver to the Dubbo Regional LGA and its alignment with Council's strategic plans.

1.2 Mayoral Discretionary Fund

Council allocates an annual budget to the Mayoral Discretionary Fund.

Applications are made in writing to the Mayor.

Applications are considered and determined by the Mayor in consultation with the Chief Executive Officer.

1.3 Destination Events Fund

Incentive funding to attract and retain major events activity that delivery substantial economic benefits to the Dubbo Regional Local Government Area.

To convert event attraction initiatives, Council allocates an annual budget to the Destination Events Fund to help meet hosting fees and other event costs.

The economic benefit of events applying for incentive funding must be no less than $400,000. Events applying for the Destination Events Fund must make a commitment to hold the event in the Dubbo Regional LGA for three years. Locally organised events are ineligible to apply.

Council reserves the right to determine funding outside of the Policy and guidelines should the event be deemed to be of benefit to the Dubbo region.

Applications are supported via SmartyGrants. The application enables Council to assess the capability of the event organiser to deliver the event, its history of delivering events of a similar scale, its commitment to returning to the Dubbo Region, and the projected budget. The application enables Council to also understand what benefits the event will deliver to our community.

1.4 Dubbo Regional Sports Council (DRSC) Playing Field Improvement Fund.

Partnership funding opportunity with sports clubs using Dubbo Regional Council sportsgrounds in the provision or development of quality facilities within the Dubbo Regional LGA.

To assist local sporting clubs/associations for the delivery of capital support infrastructure improvement works, Council allocated an annual budget to the Dubbo Regional Sports Council (DRSC) Playing Field Improvement Fund.

Applications for funding are restricted to incorporated clubs and organisations that pay ground usage fees, with preference given to DRSC members. Applications are made by the nominated forms and are coordinated by the Recreation Coordinator.

2. Funding Values

The following funding value limits are applied to provide clarity for both applicants and Council, with requirements and criteria increasing in complexity relative to the funding amount requested.

- Micro value $500.00 and less.
- Minor value from $500.01 and less than $9,999.99.
- Major value $10,000.00 and over.

3. Disbursement of Funds

All funds dispersed under the Policy are exclusive of GST.

Successful applicants will be required to provide Council with suitable and verified bank account details.

Payment of funds will be made in line with Council's payment cycles and may be subject to such terms as execution of a funding agreement.

4. Process

The provision of financial assistance under this Policy follows a four-step process:

1. Application or request
2. Assessment and evaluation
3. Funding Delivery (if successful)
4. Reporting and acquittal

Specific funding streams, channels, and pathways may include additional or tailored requirements at each stage of this process.

5. Baseline Eligibility Requirements

The following statements are the baseline eligibility criteria and form part of the applications for financial assistance. Should an applicant respond with false to any of the below they will be unable to apply.

The terms 'I', and 'My' are understood to be the 'applicant', and 'project' is understood to be the purpose of the funds such as 'events, services, programs, projects, and activities'.

- I have no outstanding return benefits, acquittals or reporting requirements from previous funding allocations.
- My project has not commenced, I am not applying for retrospective funding.
- I am not a government department, agency or other Council.
- I am not a political organisation nor does my project have a political purpose.
- My project does not have religious purpose.
- The primary beneficiary of my project is not a single individual or business, commercial entity, or seeks to generate profits for an individual/business/commercial entity.
- My project is not a general fundraising appeal.
- My project is not illegal or discriminatory.
- My project does not require continuous or top-up funding.
- My project does not seek funds for prize money, trophies or gift vouchers.
- My project does not seek funds for payment of debt or insurance premiums.
- My project does not seek funding for my usual, ongoing, day-to day or core activities.
- My project does not duplicate existing services or seek funds to deliver projects that should be funded as a core responsibility from other sources such as State or Federal Government.
- My project has community/public benefit for the Dubbo Regional Local Government Area.
- My project is consistent with Council's values and does not carry a risk of negatively affecting the reputation of Council or the Local Government Area.

6. Consideration, Assessment and Evaluation

Council reserves the right to consider, assess and evaluate requests for financial assistance relative to the funding amount and the details of the request.

The preferred assessment and evaluation process is to assess projects on the following criteria:

- Clarity and Strength of Project Details
  The project is clearly defined, well-structured, and demonstrates a sound approach to achieving its objectives.
- Effectiveness of Project Pitch

The project is compelling, demonstrates a strong case for support, and clearly communicates the intended outcomes and benefits.

- Community Reach and Engagement
  The project has the potential to engage a broad and/or targeted segment of the community, including underrepresented or priority groups.
- Sustainability and Organisational Capability
  The organisation demonstrates the capacity to deliver the project effectively and sustain outcomes beyond the funding period.
- Social and Community Impact
  The project delivers meaningful social outcomes and positively impacts the lives of participants or the wider community.
- Alignment with Council Strategic Priorities
  The project aligns with and contributes to Council's strategic objectives and community vision.

Responsibilities

Position/Title/Group	Responsibility
Councillors	• Are responsible for determining funding via relevant Standing Committee of Council and Ordinary Council meeting, following the recommendations of the assessment panel.
Chief Executive Officer	Is responsible for final determination of funding the Financial Assistance Policy, the Annual Statutory Report.
Executive Leadership Team	• Is accountable for robust assessment processes being applied and maintained. • Enforce processes to address issues of non-compliance around benefits to be returned and acquittal via guidelines, terms and conditions.
Council staff	• Typically, a Manager, Team Leader, Coordinator, Administration/Support position. • Provide guidance to applicants with regard to information and materials available including RDA Orana Grants Hub grantguru.com/au/rdaorana, opportunity timelines (evaluation periods and Council meeting dates) • Advise Communications Services team of media opportunities. • Coordinate return benefits in line with funding agreements and guidelines. • Maintain and administer the SmartyGrants portal. • Ensure corporate records are maintained and registered Council's Electronic Document Record Management System (EDRMS). • Ensure any materials developed in relation to the funding assistance sponsorship adhere to Council's Brand Guidelines. • Provide support to the assessment panel where required. • Comply with relevant processes and procedures. • Process payments to successful applies in accordance with Council's payment process and terms.

	• Oversee/coordinate the return of acquittals and acquittal process. • Support the Assessment panel as required.
Assessment panel	• A group of identified positions/members who are responsible for assessing applications in accordance with internal processes and appropriate delegated authority. • Consider all applications on merit and alignment to Council's goals, objectives and responsibilities. • Are responsible for making recommendations in accordance with the Policy, Framework, Guidelines and criteria as applicable.
Successful applicants	• Are responsible for the delivery of the project in accordance with the agreement. • Are responsible for providing information, as required and within nominated timeframes, to Council. • Are responsible for completion of acquittal, reporting and any other return benefits as outlined in the agreement.
Applicants	Are responsible for completing and submitting applications, including providing information, as required and within the nominated timeframes, during the application and evaluation process.

Definitions

To assist in interpretation, the following definitions apply:

Term	Definition
Acquittal	A report submitted (typically a form) by the successful applicant that accurately details the funded outcomes and how the funds were spent. Noting that acquittal requirements may differ in conjunction with specific funding provisions/mechanisms/channels.
Dubbo Regional Sports Council (DRSC)	An Interest Council under the Community Engagement Groups model. The DRSC has representatives from each sporting association/club conducting competitions within the boundaries of the Dubbo Regional LGA.
Integrated Planning and Reporting (IP&R) framework	The system of integrated business planning for local government in New South Wales. It consists of a suite of interrelated documents that provide a rigorous and consistent approach to community planning. These documents include the Towards 2040 Community Strategic Plan, the Delivery Program and Operational Plan.
Project	The purpose of the funds such as events, services, programs, projects, and activities.
SmartyGrants portal	An online grants administration system, that streamlines the process of applying for, managing, and reporting on grants.

Document Control

Responsible Officer:	Chief Financial Officer
Division:	Organisational Performance
Prepared by:	Corporate Strategy and Performance Coordinator
Version:	2
Revision:	2
Document Date:	July 2025
Effective:	TBC

Previous Cover

COUNCIL POLICY
Financial Assistance Policy

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

DUBBO REGIONAL COUNCIL

DUBBO REGIONAL COUNCIL

Applicant Handbook

Community
Funding Program

ED25/125046

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DRAFT

Creating Community for Today and Tomorrow

WELCOME

This handbook will help you understand how to apply for funding through our Community Funding Program.

We've made the process simple, clear and easy to follow, so you know what to expect at every step. As this is a new process for both Council and applicants, we will be reviewing and updating the handbook regularly to reflect improvements and feedback.

After reading the handbook, if you are still unsure of any steps, you can contact a team member for help.

Email	council@dubbo.nsw.gov.au
Website	dubbo.nsw.gov.au
Call	02 6801 4000
Who	Corporate Strategy and Performance Coordinator
What	- Understanding the application process - Getting access to SmartyGrants - Understanding your obligations - Finding the best pathway for success

The handbook is broken into seven key sections:

1. General understanding
2. The process for Micro applications
3. The process for Minor and Major Applications
4. Timeline and key dates
5. Tips for applicants
6. What you need to do if you are successful
7. Glossary and resources

WHAT IS THE COMMUNITY FUNDING PROGRAM?

Community funding is money that Council gives to support projects, events, or activities that help make our region better.

It's funding that enables and facilitates others to deliver **community benefit outcomes**, and whose intent is to assist in the delivery or enhancement of our **strategic priorities**.

Learn more about our strategic priorities through your Community Strategic Plan our other plans and strategies from Council's website Integrated Planning and Reporting and A-Z Plans and Strategies

This could include:

- Community programs
- Local events
- Creative activities
- Cultural activities
- Projects that improve facilities
- Purchasing project specific equipment
- Partnerships that bring benefit to the community

To keep things simple, we use the word **'project'** to refer to all types of activities, like events, programs, services, or community initiatives, throughout the process.

There are two sources of funds. One is our **operational funds**; think of these funds as rates paid by property owners.

We call these **Group A** applications. Each financial year there is a minimum amount of $250,000 available under this group pathway.

The other source of funds are commitments as part of an agreement with Council (generally a **Planning Agreement** and generally with a developer). These agreements will often set out specific requirements and amounts that are negotiated on. It's because of these agreements that we need to treat the allocation of funds differently, however the core purpose of funding community benefit outcomes remains the same.

We call these **Group B** applications. Funding amounts will vary depending on the agreement and the stages of the development.

WHO CAN APPLY?

While you may be eligible to apply, your application will be assessed based on the details of your project and the community benefit outcomes it aims to deliver.

Applications that have very specific types of delivery outcomes or objectives, such as events and cultural programs, may require you to meet additional criteria in order to be eligible for funding.

In the broadest sense, you can apply if:

- ✓ Your project benefits people in the Dubbo Regional Local Government Area (LGA)
- ✓ Your project hasn't started yet
- ✓ You don't owe any reports or funding acquittals from previous Council funding
- ✓ Your project has not already received funding (or has a commitment for funding) from Council

You can't apply if:

- ✗ You are a government department, agency, political group or other Council
- ✗ Your project is for personal or commercial profit
- ✗ You are asking for money to pay off debts, buy trophies, prize money, or to cover your organisation's core costs
- ✗ Your project duplicates existing services
- ✗ Your project may negatively affect the reputation of Council or the LGA

To make the application process as simple as possible, the application form contains a baseline eligibility checklist. The form clearly indicates if you are ineligible to apply.

The baseline eligibility checklist is included in the **Council Policy - Financial Assistance.**

HOW MUCH MONEY CAN I APPLY FOR?

There are three levels of funding:

$	Micro	$500 or less
$ $	Minor	$500.01 to $9,999.99
$ $ $	Major	$10,000 and over

Minor and Major amounts will require a full application form to be completed.

Micro applications are a much simpler form, have a simple evaluation process, determined by the **Executive Leadership Team** (ELT) and have less reporting obligations.

WHEN CAN I APPLY?

Applications for Micro amounts can be submitted any time. The ELT will consider and determine funding allocations once a month.

For Minor and Major amounts, you can submit an application at any time. But we review and evaluate applications twice a year:

- Active assessment period 1: Apply before 1 September (decisions are made by the end of October)
- Active assessment period 2: Apply before 1 March (decisions are made by end of April)

WHAT WILL COUNCIL LOOK AT?

The Community Funding Program (specifically Group A) is competitive. This means that your application, and all other applications, are evaluated on the same criteria. Projects are compared against each other and recommendations are made to allocate funding to the highest scored project/s.

Clarity and Strength of Project Details

The project is clearly defined, well-structured, and demonstrates a sound approach to achieving its objectives.

Effectiveness of Project Pitch

The project is compelling, demonstrates a strong case for support, and clearly communicates the intended outcomes and benefits.

Community Reach and Engagement

The project has the potential to engage a broad and/or targeted segment of the community, including underrepresented or priority groups.

Sustainability and Organisational Capability

The organisation demonstrates the capacity to deliver the project effectively and sustain outcomes beyond the funding period.

Social and Community Impact

The project delivers meaningful social outcomes and positively impacts the wellbeing of participants or the wider community.

Alignment with Council

The project aligns with and contributes to Council's strategic objectives and community vision.

Your responses and the information you provide in the application helps us understand why your project matters.

This information is used to decide which projects are the best fit for funding and how your project compares to others.

