



The Hon. Shelley Hancock MP
Minister for Local Government

Ref: A787671

Mr Viv May PSM
Interim Administrator
Wingecarribee Shire Council
Email: interim.admin@wsc.nsw.gov.au

Dear Mr May

I have appointed Mr Ross Glover to hold a public inquiry into Wingecarribee Shire Council and to suspend the Council for a period no later than 30 days after the report of the public inquiry is provided to me.

The terms of reference for the Inquiry are:

To inquire into, and report upon, the following matters:

- 1. Whether members of Council's governing body fully understand their roles and responsibilities and have adequately, reasonably and appropriately carried out their roles and responsibilities during the current term of Council.*
- 2. Whether, during the current term of Council, there has been improper interference by the elected body of Council, or by individual councillors, in operational matters, with particular reference to staffing and planning functions.*
- 3. Whether members of Council's governing body have been and will continue to be in a position to direct and control the affairs of Council in accordance with the Local Government Act 1993 and to otherwise fulfil its statutory obligations.*
- 4. Any other matter that warrants inquiry, particularly those may impact on the effective administration of Council's functions and responsibilities or the community's confidence in the Council being able to do so.*

I have appointed you as Interim Administrator for the period during which the Council is suspended under section 438W of the Local Government Act 1993. Your role as Interim Administrator will continue to be:

- to perform the role and function of the governing body of the Council under the Local Government Act and any other Act.
- to exercise the role of the governing body and councillors identified in sections 223, 232 and 226 of the Local Government Act.

Thank you for your ongoing commitment to your role with Council.

Yours sincerely

The Hon. Shelley Hancock MP
Minister for Local Government

31 AUG 2021