



# REPORT

## CORPORATE SERVICES COMMITTEE

### 13 JULY 2023

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**PRESENT:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**ALSO IN ATTENDANCE:** The Chief Executive Officer, the Director Organisational Performance, the Governance Team Leader, the Governance Officer, the Director Strategy Partnership and Engagement, the Manager Dubbo Regional Airport, the Communications Services Team Leader, the IT Infrastructure Specialist, the Director Development and Environment (D Quigley), the Director Infrastructure and the Director Community Culture and Places (C Arms).

Councillor M Dickerson assumed the chair of the meeting.

The proceedings of the meeting commenced at 5.55pm

#### **CSC23/29 LEAVE OF ABSENCE (ID23/1243)**

Requests for leave of absence were received from Councillors D Mahon and L Burns who were absent from the meeting due to personal reasons.

Moved by Councillor J Gough and seconded by Councillor J Black

#### **MOTION**

**That such requests for Leave of Absence be accepted and Councillors D Mahon and L Burns be granted leave of absence from this meeting.**

**CARRIED**

Clr S Chowdhury attended via audio visual link.

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

#### **CSC23/30 CONFLICTS OF INTEREST (ID23/1231)**

There were no conflicts of interest.

**CSC23/31 REPORT OF THE DUBBO REGIONAL LIVESTOCK MARKETS ADVISORY COMMITTEE - MEETING 13 JUNE 2023 (ID23/1537)**

The Committee had before it the report of the Dubbo Regional Livestock Markets Advisory Committee meeting held 13 June 2023.

Moved by Councillor V Etheridge and seconded by Councillor R Ivey

**MOTION**

**That the report of the Dubbo Regional Livestock Markets Advisory Committee meeting held on 13 June 2023, be noted.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

**CSC23/32 REPORT OF THE AUDIT AND RISK MANAGEMENT COMMITTEE - MEETING 4 JULY 2023 (ID23/1538)**

The Committee had before it the report of the Audit and Risk Management Committee meeting held 4 July 2023.

Moved by Councillor R Ivey and seconded by Councillor P Wells

**MOTION**

**That the report of the Audit and Risk Management Committee meeting held on 4 July 2023, be adopted.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

**CSC23/33 MONTHLY REPORTING SNAPSHOT FOR COUNCILLORS - JUNE 2023 (ID23/1552)**

The Committee had before it the report dated 1 July 2023 from the Chief Executive Officer regarding Monthly Reporting Snapshot for Councillors - June 2023.

Moved by Councillor J Gough and seconded by Councillor V Etheridge

**MOTION**

**That the information contained within the report of the Chief Executive Officer dated 1 July 2023, be noted.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

**CSC23/34 2023/2024 CHRISTMAS/NEW YEAR CLOSURE PERIOD (ID23/1704)**

The Committee had before it the report dated 1 July 2023 from the Chief Executive Officer regarding 2023/2024 Christmas/New Year Closure Period.

Moved by Councillor P Wells and seconded by Councillor V Etheridge

**MOTION**

**That the information contained within the report of the Chief Executive Officer dated 1 July 2023, be noted.**

**CARRIED**

**For:** Councillors S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Councillor J Black.

**CSC23/35 INVESTMENT UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT - JUNE 2023 (ID23/1597)**

The Committee had before it the report dated 4 July 2023 from the Graduate Accountant regarding Investment Under Section 625 of the Local Government Act - June 2023.

Moved by Councillor J Black and seconded by Councillor V Etheridge

**MOTION**

**That the information contained within the Investment under Section 625 of the Local Government Act Report, dated 4 July 2023, be noted.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

**CSC23/36 NATURAL DISASTER DECLARATIONS - FINANCIAL YEAR 2022/2023 (ID23/916)**

The Committee had before it the report dated 3 May 2023 from the Emergency and Risk Team Leader regarding Natural Disaster Declarations - Financial Year 2022/2023.