IF YOU ARE SUCCESSFUL

You will:

- Enter into a funding agreement with Council
- Receive clear information about when and how the funding can be used
- Receive funds via bank transfer
- Deliver your project as detailed in your agreement
- Deliver the return benefits to Council
- Communicate with Council on your progress and advise staff if your project changes
- Be required to report back on what you did (called an **acquittal**)
- Acknowledge Council's support
- Return unspent funds to Council

EXAMPLES OF PROJECTS THAT COULD GET FUNDING

- A local festival that celebrates culture
- Community gardening or clean-up projects
- Youth-led art mural or performance
- Upgrading equipment for a sports club
- Workshops or talks for seniors or youth
- Local original music festival
- Historical Research Publications

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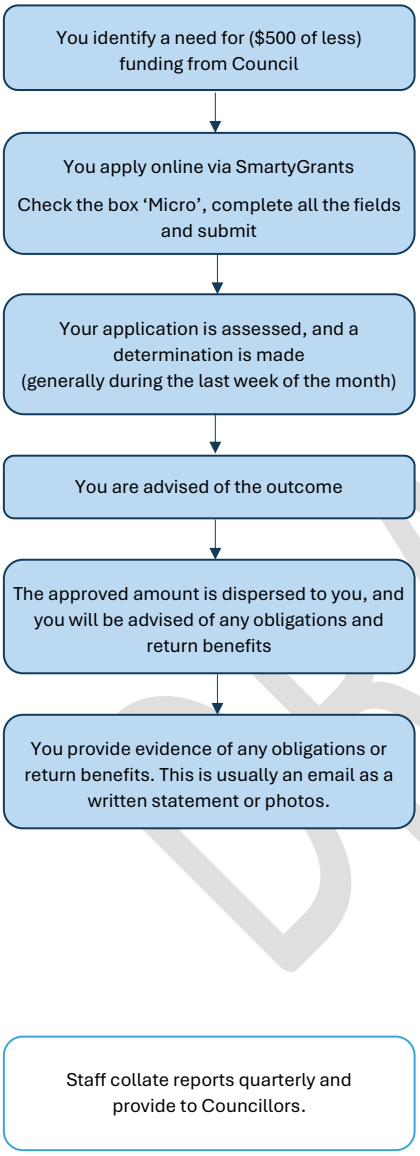
THE PROCESS FOR MICRO APPLICATIONS



This opportunity is suited to small community led groups who are looking to offset costs associated with venue hire, or other fees and charges associated with Council facilities/services. The small value of the funding could be used to improve or enhance what you are already offering to the community.

Applications for Micro amounts will consider:

1. What is the funding for?
2. Why the funding will make a difference?

There is a maximum allocation of $10,000 available each financial year. This is funded from the $250,000 Group A budget.

You will still need to meet the baseline eligibility criteria; however, the application is much simpler.

- You'll need to clearly tell us what you're asking for.
- You'll need to explain how the support will help your group or project.

You can only apply for one instance of Micro funding per applicant per purpose/project. Multiple applications will not be accepted.

Applications for Micro funding will not be accepted for projects that have received funding form Council in any other capacity.

THE PROCESS FOR MINOR AND MAJOR APPLICATIONS

You have a project that you think might be suitable for funding from Council

An always-open application form is available via SmartyGrants, applications can be submitted at any time. Council would notify if the applications were unable to be submitted; such as system maintenance, amendments to the form requirements or changes to the funding framework.

You complete and submit your application

You (primary contact for the organisation/group etc.) complete the application via the SmartyGrant portal by providing information in relation to the application. Your application will require you to address eligibility and assessment criteria for your application to be considered.

We establish an applicant profile and communication channel for you

We acknowledge that this new process is different and want to ensure that applicants are kept up to date during the process, we value two-way communication and welcome feedback during any review process.

We triage applications for best-pathway

A separate panel triages applications that are best fit for the Group B pathway.

We communicate with you about pathways

If your application is triaged to Group B, you will be advised of the process including any additional eligibility criteria, timeframes, and the evaluation and approval process. All other applicants will be advised of the Active Assessment Period in which their application will be considered.

We assess all funding applications against eligibility (Assessment Panel members)

Applications are batched accordingly and are reviewed by the panel members individually. Assessment is merit-based and in line with the evaluation matrix.

The Assessment Panel assess eligible applications

The Panel meets as a group to review the collated evaluation results. A secondary scoring matrix is applied at this stage of assessment; whereby advice is sought from subject matter experts (strategy owners/other evaluation parties) and may apply additional points based on significant alignment to DRC strategic priorities/delivery of DRC strategic objectives and outcomes.

Group B applications

Are assessed in line with specific Planning Agreements, which may outline a specific assessment group/panel and specific additional criteria.

Keep heading over to the next page

The Assessment Panel makes its Recommendation to Council

A report is put to Council with the results of the Assessment Panel evaluation. The report will recommend meritorious applications.

Funding decisions are made

Council, by way of a resolution, will determine funding under the Community Funding Framework and in line with the Council Policy – Financial Assistance.

We communicate the decision to you

The resolution of Council is communicated to all applicants.

If you are successful

You will enter into a funding agreement

As a successful applicant you will enter into a funding agreement. The agreement will outline party obligations including payment of funds, reporting/acquittal or return benefits requirements and timeframes.

Delivery of funding

You complete the activity as set out in your funding agreement.

Funding finalisation and reporting

You complete the funding acquittal and provide the required evidence as set out in your funding agreement.

If you are not successful

We provide you with feedback

We understand it might seem like a bit of a process, but Council has a responsibility to ensure prudent financial management.

That's why we're here to help guide you toward the best pathway for a successful application.

TIMELINE AND KEY DATES

This section is applicable to Minor and Major applications only. The Community Funding Program cycle identifies the following periods:

Active assessment period	There are two active assessment periods each financial year, the assessment period is designated for staff to collate applications that we received before the start date of the active assessment period. The assessment period start dates are 1 September and 1 March. The assessment periods are two months period allowing time for evaluation and reporting to Council. The applications are then evaluated, and a recommendation is put to Council for approval. Council determines funding allocations at a meeting.
Projects may commence from	Projects may commence at any time from the first of the month following the end of the active assessment period. These dates are 1 November and 1 May. For the purpose of agreements (reporting and acquittal requirements) the project start date is the date that you may start incurring expenses related to the delivery of your project. To maximise opportunities for funding applications staff may prioritise projects with an earlier commencement date for assessment.
Final deadline when projects must be completed by	Projects with a delivery timeframe greater than 18-months would not be eligible. Projects, regardless of their contracted start day, must be completed within the 18 months from the project commencement period. These dates are 1 June (the next financial year following 1 November) and 1 December (the next financial year following 1 May). As part of the application and funding agreements you will identify a date that you consider to be the project end date. Your project end date must be before the final deadline date.
Final deadline when project reporting and acquittals are due	You will be required to lodge your project reporting and acquittal within three months of the project end date.

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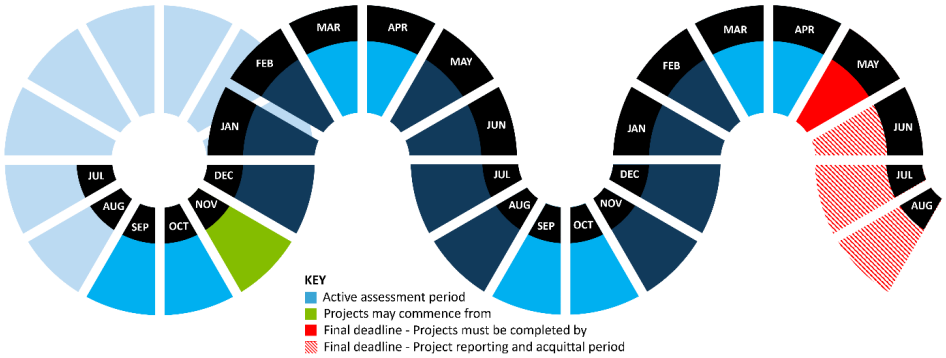
The cycle shown below is the maximum amount of time for delivery and reporting/acquittal requirements, in relation to the active assessment periods.



TIPS FOR APPLICATIONS

As funding is limited, Council must prioritise projects that closely align with its strategic goals and offer the greatest positive impact for the community.

Applications that clearly show strong community benefit and support Council's long-term plans are more likely to be successful.

The stronger the connection between your project and Council's priorities, the better your chances.

Open the application form and take a moment to get your bearings. We've designed the form to be as simple and user-friendly as possible. It's set up to guide you through the process step by step, helping you choose the right pathway and provide all the information we need from you in one go.

Tip 1: Make your project's goals realistic and clear.

Before you start your application, take time to think carefully about what your project is trying to achieve.

- What difference will it make for your group or the community?
- Are your goals specific, measurable, and achievable with the time and resources you have?
- Can you clearly explain the outcomes (what will change or improve as a result of your project)?

A strong application describes a project that has a clear purpose and shows what success will look like.

Only one application per project will be accepted. Applicants must not split a single project into multiple applications. Council reserves the right to consider applications ineligible if they appear to duplicate project components or seek additional funding for aspects of a previously funded or proposed initiative

example

Our project, the "Dubbo Sounds Original Music Festival," aims to celebrate and grow the local music scene by providing a performance platform for 20 original music acts from the region.

The festival will:

- *Give local artists the opportunity to perform to new audiences.*
- *Offer music workshops for emerging musicians aged 15–25.*
- *Strengthen local pride and cultural identity through an all-ages, inclusive community event.*

Expected outcomes: At least 300 attendees from across the region.

- *Skill development for 25 young or emerging artists.*
- *Increased awareness and appreciation of local talent and live performance in Dubbo.*

This aligns with Council's Cultural Plan Outcome 1: A vibrant and diverse creative sector, and Outcome 2: Broad community participation in creative and cultural life.

Tip 2: Be organised.

Planning ahead will make the application process much easier.

Gather all the information you need, like quotes, letters of support, and budget details.

Make a checklist of what's required and give yourself plenty of time to complete each part.

The benefit of the 'always open' application form is that you can submit your application at a time that suits you. Just be sure to consider the start date of the active evaluation period in relation to when your project is scheduled to begin.

Tip 3: Write in clear, concise language.

You don't need to use fancy words or formal language. It's more important that your application is easy to understand.

- Use short sentences and plain English.
- Stick to the point—say what you mean and avoid too much detail.
- If you're explaining something technical, imagine you're telling someone who knows nothing about it.
-

example

Original (too complex or wordy):
The event will facilitate and encourage the proliferation of performance-based activation and foster intergenerational engagement within cultural participation streams.

Improved version (clear and simple):
The festival will support local musicians to perform and bring people of all ages together to enjoy live music.

Another good example:
We will run three beginner-level workshops in songwriting and stage performance. These will be free and open to local youth, helping them build confidence and develop their musical skills.

Tip 4: Your reviewers are your primary audience.

Remember that your application will be read by people who may not know you, your group, or your project. Make sure everything is clearly explained, even things that seem obvious to you.

Don't assume the reviewers will fill in the gaps. Spell out why your project matters, what you'll do, and how it will benefit the community.

Keep in mind that the people reviewing your application care about helping bring Council's strategic plans to life.

These plans; like the Community Strategic Plan, Cultural Plan and Regional Events Strategy; have been shaped by what the community has said is important.

Showing that you understand these plans and how your project supports them can make a big difference to your application's success. It helps reviewers see how your idea fits into the bigger picture for our region.

example

This is the third year of the Dubbo Sounds Original Music Festival. The festival has grown each year, with over 250 attendees in 2024 and participation from 18 local acts. Our goal is to keep it community-focused, support emerging talent, and provide affordable, family-friendly cultural entertainment.

Many local musicians don't have access to professional performance opportunities—this festival helps fill that gap. It also contributes to Council's aim to strengthen creative opportunities in the region (Cultural Plan Objective 1.2).

Tip 5: Edit yourself, enlist help, share for comments.

Don't be afraid to ask a friend or colleague or someone in your organisation for feedback before you submit. Read your application out loud, this can help you pick up unclear parts that aren't addressing the detail of the question.

Ask someone you trust (who isn't too close to the project) to read your draft and check whether it makes sense.

A fresh set of eyes can help you catch mistakes, improve your wording, and make your ideas clearer.

WHAT YOU NEED TO DO IF YOU ARE SUCCESSFUL

Understand your obligations and sign your funding agreement

A funding agreement will be drawn up based on the information provided in your application and the determination of Council. You will have an opportunity to review the details of the funding agreement and will be required to sign the funding agreement agreeing to the terms and conditions outlined in the document.

You will receive your funds into your nominated bank account

Once you have signed your funding agreement and it has been executed by the responsible staff member, a payment of the full amount of approved funding will be made within Council's next payment run and within its terms and conditions.

You can get started on delivering your project (project start date)

It's from this time that you can start spending your funds and delivering the project.

This is a good time to revisit your obligations (the funding agreement) so that you collect all the necessary pieces of evidence along the way.

We may ask you for progress updates, these updates can then be used to make the reporting and acquittal period a lot easier. You'll be encouraged to communicate openly with us about your progress – we want to see your project be a success just like you do.

You deliver on your funding agreement

You will carry out your project and deliver the agreed return benefits as outlined in your funding agreement. This includes meeting timelines, spending the funds appropriately, and ensuring the outcomes promised in your application are achieved. Delivery of return benefits may also include acknowledgement of Council's support, participation in media events, providing updates to community and photos or videos.

You finish delivering your project (project end date)

Once you have completed your project and spent the awarded funds in accordance with the agreement, you will be asked to complete the project report and acquittal. You will need to complete and provide all the necessary documentation/evidence within three months of the project end date.

The table below identifies the minimum requirements for project reporting and acquittal.

