

MINUTES

Extraordinary Meeting of Council



We're with you

Wednesday, 27 March 2024

Council Chambers, Wingecarribee Shire Council Civic Centre
68 Elizabeth Street, Moss Vale

The meeting commenced at 3:30PM

**MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL
WEDNESDAY 27 MARCH 2024**

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**MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL
WEDNESDAY 27 MARCH 2024**

**MINUTES OF THE ORDINARY MEETING OF WINGECARRIBEE SHIRE COUNCIL HELD IN
COUNCIL CHAMBERS, CIVIC CENTRE, ELIZABETH STREET, MOSS VALE ON WEDNESDAY 27
MARCH 2024 COMMENCING AT 3:30 PM.**

Present:	Administrator	Mr Viv May PSM
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 Strategic Outcomes	Mr Deniz Kilic
	Executive Manager People and Culture	Ms Sally Samut
	Chief Financial Officer	Mr Pav Kuzmanovski
	Chief Information Officer	Mr George Harb
	Manager Assets	Mr Shaun Robinson
	Manager Governance and Corporate Performance	Ms Danielle Lidgard
	Manager Project Delivery	Mr Ned Tripkovic
	Manager Water Services	Mr Graeme Mellor
	Manager Communities Life and Libraries	Ms Kathryn Baget-Juleff
	Manager Development Assessment	Mr Jon Shillito
	Manager Environment and Sustainability	Mr Barry Arthur
	Manager Waste and Resource Management	Mr Clinton McAlister
	Senior Network Administrator	Mr Adam Berriman
	Governance Officer	Ms Paige Zelunzuk

1 OPENING OF THE MEETING

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

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.”

3 STATEMENT OF ETHICAL OBLIGATIONS

The Administrator stated:

“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 DECLARATIONS OF INTEREST

Nil.

5.1 ADMINISTRATOR MINUTE

5.1 Administrator Minute

MN 2024/68

MOTION *moved by the Administrator*

THAT *the Administrator Minute be noted.*

DECLARED CARRIED BY THE ADMINISTRATOR

6 REPORTS

6.1 Draft Operational Plan and Budget 2024/2025: Council Briefing

Report Author: **Manager Governance and Corporate Performance**
Authoriser: **Director Corporate Strategy and Resourcing**

OFFICER'S RECOMMENDATION

THAT: Council resolve to move into Committee of the Whole for a Council Briefing on Council's draft Operational Plan and Budget 2024/25.

MN 2024/69

MOTION moved by Administrator

THAT Standing Orders be suspended in order to move into Committee of the Whole to provide an opportunity for the management team to brief the Council and community on Item 6.1 Draft Operational Plan and Budget 2024/25: Council Briefing and that questions relating to the content of the briefing be heard from members of the community in attendance at the conclusion of staff presentations and recorded in the minutes.

DECLARED CARRIED BY THE ADMINISTRATOR

In accordance with section 373 of the Local Government Act 1993, Committee of the Whole was held and Council's management team provided a briefing on Council's Draft Operational Plan and Budget 2024/25. Community members in attendance asked questions and made comments in relation to the briefing.

The meeting was adjourned at 3.48PM so that the Administrator could briefly leave the Council chambers.

The meeting resumed at 3.52PM.

MN 2024/70

MOTION moved by Administrator

THAT Standing Orders be resumed.

DECLARED CARRIED BY THE ADMINISTRATOR

COMMITTEE OF THE WHOLE PROCEEDINGS IN BRIEF

As the General Manager's delegate, the Manager Governance and Corporate Performance addressed the meeting to advise, in accordance with clause 12.4 of Council's Code of Meeting Practice, that the proceedings from the Committee of the Whole were as follows:

1. Overview of the Presentation

Council's Management Team provided an overview of Council's Draft Operational Plan and Budget 2024/25 via the [attached presentation](#) including:

- Draft Budget and Capital Program for 2024-2025 and factors impacting the budget and capital program
- Council's principal activities and proposed initiatives for the 2024/25 financial year
- Next steps for the operational plan and budget process

2. The Administrator sought clarification regarding the following:

- Salary system budget reallocations
- Interest on investments and impact of state government funding for emergency works
- Digitisation of records and compliance with statutory requirements prior to administration
- Availability of cemetery records to the public
- Promotion of traineeship/apprenticeship opportunities
- Road condition survey and subsequent 1-4 year road works planning program
- Community Circles eligibility to apply for funding under Council's grants scheme
- The number of Development Control Plans across the Shire (14)

3. Members of the Community sought clarification or made comment regarding:

- Confirmation of the Penrose Road drainage upgrade project in the 2024/25 budget
- Possibility of funding for mountain bike trails at Welby to bring up to required standard
- Status of works at the Robertson School of Arts
- Importance of having a DCP to progress the Robertson Place Plan
- Implementation of pre-administration Special Rate Variation program
- Possibility of increasing water rates from 7.1% to 10% over 12 months
- Impact of land value increases on rates and Budget
- Promotion of water rate increase
- Focus on gaining efficiencies/improvements across the organisation
- Organisational readiness for the return of councillors
- Availability of Customer Experience Standards and Charter

4. Committee of the Whole Recommendations

There were no recommendations made during Committee of the Whole.

**MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL
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MN 2024/71

MOTION *moved by the Administrator*

THAT *the Council Briefing on Council's draft Operational Plan and Budget 2024/25 be noted.*

DECLARED CARRIED BY THE ADMINISTRATOR

7 MEETING CLOSURE

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 6.42PM