

MINUTES

Ordinary Meeting of Council



Wingecarribee
SHIRE COUNCIL



We're with you

Wednesday 18 October 2023

Council Chambers

Wingecarribee Shire Council Civic Centre

68 Elizabeth Street, Moss Vale

The meeting commenced at 3:49pm

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 OCTOBER 2023**

1	OPENING OF THE MEETING	4
2	ACKNOWLEDGEMENT OF COUNTRY	4
4	APOLOGIES	5
5	ADOPTION OF MINUTES OF PREVIOUS MEETING	5
6	DECLARATIONS OF INTEREST	5
7	ADMINISTRATOR MINUTES	5
	7.1 Nil	5
8	GENERAL MANAGER	5
	8.1 Nil	5
9	REPORTS	6
	9.1 Audit Risk And Improvement Committee Annual Report 2022/2023	6
	9.2 Community And Recreation Facilities Study And Strategy - Post Public Exhibition	8
	9.3 Environment And Climate Change Strategy - Draft For Public Exhibition	11
	9.4 Draft Bus Shelter Advertising Policy - Post Public Exhibition	12
	9.5 Public Interest Disclosure Policy For Adoption	13
	9.6 Bowral Memorial Hall Upstairs Office Space And Sutton Forest Hall Schedule Of Fees And Charges For Hire - Post Exhibition Report	14
	9.7 Proposed Road Closures	15
	9.8 Sale Of Surplus Operational Land	16
	9.9 Facility Cleaning Services For Council Building Assets In The Shire Excluding The Civic Centre - Tender Evaluation Report	17
	9.10 15 Parkes Road And Lackey Park Moss Vale - Stormwater Network	19
	9.11 Disclosure Of Interest Returns - Tabling Of Disclosures By Administrator And Designated Persons	20
	9.12 Number Of Councillors For 2024-2028 Term Of Office	21
	9.13 Investments Report - September 2023	22
	9.14 Community Reference Panel - September 2023 Meeting Minutes	23

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 OCTOBER 2023**

9.15 Audit, Risk And Improvement Committee September 2023 Meeting Minutes24

9.16 SA1.1 Community Resilience Small Grants Program.....25

10 QUESTIONS TAKEN ON NOTICE27

10.1 Councillors' Obligation To Maintain Records27

11 MEETING CLOSURE.....28

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 OCTOBER 2023**

MINUTES OF THE ORDINARY MEETING OF WINGECARRIBEE SHIRE COUNCIL HELD IN COUNCIL CHAMBERS, CIVIC CENTRE, ELIZABETH STREET, MOSS VALE ON 18 OCTOBER 2023 COMMENCING AT 3:49 PM.

Present: Administrator Mr Viv May

In Attendance:

General Manager	Ms Lisa Miscamble
Director Corporate Strategy and Resourcing	Ms Carmel Foster
Director Communities and Place	Mr Adan Davis
Director Service and Project Delivery	Ms Karin Targa
Executive Manager Business Transformation	Mr Pav Kuzmanovski
Acting Chief Financial Officer	Mr Carl Conrad
Manager Governance and Corporate Performance	Ms Danielle Lidgard
Manager Assets	Mr Shaun Robinson
Manager Shire Presentation	Mr Greg Bray
Manager Environment and Sustainability	Mr Barry Arthur
Manager Business and Property	Mr Salomon Kloppers
Manager Community Life and Libraries	Ms Kathryn Baget-Juleff
ICT Support Officer	Mr Marcellino Derby
Governance Officer	Ms Michelle Gordon

Also in Attendance:

Chair Audit, Risk and Improvement Committee	Mr Stephen Horne
Associate Director Astrolabe Group	Ms Tina Chappel

1 OPENING OF THE MEETING

The Administrator, Mr Viv May PSM, opened the meeting and welcomed members of the public and the press.