Level	Funding value	Return benefits	Acquittal and reporting
Micro value	$500.00 and less	Verbal acknowledgement of DRC where applicable.	Written statement of delivery from applicant.
Minor value	From $500.01 and less than $9,999.99	As per funding agreement, formal acknowledgement of support. Willingness to participate in a joint media call/media release or other promotion of Council's support.	Completion of Acquittal form, including financial documentation of expenditure and evidence (written and photographic/video) of delivery and outcomes achieved.
Major value	$10,000.00 and over	As per funding agreement, formal acknowledgement of support, may include benefits such as naming rights and complimentary tickets, invites. Willingness to participate in a joint media call/media release or other promotion of Council's support.	Completion of Acquittal form and additional reporting/statistical data requests, including detailed financial documentation of expenditure, detailed evidence (written and photographic/ video) of delivery and evidence of outcomes achieved.

Projects that are 'events' are also required to provide the following return benefits:

1. Dubbo Regional Council brand placement/recognition, including the following:
   a. Printed promotional material
   b. Event website
   c. Social media posts/activity promoting the event
   d. Dedicated post/activity acknowledging Council as a sponsor
2. Arrange with Council's Events Unit to collect a banner promoting Council's support for your event.
3. Provide a minimum of three JPEG images of the event that can be used by Council to promote your event in the future and use to support destination marking activities.

GLOSSARY AND RESOURCES

Term	Acronym/ alternative language	Definition/common understanding and additional information
Acquittal		A report provided to Council after funding is spent, showing how the money was used and what was achieved.
Community benefit		The positive impact a project or activity has on local residents, groups, or the broader community.
Community benefit outcomes		The specific, measurable results that demonstrate how the project has helped the community.
Community Funding Framework		Council's structure and guidelines for managing, assessing, and allocating community funding.
Community Strategic Plan	CSP	A +10-year plan that outlines the community's long-term goals and priorities, developed through consultation. Our Towards 2040 Community Strategic Plan is found on Council's website Integrated Planning and Reporting - Dubbo Regional Council
Continuous or top-up funding		Ongoing or additional funding for an already funded project. This is not supported.
Council		Can refer to Dubbo Regional Council as the organisation/ entity. Also, may mean the group of elected representatives (the Councillors, including the positions of Mayor and Deputy Mayor).
Council Policy – Financial Assistance		A formal document that outlines how Council provides financial support to community organisations. The policy can be found on Council's website A-Z Council Policies - Dubbo Regional Council
Council's Values		The guiding principles and behaviours that underpin Council's decision-making and community interactions. Our values are: • Progressive; be curious, courageous and committed • Sustainable; balance approach to growth and opportunity • One team; working together • Integrity; Accountable for our actions About Us - Dubbo Regional Council

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Term	Acronym/ alternative language	Definition/common understanding and additional information
Delivery Program and Operational Plan	DPOP	Council's medium-term and annual plans that outline how it will deliver the Community Strategic Plan. Our 2025-2029 Delivery Program and 2025-2026 Operational Plan is found on Council's website Integrated Planning and Reporting - Dubbo Regional Council
Double-dipping	Also see Duplication	Trying to get multiple grants (from Council) for the same project by presenting it in parts. Council funding must not be used to cover the same project costs more than once.
Dubbo Regional Local Government Area	LGA	The geographic area governed by Dubbo Regional Council, including Dubbo and Wellington and surrounding towns, villages and localities.
Duplication	Project duplication, project splitting, multiples applications for the same project	The submission of multiple applications for funding the same project, or breaking a single project into parts across several applications. This is not permitted under the framework. Each application must represent a distinct and standalone project. Projects must be submitted as a complete, cohesive proposal. Submitting more than one application for different aspects of the same project is not supported. Only one application per project will be considered.
Economic benefit		A positive financial or employment-related outcome for the local community or economy. Measures that we may use include;

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Term	Acronym/ alternative language	Definition/common understanding and additional information
Event		For the purpose of applying for funds an event is defined as: A planned, public gathering held within the Dubbo Regional Local Government Area that offers a structured experience or program aimed at engaging the community or attracting visitors. Eligible events must be inclusive and accessible, and may be cultural, artistic, community-focused, or tourism-driven in nature. They must: • Be time-specific (not recurring weekly, monthly, or quarterly), • Be locally organised by a not-for-profit organisation, • Generate social or economic benefits aligned with Council's values and strategic priorities, and Examples of eligible events include community festivals, cultural celebrations, public performances, exhibitions, and tourism-oriented gatherings with clear outcomes in community engagement or economic return.
Event Organiser Toolbox		A Council resource with guidelines and tools to help plan safe, successful community events. Available on Council's website Event Organisers Toolbox - Dubbo Regional Council
Evidence of expenditure		Valid tax receipts, invoices, or bank statements that show how funding was spent. Required for acquittal.
Executive Leadership Team	ELT	Council's senior leadership group. Read more about the ELT and the division they represent on Council's website Executive Leadership Team - Dubbo Regional Council.
Financial		Relating to money, budgets, or the financial management of a project.
Group A		A funding pathway for projects that meet baseline eligibility and align with Council's strategic plans and has community benefit outcomes. There is a pool of $250,000 available each financial year.
Group B		A funding pathway for projects that access other sources of funding (e.g. Planning Agreements, partnerships).
Ineligible expenditure		In addition to the baseline eligibility criteria we will not provide funds for the following items;

Term	Acronym/ alternative language	Definition/common understanding and additional information
Incorporated group		A community organisation that is formally registered as a legal entity, usually under the NSW Associations Incorporation Act.
Letter of support		A written endorsement from a partner or stakeholder that confirms their support for the project.
Major		A project where the component of Council's funding being applied for is $10,000.00 and over
Micro		A project where the component of Council's funding being applied for is $500.00 and less
Minor		A project where the component of Council's funding being applied for is from $500.01 and less than $9,999.99.
Not-for-profit		An organisation that does not operate to make a profit for members, but rather to benefit the community.
One-off		A project or event that happens once and does not require ongoing Council funding.
Operational funds		Council's day-to-day budget for delivering services and running Council operations.
Planning Agreement	Also VPA (Voluntary Planning Agreement)	A legal agreement between a developer and Council to provide community benefits as part of development approval. For more details on Planning Agreements visit Council's website Planning Agreements - Dubbo Regional Council
Project		To keep things simple, we use the word 'project' to refer to all types of activities, like events, programs, services, or community initiatives, throughout the process. Projects are specific activity or initiative that has a defined objective, timeline, and outcome.
Project end date		The last day the project will be delivered or costs will be incurred.
Project start date		The date the funded activity or spending begins. Cannot be before funding is approved.

Term	Acronym/ alternative language	Definition/common understanding and additional information
Public purpose (relating to Renewable Energy Benefit Framework)		May include any of the following: • Public amenities or services; • Affordable housing; • Transport or other infrastructure relating to the development; • The funding of recurrent expenditure relating to the provision of public amenities or services, affordable housing or transport or other infrastructure; • Monitoring of the planning impacts of development.
Recurring		An event or project that takes place on a regular basis (e.g. annually). Not always eligible for funding
Regional Development Australia Orana Grants Hub	RDA Orana	A regional body that helps communities and Councils access grant opportunities and funding support. The dedicated website is grantguru.com/au/rdaorana
Registered charity	charity	An organisation registered with the Australian Charities and Not-for-profits Commission (ACNC). The register can be found at the Australian Government website Home | ACNC
Renewable Energy Benefit Framework		A separate Council policy that guides how benefits from renewable energy developments are shared with the community. For more details on the framework visit Council's website Planning Agreements - Dubbo Regional Council
Retrospective funding		Funding for activities or costs that have already happened. Not permitted under the funding program.
Return benefits		Tangible recognition of Council's financial support. Outline as part of the application for and funding agreement.
Strategic priorities	Also see CSP and DPOP	Key areas of focus identified in Council's strategic plans and policies that guide decision-making and investment. Other dedicated strategic plan can be found on Council's website A-Z Plans and Strategies - Dubbo Regional Council
Sustainable		A project that can continue or provide long-term benefits without needing ongoing funding from Council.
Unincorporated bodies with an auspice		A group that is not legally incorporated but works with an incorporated organisation (auspice) to manage the funding.

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Document Control

Responsible Officer:	Corporate Strategy and Performance Coordinator
Division:	Community Culture and Places
Prepared by:	Corporate Strategy and Performance Coordinator
Version:	1
Revision:	1
Document Date:	8 July 2025
Effective:	TBC

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DUBBO REGIONAL COUNCIL

REPORT: Local Government NSW - 2025 Annual Conference

DIVISION: Organisational Performance
REPORT DATE: 1 July 2025
TRIM REFERENCE: ID25/1311

EXECUTIVE SUMMARY

Purpose	• Seek direction or decision	
Issue	• Council must select four voting delegates as representatives to the Local Government NSW (LGNSW) Annual Conference to be held from 23 November 2025 to 25 November 2025. • The nominated voting delegates will attend the conference on behalf of Dubbo Regional Council. • Non-voting delegates/attendees also need to be determined for the purpose of registration.	
Reasoning	• The number of voting delegates that each member Council is entitled to is determined according to a formula based on the population of the region. • Dubbo Regional Council must nominate four voting delegates. • Council can determine to send additional non-voting delegates. • Early bird registration closes on 30 September 2025.	
Financial Implications	Budget Area	Governance and Internal Control
	Funding Source	Members' Expenses - Delegates
	Proposed Cost	**Costs are based on 2025 fees** Early bird registration: $1,250 Standard registration: $1,550 Conference dinner: $245 ALGWA Breakfast: $92.50 Workshop A or B: $100 Other meals: $200 Accommodation: from $162/night Travel: $556 approx **Total: approx. $2,767.50/person**
	Ongoing Costs	Approximately $2,800 per person pa Budget within Members' Expenses, Corporate Governance
Policy Implications	Policy Title	Payment of Expenses and Provision of Facilities for the Mayor and Councillors
	Impact on Policy	In line with policy

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 principle themes and a number of objectives and strategies. This report is aligned to:

Theme:	3 Working Together for the Region
CSP Objective:	3.1 Our Council is open, fair, and accountable in its decision-making.
Delivery Program Strategy:	3.1.5 Operate with transparency, accountability, and integrity in all governance and decision-making processes.

RECOMMENDATION

1. **That three Councillors be nominated, alongside the Mayor, to act as voting delegates at the Local Government NSW Annual Conference 2025.**
2. **That Council advise Local Government NSW who the voting delegates for motions and the board elections are, by no later than close of business Friday 7 November 2025.**
3. **That the nominated delegates represent Council at the Local Government NSW Annual Conference 2025.**
4. **That any non-voting Councillor attendees at the Local Government NSW Annual Conference 2025 be determined.**

Karen Robertson
Director Organisational Performance

AR
Manager Corporate Governance

BACKGROUND

The Local Government NSW Annual Conference 2025 will be held at the Panthers Penrith and Western Sydney Conference Centre from 23 to 25 November 2025. Following the adoption of the Council Policy, Payment of Expenses and Provision of Facilities for the Mayor and Councillors in February 2025, the Mayor, or their nominee, as well as three Councillors will attend the conference as Council's delegates. Other Councillors, as determined by the Council, can attend the conference as observers. To be considered as a voting delegate Councillors must be a financial member of Local Government NSW prior to 23 September 2025.

Additional Councillors may attend as non-voting delegates for information and networking purposes. It has been a long held practice to allow all Councillors who wish to attend, to attend.

REPORT

Consultation

The *Payment of Expenses and Provision of Facilities for the Mayor and Councillors Policy*, which determines the method of selection of delegates to the conference as being by way of council decision, was adopted following community consultation.

Resourcing Implications

Item	**Cost per delegate**	**Total Cost for 4 delegates**
Registration (early bird)	$1,250	$5,000
*Conference dinner	$245	$980
Workshop A or Workshop B	$100	$100
Travel	$556	$2,224
Accommodation	$324	$1,296
Additional Meals	$200	$800
*ALGWA Breakfast	$92.50	$370
Total	**$2,767.50**	**$10,770**

*Optional additions

Total Financial Implications	Current year ($)	Current year + 1 ($)	Current year + 2 ($)	Current year + 3 ($)	Current year + 4 ($)	Ongoing ($)
a. Operating revenue	0	0	0	0	0	0
b. Operating expenses	10,770	11,620*	0	0	0	0
c. Operating budget impact (a – b)	**-10,770**	**-11,620***	**0**	**0**	**0**	**0**
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	**-10,770**	**-11,620***	**0**	**0**	**0**	**0**

Does the proposal require ongoing funding?	Yes
What is the source of this funding?	Members' Expenses – Corporate Governance ordinary budget

Table 1. Ongoing Financial Implications

* There will be an approx. increase cost of $850 from 2024 to 2025. We are unable to confirm the cost until registration opens. Therefore, we have used this amount as a guide for 2026.

Planned Communications

- Local Government NSW must be notified of Council's voting delegates no later than 5pm, 7 November 2025.

Timeframe

Key Date	Explanation
30 September 2025	Last day for early bird registrations
30 September 2025	Last day to submit motions
22 July 2025	Council Resolution
7 November 2025	Last day to notify LGNSW of voting delegates
23 to 25 November 2025	LGNSW Annual Conference 2025

REPORT: Audit, Risk and Improvement Committee - Review and Recruitment

DIVISION: Organisational Performance
REPORT DATE: 8 July 2025
TRIM REFERENCE: ID25/1349

EXECUTIVE SUMMARY

Purpose	• Seek endorsement • Fulfil legislated requirement/Compliance	
Issue	• Under the section 428A of the Local Government Act all Councils are required to have an Audit, Risk and Improvement Committee (ARIC). • Major amendments to the Regulations governing Audit, Risk and Improvement Committees have been implemented over the last two years, with Councils expected to meet full compliance to the new Regulations by 1 July 2024.	
Reasoning	• The current independent memberships (including the chairperson) of Dubbo Regional Council's Audit and Risk Management Committee will conclude in November 2025. • This report recommends that the recruitment process for independent members be undertaken. • This report also provides revised documents being the Audit and Risk Management Charter and the Terms of Reference. Both of these documents are based on Model templates released by the Office of Local Government (OLG) and have been endorsed by the current ARIC.	
Financial Implications	Budget Area	Corporate Governance
	Funding Source	ARIC membership
	Current Cost	$17,655 per annum, excluding superannuation contributions.
	Ongoing Costs	To be resolved by Council
Policy Implications	Policy Title	Internal Audit Charter
	Impact on Policy	Reviewed

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 principle themes and a number of objectives and strategies. This report is aligned to:

Theme: 3 Working Together for the Region

CSP Objective: 3.1 Our Council is open, fair, and accountable in its decision-making.

