



REPORT

CORPORATE SERVICES COMMITTEE

11 FEBRUARY 2025

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

ALSO IN ATTENDANCE: The Chief Executive Officer, the Director Organisational Performance, the Manager Airport Strategy and Operations, the Manager Corporate Governance, the Governance Officer, the Director Strategy, Partnerships and Engagement, the Manager Strategic Partnerships and Investments, the Communications Partner, the IT Infrastructure Specialist, the IT Support Officer, the Director Development and Environment, the Manager Growth Planning, the Manager Resource Recovery and Efficiency, the Waste Contract and Collection Coordinator, the Director Infrastructure, the Manager Infrastructure Delivery, the Director Community, Culture and Places, the Manager Recreation and Open Space and the Cultural Development Coordinator.

Councillor P Toynton assumed the chair of the meeting.

The proceedings of the meeting commenced at 6.50pm at the Dubbo Civic Administration Building, Council Chamber.

CSC25/1 LEAVE OF ABSENCE (ID25/69)

A request for leave of absence was received from Councillor K Richardson who was absent from the meeting due to personal reasons.

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

MOTION

That such request for leave of absence be accepted and Councillor K Richardson be granted leave of absence from this meeting.

Councillors J Black and L Butler attended the meeting via Audio-Visual link.

CARRIED

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

Against: Nil

CSC25/2 CONFLICTS OF INTEREST (ID25/70)

There were no Conflicts of Interest declared.

**CSC25/3 INVESTMENT UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT -
DECEMBER 2024 (ID25/1)**

The Committee had before it the report dated 6 January 2025 from the Revenue Accountant regarding Investment Under Section 625 of the Local Government Act - December 2024.

Moved by Councillor S Chowdhury and seconded by Councillor P Wells.

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, A Ryan, P Toynton, P Wells and M Wright.

Against: Nil

**CSC25/4 2024/2025 DELIVERY PROGRAM AND OPERATIONAL PLAN - PROGRESS
REPORT - 1 JULY TO 31 DECEMBER 2024 (ID25/2)**

The Committee had before it the report dated 6 January 2025 from the Corporate Strategy Performance Coordinator regarding 2024/2025 Delivery Program and Operational Plan - Progress Report - 1 July to 31 December 2024.

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

MOTION

- 1. That the 2024/2025 Delivery Program and Operational Plan – Progress Report – July to December 2024 (attached as Appendix 1) be noted.**
- 2. That the actions that are listed as cancelled or deferred for reasons outlined in the report be noted.**

CARRIED

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

Against: Nil

CSC25/5 VISITOR INFORMATION SERVICES REVIEW UPDATE (ID25/98)

The Committee had before it the report dated 28 January 2025 from the Manager Strategic Partnership and Investment regarding Visitor Information Services Review Update.

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

MOTION

That the report from the Manager Strategic Partnerships and Investment be noted.

CARRIED

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

Against: Nil

**CSC25/6 2024/2025 FESTIVE SEASON CLOSURE - CHRISTMAS NEW YEAR PERIOD
(ID25/65)**

The Committee had before it the report dated 30 January 2025 from the Chief Executive Officer regarding 2024/2025 Festive Season Closure - Christmas New Year Period.

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

MOTION

- 1. That the information contained within the report of the Chief Executive Officer, dated 30 January 2025, be noted.**
- 2. That Council endorse the two-week closure period as standard practice for future Christmas and New Year festive periods.**

CARRIED

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

Against: Nil

**CSC25/7 DETERMINATION OF COUNCILLOR REPRESENTATION ON COUNCIL
COMMUNITY COMMITTEES (ID24/2412)**

The Committee had before it the report dated 30 January 2025 from the Governance Team Leader regarding Determination of Councillor Representation on Council Community Committees.

Moved by Councillor S Chowdhury and seconded by Councillor P Wells.

MOTION

1. That Councillors A Ryan, L Butler, R Ivey and P Toynton be the representatives for the Wellington Town Committee, with Councillor R Ivey being the Chairperson.
2. That Councillors S Chowdhury, P Toynton, A Ryan and K Richardson be the representatives for the Villages Committee, with Councillor P Toynton being the Chairperson.
3. That Councillors P Wells and J Cowley be the representatives for the Youth Council, with Councillor P Wells being the Chairperson.
4. That Councillors R Ivey and J Black be the representatives for the Renewable Energy Zone Benefit Committee, with Councillor R Ivey being the Chairperson.
5. That Councillors S Chowdhury and M Wright be the representatives for the Sister City Committee, with Councillor M Wright being the Chairperson.
6. That Councillors M Wright and S Chowdhury be the representatives for the Multicultural Advisory Committee, with Councillor S Chowdhury being the Chairperson.
7. That the above representatives will serve on the Council Community Committees for the duration of the Council term.
8. That the Expressions of Interest for the Renewable Energy Zone Benefit Committee and Multicultural Advisory Committee remain open until such time that the Committee is functioning as intended.

CARRIED

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

Against: M Dickerson

CSC25/8 DRAFT COUNCIL POLICY - CODE OF MEETING PRACTICE - RESULTS OF PUBLIC EXHIBITION (ID25/128)

The Committee had before it the report dated 29 January 2025 from the Governance Team Leader regarding Draft Council Policy - Code of Meeting Practice - Results of Public Exhibition.

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

MOTION

That the draft Council Policy, Code of Meeting Practice, as attached at Appendix 1, be adopted.