2 ACKNOWLEDGEMENT OF COUNTRY

The Administrator, Mr Viv May PSM acknowledged country:

“Wingecarribee Shire Council acknowledge the Gundungurra and Tharawal people as the traditional custodians of this land we now call the Wingecarribee Shire. I pay my respect to Elders both past, present and emerging. I would also like to extend that respect to all Aboriginal and Torres Strait Islanders present here or watching today.”

“As Administrator I will undertake the duties of the Office of Administrator in the best interests of the people of the Wingecarribee Shire Council area and to act faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgement.

I am committed to the declaration of conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting, in accordance with the Code of Conduct and Code of Meeting Practice.”

4 APOLOGIES

Nil.

5 ADOPTION OF MINUTES OF PREVIOUS MEETING

MN 2023/513

MOTION *moved by Administrator*

THAT the minutes of the Ordinary Meeting of Council held on 20 September 2023 MN 2023/480 to MN 2023/512 inclusive, be adopted as a correct record of the proceedings of the meeting.

DECLARED CARRIED BY THE ADMINISTRATOR

6 DECLARATIONS OF INTEREST

Nil.

7 ADMINISTRATOR MINUTES

Nil.

8 GENERAL MANAGER

Nil.

9 REPORTS

9.1 Audit Risk and Improvement Committee Annual Report 2022/2023

Report Author: Danielle Lidgard
Manager Governance and Corporate Performance

Authoriser: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council note the 2022/2023 Audit, Risk and Improvement Committee Annual Report.

MN 2023/514

MOTION moved by Administrator

THAT Standing Orders be suspended in order for Stephen Horne, Chair of the Audit, Risk and Improvement Committee to address Council on Item 9.1 Audit Risk and Improvement Committee Annual Report 2022/2023.

DECLARED CARRIED BY THE ADMINISTRATOR

Mr. Stephen Horne, Chair Audit, Risk and Improvement Committee addressed the meeting.

MN 2023/515

MOTION moved by Administrator

THAT Standing Orders be resumed.

DECLARED CARRIED BY THE ADMINISTRATOR

MN 2023/516

MOTION moved by the Administrator

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 OCTOBER 2023**

THAT Council note the 2022/2023 Audit, Risk and Improvement Committee Annual Report and thank the Chair Mr Horne for his attendance.

DECLARED CARRIED BY THE ADMINISTRATOR

9.2 Community and Recreation Facilities Study and Strategy - Post Public Exhibition

Report Author: Shaun Robinson
Manager Assets

Authoriser: Karin Targa
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council adopt the Community and Recreation Facilities Strategy and accompanying Study.
2. A review of the Lackey Park Regional Sporting Hub masterplan is undertaken for purpose (a) and (b) below, and a further update be reported to Council in April 2024:
 - a. Ensuring that the upgrade of Lackey Park to a multi-use site includes facilities of a more suitable size and scale.
 - b. Decoupling the Southern Highlands Indoor Sports Hub project from the Lackey Park upgrade.
3. A business case be developed for the provision of a multi-purpose indoor sporting facility in the Mittagong precinct of the Shire, and a further update be reported to Council in April 2024.
4. Mittagong Pool is permanently closed.
5. An Aquatics Plan be developed that covers (a), (b) and (c) below, and a further update be reported to Council in April 2024.
 - a. A business case for a regional aquatic centre and leisure facility in the Mittagong precinct of the Shire
 - b. Cost benefit and operational analysis of Bowral and Bundanoon Swimming Centres
 - c. Decommissioning program of Mittagong Pool and future use of the site
6. Council write to all those who made submissions through the public exhibition period, thanking them for their contribution and advising of the adopted outcomes.

MN 2023/517

MOTION moved by Administrator

THAT Standing Orders be suspended in order for Ms Tina Chappel of the Astrolabe Group address Council on 9.2 Community and Recreation Facilities Study and Strategy - Post Public Exhibition.

DECLARED CARRIED BY THE ADMINISTRATOR

The General Manager addressed the meeting.

Ms Tina Chappel of the Astrolabe Group addressed the meeting and made the attached presentation.