Delivery Program Strategy: 3.1.5 Operate with transparency, accountability, and

	integrity in all governance and decision-making processes.
Theme:	3 Working Together for the Region
CSP Objective:	3.1 Our Council is open, fair, and accountable in its decision-making.
Delivery Program Strategy:	3.1.6 Provide cost-effective and timely services while meeting statutory requirements.

RECOMMENDATION

1. **That the Audit, Risk and Improvement Committee Charter, as attached as Appendix 1 be adopted.**
2. **That the Audit, Risk and Improvement Committee Terms of Reference, as attached at Appendix 2 be adopted.**
3. **That expressions of interest be sought for the independent positions on Council's Audit, Risk and Improvement Committee for a two-year term, being the Chair and two independent Members.**
4. **That Council determine the fees payable to the ARIC Independent Chair, and the two Independent Members, for the next two-year term of the Committee.**

Karen Robertson
Director Organisational Performance

AR
Manager Corporate Governance

BACKGROUND

The current Audit, Risk and Improvement Committee (ARIC) consists of three independent voting positions and one non-voting position:

- Independent Chairperson (voting)
- Independent Members x 2 (voting)
- Councillor Member (non-voting)

The term of the current independent members is two years, which is due to expire in November 2025. The previous term was three years (two years initially plus one further year by Council resolution), and the attached Terms of Reference allow for members to be appointed for up to a four year term.

The current ARIC is governed by the Audit and Risk Management Committee Charter and Terms of Reference, and the current fees payable to members of the ARMC were resolved by Council in June 2023.

Previous Resolutions of Council

CCL23/227 (24 August 2023)	*1. That the name of the current Audit and Risk Management Committee be changed to Audit, Risk and Improvement Committee (ARIC) to align with legislation and reference material as stipulated by the Office of Local Government.* *2. That the Audit, Risk and Improvement Committee Charter, as attached as Appendix 1 be adopted.* *3. That the Audit, Risk and Improvement Committee Terms of Reference, as attached at Appendix 2 be adopted.* *4. That expressions of interest be sought for the independent positions on Council's Audit, Risk and Improvement Committee, being the Chair and two independent Members.* *5. That Council determine that the fees payable to the ARIC Independent Chair, and the two Independent Members, be increased by 10% for the next term of the Committee.*

REPORT

Following amendments to the Regulations around Audit, Risk and Improvement Committees (ARIC), the Office of Local Government issued draft Guidelines designed to assist Councils to implement the anticipated Regulations. After multiple rounds of consultation, the mandatory guidelines were finalised and the current Model Charter and Terms of Reference were released.

Dubbo Regional Council adopted its current Audit, Risk and Improvement Committee Charter and Audit, Risk and Improvement Committee Terms of Reference in August 2023. In preparation for the approaching end of the current ARIC term, and the upcoming recruitment of independent members, the following documents are attached for review:

- Audit, Risk and Improvement Committee Charter – **Appendix 1**
- Audit, Risk and Improvement Committee Terms of Reference – **Appendix 2**

Recruitment

With the end of the current term of the ARIC approaching, it is time to begin the recruitment process for new memberships. Pending the resolution for recruitment and the adoption of **appendix 1** - Internal Audit Charter and **appendix 2** - Terms of Reference, these documents will form the basis for recruitment i.e. additional independent member.

One of the provisions around independent membership, is that a member must not serve more than eight consecutive years on the ARIC, in accordance with the Model Terms of Reference. If they reach the maximum length of membership (under consecutive appointments), they must take a two year break from the ARIC before another appointment to ARIC.

The current Chairperson, Mr J Walkom, is approaching his eight years of consecutive membership and is not eligible to apply for the next ARIC.

Council has the option of appointing the next term of independent members for either a two year or four year term.

ARMC fees

The fees payable to the independent ARMC members were last adopted by Council in 2023, a copy of this report is attached at **Appendix 3**.

The fees payable to the current independent are:

- Independent Chairperson receives $1,210 (excl. GST) per meeting
- Independent members receive $1,000 (excl. GST) per meeting

(Generally there are 5 meetings per annum)

The ARIC Guidelines provide the following guidance only on membership fees:

Membership Fees
The fees a council pays to the chair and independent members of its audit, risk and improvement committee are to be agreed between the council and the chair or member and reflect the time, commitment and responsibility involved in serving on the committee. Chairs and members can serve on a committee on a voluntary basis if they choose to.

Superannuation
Councils are obliged under the Superannuation Guarantee (Administration) Act 1992 to make compulsory superannuation guarantee contributions on behalf of audit, risk and improvement committee chairs and independent members where they are remunerated.

With the implementation of the new guidelines, the ARIC fees have generally increased. Comparable fees for Regional Councils have been collated by the Local Government Internal Auditor Network (LGIAN) and are provided below for consideration:

Fees per meeting to Independent member	Fees per meeting to Chairperson	How many meetings per year	Do you pay travel and how	How many independent members do you have	Does your Committee include one non-voting Councillor member	Does your Committee have a majority of independent members	Were your independents assessed against eligibility criteria	Are your members being paid superannuation	Do you hold a separate meeting exclusively for Financial Statements	What is the average duration of your ARIC meetings
$1,100	$1,331	4-5	Yes *	3	Yes	Yes	Yes	Yes	Yes	2-3 Hrs
$937.50	$1,500	4-5	No	3	Yes	No	Yes	Yes	Yes	3-4 Hrs
$402.25	$1,013.32	4-5	Yes	3	Yes	Yes	Yes	Yes	Yes	2-3 Hrs
$523.00	$792.75	4	Yes	3	Yes	Yes	Yes	Yes	No	3-4 Hrs
$3,888.89	$2,404.45	3	Yes	3	Yes	Yes	Yes	No	Yes	2-3 Hrs
$600	$600	3	Yes	3	Yes	Yes	Yes**	No	Yes	1-2 Hrs
$468.75(excl GST)	$625.00 (ecxl GST)	4-5	No	3	Yes	Yes	Yes	Yes	Yes	2-3 Hrs
$300	$400	5	No	3	Yes	Yes	Yes	Yes	Yes	2-3 Hrs
$1,620	$1,013.32	4	No	3	Yes	Yes	Yes	Yes	Yes	2-3 Hrs
$625.00	$1,046.87	4-5	No	3	More than one non voting councillor member	Yes	Yes**	No Waiting for Tax Ruling	Yes	2-3 Hrs

Figure 1: Comparison between Dubbo Regional Council (row 1) to other Regional Councils.
* Travel reimbursement is available, however due to the current members being local this is currently not required.
** Eligibility is being assessed as new members are appointed.

Consultation

- Both the reviewed Internal Audit Charter and the new Terms of Reference documents follow the Model templates released by the OLG.
- Both the Charter and Terms of Reference have been endorsed by ARIC at the meeting on 2 June 2025.
- Noting that governance staff will make administrative edits eg. dates, document numbers (which are allowed for under the Controlled Documents Framework).

Resourcing Implications

- Additional membership fees will be included in budget allocations.
- All independent membership fees may be considered for increase.
- Alternatively, fee increases may be mandated when the final Guidelines are issued.
- Current staff resources will continue to support the ARMC function.

Options Considered

- The majority of the provisions around Audit, Risk and Improvement Committees are mandatory so these cannot be changed.
- However, the length of appointment to the next committee will be for a period of two or four years as allowed for in the Terms of Reference.
- The rate of payment for independent members and the chairperson must be determined by the elected body, there is no statutory minimum or maximum.

Planned Communications

- Once resolved, staff to circulate newly adopted Internal Audit Charter and Terms or Reference documents to current members.
- Once resolved, staff to undertake recruitment for expression of interest for new independent memberships.

Timeframe

Key Date	Explanation
August 2025	Seek Expressions of Interest for ARIC membership
September 2025	Potential Council report regarding Expression of Interest applicants
October 2025	Interviews and appointments of independent members

APPENDICES:

1⇩ Draft - Audit Risk and Improvement Committee Charter May 2025

2⇩ Draft - Terms of Reference for the Audit, Risk and Improvement Committee

3⇩ Report - Ordinary Council Meeting - 24/08/2023 - Recommended Changes to the Audit and Risk Management Committee

DUBBO REGIONAL COUNCIL

Charter

Audit, Risk and Improvement Committee

May 2025

ED25/93004

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Model Internal Audit Charter for Local Government

Dubbo Regional Council has established the Audit, Risk and Improvement Committee (ARIC) as a key component of the Council's governance and assurance framework, in compliance with the Departmental Chief Executive's *Guidelines for Risk Management and Internal Audit for Local Government in NSW*. This charter provides the framework for the conduct of the ARIC in the Council and has been approved by the governing body taking into account the direction of the Council's Audit, Risk and Improvement Committee.

Purpose of Internal Audit

Internal audit is an independent, objective assurance and consulting activity designed to add value and improve the Councils operations. It helps the Council accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control and governance processes[1].

Internal audit provides an independent and objective review and advisory service to provide advice to the governing body, Chief Executive Officer (CEO) and ARIC about the council's governance processes, risk management and control frameworks and its external accountability obligations. It also assists the Council to improve its business performance.

Independence

Council's ARIC is to be independent of the Council so it can provide an unbiased assessment of the Council's operations and risk and control activities.

The ARIC is responsible for communicating any internal audit issues or information to the governing body. Should the governing body require additional information, a request for the information may be made to the Chair by resolution. The Chair is only required to provide the information requested by the governing body where the Chair is satisfied that it is reasonably necessary for the governing body to receive the information for the purposes of performing its functions under the Local Government Act. Individual Councillors are not entitled to request or receive information from the Committee.

Council has resolved to outsource its internal audit function to external third-party providers that are members of the NSW Pre-Approved Probity Scheme.

The Manager Corporate Governance engages these external third-party providers to undertake internal audits as resolved by the Audit, Risk and Improvement Committees adopted internal audit program. The Manager Corporate Governance reports functionally to the Council's Audit, Risk and Improvement Committee on the results of completed audits, and for strategic direction and accountability purposes, and reports administratively to the CEO to facilitate day-to-day operations. Internal audit activities are not subject to direction by the Council and the Council's management has no role in the exercise of the Council's internal audit activities.

The external third-party provider responsible for each completed internal audit will attend the ARIC (digitally or in person) and present the audit and the recommendations to the Committee.

[1] As defined by the International Standards for the Professional Practice of Internal Auditing (2017)

The CEO must consult with the Chair of the Council's Audit, Risk and Improvement Committee before appointing or making decisions affecting the employment of the Manager Corporate Governance. If the Manager Corporate Governance is dismissed, the Chief Executive Officer must report the reasons for their dismissal to the governing body.

Where the Chair of the Council's Audit, Risk and Improvement Committee has any concerns about the treatment of the Manager Corporate Governance, or any action taken that may compromise their ability to undertake their functions independently, they can report their concerns to the governing body.

The Manager Corporate Governance is to confirm at least annually to the Audit, Risk and Improvement Committee the independence of internal audit activities from the Council.

Authority

Dubbo Regional Council authorises the Manager Corporate Governance to have full, free and unrestricted access to all functions, premises, assets, personnel, records and other documentation and information that the Manager Corporate Governance considers necessary for the engagement of external third-party providers to perform complete and transparent internal audit responsibilities.

All records, documentation and information accessed while undertaking internal audit activities are to be used solely for the conduct of those activities. The external third-party provider and Manager Corporate Governance are responsible for maintaining the confidentiality of the information they receive when undertaking their work.

All internal audit documentation is to remain the property of Council, including where internal audit services are performed by an external third-party provider.

Information and documents may only be released to external third-party providers for the purpose of undertaking the internal audit function; these documents are not to be made publicly available except where it is being provided to an external investigative or oversight agency for the purpose of informing that agency of a matter that may warrant its attention.

Role

The CEO is to support the Council's Audit, Risk and Improvement Committee to review and provide independent advice to the Council in accordance with section 428A of the *Local Government Act 1993*. This includes progressing the adopted internal audit program of Council and monitoring the implementation of corrective actions.

The CEO is to also play an active role in:

- developing and maintaining a culture of accountability and integrity
- facilitating the integration of risk management into day-to-day business activities and processes, and
- promoting a culture of high ethical standards.

The ARIC has no direct authority or responsibility for the activities it reviews. ARIC has no responsibility for developing or implementing procedures or systems and does not prepare records or engage in Council functions or activities (except in carrying out its own functions).

Outsourced Internal Audit Function

Council's ARIC is to be supported by a member of Council's staff with sufficient skills, knowledge and experience to ensure it fulfils its role and responsibilities to the Council and the Audit, Risk and Improvement Committee. The support role will normally be performed by the Manager Corporate Governance and must be independent, impartial, unbiased and objective when performing their work and free from any conflicts of interest.

