

# Community Update

## 12 January 2022

### Positions Vacant

For full details and to apply for a position below, please visit [here](#).

#### Coordinator Assets - Water, Sewerage and Drainage

**Salary range** \$104,106 - \$120,763 p.a. plus superannuation  
**Contact Officer** Shaun Robinson 4868 0888  
**Closing date** Sunday 16 January

#### Human Resources Business Partner

**Salary range** \$87,928 - \$101,998 p.a. plus superannuation  
**Contact Officer** Marissa Racomelara 4868 0888  
**Closing date** Sunday 16 January

#### Place Liaison Officer

**Salary range** \$75,775 - \$87,899 p.a. plus superannuation  
**Contact Officer** Marissa Racomelara 4868 0888  
**Closing date** Sunday 16 January

### Tenders

#### SPORTS LIGHTING UPGRADES, BOWRAL NSW TENDER FILE NO: RFT 6330/22.1

**Description:** Council (the Principal) is seeking Tenders from appropriately qualified and experienced Contractors to supply and install upgraded LED lighting systems at the Eridge Park Net Ball Courts and at Loseby Park in Bowral, NSW.

**Tender Briefing/ Site Inspection:** There will be a **non-mandatory** site inspection at 9:00am on Thursday, 20 January 2022 commencing at Loseby Park, 2A Park Road, Bowral NSW.

**Deadline:** Tender closes 10:00am Tuesday, 15 February 2022.

**Obtaining Documentation:** Tender documents may be obtained at no cost by going to Council's electronic tendering website [tenders.nsw.gov.au/nsw/](https://tenders.nsw.gov.au/nsw/) and entering the RFT number in the search box under Current Tenders, or by going to Council's website and selecting Tenders & Expressions of Interest on the Council tab.

**Requests for Information Regarding the Proposed Contract:** Please contact Council's Procurement area by email: [procurement@wsc.nsw.gov.au](mailto:procurement@wsc.nsw.gov.au) or phone: (02) 4868 0888.

**Lodgement:** Tenders may be lodged on-line at [tenders.nsw.gov.au/nsw/](https://tenders.nsw.gov.au/nsw/) by going to the RFT web page and clicking on "Lodge a Response".

Submissions by hand or post must clearly state the RFT number and name and be lodged in the tender box on the ground floor at:

Wingecarribee Shire Council Civic Centre  
68 Elizabeth Street  
or PO Box 141  
Moss Vale 2577

*Canvassing of any Council members or officers will disqualify tenderers from the tender process.*

### On Exhibition

#### DISABILITY INCLUSION ACTION PLAN - ONLINE SURVEY

Council is developing the next Disability Inclusion Action Plan which will guide our work to improve access and inclusion for people with a disability.

We want to continue our commitment to supporting and improving access and inclusion to Council service and facilities.

Our Disability Inclusion Action Plan will focus on three key areas:

- Attitudes & Behaviours - Promoting positive attitudes and behaviours toward people with disability.
- Liveability - Making improvements to ensure our community is easier to live in and get around.
- Employment Opportunities - Supporting access to meaningful employment opportunities at council and encouraging employers in Wingecarribee to employ people with disability.

We want to reach out to everyone who may not be aware that this survey is active or even exists. Please forward to all of your contacts within the disability sector which will hopefully engage as many people as possible within our shire as well as yourselves. Council are also asking for our community to be part of focus groups which will be run February 2022.

Please visit [here](#) to complete the survey. The deadline is **9am Friday 4 February 2022**.

#### COMMUNITY ADVISORY AND SECTION 355 COMMITTEE REVIEW

At its meeting on 8 December 2021, Council endorsed the Community Advisory and Section 355 Committee Review.

In July 2021, the Interim Administrator requested a review of Council's Committees be undertaken in preparation for a new Council (then scheduled for election in September 2021).

The following process was to be undertaken:

- Review Council's Committee structure and Committee Manual
- Review of a sample of Committee agendas and minutes

- Consult with both current and past members of the Committees together with other key stakeholders to obtain their views
- Consult with internal stakeholders including technical officers and support staff to obtain their views
- Prepare a Report for consideration by the General Manager and Council.
- Consider other committees supported by Council such as the Local Planning Panel and Audit, Risk and Improvement Committee.