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 OCTOBER 2023**

<https://www.wsc.nsw.gov.au/files/assets/public/v/1/council/meeting-minutes/2023/18-october-2023/astrolabe-presentation-re-item-9.1-community-and-recreation-facilities-study-and-strategy-post-public-exhibition.pdf>

MN 2023/518

MOTION moved by Administrator

THAT Standing Orders be resumed.

DECLARED CARRIED BY THE ADMINISTRATOR

The Manager Assets addressed the meeting.

The meeting was adjourned at 4:44pm due to a technical issue with the platform that Council uses for minutes.

The meeting resumed at 5:01 pm

The General Manager addressed the meeting and tabled the attached correspondence in relation to the item.

<https://www.wsc.nsw.gov.au/files/assets/public/v/1/council/meeting-minutes/2023/18-october-2023/taled-correspondence-barcicki-mv-basketball-association-re-item-9.2-community-and-recreation-facilities-study-and-strategy-post-public-exhibition.pdf>

<https://www.wsc.nsw.gov.au/files/assets/public/v/1/council/meeting-minutes/2023/18-october-2023/taled-correspondence-lochhead-southern-highlands-water-polo-re-item-9.2-community-and-recreation-facilities-study-and-strategy-post-public-exhibition.pdf>

MN 2023/519

MOTION moved by the Administrator

THAT:

1. ***Council adopt the Community and Recreation Facilities Strategy and accompanying Study.***
2. ***A review of the Lackey Park Regional Sporting Hub masterplan is undertaken for purpose (a) and (b) below, and a further update be reported to Council in April 2024:***
 - a. ***Ensuring that the upgrade of Lackey Park to a multi-use site includes facilities of a more suitable size and scale.***
 - b. ***Decoupling the Southern Highlands Indoor Sports Hub project from the Lackey Park upgrade.***

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 OCTOBER 2023**

3. *A business case be developed for the provision of a multi-purpose indoor sporting facility in the Mittagong precinct of the Shire, and a further update be reported to Council in April 2024.*
4. *Mittagong Pool is permanently closed.*
5. *An Aquatics Plan be developed that covers (a), (b) and (c) below, and a further update be reported to Council in April 2024.*
 - a. *A business case for a regional aquatic centre and leisure facility in the Mittagong precinct of the Shire or at the Bowral Swimming Centre Site*
 - b. *Cost benefit and operational analysis of Bowral and Bundanoon Swimming Centres*
 - c. *Decommissioning program of Mittagong Pool and future use of the site*
6. *Council write to all those who made submissions through the public exhibition period, thanking them for their contribution and advising of the adopted outcomes.*
7. *The General Manager arrange for an information session to be scheduled to provide an overview of the Community and Recreation Facilities Strategy including the recommendations and precinct actions and how these will be taken forward under Council's Integrated Planning and Reporting Framework.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.3 Environment and Climate Change Strategy - Draft for Public Exhibition

Report Author: Karen Guymer
Coordinator Natural Resource Projects

Authoriser: Adan Davis
Director Communities and Place

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the draft Environment and Climate Change Strategy to be released for public consultation and placed on public exhibition for an extended eight (8) week period to allow extensive opportunity for the community to be informed and provide feedback.
2. A further report be presented to Council to consider submissions received during the public exhibition period and the adoption of the Environment and Climate Change Strategy.

The Manager Environment and Sustainability introduced the item.

The General Manager addressed the meeting and tabled the attached correspondence in relation to the item.

<https://www.wsc.nsw.gov.au/files/assets/public/v/1/council/meeting-minutes/2023/18-october-2023/taled-correspondence-white-winzero-re-item-9.3-environment-and-climate-change-strategy-draft-for-exhibition.pdf>

MN 2023/520

MOTION moved by the Administrator

THAT:

1. Council endorse the draft Environment and Climate Change Strategy to be released for public consultation and placed on public exhibition for an extended eight (8) week period to allow extensive opportunity for the community to be informed and provide feedback.
2. A further report be presented to Council to consider submissions received during the public exhibition period and the adoption of the Environment and Climate Change Strategy.