Responsibilities of the Manager Corporate Governance include:

- contract management
- managing the internal audit budget
- ensuring the external provider completes internal audits in line with the Audit, Risk and Improvement Committee's annual work plan and four-year strategic work plan
- forwarding audit reports by the external provider to the Audit, Risk and Improvement Committee
- acting as a liaison between the external provider and the Audit, Risk and Improvement Committee
- monitoring the Council's implementation of corrective actions that arise from the findings of audits and reporting progress to the Audit, Risk and Improvement Committee, and
- assisting the Audit, Risk and Improvement Committee to ensure the Council's internal audit activities comply with the *Guidelines for Risk Management and Internal Audit for Local Government in NSW*.

If the Manager Corporate Governance has any conflicts of interest while carrying out this role, the CEO will delegate the support role to another suitable member of Council staff, or seek support from another Council to ensure impartiality is maintained.

Out-sourced Internal Audit Team

Council is to contract external third-party providers to undertake its internal audit activities. To ensure the independence of the external provider, the Manager Corporate Governance is to ensure that each external provider:

- does not conduct any audits on specific Council operations or areas that they have worked on within the last two years
- is not the same provider conducting the Council's external audit
- is not the auditor of any contractors of the Council that may be subject to the internal audit, and
- can meet the Council's obligations under the *Guidelines for Risk Management and Internal Audit for Local Government in NSW*.

The Manager Corporate Governance must consult with the Audit, Risk and Improvement Committee and CEO regarding the appropriateness of the skills, knowledge and experience of any external provider before they are engaged by the Council.

Performing Internal Audit Activities

The program for internal audit is to be thoroughly planned and executed. The Council's Audit, Risk and Improvement Committee must develop a strategic work plan every four years to ensure that the matters listed in Schedule 1 are reviewed by the Committee and considered by the internal audit

function when developing their risk-based program of internal audits. The strategic work plan must be reviewed at least annually to ensure it remains appropriate.

The ARIC must also develop an annual work plan to guide the work of the internal audit function over the forward year.

All internal audit activities are to be performed in a manner that is consistent with relevant professional standards including the International Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors and any relevant Guidelines.

The Manager Corporate Governance must facilitate presentations for each completed audit from the responsible external third-party provider. These presentations must provide findings and recommendations of internal audits to the Audit, Risk and Improvement Committee at the end of each audit. Each report is to include a response from the relevant senior Manager.

The Manager Corporate Governance is to establish an ongoing monitoring system to follow up Council's progress in implementing corrective actions.

The CEO, in consultation with the Audit, Risk and Improvement Committee, is to develop and maintain policies and procedures to guide the operation of the council's ARIC.

The Manager Corporate Governance is to ensure that the Audit, Risk and Improvement Committee is advised at each of the Committee's meetings of the internal audit activities completed during that quarter, progress in implementing the annual work plan and progress made implementing corrective actions.

Conduct

Internal audit personnel must comply with the Council's Code of Conduct. Complaints about breaches of Council's Code of Conduct by internal audit personnel are to be dealt with in accordance with the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*.
The CEO must consult with the Council's Audit, Risk and Improvement Committee before any disciplinary action is taken against the Manager Corporate Governance in response to a breach of the Council's Code of Conduct.
Internal auditors must also comply with the Code of Ethics for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors.

Administrative arrangements

Audit, Risk and Improvement Committee Meetings

The CEO will attend Audit, Risk and Improvement Committee meetings as an independent non-voting observer.

The CEO can be excluded from meetings by the Committee at any time.

The CEO must meet separately with the Audit, Risk and Improvement Committee at least once per year. The CEO can meet with the Chair of the Audit, Risk and Improvement Committee at any time, as necessary, between Committee meetings.

External Audit

Internal and external audit activities will be coordinated to help ensure the adequacy of overall audit coverage and to minimise duplication of effort.

Periodic meetings and contact between internal and external audit shall be held to discuss matters of mutual interest and to facilitate coordination.

External audit will have full and free access to all internal audit plans, working papers and reports.

Dispute Resolution

The CEO and Council officers should maintain an effective working relationship with the ARIC and seek to resolve any differences they may have in an amicable and professional way by discussion and negotiation.

In the event of a disagreement between the Council officer/s and the ARIC, the dispute is to be resolved by the CEO and/or the Audit, Risk and Improvement Committee. Disputes between the CEO and the Audit, Risk and Improvement Committee are to be resolved by the governing body.

Unresolved disputes regarding compliance with statutory or other requirements are to be referred to the Departmental Chief Executive in writing.

Review Arrangements

The Council's Audit, Risk and Improvement Committee must review the performance of the internal audit function each year and report its findings to the governing body. A strategic review of the performance of the internal audit function must be conducted each Council term that considers the views of an external party with a strong knowledge of internal audit and reported to the governing body.

This Charter is to be reviewed annually by the Committee and once each Council term by the governing body. Any substantive changes are to be approved by the governing body.

Further information

For further information on Council's internal audit activities, contact the Manager Corporate Governance on Abbey.Rouse@dubbo.nsw.gov.au or by phone (02) 6801 4240.

Reviewed by Manager Corporate Governance

_____

[sign and date]

Reviewed by Chair of Council's Audit, Risk and Improvement Committee

_____

[sign and date]

Reviewed by Chief Executive Officer

_____

[sign and date]

Reviewed by Council in accordance with a resolution of the governing body

_____

[resolution reference]

Schedule 1 – internal audit function responsibilities

[Note: council is to determine the responsibilities of its internal audit function in relation to each matter listed in section 428A of the Local Government Act 1993 and list them in Schedule 1 to the council's/joint organisation's internal audit charter. Suggested responsibilities are provided below and further detailed in core requirement 3 and Appendix 2 of these Guidelines.]

Internal Audit

- Conduct internal audits as directed by the Council's Audit, Risk and Improvement committee.
- Implement the Council's annual and four-year strategic internal audit work plans.
- Monitor the implementation by the Council of corrective actions.
- Assist the Council to develop and maintain a culture of accountability and integrity.
- Facilitate the integration of risk management into day-to-day business activities and processes.
- Promote a culture of high ethical standards.

External Audit

- Provide input and feedback on the financial statement and performance audit coverage proposed by external audit and provide feedback on the audit services provided.
- Review all external plans and reports in respect of planned or completed audits and monitor the Council's implementation of audit recommendations.
- Provide advice on action taken on significant issues raised in relevant external audit reports and better practice guides.

Risk Management

Review and advise:

- if the Council's has in place a current and appropriate risk management framework that is consistent with the Australian Risk Management Standard
- whether the Council's risk management framework is adequate and effective for identifying and managing the risks the Council faces, including those associated with individual projects, programs and other activities
- if risk management is integrated across all levels of the Council and across all processes, operations, services, decision-making, functions and reporting
- of the adequacy of risk reports and documentation, for example, the Council's risk register and risk profile
- whether a sound approach has been followed in developing risk management plans for major projects or undertakings
- whether appropriate policies and procedures are in place for the management and exercise of delegations
- if the Council has taken steps to embed a culture which is committed to ethical and lawful behaviour
- if there is a positive risk culture within the Council and strong leadership that supports effective risk management
- of the adequacy of staff training and induction in risk management

- how the Council's risk management approach impacts on the Council's insurance arrangements
- of the effectiveness of the Council's management of its assets, and
- of the effectiveness of business continuity arrangements, including business continuity plans, disaster recovery plans and the periodic testing of these plans.

Internal Controls

Review and advise:

- whether the Council's approach to maintaining an effective internal audit framework, including over external parties such as contractors and advisors, is sound and effective
- whether the Council has in place relevant policies and procedures and that these are periodically reviewed and updated
- whether appropriate policies and procedures are in place for the management and exercise of delegations
- whether staff are informed of their responsibilities and processes and procedures to implement controls are complied with
- if the Council's monitoring and review of controls is sufficient, and
- if internal and external audit recommendations to correct internal control weaknesses are implemented appropriately.

Compliance

Review and advise of the adequacy and effectiveness of the Council's compliance framework, including:

- if the Council has appropriately considered legal and compliance risks as part of the Council's risk management framework
- how the Council manages its compliance with applicable laws, regulations, policies, procedures, codes, and contractual arrangements, and
- whether appropriate processes are in place to assess compliance.

Fraud and Corruption

Review and advise of the adequacy and effectiveness of the Council's fraud and corruption prevention framework and activities, including whether the Council has appropriate processes and systems in place to capture and effectively investigate fraud-related information.

Financial Management

Review and advise:

- if the Council is complying with accounting standards and external accountability requirements
- of the appropriateness of the Council's accounting policies and disclosures
- of the implications for the Council of the findings of external audits and performance audits and the Council's responses and implementation of recommendations
- whether the Council's financial statement preparation procedures and timelines are sound
- the accuracy of the Council's annual financial statements prior to external audit, including:
  - management compliance/representations
  - significant accounting and reporting issues
  - the methods used by the Council to account for significant or unusual transactions and areas of significant estimates or judgements

- appropriate management signoff on the statements
- if effective processes are in place to ensure financial information included in the Council's report is consistent with signed financial statements
- if the Council's financial management processes are adequate
- the adequacy of cash management policies and procedures
- if there are adequate controls over financial processes, for example:
  - appropriate authorisation and approval of payments and transactions
  - adequate segregation of duties
  - timely reconciliation of accounts and balances
  - review of unusual and high value purchases
- if policies and procedures for management review and consideration of the financial position and performance of the Council are adequate
- if the Council's grants and tied funding policies and procedures are sound.

Governance

Review and advise of the adequacy of the Council governance framework, including the Council's:

- decision-making processes
- implementation of governance policies and procedures
- reporting lines and accountability
- assignment of key roles and responsibilities
- committee structure
- management oversight responsibilities
- human resources and performance management activities
- reporting and communication activities
- information and communications technology (ICT) governance, and
- management and governance of the use of data, information and knowledge.

Strategic Planning

Review and advise:

- of the adequacy and effectiveness of the Council's integrated, planning and reporting (IP&R) processes
- if appropriate reporting and monitoring mechanisms are in place to measure progress against objectives, and
- whether the council is successfully implementing and achieving its IP&R objectives and strategies.

Service Reviews and Business Improvement

Review and advise:

- if the Council has robust systems to set objectives and goals to determine and deliver appropriate levels of service to the community and business performance
- if appropriate reporting and monitoring mechanisms are in place to measure service delivery to the community and overall performance, and
- how the Council can improve its service delivery and the Council's performance of its business and functions generally

Performance Data and Measurement

Review and advise:

- if the Council has a robust system to determine appropriate performance indicators to measure the achievement of its strategic objectives
- if the performance indicators the Council uses are effective, and
- of the adequacy of performance data collection and reporting.

Document Control

Responsible Officer:	Manager Corporate Governance
Division:	Organisational Performance
Prepared by:	Manager Corporate Governance
Version:	6
Revision:	1
Document Date:	XX May 2025
Effective:	TBC

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DUBBO REGIONAL COUNCIL

DUBBO REGIONAL COUNCIL

Council Policy

Terms of Reference for the Audit, Risk and Improvement Committee

ED25/93005

Document Overview

Document Category	Council Policy
Policy Title	Terms of Reference for the Audit, Risk and Improvement Committee
Policy Statement	To clearly define the roles and responsibilities of the Audit, Risk and Improvement Committee and ensuring its ability to act independently and to provide Council with robust, objective and unbiased advice and assurance.
Date	XX May 2025
Resolution Date	Date when the governing body/group has endorsed
Clause Number	Report clause number
Accountable Position	Manager Corporate Governance
Responsible Position	Manager Corporate Governance
Branch	Corporate Governance
Division	Organisational Performance
CM Reference Number	ED25/93005
Version	2
Review Period	Standard 3 years, or with change in legalisation
Review Date	Calculated date from the adopted date
Consultation	Councillor – Ordinary Council Meeting XXXXX

Document Revision History	**Date**
This Policy has been based in the Model Policy provided by Office of Local Government.	17 August 2023
Adopted by Council	24 August 2023
Reviewed	May 2025

Purpose

The Audit, Risk and Improvement Committee (ARIC) is to be independent to ensure it has no real or perceived bias or conflicts of interest that may interfere with its ability to act independently and to provide Council with robust, objective and unbiased advice and assurance.

The ARIC is to have an advisory and assurance role only and is to exercise no administrative functions, delegated financial responsibilities or any management functions of the Council. The Committee will provide independent advice to the Council that is informed by the Council internal audit and risk management activities and information and advice provided by staff, relevant external bodies and subject matter experts.

The ARIC must always ensure it maintains a direct reporting line to and from the Council internal audit function and act as a mechanism for internal audit to report to the governing body and the Chief Executive Officer (CEO) on matters affecting the performance of the internal audit function.

Related Information and Legislation

Council has established an Audit, Risk and Improvement Committee in compliance with section 428A of the *Local Government Act 1993*, and the *Local Government (General) Regulation 2021* and the Departmental Chief Executive's *Guidelines for risk management and internal audit for local government in NSW*. These Terms of Reference set out the Committee's objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements.

Scope

The objective of Councils Audit, Risk and Improvement Committee is to provide independent assurance to Council by monitoring, reviewing and providing advice about the Council governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.

Policy

Authority

Council authorises the Committee, for the purposes of exercising its responsibilities, to:

- access any information it needs from the Council
- use any Council resources it needs
- have direct and unrestricted access to the CEO and senior management of the Council
- seek the CEO permission to meet with any other Council staff member or contractor
- discuss any matters with the external auditor or other external parties
- request the attendance of any employee at Committee meetings, and
- obtain external legal or other professional advice in line with Councils' procurement policies.
- request work to be progressed were resolved and within allocated budget

Information and documents pertaining to the Committee are confidential and are not to be made publicly available. The Committee may only release Council information to external parties that are assisting the Committee to fulfil its responsibilities with the approval of the CEO, except where it is being provided to an external investigative or oversight agency for the purpose of informing that agency of a matter that may warrant its attention.