The following Committees were to be considered:

- All Standing Committees of Council
- All Section 355 Management Committees
- Other Committees facilitated by Council such as the Local Planning Panel and the Audit, Risk and Improvement Committee

The Review of the Community Advisory and Section 355 (Facility) Management Committees was undertaken over the August – November 2021 period. The Review was led by an independent expert with many decades of experience in working with community advisory committees in large Sydney councils and experience in undertaking similar reviews in other councils, including in the regions.

The Review process also engaged with staff and community representatives from the voluntary S355 (Community Facility) Management Committees, seeking their input on the strengths and weaknesses of the current system and opportunities for change and improvement. At the meeting held on 8 December, Council resolved:

#### THAT

1. The recommendations contained in the Community Advisory and Section 355 Committee Review be endorsed for community consultation.
2. The Community Advisory and Section 355 Committee Review be placed on Public Exhibition from 10 December to 28 February 2022.
3. Staff further engage with stakeholders and seek feedback on the recommendations of the Review.
4. A further report be prepared at the conclusion of the exhibition period, considering the feedback received and proposing a forward plan for implementation.

Have your say on the Community Advisory and Section 355 Committee Review by **4.30pm Monday 28 February 2022**.

Check out the [Committee Review Final Report](#). Complete an [online submission form](#), send your thoughts to [mail@wsc.nsw.gov.au](mailto:mail@wsc.nsw.gov.au) or post to PO Box 141, Moss Vale 2577 to be received by 4.30pm Monday 28 February 2022.

## MEDWAY COMMUNITY FUNDING REQUEST

At its meeting on 8 December, Council considered a report to provide Medway Community with funding to assist their village in becoming an incorporated association.

Medway residents are seeking to make improvements to their village but are unable to apply for funding until they become an incorporated association. Medway residents have written to Council to seek financial assistance to set up an incorporated association.

At the meeting held on 8 December 2021, Council resolved:

THAT Council undertake a 28-day public notification period to provide a one-off grant of \$1,500 to assist the Medway community become an incorporated organisation, in accordance with Section 356 of Local Government Act 1993.

### Is this supported by the community?

Share your thoughts on the Medway Community Funding Request by **9am Thursday 13 January 2022** via:

- an [online submission form](#),
- email to [mail@wsc.nsw.gov.au](mailto:mail@wsc.nsw.gov.au), or
- post to Wingecarribee Shire Council, PO Box 141, Moss Vale 2577

## CODE OF MEETING PRACTICE AMENDED

On 24 November 2021, Council endorsed an amended Code of Meeting Practice ('amended Meeting Code') for public exhibition.

Council's Meeting Code was initially adopted on 12 June 2019. It was developed based on the Model Code of Meeting Practice for Local Councils in NSW ('Model Meeting Code'), prescribed under section 360(1) of the Local Government Act 1993 ('the Act') and clause 232 of the Local Government (General) Regulation 2005.

The Model Meeting Code sets out mandatory provisions that a council must include in its code of meeting practice, as well as several non-mandatory provisions that a council may, but is not required to, include. The non-mandatory provisions reflect what the Office of Local Government sees as being best practice for the relevant aspect of Council meetings. Councils can also include supplementary provisions in their codes of meeting practice, so long as those provisions are not inconsistent with the mandatory provisions provided by the Model Meeting Code.

The amended Meeting Code is consistent with recent decisions of Council, and improves transparency and openness with respect to pre-meeting briefing sessions and other information sessions.

### The amended Meeting Code:

- amends timing of ordinary Council meetings at clause 3.1
- inserts statement of ethical obligations at clause 3.23
- amends pre-meeting briefing session at clause 3.32 and inserts clause 3.34
- inserts clause 4.2 in holding a public forum
- removes publication of written, visual or audio material

- amends Attendance by Councillors at meetings at clause 5.2
- inserts meetings held by audio visual link at clause 5.15 through to 5.29
- amends webcasting of meetings at clause 5.33 and inserts clauses 5.34 through to 5.38
- inserts clause 5.43, attendance of the General Manager and other staff at meetings
- inserts obligations of Councillors attending meetings via audio-visual link at clause 14.20
- inserts how disorder by Councillors attending meetings by audio-visual link
- may be dealt with at clause 15.20 and clause 15.21
- amends use of mobile phones and the unauthorised recording of meetings at clause 15.24
- inserts conflict of interest at clause 16.2