CARRIED

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

Against: Nil

**CSC25/9 DRAFT COUNCIL POLICY - PAYMENT OF EXPENSES AND PROVISION OF
FACILITIES FOR THE MAYOR AND COUNCILLORS - RESULTS OF PUBLIC
EXHIBITION (ID25/130)**

The Committee had before it the report dated 30 January 2025 from the Governance Officer regarding Draft Council Policy - Payment of Expenses and Provision of Facilities for the Mayor and Councillors - Results of Public Exhibition.

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

MOTION

That the draft Council Policy, Payment of Expenses and Provision of Facilities for the Mayor and Councillors, as attached at Appendix 1, be adopted.

CARRIED

For: Councillors J Black, L Butler, S Chowdhury, J Cowley, M Dickerson, R Ivey, A Ryan, 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 comes within the following provisions of the Act:

- *IPEC25/9 – Annual Bitumen Resealing Program 2024/2025 – Tender Recommendation* (Section 10A(2)(c)) – information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.
- *CCC25/6 – Tender for the Construction of Teamsters Park Multi-Use Courts* - (Section 10A(2)(c)) – information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.
- *CSC25/10 – Dubbo Regional Airport Airline Regular Passenger Transport (RPT) Fees and Charges 2025/2026* (Section 10A(2)(d)(ii)) - information that would, if disclosed, confer a commercial advantage on a competitor of the Council.

There were no submissions as to whether the meeting should be closed for these items.

At this juncture it was moved by Councillor S Chowdhury and seconded by Councillor P Wells that the Committee resolves into Closed Session, the time being 7:08pm.

At this juncture Councillor M Dickerson left the meeting.

At this juncture it was moved by Councillor J Cowley and seconded by Councillor S Chowdhury that the Council resolves into open session, the time being 7:23pm.

The open session resumed at 7:23pm.

The Governance Officer displayed the resolutions made in the closed session:

**IPEC25/9 ANNUAL BITUMEN RESEALING PROGRAM 2024/2025 – TENDER
RECOMMENDATION (CD24/9383) (ID24/2122)**

The Committee had before it the report dated 29 January 2025 from the Operations Coordinator West regarding Annual Bitumen Resealing Program 2024/2025 – Tender Recommendation (CD24/9383).

Moved by Councillor R Ivey and seconded by Councillor S Chowdhury.

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 S Chowdhury and seconded by Councillor P Wells.

MOTION

1. That the contract for the 'Annual Bitumen Resealing Program 2024/2025' be awarded to Austek Sprayseal Pty Ltd in accordance with Local Government Act 1993 Section 55 (3) for an upper limit amount of \$1,835,339 (incl GST).
2. That Council delegate the Chief Executive Officer to approve the extension options for this contract if required.
3. That Council delegate the Chief Executive Officer to approve contract variations for this contract subject to budget limitations.
4. That all documentation in relation to this matter remain confidential to Council.
5. That all documentation in relation to this matter be signed under the Common Seal of Council.

CARRIED

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

Against: Nil

Councillor M Dickerson was absent from the room and did not vote.

**CCC25/6 TENDER FOR THE CONSTRUCTION OF TEAMSTERS PARK MULTI-USE COURTS
(ID25/94)**

The Committee had before it the report dated 25 January 2025 from the Manager Recreation and Open Spaces regarding Tender for the Construction of Teamsters Park Multi-use Courts.

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

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 R Ivey and seconded by Councillor P Wells.

MOTION

1. That L-Don Sporting be awarded the re-construction of Teamsters Park Multi-use Courts for \$335,115 (inc gst) in accordance with Clause 178 (1) of the Local Government (General) Regulation 2021.
2. That all documentation in relation to this matter be signed under the Common Seal of Council.
3. That all documentation in relation to this matter remain confidential to Council.

CARRIED

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

Against: Nil

Councillor M Dickerson was absent from the room and did not vote.

**CSC25/10 DUBBO REGIONAL AIRPORT AIRLINE REGULAR PASSENGER TRANSPORT (RPT)
FEES AND CHARGES 2025/2026 (ID25/99)**

The Committee had before it the report dated 28 January 2025 from the Manager Airport Strategy and Operations regarding Dubbo Regional Airport Airline Regular Passenger Transport (RPT) Fees and Charges 2025/2026.

Moved by Councillor S Chowdhury 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 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 M Wright and seconded by Councillor P Wells

MOTION

1. That the draft 2025/2026 Fees and Charges reflect an increase of 2.9% for Passenger Fees and Charges at Dubbo Regional Airport, to \$20.01.
2. That the draft 2025/2026 Fees and Charges reflect an increase of 2.9% for Regular Passenger Transport Passenger Fees per passenger for Western Ports at Dubbo Regional Airport, to \$4.47.
3. That the Chief Executive Officer formally advise all airlines of proposed Passenger Fees and Charges.
4. That Passenger Fees and Charges transition into a Price On Application item in the public Fees and Charges Budget and remain confidential.
5. That all other fees relating to Dubbo Regional Airport and Wellington Aerodrome and Recreation Park, including security fees and general aviation landing fees, be considered as part of the broader annual Revenue Policy and Fees and Charges review process.

CARRIED

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

Against: Nil

Councillor M Dickerson was absent from the room and did not vote.

The meeting closed at 7.24pm

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CHAIRPERSON