Composition and tenure

The Committee consists of an independent Chair and two independent Members who have voting rights and one non-voting Councillor, as required under the *Guidelines for Risk Management and Internal Audit for Local Government in NSW*.

The governing body is to appoint the Chair and Members of the Committee following a merit based recruitment process. Current Committee Members are:

[name]	Independent chair (voting)
[name]	Independent member (voting)
[name]	Independent member (voting)
[name]	Councillor member (non-voting)

All Committee Members must meet the independence and eligibility criteria prescribed in the *Guidelines for Risk Management and Internal Audit for Local Government in NSW.*

Members will be appointed for up to a four-year term. Members can be reappointed for one further term, but the total period of continuous membership cannot exceed eight years. This includes any term as Chair of the Committee. Members who have served an eight-year term (either as a Member or as Chair) must have a two-year break from serving on the ARIC before being appointed again. To preserve the Committee's knowledge of the Council, ideally, no more than one Member should retire from the Committee because of rotation in any one year.

The terms and conditions of each Member's appointment to the Committee are to be set out in a letter of appointment. New Members will be thoroughly inducted to their role and receive relevant information and briefings on their appointment to assist them to meet their responsibilities.

Prior to approving the reappointment or extension of the Chair's or an independent Member's term, the governing body is to undertake an assessment of the chair's or Committee Member's performance. Reappointment of the Chair or a Committee member is also to be subject to that person still meeting the independence and eligibility requirements.

Members of the Committee must possess and maintain a broad range of skills, knowledge and experience relevant to the operations, governance and financial management of the Council, the environment in which the Council operates, and the contribution that the Committee makes to the Council. At least one Member of the Committee must have accounting or related financial management experience with an understanding of accounting and auditing standards in a Local Government environment. All Members should have sufficient understanding of the Council financial reporting responsibilities to be able to contribute to the Committee's consideration of the Council annual financial statements.

Role

As required under section 428A of the *Local Government Act 1993* (the Act), the role of the Committee is to review and provide independent advice to the Council regarding the following aspects of the Council operations:

- compliance
- risk management
- fraud control
- financial management
- governance
- implementation of the strategic plan, delivery program and strategies
- service reviews
- collection of performance measurement data by the Council, and
- internal audit.

The Committee must also provide information to the Council for the purpose of improving the Council performance of its functions.

The Committee's specific audit, risk and improvement responsibilities under section 428A of the Act are outlined in Schedule 1 to this Charter.

The Committee will act as a forum for consideration of the Council internal audit function and oversee its planning, monitoring and reporting to ensure it operates effectively.

The Committee has no power to direct external audit or the way it is planned and undertaken but will act as a forum for the consideration of external audit findings.

The Committee is directly responsible and accountable to the governing body for the exercise of its responsibilities. In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of the Council rests with the governing body and the CEO.

The responsibilities of the Committee may be revised or expanded in consultation with, or as requested by, the governing body from time to time.

Conduct

Independent Committee Members are required to comply with the Council Code of Conduct.

Complaints alleging breaches of the Council Code of Conduct by an independent Committee Member are to be dealt with in accordance with the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW*. The CEO must consult with the governing body before taking any disciplinary action against an independent Committee Member in response to a breach of the Council Code of Conduct.

Conflicts of Interest

Once a year, Committee Members must provide written declarations to the Council stating that they do not have any conflicts of interest that would preclude them from being members of the Committee. Independent Committee Members are 'designated persons' for the purposes of the Council Code of Conduct and must also complete and submit returns of their interests.

Committee Members and observers must declare any pecuniary or non-pecuniary conflicts of interest they may have in a matter being considered at the meeting at the start of each meeting or as soon as they become aware of the conflict of interest. Where a Committee Member or observer declares a pecuniary or a significant non-pecuniary conflict of interest, they must remove themselves from Committee deliberations on the issue. Details of conflicts of interest declared at meetings must be appropriately minuted.

Standards

Committee Members are to conduct their work in accordance with the International Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors and current Australian risk management standard, Council policies and procedures, where applicable.

Work Plans

The work of the Committee is to be thoroughly planned and executed. The Committee must develop a strategic work plan every four years to ensure that the matters listed in Schedule 1 are reviewed by the Committee and considered by the internal audit function when developing their risk-based program of internal audits. The strategic work plan must be reviewed at least annually to ensure it remains appropriate.

The Committee may, in consultation with the governing body, vary the strategic work plan at any time to address new or emerging risks. The governing body may also, by resolution, request the Committee to approve a variation to the strategic work plan. Any decision to vary the strategic work plan must be made by the Committee.

The Committee must also develop an annual work plan to guide its work, and the work of the internal audit function over the forward year.

The Committee may, in consultation with the governing body, vary the annual work plan to address new or emerging risks. The governing body may also, by resolution, request the Committee to approve a variation to the annual work plan. Any decision to vary the annual work plan must be made by the Committee.

When considering whether to vary the strategic or annual work plans, the Committee must consider the impact of the variation on the internal audit function's existing workload and the completion of pre-existing priorities and activities identified under the work plan.

Assurance reporting

The Committee must regularly report to the Council to ensure that it is kept informed of matters considered by the Committee and any emerging issues that may influence the strategic direction of the Council or the achievement of the Council goals and objectives.

The Committee will provide an update to the governing body and the CEO of its activities and opinions after every Committee meeting.

The Committee will provide an annual assessment to the governing body and the CEO on the Committee's work and its opinion on how the Council is performing.

The Committee will provide a comprehensive assessment every Council term of the matters listed in Schedule 1 to the governing body and the CEO.

The Committee may at any time report to the governing body or the CEO on any other matter it deems of sufficient importance to warrant their attention. The CEO and the Chair of the Committee may also meet at any time to discuss issues relating to the work of the Committee.

Should the governing body require additional information, a request for the information may be made to the Chair by resolution. The Chair is only required to provide the information requested by the governing body where the Chair is satisfied that it is reasonably necessary for the governing body to receive the information for the purposes of performing its functions under the Local Government Act. Individual Councillors are not entitled to request or receive information from the Committee.

Meetings

The Committee will meet at least four (4) times per year, with authority to convene additional meetings, as circumstances require (example to review the Council's financial statements).

The Committee can hold additional meetings when significant unexpected issues arise, or if the Chair is asked to hold an additional meeting by a Committee member, the CEO or the governing body.

Committee meetings can be held in person, by telephone or videoconference. Proxies are not permitted to attend meetings if a Committee member cannot attend.

A quorum will consist of a majority of independent voting members. Where the vote is tied, the Chair has the casting vote.

The Chair of the Committee will advise if the agenda for each Committee meeting is not acceptable. Each Committee meeting is to be minuted to preserve a record of the issues considered and the actions and decisions taken by the Committee.

The CEO and the Manager Corporate Governance should attend Committee meetings as non-voting observers. The external auditor (or their representative) is to be invited to each Committee meeting as an independent observer. The Chair can request the Councils Chief Finance Officer,

Directors, any Councillors, any employee/contractor of the Council and any subject matter expert to attend Committee meetings. Where requested to attend a meeting, persons must attend the meeting where possible and provide any information requested. Observers have no voting rights and can be excluded from a meeting by the Chair at any time.

The Committee can hold closed meetings whenever it needs to discuss confidential or sensitive issues with only voting members of the Committee present.

The Committee must meet separately with the CEO and the Council external auditor at least once each year.

Dispute resolution

Members of the Committee and the Council management should maintain an effective working relationship and seek to resolve any differences they may have in an amicable and professional way by discussion and negotiation.

In the event of a disagreement between the Committee and the CEO or other senior managers, the dispute is to be resolved by the governing body.

Unresolved disputes regarding compliance with statutory or other requirements are to be referred to the Departmental Chief Executive in writing.

Secretariat

The CEO will nominate a staff member to provide secretariat support to the Committee. The secretariat will ensure the agenda for each meeting and supporting papers are circulated after approval from the chair within seven (7) days before the meeting and ensure that minutes of meetings are prepared and maintained. Minutes must be approved by the Chair and circulated within seven (7) days of the meeting to each member.

Resignation and dismissal of members

Where the Chair or a Committee member is unable to complete their term or does not intend to seek reappointment after the expiry of their term, they should give one (1) months notice to the Chair and the governing body prior to their resignation to allow the Council to ensure a smooth transition to a new Chair or Committee member.

The governing body can, by resolution, terminate the appointment of the Chair or an independent Committee Member before the expiry of their term where that person has:

- breached the Council's Code of Conduct
- performed unsatisfactorily or not to expectations
- declared, or is found to be in, a position of a conflict of interest which is unresolvable
- been declared bankrupt or found to be insolvent
- experienced an adverse change in business status
- been charged with a serious criminal offence

- been proven to be in serious breach of their obligations under any legislation, or
- experienced an adverse change in capacity or capability.

The position of a Councillor member on the Committee can be terminated at any time by the governing body by resolution.

Review arrangements

At least once every Council term, the governing body must review or arrange for an external review of the effectiveness of the Committee.

These terms of reference must be reviewed annually by the Committee and once each Council term by the governing body. Any substantive changes are to be approved by the governing body.

Further information

For further information on Council Audit, Risk and Improvement Committee, contact Manager Corporate Governance on governance@dubbo.nsw.gov.au or by phone (02) 6801 4000.

Reviewed by Chair of the Audit, Risk and Improvement Committee

[signed] _____

[date] _____

Reviewed by Council in accordance with a resolution of the governing body.

[signed] _____

[date] _____

[resolution reference] _____

Next review date: [date] _____

Responsibilities

Position	Responsibility
Independent Members	The Chair and Members of the Committee are expected to understand and observe the requirements of the *Guidelines for Risk Management and Internal Audit for Local Government in NSW*. Members are also expected to: • make themselves available as required to attend and participate in meetings • contribute the time needed to review and understand information provided to it • apply good analytical skills, objectivity and judgement • act in the best interests of the Council • have the personal courage to raise and deal with tough issues, express opinions frankly, ask questions that go to the fundamental core of the issue and pursue independent lines of inquiry • maintain effective working relationships with the Council • have strong leadership qualities (Chair) • lead effective Committee meetings (Chair), and • oversee the Council internal audit function (Chair) To preserve the independence of the Committee, the Council member of the Committee is a non-voting Member. Their role is to: • relay to the Committee any concerns the governing body may have regarding the Council and issues being considered by the Committee • provide insights into local issues and the strategic priorities of the Council that would add value to the Committee's consideration of agenda items • advise the governing body (as necessary) of the work of the Committee and any issues arising from it, and • assist the governing body to review the performance of the committee. Issues or information the Councillor member raises with or provides to the Committee must relate to the matters listed in Schedule 1 and issues being considered by the Committee.
Councillor members (if applicable)	

	The Councillor Member of the Committee must conduct themselves in a non-partisan and professional manner. The Councillor Member of the Committee must not engage in any conduct that seeks to politicise the activities of the Committee or the internal audit function or that could be seen to do so. If the Councillor Member of the Committee engages in such conduct or in any other conduct that may bring the Committee and its work into disrepute, the Chair of the Committee may recommend to the Council, that the Councillor member be removed from membership of the Committee. Where the Council does not agree to the Committee Chair's recommendation, the Council must give reasons for its decision in writing to the Chair.
Chief Executive Officer	To attend meetings as a non-voting observer.
Manager Corporate Governance	The Manager Corporate Governance is responsible for enforcing and enacting this policy. They will also attend meetings as a non-voting observer.

Definitions

To assist in interpretation, the following definitions apply:

Term	Definition
Council	Dubbo Regional Council
Secretariat Support to committee	Administration Officer - Corporate Governance
Duration of time	Working days

Appendices

Schedule 1 – Audit, risk and improvement committee responsibilities

Schedule 1 – Audit, risk and improvement committee responsibilities

[Note: determine the responsibilities of its Committee related to each matter listed in section 428A of the Local Government Act 1993 and list them in this schedule (Schedule 1) to the Committee's Terms of Reference. Suggested responsibilities are provided below and further detailed in core requirement 1 and Appendix 2 of these Guidelines.]

Internal Audit

- Provide overall strategic oversight of internal audit activities
- Act as a forum for communication between the governing body, CEO, senior management, the internal audit function and external audit
- Coordinate, as far as is practicable, the work programs of internal audit and other assurance and review functions
- Review and advise the Council:
  - on whether the Council is providing the resources necessary to successfully deliver the internal audit function
  - if the Council is complying with internal audit requirements, including conformance with the International Professional Practices Framework
  - if the Council internal audit charter is appropriate and whether the internal audit policies and procedures and audit/risk methodologies used by the Council are suitable
  - of the strategic four-year work plan and annual work plan of internal audits to be undertaken by the Council internal audit function
  - if the Council internal audit activities are effective, including the performance of the head of the internal audit function and the internal audit function
  - of the findings and recommendations of internal audits conducted, and corrective actions needed to address issues raised
  - of the implementation by Council of these corrective actions
  - on the appointment of the head of the internal audit function and external providers, and
  - if the internal audit function is structured appropriately and has sufficient skills and expertise to meet its responsibilities

External Audit

- Act as a forum for communication between the governing body, CEO, senior management, the internal audit function and external audit
- Coordinate as far as is practicable, the work programs of internal audit and external audit
- Provide input and feedback on the financial statement and performance audit coverage proposed by external audit and provide feedback on the audit services provided
- Review all external plans and reports in respect of planned or completed audits and monitor council's implementation of audit recommendations
- Provide advice to the governing body and/or CEO on action taken on significant issues raised in relevant external audit reports and better practice guides

Risk Management

Review and advise the Council:

- if the Council has in place a current and appropriate risk management framework that is consistent with the Australian risk management standard
- whether the Council is providing the resources necessary to successfully implement its risk management framework
- whether the Council risk management framework is adequate and effective for identifying and managing the risks the Council faces, including those associated with individual projects, programs and other activities
- if risk management is integrated across all levels of the Council and across all processes, operations, services, decision-making, functions and reporting
- of the adequacy of risk reports and documentation, for example, the Council risk register and risk profile
- whether a sound approach has been followed in developing risk management plans for major projects or undertakings
- whether appropriate policies and procedures are in place for the management and exercise of delegations
- if the Council has taken steps to embed a culture which is committed to ethical and lawful behaviour
- if there is a positive risk culture within the Council and strong leadership that supports effective risk management
- of the adequacy of staff training and induction in risk management
- how the Council risk management approach impacts on the Council insurance arrangements
- of the effectiveness of the Council management of its assets, and
- of the effectiveness of business continuity arrangements, including business continuity plans, disaster recovery plans and the periodic testing of these plans.