DECLARED CARRIED BY THE ADMINISTRATOR

9.4 Draft Bus Shelter Advertising Policy - Post Public Exhibition

Report Author: Shaun Robinson
Manager Assets

Authoriser: Karin Targa
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council does not adopt the draft Bus Shelter Advertising Policy due to lack of community support and commercial interest.

The Manager Assets introduced the item.

MN 2023/521

MOTION *moved by the Administrator*

THAT *Council does not adopt the draft Bus Shelter Advertising Policy due to lack of community support and commercial interest.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.5 Public Interest Disclosure Policy for Adoption

Report Author: Stephanie Salviejo
Coordinator Governance

Authoriser: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council adopt the Draft Public Interest Disclosure Policy.

The Manager Governance and Corporate Performance introduced the item.

MN 2023/522

MOTION moved by the Administrator

THAT Council adopt the Draft Public Interest Disclosure Policy.

DECLARED CARRIED BY THE ADMINISTRATOR

9.6 Bowral Memorial Hall Upstairs Office Space and Sutton Forest Hall Schedule of Fees and Charges for Hire - Post Exhibition Report

Report Author: Amanda McCullagh
Coordinator Property Services

Authoriser: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council adopts the Schedule of Fees and Charges for the hire of the office space located on the first floor of the Bowral Memorial Hall as exhibited.
2. Council not adopt the Fees and Charges for the hire of the hall space at the Sutton Forest Hall as exhibited and the relevant Fees and Charges be reconsidered in Council's 2024/2025 Schedule of Fees and Charges.
3. Imaginarta continue their occupation of the Sutton Forest Hall space under Licence Agreement until 30 June 2024.

The Manager Business and Property introduced the item.

MN 2023/523

MOTION moved by the Administrator

THAT:

1. Council adopts the Schedule of Fees and Charges for the hire of the office space located on the first floor of the Bowral Memorial Hall as exhibited.
2. Council not adopt the Fees and Charges for the hire of the hall space at the Sutton Forest Hall as exhibited and the relevant Fees and Charges be reconsidered in Council's 2024/2025 Schedule of Fees and Charges.
3. Imaginarta continue their occupation of the Sutton Forest Hall space under Licence Agreement until 30 June 2024.
4. The General Manager provide further details on the status of the arrangements with the Imaginarta, including their last audited financial statements (July 2022 to June 2023), attendance numbers at shows, lease arrangements including matters such as cleaning and maintenance requirements and the views of the wider Wingecarribee Shire community on options for usage of the hall.

DECLARED CARRIED BY THE ADMINISTRATOR

9.7 Proposed Road Closures

Report Author: Amanda McCullagh
Coordinator Property Services

Authoriser: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the application for closure and sale of:
 - a) part Main Street, Robertson;
 - b) part Charlotte Street, Robertson;
 - c) part Thomas Street, Mittagong;
 - d) part William Street, Mittagong; and
 - e) Charles Street, Mittagong.
2. Council give a minimum 28 days public notice of its intention to close the Council road reserves referred to item 1 above **AND THAT** if any objections are received a further report be forwarded to a future ordinary meeting of Council for determination of the road reserve to which the objection relates.
3. If there are no objections received by Council to a road reserve referred to item 1 above during the period of public consultation, than pursuant to Part 3 Division 3 of the *Road Act 1993*, Council as roads authority formally approve the closure **AND THAT** upon closure the newly created lots will be classified as Operational Land pursuant to the *Local Government Act, 1993*.
4. The General Manager and Administrator/Mayor be delegated authority to execute under the Common Seal of Council any agreement, plan, real property act dealing or other document in respect of the proposed closure and sale of the road reserves referred to in Resolution 1 above.
5. Authority be delegated to the General Manager to negotiate the sale and execute on behalf of Council any other document associated with the road closure and sale referred to in item 1 above which does not require the affixing of the Common Seal.

The Manager Business and Property introduced the item.