Moved by Councillor J Black and seconded by Councillor P Wells

**MOTION**

- 1. That the report from the Emergency and Risk Team Leader be noted.**
- 2. That communication activities be undertaken to build community awareness regarding the role Council undertakes in natural disasters, including current preparations for the upcoming bush fire season.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

**CSC23/37 LOCAL GOVERNMENT NSW - 2023 ANNUAL CONFERENCE (ID23/1111)**

The Committee had before it the report dated 16 May 2023 from the Governance Team Leader regarding Local Government NSW - 2023 Annual Conference.

Moved by Councillor M Wright and seconded by Councillor V Etheridge

**MOTION**

- 1. That three councillors be selected, alongside the Mayor, to act as voting delegates at the Local Government NSW Annual Conference 2023.**
- 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 27 October 2023.**
- 3. That the nominated delegates represent Council at the Local Government NSW Annual Conference 2023.**
- 4. That any non-voting councillor attendees at the Local Government NSW Annual Conference 2023 be decided.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

Moved by Councillor J Black and seconded by Councillor J Gough

**MOTION**

- 1. That Councillors S Chowdhury, V Etheridge and J Black be selected, alongside the Mayor to act as voting delegates at the Local Government NSW Annual Conference 2023, and**
- 2. That the following Councillors attend as non-voting delegates - M Wright, R Ivey, J Gough and L Burns.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

**CSC23/38 ENHANCED CHRISTMAS PROGRAM 2023 (ID23/1620)**

The Committee had before it the report dated 28 June 2023 from the Manager Strategic Partnership and Investment regarding Enhanced Christmas Program 2023.

Moved by Councillor P Wells and seconded by Councillor V Etheridge

**MOTION**

- 1. That the CEO be requested to seek corporate partners to the minimum value of \$20,000 to extend Council's existing investment in the 2023 Christmas program in the LGA (Option 3).**
- 2. That if corporate partners are not identified or endorsed by Council that Council continue with the proposed Christmas Program and associated budget of \$25,000 for 2023.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

**CSC23/39 REVISED DRAFT MEDIA POLICY 2023 (ID23/1710)**

The Committee had before it the report dated 4 July 2023 from the Communication Services Team Leader regarding Revised Draft Media Policy 2023.

Moved by Councillor J Gough and seconded by Councillor P Wells

**MOTION**

- 1. That the draft Media Policy, as attached at Appendix 1, be placed on public exhibition for a period of 28 days, inviting the public to make submissions.**
- 2. That a further report be provided to Council following public exhibition.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

**CSC23/40 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE - PHASE 4 - PROJECT NOMINATIONS (ID23/1632)**

The Committee had before it the report dated 29 June 2023 from the Executive Officer Strategy Partnerships and Engagement regarding Local Roads and Community Infrastructure - Phase 4 - Project Nominations.

Moved by Councillor J Black and seconded by Councillor P Wells

**MOTION**

- 1. That the Chief Executive Officer submit Local Roads and Community Infrastructure Program Phase 4 project nominations, as detailed in the report, to the funding body for approval.**
- 2. That, in the case that any project nomination be rejected by the funding body, the Chief Executive Officer be authorised to submit alternative projects or amendments to approved projects.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

## **CONFIDENTIAL COUNCIL**

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 Council meeting closed to the press and public.

The items listed come within the following provisions of the Act:

- CSC23/41 – Growing Regions Program – Round 1 – Project Proposals  
*Section 10A(2)(c) – commercial information of a confidential nature that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.*
- CSC23/42 – Quotation for Supply of Microsoft Software Licencing  
*Section 10A(2)(d)(i) – commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.*
- CSC23/43 – Dubbo Regional Airport General Aviation Drainage Upgrade Stage 3 Tender  
*Section 10A(2)(d)(ii) – commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.*

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

At this juncture it was moved by Councillor M Wright and seconded by Councillor P Wells that the Council resolves into Closed Session, the time being 6.20pm.