Internal Controls

Review and advise the Council:

- whether the Council approach to maintaining an effective internal audit framework, including over external parties such as contractors and advisors, is sound and effective
- whether the Council has in place relevant policies and procedures and that these are periodically reviewed and updated
- whether appropriate policies and procedures are in place for the management and exercise of delegations
- whether staff are informed of their responsibilities and processes and procedures to implement controls are complied with
- if the Council monitoring and review of controls is sufficient, and
- if internal and external audit recommendations to correct internal control weaknesses are implemented appropriately

Compliance

Review and advise the Council of the adequacy and effectiveness of the Council compliance framework, including:

- if the Council has appropriately considered legal and compliance risks as part of the Council risk management framework
- how the Council manages its compliance with applicable laws, regulations, policies, procedures, codes, and contractual arrangements, and
- whether appropriate processes are in place to assess compliance.

Fraud and Corruption

Review and advise the Council of the adequacy and effectiveness of the Council fraud and corruption prevention framework and activities, including whether the Council has appropriate processes and systems in place to capture and effectively investigate fraud-related information.

Financial Management

Review and advise the Council:

- if the Council is complying with accounting standards and external accountability requirements
- of the appropriateness of the Council accounting policies and disclosures
- of the implications for the Council of the findings of external audits and performance audits and the Council responses and implementation of recommendations
- whether the Council financial statement preparation procedures and timelines are sound
- the accuracy of the Council annual financial statements prior to external audit, including:
  - management compliance/representations
  - significant accounting and reporting issues
  - the methods used by the Council to account for significant or unusual transactions and areas of significant estimates or judgements
  - appropriate management signoff on the statements
- if effective processes are in place to ensure financial information included in the Council annual report is consistent with signed financial statements
- if the Council financial management processes are adequate
- the adequacy of cash management policies and procedures
- if there are adequate controls over financial processes, for example:
  - appropriate authorisation and approval of payments and transactions
  - adequate segregation of duties
  - timely reconciliation of accounts and balances
  - review of unusual and high value purchases
- if policies and procedures for management review and consideration of the financial position and performance of the Council are adequate
- if the Council grants and tied funding policies and procedures are sound.

Governance

Review and advise the Council regarding its governance framework, including the Council:

- decision-making processes
- implementation of governance policies and procedures
- reporting lines and accountability
- assignment of key roles and responsibilities
- committee structure
- management oversight responsibilities
- human resources and performance management activities
- reporting and communication activities
- information and communications technology (ICT) governance, and
- management and governance of the use of data, information and knowledge

Strategic Planning

Review and advise the Council:

- of the adequacy and effectiveness of the Council integrated, planning and reporting (IP&R) processes
- if appropriate reporting and monitoring mechanisms are in place to measure progress against objectives, and
- whether the Council is successfully implementing and achieving its IP&R objectives and strategies.

Service Reviews and Business Improvement

- Act as a forum for communication and monitoring of any audits conducted by external bodies and the implementation of corrective actions (for example, NSW government agencies, Commonwealth government agencies, insurance bodies)
- Review and advise the Council:
  - If the Council has robust systems to set objectives and goals to determine and deliver appropriate levels of service to the community and business performance
  - if appropriate reporting and monitoring mechanisms are in place to measure service delivery to the community and overall performance, and
  - how the Council can improve its service delivery and the Council performance of its business and functions generally

Performance Data and Measurement

Review and advise the Council:

- if the Council has a robust system to determine appropriate performance indicators to measure the achievement of its strategic objectives
- if the performance indicators the Council uses are effective, and
- of the adequacy of performance data collection and reporting.

Document Control

Responsible Officer:	Manager Corporate Governance
Division:	Organisational Performance
Prepared by:	Manager Corporate Governance
Version:	2
Revision:	1
Document Date:	9 May 2025
Effective:	TBC

Previous Cover

COUNCIL POLICY

Terms of Reference for the Audit, Risk and Improvement Committee

Cnr Church and Darling streets, Dubbo
Cnr Nanima Crescent and Warne Street, Wellington

Ph: (02) 6801 4000

dubbo.nsw.gov.au

DUBBO REGIONAL COUNCIL

REPORT: Recommended Changes to the Audit and Risk Management Committee

DIVISION: Organisational Performance
REPORT DATE: 10 August 2023
TRIM REFERENCE: ID23/2029

EXECUTIVE SUMMARY

Purpose	• Seek endorsement • Fulfil legislated requirement/Compliance	
Issue	• Under the section 428A of the Local Government Act all Councils are required to have an Audit, Risk and Improvement Committee (ARIC). • Dubbo Regional Council currently has (the equivalent) Audit and Risk Management Committee (ARMC) in place. • Amendments to the Regulations around Audit, Risk and Improvement Committee requirements are currently being finalised; Councils are expected to be fully compliant with these Regulations by 1 July 2024. • The Office of Local Government (OLG) has issued draft Guidelines designed to assist Councils to implement the anticipated Regulations, based on the expectation that those Regulations will be finalised in the very near future.	
Reasoning	• The current independent memberships to Dubbo Regional Council's Audit and Risk Management Committee will expire in November 2023. This reports recommends that the recruitment process for new independent members be undertaken. • This report also provides two draft documents for adoption, being the reviewed Audit and Risk Management Charter and a new draft Terms of Reference. Both of these documents are based on Model templates released by the Office of Local Government (OLG).	
Financial Implications	Budget Area	Corporate Governance
	Funding Source	ARMC membership
	Current Cost	$8,400 per annum
	Ongoing Costs	To be resolved by Council
Policy Implications	Policy Title	Internal Audit Charter
	Impact on Policy	Reviewed

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 principle 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:	4.1.4 Statutory requirements are met and services are provided in a cost-effective and timely manner
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 name of the current Audit and Risk Management Committee be changed to Audit, Risk and Improvement Committee (ARIC) to align with legislation and reference material as stipulated by the Office of Local Government.**
2. **That the Audit, Risk and Improvement Committee Charter, as attached as Appendix 1 be adopted.**
3. **That the Audit, Risk and Improvement Committee Terms of Reference, as attached at Appendix 2 be adopted.**
4. **That expressions of interest be sought for the independent positions on Council's Audit, Risk and Improvement Committee, being the Chair and two independent Members.**
5. **That Council determine the fees payable to the ARIC Independent Chair, and the two Independent Members, for the next term of the Committee.**

Jane Bassingthwaighte
Director Organisational Performance

AR
Manager Corporate Governance

BACKGROUND

The current Audit and Risk Management Committee (ARMC) consists of three voting positions in total:

- Two independent members (one of which is the Chair of the Committee)
- One Councillor (voting member)

The term of the two independent members is two years, which was due to expire in November 2022. However the term was extended by one year via Council resolution, in anticipation of the OLG draft Guidelines, and now expires in November 2023. The term of the Councillor corresponds to the Local Government elections.

The current ARMC is governed by the Audit and Risk Management Committee Charter (last adopted by Council in June 2022), and the current fees payable to members of the ARMC were resolved by Council in January 2020.

Previous Resolutions of Council

27 July 2020 CCL20/118	1. *That expressions of interest be sought for the two independent positions of the Audit and Risk Management Committee.* 2. *That the fees payable to the independent Audit and Risk Management Committee members be increased as detailed in the report as attached as Appendix 3.* 3. *That the Audit and Risk Management Committee Charter, as attached as Appendix 1 be adopted.*
28 September 2020 CW20/24	1. *That Council authorise the Mayor and Chief Executive Officer to interview the five (5) applicants and be delegated authority to appoint the Chairperson and Independent member.* 2. *That the outgoing independent representatives be formally thanked for their contribution to the Audit and Risk Management Committee.*
24 Feburary 2022 CCL22/29 8 February 2022 (AUD22/7)	*That the changes in the Audit and Risk Management Committee Charter attached to this report at Appendix 2 be adopted.*
25 August 2022 CCL22/210	*That the Independent Members of the Audit and Risk Committee be appointed for an additional term from November 2022 to 1 November 2023.*

REPORT

The state government has been considering the purpose and roles for Audit, Risk and Improvement Committees (ARICs) within local government. Amendments to the Regulations around Audit, Risk and Improvement Committees (ARIC) requirements are currently being finalised; and NSW Councils are expected to be fully compliant with these Regulations by 1 July 2024.

The Office of Local Government (OLG) has issued draft Guidelines designed to assist Councils to implement the anticipated Regulations, based on the expectation that those Regulations will be finalised in the very near future. The Office of Local Government has undertaken two rounds of consultation for the draft Guidelines; Dubbo Regional Council made submissions in both rounds of consultation. While the former 2010 Guidelines were not mandatory, the new draft Guidelines are mandatory.

In preparation for the new Guidelines, the OLG has also released a Model Charter and Model Terms of Reference for Councils to follow.

Reviewed Internal Audit Charter

Council's Audit and Risk Management Committee (ARMC) is bound by a Charter, which was last adopted by Council on 27 July 2020. It should be noted that Dubbo Regional Council had a designated position of Internal Auditor within its structure at that time.

Following a business case and several consultation processes, the position of Internal Auditor was removed from Council's structure in October 2022. The ARMC resolved for council's Internal Audit services to be provided by external consultant firms that are members of the State Government Pre-approved Probity Scheme.

Council has used the Model Charter template released by the OLG to review its Internal Audit Charter, attached at **Appendix 1**. The draft Internal Audit Charter has provisions for Councils using external consultant firms to complete its adopted Internal Audit program.

This review also recommends changing the name of Council's current Audit and Risk Management Committee to Audit, Risk and Improvement Committee. This will bring the name of the Committee in line with all the statutory references and follow the templates set by the Office of Local Government.

The recommended name change also reflects the focus of the elected body and the program of service reviews that have been implemented in the current term of Council. The program of service reviews, and completed reviews, are reported to the current ARMC on a regular basis.

The Internal Audit Charter at Appendix 1 has been drafted using the proposed new name of the Audit, Risk and Improvement Committee.

New Terms or Reference

In addition to the Model Charter, the OLG has released a new Model Terms of Reference template to support Councils implementing the new draft Guidelines. This template takes in the proposed imminent changes to ARICs under the draft Guidelines and clearly defines the role and structure of the Committee.

Council has used the Model Terms of Reference template to draft its Terms or Reference, attached at **Appendix 2**. The Terms or Reference have also been drafted using the proposed new name of the Audit, Risk and Improvement Committee.

It should be noted that the membership requirements under the new draft Guidelines, and therefore the proposed new Terms of Reference, are different to the current membership. Accordingly, the proposed new membership calls for an additional independent member and restricts the Councillor member to a non-voting role:

- One Independent Chair
- Two independent Members
- One Councillor as a non-voting Member

Recruitment

With the end of the current term of the ARMC independent memberships approaching, it is time to begin the recruitment process for new memberships. Pending the adoption of appendixes 1 - Internal Audit Charter and 2 - Terms of Reference, these documents will form the basis for recruitment i.e. additional independent member.

ARMC fees

The fees payable to the independent ARMC members were originally adopted by Council in 2020, a copy of this report is attached at **Appendix 3**.

The fees payable to the current independent members over this term have remained the same for the duration of the extended term. The current independent Chairperson receives $1,100 (excl. GST) per ARMC meeting, and the current independent member receives $1,000 (excl. GST). If independent members are registered for GST, this is added to their invoiced fee.

Currently, annual fees for both independent members, attending four ARMC meetings each year, requires a budget allocation of $8,400.

The new draft Guidelines provide the following guidance only on membership fees and:

Membership Fess
The fees a council pays to the chair and independent members of its audit, risk and improvement committee are to be agreed between the council and the chair or member and reflect the time, commitment and responsibility involved in serving on the committee. Chairs and members can serve on a committee on a voluntary basis if they choose to.

Superannuation
Councils are obliged under the Superannuation Guarantee (Administration) Act 1992 to make compulsory superannuation guarantee contributions on behalf of audit, risk and improvement committee chairs and independent members where they are remunerated.

With the provision of an additional independent member (i.e. going from two to three), the costs to Council will increase, i.e. 4 x $1,000 = $4,000. This budget allocation will be made upon resolution.

Consultation

- Both the reviewed Internal Audit Charter and the new Terms of Reference documents follow the Model templates released by the OLG.
- Independent members of the current ARMC have been reminded of their memberships concluding in November 2023.

Resourcing Implications

- Additional membership fees will be included in budget allocations.
- All independent membership fees may be considered for increase.
- Alternatively, fee increases may be mandated when the final Guidelines are issued.
- Current staff resources will continue to support the ARMC function.

Options Considered

- The provisions around Audit, Risk and Improvement Committees are mandatory so there are no other options for consideration.