### Have your say on the amended Meeting Code by 4.30pm Monday 17 January 2022.

- Check out the Council report and amended Code of Meeting Practice in the [document library](#). Changes made to the document are shown in purple or strikethrough text.
- Complete an [online submission form](#), send your thoughts to [mail@wsc.nsw.gov.au](mailto:mail@wsc.nsw.gov.au) or post to PO Box 141, Moss Vale 2577 to be received by 4.30pm Monday 17 January 2022.
- [Ask us a question](#) below or contact the Corporate Strategy and Governance Team on 02 4868 0888

## Public Notices

### PHOTOVOICE BOOK

Have you got your hands on a copy of PhotoVoice yet?

PhotoVoice is an amazing coffee table book that celebrates the resilience and renewal of the Southern Highlands following the 2019/20 Black Summer Bushfires.

All funds raised from the sale of the book will be returned to impacted families.

Get your copy here:

<https://shfoundation.org.au/product/photovoice/>

### NAMING OF ROAD

Roads Act 1993, Section 162  
Roads (general) Regulation 2000

#### Proposed Name: KESTREL PLACE

New cul-de-sac road off Greasons Road, Bundanoon To service sixteen lot subdivision of Lots 37 and 38 DP 9134.

**Closing date:** close of business Friday 14<sup>th</sup> January 2022

File No. 7810/12  
Contact Officer: Jan Giblin

Any objections must be in writing, and should fully explain the reasons for the objection to the proposed road name. Objections may be submitted

to the General Manager up to **close of business on the designated day listed above.**

## CALLING ALL YOUNG BUDDING ARTISTS! COULD YOU BE THE CREATOR OF OUR VERY FIRST RESILIENCE CHARACTER FOR THE WINGECARRIBEE?

Do you love drawing or creating characters? Would you love to see your creation come to life and be featured in future communications across the shire? Then this competition is for you!

Following the recovery from the 2019/20 Bushfires, Council will be working with all communities to promote resilience and are looking to create a 'character' that will be easily recognisable and become well known through Council promotions and publicity. Council is looking for a young person (18 years of age or under) to create a character, this could be a person or animal, it could be our very own Wingecarribee superhero, just let your imagination go wild!

1st Prize - Drawing classes with local business 'Art Newbs' valued at \$250 plus you will have bragging rights with your character to be featured in recovery & resilience communications across the Wingecarribee.

The runner up will receive a \$100 'Arthead' gift Voucher.

**What you need to do:** Simply take a photo of your creation, don't forget to give your character a name and send it through to [communityrecovery@wsc.nsw.gov.au](mailto:communityrecovery@wsc.nsw.gov.au) and ensure you have read and understood our Terms and Conditions.

Competition closes **Friday 28 January at 4pm.**

For more info please click [here](#)

THANKS FOR ENTERING AND GOOD LUCK!

## Council Meetings

There will be an extraordinary Council meeting on Wednesday 19 January 2022 commencing at 3:30pm.

The next ordinary Council meeting will be held on Wednesday 9 February 2022 commencing at 3:30pm.

Due to COVID-19 restrictions, public gallery seating will be restricted. Tickets will be available online and are restricted to one per person, until the allocation has been exhausted. Any persons wishing to attend must register their attendance on entry via the sign-in QR code and wear a face-mask for the duration of the meeting.

Council meetings will be live streamed via the [Council's website](#).

## Connecting with Council

- [mail@wsc.nsw.gov.au](mailto:mail@wsc.nsw.gov.au)
- 02 4868 0888 (24-hour Contact Centre)
- PO Box 141, Moss Vale NSW 2577
- Civic Centre, 68 Elizabeth Street, Moss Vale

Privacy Clause: The lodging of a(n) submission/comment/objection is voluntary. Any information provided to Council will be used by Council or its agents to process this application/matter. Information you provide can be accessed by you and may also be available to third parties, including members of the public.