MN 2023/524

MOTION moved by Administrator

THAT the report be deferred to allow the Administrator to undertake site inspections.

DECLARED CARRIED BY THE ADMINISTRATOR

9.8 Sale of Surplus Operational Land

Report Author: Amanda McCullagh
Coordinator Property Services

Authoriser: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council undertake a 28 day public notification period in relation to the disposal of the following properties:

- a) 8 Ethridge Street Mittagong (being Lot 2 DP 860768 and Lot 2 Section 43 DP 1374)
- b) Wilkinson Street Berrima (being Lot 21 in DP 552150)

AND THAT if any objections are received in relation to a specific property above, a further report be forwarded to a future Ordinary Meeting of Council for determination regarding that particular property.

2. If there are no objections relating to a specific property during the period of public exhibition:
 - a) The General Manager be delegated authority to select a real estate agent to sell the property and negotiate with prospective purchasers within a ten per cent (10%) range of valuation in respect of the properties outlined in Item 1 above.
 - b) Council affix the Common Seal of Council to the Contracts for Sale for the properties outlined in Item 1 above AND THAT authority be delegated to the General Manager and Administrator/Mayor to execute the Contract for Sale.
 - c) Authority be delegated to the General Manager and Administrator/Mayor to execute on behalf of Council any documents associated with the sale of the properties outlined in Item 1 above that does not require the Common Seal of Council.
 - d) The net proceeds of sale from the sale of the properties outlined in Item 1 above be retained and held to establish Council's Property Portfolio in line with Council's Property Investment Policy and Property Investment Strategy.

The Manager Business and Property introduced the item.

It was noted that the Administrator and the Director Corporate Strategy and Resourcing undertook inspections of the sites on 17 October 2023.

MN 2023/525

MOTION moved by the Administrator

THAT no further action be taken into the Sale of Surplus Operational Land.

DECLARED CARRIED BY THE ADMINISTRATOR

9.9 Facility Cleaning Services for Council Building Assets in the Shire excluding the Civic Centre - Tender Evaluation Report

Report Author: Danielle Lidgard
Manager Governance and Corporate Performance

Authoriser: Karin Targa
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council:

1. Accepts the Tenders from the successful contractors to establish a panel contract for the provision Facility Cleaning Services to Council for an initial one (1) year Contract period, with provisions for three (3) x one (1) year extension options, under the following categories.
 - a. Category 1: Scheduled Cleaning Services
 - i. Principal Asset Services Pty Ltd
 - ii. Gavs Group Pty Ltd
 - iii. DSS Facilities Pty Ltd
 - iv. Boab Services Pty Ltd
 - v. Platinum Management Services Pty Ltd
 - b. Category 2: Ad-hoc Cleaning Services
 - i. Principal Asset Services Pty Ltd
 - ii. Gavs Group Pty Ltd
 - iii. Boab Services Pty Ltd
 - iv. Commercial Property Cleaning NSW Pty Ltd
 - v. Pacific Facility Services Pty Ltd
2. Note that the awarded contractors under this contract will be engaged in accordance with their tendered schedule of rates.
3. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.

The Manager Shire Presentation introduced the item.

MN 2023/526

MOTION moved by the Administrator

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 OCTOBER 2023**

THAT Council:

1. ***Accepts the Tenders from the successful contractors to establish a panel contract for the provision Facility Cleaning Services to Council for an initial one (1) year Contract period, with provisions for three (3) x one (1) year extension options, under the following categories.***
 - a. ***Category 1: Scheduled Cleaning Services***
 - i. ***Principal Asset Services Pty Ltd***
 - ii. ***Gavs Group Pty Ltd***
 - iii. ***DSS Facilities Pty Ltd***
 - iv. ***Boab Services Pty Ltd***
 - v. ***Platinum Management Services Pty Ltd***
 - b. ***Category 2: Ad-hoc Cleaning Services***
 - i. ***Principal Asset Services Pty Ltd***
 - ii. ***Gavs Group Pty Ltd***
 - iii. ***Boab Services Pty Ltd***
 - iv. ***Commercial Property Cleaning NSW Pty Ltd***
 - v. ***Pacific Facility Services Pty Ltd***
2. ***Note that the awarded contractors under this contract will be engaged in accordance with their tendered schedule of rates.***
3. ***Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.***

DECLARED CARRIED BY THE ADMINISTRATOR

9.10 15 Parkes Road and Lackey Park Moss Vale - Stormwater Network

Report Author: Shaun Robinson
Manager Assets
Authoriser: Karin Targa
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council receive and note this report.