Planned Communications

- Once resolved, staff to circulate newly adopted Internal Audit Charter and Terms or Reference documents to current members.
- Once resolved, staff to undertake recruitment for expression of interest for new independent memberships.
- Once resolved, communicate the new name of the Audit, Risk and Improvement Committee to relevant parties.

Timeframe

Key Date	Explanation
September 2023	Seek Expressions of Interest for ARIC membership
October 2023	Potential Council report regarding Expression of Interest applicants
November 2023	New ARMC membership

APPENDICES:

1 Draft - Audit Risk and Improvement Committee Charter - August 2023

2 Draft Council Policy - Terms or Reference for the Audit Risk and Improvement Committee

3 Report - Ordinary Council Meeting - 27/07/2020 - Audit and Risk Management Committee

REPORT: Reduction of DRLM Destroy and Disposal Fees 2025/2026

DIVISION: Organisational Performance
REPORT DATE: 7 July 2025
TRIM REFERENCE: ID25/1331

EXECUTIVE SUMMARY

Purpose	• Seek endorsement	
Issue	• Animal Welfare outcomes	
Reasoning	• To continue building the Dubbo Regional Livestock Markets reputation as a leader in animal welfare standards. • For Transporters, Agents and Feeders to continue building on the work that has gone on over the last 18 months regarding good animal welfare practices.	
Financial Implications	Budget Area	Organisational Performance
	Funding Source	Operational
	Proposed Cost	Minimal Ongoing Financial Implications
	Ongoing Costs	Minimal Ongoing Financial Implication
Policy Implications	Policy Title	Revenue Policy
	Impact on Policy	Reduced fees for Large & Small Destroy and Disposals update Fees & Charges Document
Consultation	DRLM Stakeholders and Council Staff	Verbal consultation with a number of Transporters, Agents and Feeders along with Local Land Services and RSPCA.

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: 3 Working Together for the Region

CSP Objective: 3.1 Our Council is open, fair, and accountable in its decision-making.

Delivery Program Strategy: 3.1.1 Continuously review and improve Council services to maintain efficiency and effectiveness.

Theme: 3 Working Together for the Region

CSP Objective: 3.1 Our Council is open, fair, and accountable in its decision-making.

Delivery Program Strategy: 3.1.6 Provide cost-effective and timely services while meeting statutory requirements.

RECOMMENDATION

That Council reinstate Financial year 2024/2025 Destroy and Disposal fees for small & large animals to

- **Small stock – per head (Note: fee includes waste (tip) charge of $34.00) $49.00**
- **Large stock – per head (Note: fee includes waste (tip) charge of $85.00) $150.00**

Karen Robertson
Director Organisational Performance

HB
Manager Dubbo Regional Livestock Markets

BACKGROUND

As part of the ongoing commitment to animal welfare at the Dubbo Regional Livestock Markets (DRLM), Council is proposing to adjust the Destroy and Disposal (D&D) fees back to the 2024/2025 financial year rates.

Over the last 12 months, DRLM has worked hard to build a proactive animal welfare culture, where early identification and appropriate management of livestock welfare issues are prioritised above all else. This culture has been supported by increased reporting, greater collaboration between all stakeholders and Council staff, and the honesty of all users of the facility has created a culture of transparency and accountability around animal welfare decisions.

One key component of this approach has been encouraging agents and livestock owners to report and manage animals requiring D&D action without hesitation or concern about costs. However, it has become clear that the increased D&D fees adopted for 2025/2026 could unintentionally discourage timely reporting or create reluctance to act in the best interest of animal welfare.

While D&D services do incur costs (staff & tipping fees), the DRLM's priority remains animal welfare—not the revenue generated from these services. Reducing the fees back to the 2024/2025 rate supports the engagement of agents and livestock owners in the process and ensures that the facility remains a leader in responsible livestock management.

This change is a key part of the long-term vision for the DRLM as a safe, ethical, and best-practice livestock market.

Previous Resolutions of Council

24 June 2025	CCL25/167 - Budget - Fees and Charges DRLM

REPORT

Consultation

Manager DRLM consulted with Principle Agents, Transporters, Feeders, Local Land Services (LLS) and RSPCA through a number of different conversations.

Both LLS and RSPCA advocated for immediate action when welfare concerns arise. They have indicated that **higher D&D fees would discourage prompt reporting** or early intervention, potentially resulting in prolonged animal suffering or delayed decision-making.

Prevention Over Penalty LLS and RSPCA emphasise that fees associated with welfare actions should not feel punitive. Instead, they support low, reasonable fees to **encourage compliance** with welfare expectations.

There is concern that higher D&D fees may create barriers to meeting the standards required under the *Prevention of Cruelty to Animals Act 1979* and related Codes of Practice.

Agents are concerned about being caught between vendor pressure to avoid high costs and their duty to maintain ethical livestock standards. They have noted that D&D decisions must remain purely welfare-based—not influenced by costs. High fees risk sending the wrong message, possibly leading to delays or avoidance of necessary actions.

Transporters have highlighted that, in some cases, they may be pressured to take back livestock that should have been euthanised, due to fee concerns—creating compliance risks for them under the *Chain of Responsibility* provisions and transport welfare guidelines.

The feeders support a welfare-first approach and prefer fees that support responsible livestock management rather than discourage it.

Resourcing Implications

- This will take one of the Management Accounting staff 1hr to amend
- This will take DRLM staff 1 hr to notify all stakeholders
- This will take 1 hr for an IT staff member to amend the D&D app

Options Considered

Option 1

- Continue with the current fee structure of
  Small stock – per head (Note: fee includes waste (tip) charge of $34.00) $55.00
  Large stock – per head (Note: fee includes waste (tip) charge of $85.00) $200.00
- The key risk factors of continuing with the current fee structure is transporters, agents and feeders may hesitate to report livestock requiring euthanasia. Non compliance with animal welfare leaving Council in breach of the POCTA Act and Biosecurity Act.
- The Pros for keeping D&D fees high is that it could potentially encourage vendors not to send unfit stock. Ensures a user pays principle.
- The Cons are animal welfare risks, compliance risk, reputational damage risk, Stakeholder relationship strain and undermines the animal welfare culture that the team has worked hard to build.

Option 2

- Revert to the 2024/2025 Destroy and Disposal Fee
  Small stock – per head (Note: fee includes waste (tip) charge of $34.00) $49.00
  Large stock – per head (Note: fee includes waste (tip) charge of $85.00) $150.00

- The key risk factors are the reduced revenue of $10,000 for the Financial Year based on 2024/2025 Destroy and Disposal numbers. Higher Demand for D&D services whilst not a bad thing could add to staff workload. There is a small risk that low D&D fees may reduce the incentive for vendors to properly assess livestock before consigning them to the DRLM. This is mitigated by the agents feeling comfortable to self-report welfare issues.
- The pros of option 2 are that it supports the animal welfare culture that the DRLM has been building over the last 18 months. Encourage early intervention which meets the expectations of the POCTA act. Strengthens the relationships between DRLM staff and all stakeholders. Reduces compliance risk and improves the DRLM's reputation as a selling centre.
- The cons are mainly the potential for increased volumes of D&D's financial risk of missing out on an extra $10,000 of revenue which is mitigated by the 3.5% increase in all other key fees and charges.

Preferred Option

- Option 2 Revert to the 2024/2025 Destroy and Disposal Fees
  Small stock – per head (Note: fee includes waste (tip) charge of $34.00) $49.00
  Large stock – per head (Note: fee includes waste (tip) charge of $85.00) $150.00

Planned Communications

- All DRLM Stakeholders will be informed of the changes following the Council's decision via email in the same way the fees and charges were communicated at June 30

Timeframe

Key Date	Explanation
22/07/2025	Decision made
23/07/2025	Stakeholders informed of the result and any changes to the DRLM fees and charges ready for the next cattle sale on the 24/07/2025

Next Steps

- Inform stakeholders (if required) of any changes made to the DRLM fees and charges.

REPORT: Road Opening - Unnamed roads off Buljte and Gipps Street, Dubbo

DIVISION: Organisational Performance
REPORT DATE: 4 March 2025
TRIM REFERENCE: ID25/349

EXECUTIVE SUMMARY

Purpose	• Seek endorsement • Addressing Council resolution	
Issue	• It has been identified that 2 unnamed roads off Bultje Street and Gipps Street (Roads), identified within the body of this report, are held privately. No evidence could be found as to the formal resumption or dedication of the Roads as Council public road. • Section 16 of the *Roads Act 1993* (Act) allows for the dedication of the Roads as public roads by publishing a notice in the gazette. • This report seeks Council's approval to gazette the Roads as public road.	
Reasoning	• As the Roads were set aside for the purposes of a lane from circa 1880, the Roads should be formalised as such, and formally dedicated as road reserve. • Council may, following the notification requirements under s17 of the Act, dedicate the Roads as public roads in accordance with s16(2) of the Act by publishing notice of the road dedication in the NSW Government Gazette.	
Financial Implications	Budget Area	Infrastructure Delivery
	Funding Source	Infrastructure Delivery
	Proposed Cost	$4,500.00 (including GST) for legal fees
	Ongoing Costs	Maintenance of the Roads
Policy Implications	Policy Title	Not applicable
	Impact on Policy	Not applicable
Consultation	• Property and Land Development • Infrastructure Delivery • Information Broker (Infotrack) • Legal Representative (HWL Ebsworth) • Planning and Building Services • Public notification • Executive Leadership Team (ELT)	• Online meetings • E-mails • Phone conversations • Public notification via Council column and "YourSay" • ELT meeting

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:	1 Growth, Infrastructure and Connectivity
CSP Objective:	1.4 Our roads are safe, efficient, and easy to use for all.
Delivery Program Strategy:	1.4.3 Maintain and enhance urban and rural roads for safe and efficient travel.

RECOMMENDATION

1. **That the unnamed roads, as identified in the body of this report, be dedicated as road reserve.**
2. **That Council consent to publish notices of the road dedications, for the unnamed roads as noted in no. 1 (above), in the NSW Government Gazette**.
3. **That all documentation in relation to this matter be executed under Power of Attorney.**

Karen Robertson
Director Organisational Performance

KL
Property Services Team Leader

BACKGROUND

In undertaking property work related to Gipps Lane, it was found that 2 unnamed roads off Bultje Street and Gipps Street are held privately. The relevant roads are shaded in blue (Road 1) and red (Road 2) in **Figure 1** (below).

Figure 1: Unnamed roads off Bultje Street and Gipps Street, Dubbo

It is noted as follows:

- <u>Road 1</u>

  On or about 1879, Road 1 was set out as a "lane 30 links wide" in DP905062. It was further defined as a lane in DP491 on or about 1880.

- <u>Road 2</u>

  Road 2 was found to have been provided for in a private subdivision filed with NSW Land Registry Service (LRS) in DP491, where it was described as a "lane 18.8 links wide".

The ownership of Road 1 and Road 2 was confirmed by an external information broker (Infotrack) as currently being owned by "John Dunn". The certificates of title for Road 1 and Road 2 outline that the transfers to "John Dunn" occurred on 24 December 1879.

No evidence could be found as to the formal resumption or dedication of Road 1 and Road 2 as public roads.

Council has been partly maintaining Road 1 and Road 2 already, as there are Council sewer assets within its boundaries.

As:

- both Road 1 and Road 2 had been earmarked for public use since at least 1880; and
- it is reasonable assumed that John Dunn is now deceased,

it is recommended that Road 1 and Road 2 are formalised as public roads in accordance with the process described below.

REPORT

Legal advice obtained from HWL Ebsworth confirms that Road 1 and Road 2 may be dedicated as public road by notice published in the NSW Government Gazette (Gazette).

Property and Land Development (PALD) are seeking endorsement to undertake and complete the road dedication process.

Consultation

PALD undertook a public notification process, including placement of notices via the Council Column in the Daily Liberal Newspaper and the "YourSay" platform, to advise of Council's intention to dedicate Road 1 and Road 2 as Council public roads. No submissions were received in relation to the proposal.

Resourcing Implications

- PALD will undertake the road dedication process.
- Infrastructure Delivery will maintain Road 1 and Road 2.
- Anticipated legal fees to finalise the project are approximately $4,500.00 (accounted for in the current year in **Table 1** below).
- **Table 1** shows an annual estimated maintenance cost of $5,000.00.

Total Financial Implications	Current year ($)	Current year + 1 ($)	Current year + 2 ($)	Current year + 3 ($)	Current year + 4 ($)	Ongoing ($)
a. Operating revenue	0	0	0	0	0	0
b. Operating expenses	$9,500	$5,000	$5,000	$5,000	$5,000	$5,000
c. Operating budget impact (a – b)	**-$9,500**	**-$5,000**	**-$5,000**	**-$5,000**	**-$5,000**	**-$5,000**
d. Capital Expenditure		0	0	0	0	0
e. Total net impact (c – d)	**-$9,500**	**-$5,000**	**-$5,000**	**-$5,000**	**-$5,000**	**-$5,000**
Does the proposal require ongoing funding?		Yes – ongoing maintenance				
What is the source of this funding?		Infrastructure Delivery – operational costs				

Table 1: Ongoing financial implications

QUESTIONS ON NOTICE: Non-Government Social Services

REPORT DATE: 9 July 2025
FILE: ID25/1350

QUESTIONS ON NOTICE

Council has received the following Question on Notice from Councillor P Toynton. The question and answer are submitted below for the information of Councillors.

Councillor P Toynton.

The demand for non-government social services continues to grow within our community. In response, many organisations are delivering a wide range of services. Can the CEO please outline the role Council can play in supporting this need, and whether any related actions have been identified in the Community Safety and Crime Prevention Plan.

Response

The Council will receive a verbal response.