



# REPORT

## CORPORATE SERVICES COMMITTEE

### 11 MARCH 2025

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

**ALSO IN ATTENDANCE:** The Chief Executive Officer, the Director Organisational Performance, the Governance Team Leader, the Governance Officer, the Director Strategy, Partnerships and Engagement, 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 Director Infrastructure, the Manager Operations Water Supply and Sewerage, the Director Community, Culture and Places and the Manager Recreation and Open Space.

Councillor K Richardson assumed the chair of the meeting.

The proceedings of the meeting commenced at 6:28pm at the Dubbo Civic Administration Building, Council Chamber.

#### **CSC25/11 LEAVE OF ABSENCE (ID25/165)**

Requests for leave of absence were received from Councillor R Ivey and P Wells who were absent from the meeting due to personal reasons.

Moved by Councillor A Ryan and seconded by Councillor M Wright.

#### **MOTION**

**That such requests for leave of absence be accepted and Councillor R Ivey and P Wells be granted leave of absence from this meeting.**

**CARRIED**

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

**Against:** Nil

#### **CSC25/12 CONFLICTS OF INTEREST (ID25/164)**

There were no Conflicts of Interest declared.

**CSC25/13      REVIEW OF 2023-2027 COMMUNITY ENGAGEMENT STRATEGY (INCLUDING COMMUNITY PARTICIPATION PLAN) IN RESPONSE TO LEGISLATIVE AND POST-ELECTION REQUIREMENTS (ID25/326)**

The Committee had before it the report dated 28 February 2025 from the Manager Customer Experience and Engagement regarding Review of 2023-2027 Community Engagement Strategy (including Community Participation Plan) in response to Legislative and Post-Election requirements.

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

**MOTION**

1. That the amended 2023-2027 Community Engagement Strategy (including the Community Participation Plan) be endorsed for public exhibition.
2. That the amended 2023-2027 Community Engagement Strategy (including the Community Participation Plan) be placed on public exhibition for a minimum of 28 days.
3. That following the public exhibition and community consultation, a further report be presented to Council, including the consultation outcomes, for consideration.

**CARRIED**

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

**Against:** Nil

**CSC25/14      COUNCIL COMMUNITY COMMITTEES – TERMS OF REFERENCE AND DETERMINATION OF COUNCILLOR REPRESENTATION (ID25/265)**

The Committee had before it the report dated 26 February 2025 from the Director Strategy Partnerships and Engagement regarding Council Community Committees – Terms of Reference and Determination of Councillor Representation.

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

**MOTION**

1. That Council note the information contained within the report of the Director Strategy Partnerships and Engagement, dated 26 February 2025.
2. That the Draft Terms of Reference and Code of Meeting Practice documents (Appendices 1 to 6) regarding the listed Council Community Committees be endorsed for the purpose of adoption by their respective committees:
  - a) Wellington Town Committee;
  - b) Villages Committee;
  - c) Youth Council;
  - d) Renewable Energy Zone Benefit Committee;
  - e) Sister City Committee; and
  - f) Multicultural Advisory Committee.

3. That a minimum of two Councillor representatives be determined for each of the Council Community Committees.
4. That the above representatives will serve on the Council Community Committees for the duration of the Council term.
5. That all Council Community Committees, at their first meetings, adopt the Terms of Reference and Code of Meeting Practice, elect a chairperson from the Councillor representatives, and be presented with an introduction and induction to Council Community Committee meeting operations.
6. That clause 3.14 of the Code of Meeting Practice (within the Terms of Reference) for all Council Community Committees be amended as follows: One of the Councillor representatives will be elected as chairperson at the first meeting of the committee.

**CARRIED**

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

**Against:** Nil

**CSC25/15 LAND CLASSIFICATION - PART OF 43 WHITE STREET AND LOT 4391  
DP1294801, DELTA ROAD, DUBBO (ID24/2357)**

The Committee had before it the report dated 5 December 2024 from the Property Services Team Leader regarding Land Classification - Part of 43 White Street and Lot 4391 DP1294801, Delta Road, Dubbo.

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

**MOTION**

1. That upon acquisition and completion of the public notification provisions under s34 of the *Local Government Act 1993*, the following properties are to be classified as 'operational land' in accordance with the *Local Government Act 1993*:
  - i. 43 White Street, Dubbo being proposed Lot 12 on DP1243994; and
  - iii. Delta Road, Dubbo being Lot 4391 on DP1294801.
2. That the Chief Executive Officer be delegated authority to execute any documents necessary to effect resolution no. 1.

**CARRIED**

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

**Against:** Nil

**CSC25/16 CHANGE OF DATE FOR 25 NOVEMBER 2025 ORDINARY COUNCIL MEETING  
DUE LOCAL GOVERNMENT NSW ANNUAL CONFERENCE (ID25/6)**

The Committee had before it the report dated 7 January 2025 from the Manager Corporate Governance regarding Change of date for 25 November 2025 Ordinary Council Meeting due Local Government NSW Annual Conference.

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

**MOTION**

**That the November Ordinary Council meeting be held at the Wellington Council Chambers on Tuesday 18 November 2025 commencing at 5.30pm.**

**CARRIED**

**For:** Councillors J Black, L Butler, S Chowdhury, J Cowley, M Dickerson, K Richardson, A Ryan, P Toynton 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:

- CSC25/17 – License for Bureau of Meteorology - *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)).*

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

At this junction it was moved by Councillor J Cowley and seconded by Councillor P Toynton that the Committee resolves into Closed Session, the time being 6:36 pm.

The Open Session resumed at 6:39pm.

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

**CSC25/17 LICENCE FOR BUREAU OF METEOROLOGY (ID25/260)**

The Committee had before it the report dated 26 February 2025 from the Manager Airport Strategy and Operations regarding Licence for Bureau of Meteorology.

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

**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)).**

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

**MOTION**

1. That Dubbo Regional Council enter into a Licence Agreement with the Commonwealth of Australia represented by the Bureau of Meteorology for 10 years with an Option to renew for a further 10 years, being a term of 20 years in total at Dubbo Regional Airport commencing from the date of execution.
2. That Council delegate authority to Chief Executive Officer to negotiate the other terms of the Licence Agreement, including the amount of rent which may be the subject of a grant for financial assistance under s356 of the *Local Government Act 1993*.
3. That any necessary documentation in relation to this matter be executed under the Common Seal of Council.
4. That the information contained within this report remain confidential to the Council.

**CARRIED**

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

**Against:** Nil

The meeting closed at 6:41pm.

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CHAIRPERSON