The Manager Assets introduced the item.

MN 2023/527

MOTION moved by the Administrator

THAT Council receive and note this report.

DECLARED CARRIED BY THE ADMINISTRATOR

9.11 Disclosure of Interest Returns - Tabling of Disclosures by Administrator and Designated Persons

Report Author: Stephanie Salviejo
Coordinator Governance

Authoriser: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council note the tabling of the Annual Returns of Disclosure of Pecuniary Interests for 2022/2023.

The General Manager tabled the attached Register of Returns Disclosing Interests of the Administrator and Designated Persons 2023/23.

<https://www.wsc.nsw.gov.au/files/assets/public/v/1/council/meeting-minutes/2023/18-october-2023/taled-item-9.11-disclosure-of-interest-returns-tabling-of-disclosures-by-administrator-and-designated-persons.pdf>

MN 2023/528

MOTION moved by the Administrator

THAT Council note the tabling of the Annual Returns of Disclosure of Pecuniary Interests for 2022/2023.

DECLARED CARRIED BY THE ADMINISTRATOR

9.12 Number of Councillors for 2024-2028 Term of Office

Report Author: Stephanie Salviejo
Coordinator Governance

Authoriser: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council determine that the number of Councillors for the 2024-2028 term of office remain as 9 (including the Mayor) in accordance with section 224(2) of the *Local Government Act, 1993*.

The Manager Governance and Corporate Performance introduced the item.

MN 2023/529

MOTION moved by the Administrator

THAT Council determine that the number of Councillors for the 2024-2028 term of office remain as 9 (including the Mayor) in accordance with section 224(2) of the *Local Government Act, 1993*.

DECLARED CARRIED BY THE ADMINISTRATOR

9.13 Investments Report - September 2023

Report Author: Kim Mahon
Accounting Officer - Banking & Investments

Authoriser: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council receive and note this Cash Investment Report as at 30 September 2023.

MN 2023/530

MOTION moved by the Administrator

THAT Council receive and note this Cash Investment Report as at 30 September 2023.

DECLARED CARRIED BY THE ADMINISTRATOR

9.14 Community Reference Panel - September 2023 Meeting Minutes

Report Author: Danielle Lidgard
Manager Governance and Corporate Performance

Authoriser: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council note the meeting proceedings (minutes) from the Community Reference Panel meetings held on 21 September 2023.

MN 2023/531

MOTION *moved by the Administrator*

THAT *Council note the meeting proceedings (minutes) from the Community Reference Panel meetings held on 21 September 2023 and the General Manager arrange for director attendance on a rotating basis at panel meetings.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.15 Audit, Risk and Improvement Committee September 2023 Meeting Minutes

Report Author: Michelle Gordon
Governance Officer

Authoriser: Danielle Lidgard
Manager Governance and Corporate Performance

OFFICER'S RECOMMENDATION

THAT the Minutes of the Audit, Risk and Improvement Committee Meeting held on Thursday, 14 September 2023 be received and noted.

MN 2023/532

MOTION moved by the Administrator

THAT the Minutes of the Audit, Risk and Improvement Committee Meeting held on Thursday, 14 September 2023 be received and noted.