At this juncture it was moved by Councillor V Etheridge and seconded by Councillor J Gough that the Council resolves into open session, the time being 6.48pm.

The Open Session resumed at 6.49pm.

The Governance Team Leader read out the following resolutions made in the closed session of Council.

### **CSC23/41 GROWING REGIONS PROGRAM - ROUND 1 - PROJECT PROPOSALS (ID23/1709)**

The Committee had before it the report dated 3 July 2023 from the Chief Executive Officer regarding Growing Regions Program - Round 1 - Project Proposals.

Moved by Councillor M Wright and seconded by Councillor P Wells

## **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 V Etheridge

**MOTION**

1. That Council consider the information provided in the report.
2. That Council advise the Chief Executive Officer of its preferred project preferences that are to undergo further investigation to determine eligibility and suitability in meeting the guidelines of the Growing Regions Program – Round 1.
3. That a further report be brought to Council at its meeting to be held 27 July 2023 detailing suitable projects and seeking Council’s endorsement to submit expression of interest/s.
4. That all documentation in relation to this matter remain confidential to Council.

**CARRIED**

Moved by Councillor J Black and seconded by Councillor V Etheridge

**AMENDMENT**

1. **That Council consider the information provided in the report.**
2. **That Council advise the Chief Executive Officer of its preferred project preferences that are to undergo further investigation to determine eligibility and suitability in meeting the guidelines of the Growing Regions Program – Round 1.**
3. **That a further report be brought to Council at its meeting to be held 27 July 2023 detailing suitable projects and seeking Council’s endorsement to submit expression of interest/s.**
4. **That all documentation in relation to this matter remain confidential to Council.**
5. **That the Mayor write to relevant Commonwealth and State Government Ministers to seek extra funding for the Wiradjuri Cultural Tourism Centre.**

**The amendment on being put to the meeting was carried.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

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

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

**CSC23/42 QUOTATION FOR SUPPLY OF MICROSOFT SOFTWARE LICENCING (ID23/1595)**

The Committee had before it the report dated 23 June 2023 from the Chief Information Officer regarding Quotation for Supply of Microsoft Software Licencing.

Moved by Councillor M Wright and seconded by Councillor P Wells

**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, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).**

**CARRIED**

Moved by Councillor J Black and seconded by Councillor J Gough

**MOTION**

- 1. That the quotation from Datacom Systems (AU) Pty Ltd for the supply of Microsoft Licencing at a cost of \$856,136.49 (ex GST), with a Year 1 contract payment of \$285,378.83 (ex GST) be accepted.**
- 2. That all documentation in relation to this matter remain confidential to Council.**
- 3. That all documentation in relation to this matter be signed under the Common Seal of Council.**

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

**CSC23/43 DUBBO REGIONAL AIRPORT GENERAL AVIATION DRAINAGE UPGRADE STAGE 3 TENDER (ID23/1573)**

The Committee had before it the report dated 20 June 2023 from the Manager Dubbo Regional Airport regarding Dubbo Regional Airport General Aviation Drainage Upgrade Stage 3 Tender.

Moved by Councillor M Wright and seconded by Councillor P Wells

**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, prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).**

**CARRIED**



Moved by Councillor R Ivey and seconded by Councillor P Wells

**MOTION**

1. That Council accept the Tender T22-014 Separable “Part B” works price submitted for Northern Regular Passenger Transport Apron Extension from Aitken Civil Engineering in the sum of \$1,083,546 ex GST for Separable Part B.
2. That all documentation in relation to this matter remain confidential to Council.
3. That all documentation in relation to this matter be signed under the Common Seal of Council.

**CARRIED**

**For:** Councillors J Black, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, P Wells and M Wright.

**Against:** Nil.

The meeting closed at 6.51pm.

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CHAIRPERSON