DECLARED CARRIED BY THE ADMINISTRATOR

9.16 SA1.1 Community Resilience Small Grants Program

Report Author: Corinne Buxton
Coordinator Community Development

Authoriser: Adan Davis
Director Communities and Place

OFFICER'S RECOMMENDATION

THAT:

1. Council provides a Community Resilience Small Grant to the following community organisations for the following amounts:
 - a. Bundanoon Folk Festival Association \$4,000
 - b. Bundanoon Community Association \$6,693.59
 - c. St Vincent de Paul Society NSW \$10,000
 - d. Hill Top Community Association \$5,000
 - e. Angels in Our Town \$10,000
 - f. Medway Community Association \$1,543.08
 - g. Berrima Residents Association \$4,700
 - h. Yerrinbool Village Group Incorporated \$6,810
 - i. River Road Creative Communities Inc, \$7,650
 - j. Quest For Life Foundation \$2,800
 - k. Penrose Community Association Inc. \$3,850
 - l. Wingello Village Association \$1,000
 - m. Burrawang Wildes Meadow Community Association Incorporated \$8,200
 - n. Country Women's Association of NSW – Exeter branch \$1,100
2. It be noted that a total of \$73,346.65 has been provided to successful applicants from the NSW Bushfire Community Recovery and Resilience Fund (BCRRF) project budget of \$73,360.
3. Successful applicants be advised in writing of the outcome of their application.
4. Unsuccessful applicants be advised in writing of the outcome of their application and provided feedback.

MN 2023/533

MOTION moved by Administrator

THAT:

1. *Standing Orders be suspended in order to consider one supplementary item.*
2. *In accordance with Clause 9.3(b) of the Code of Meeting Practice I move as a matter of urgency that supplementary item be considered:*
 - o SA1.1 Community Resilience Small Grants Program

DECLARED CARRIED BY THE ADMINISTRATOR

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 18 OCTOBER 2023**

The Manager Community Life and Libraries introduced the item.

MN 2023/534

MOTION moved by the Administrator

THAT:

1. ***Council provides a Community Resilience Small Grant to the following community organisations for the following amounts:***
 - a. ***Bundanoon Folk Festival Association \$4,000***
 - b. ***Bundanoon Community Association \$6,693.59***
 - c. ***St Vincent de Paul Society NSW \$10,000***
 - d. ***Hill Top Community Association \$5,000***
 - e. ***Angels in Our Town \$10,000***
 - f. ***Medway Community Association \$1,543.08***
 - g. ***Berrima Residents Association \$4,700***
 - h. ***Yerrinbool Village Group Incorporated \$6,810***
 - i. ***River Road Creative Communities Inc, \$7,650***
 - j. ***Quest For Life Foundation \$2,800***
 - k. ***Penrose Community Association Inc. \$3,850***
 - l. ***Wingello Village Association \$1,000***
 - m. ***Burrawang Wildes Meadow Community Association Incorporated \$8,200***
 - n. ***Country Women's Association of NSW – Exeter branch \$1,100***
2. ***It be noted that a total of \$73,346.65 has been provided to successful applicants from the NSW Bushfire Community Recovery and Resilience Fund (BCRRF) project budget of \$73,360.***
3. ***Successful applicants be advised in writing of the outcome of their application.***
4. ***Unsuccessful applicants be advised in writing of the outcome of their application and provided feedback.***

DECLARED CARRIED BY THE ADMINISTRATOR

MN 2023/535

MOTION moved by Administrator

THAT Standing Orders be resumed.

DECLARED CARRIED BY THE ADMINISTRATOR

10 QUESTIONS TAKEN ON NOTICE

10.1 Question taken on Notice: Councillors' Obligation to Maintain Records

Report Author: Stephanie Salviejo
Coordinator Governance

Authoriser: Carmel Foster
Director Corporate Strategy and Resourcing

BACKGROUND

At the September Ordinary Council Meeting, Council asked a question taken on notice:
regarding councillors' obligations to maintain records under the Records Act.

OFFICER'S RECOMMENDATION

THAT Council receive and note this report.

MN 2023/536

MOTION moved by the Administrator

THAT Council receive and note this report.

DECLARED CARRIED BY THE ADMINISTRATOR

11 MEETING CLOSURE

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 5:43pm