

Record of Proceedings



Community Forum Monday 2 December 2019

The Community Forum commenced at 6.35pm and was held in the Council Chambers, 62-64 Menangle Street, Picton 2571.

WOLLONDILLY SHIRE COUNCIL

Record of Proceedings of the Community Forum held in the Council Chambers, 62-64 Menangle Street, Picton, on Monday 2 December 2019

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OPENING BY THE CHAIRPERSON

The Chairperson, Cr Noel Lowry opened the Community Forum at 6.35pm. The Chairperson welcomed all those in attendance at the Community Forum. The Chairperson introduced the Mayor, Councillors, the Chief Executive Officer and Directors to the Community Forum participants.

The Chairperson stated that the public electronic recording of the Community Forum and the use of electronic media during the proceedings is not permitted including devices such as laptops, mobile phones, tape recorders and video cameras. The Chairperson requested that participants switch off their mobile phones.

WEBCAST NOTICE

Members of the public are advised that Council is conducting a trial where this meeting is webcast live for public viewing on Council's website. Audio and video footage taken is of the Chambers only; your image and voice will not be recorded if you remain quietly within the public gallery. If you are a registered speaker and do not want to be part of the Webcast a Council representative will read your submission.

ACKNOWLEDGEMENT OF COUNTRY

The Chairperson acknowledged the Traditional Custodians of the Land:

I would like to pay my respect and acknowledge the traditional custodians of the land on which this meeting takes place, and also pay respect to Elders both past and present.

PRESENT

Councillors: Hannan, Banasik, Khan and Lowry

ALSO PRESENT

Chief Executive Officer, Director Planning, Director Infrastructure and Environment, and one Governance Officer.

APOLOGIES

Councillors: Landow, Gould, Briggs, Deeth and Smith

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DECLARATION OF INTEREST

Cr Hannan declared a Perceived Pecuniary Conflict of Interest in an Item to be discussed tonight that had however been pulled from the 9 December Council meeting agenda relating to 11 Westminster Parade, Planning Proposal. The reason being the land in this matter is the same zoning as her property. She stated that she would leave the forum when this matter is discussed.

Cr Banasik declared a Non-Pecuniary Conflict of Interest in Item 17.2 Closed report – Picton Town Centre Transport Plan 2026 – Proposed Signalisation of Menangle/Prince Streets Intersection. Cr Banasik advised that if the matter were raised tonight he will stay during the discussion.

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Formal Community Forum Matters

FORMAL COMMUNITY FORUM MATTERS

TRIM 5374-4

1. **Audit Committee Presentation 2018/19**

The independent member of the Audit Committee, Julie Walton gave the following presentation on Council's Audit, Risk, Improvement Committee's activities and progress for the last financial year.

COMMITTEE STRUCTURE

- The OLG has mandated the establishment of Audit, Risk, Improvement Committee's (ARIC) across Local Government.

Voting Members – 2018-19	Attendees
Mr Stephen Horne (Chair)	Chief Executive Officer
Ms Margot Rushton	Directors
Ms Julie Walton OAM	Assistant Director People, Legal & Governance
Mayor (Cr Deeth)	Internal Auditors
Cr Briggs	Various Managers
	Others as required



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Formal Community Forum Matters

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COMMITTEE REPORTS

The ARIC reviewed and were kept apprised of a number of processes / activities during the last financial year. These processes / activities included:

- Growth Update
- Capital Works Update including the Rating Strategy
- Quarterly Budget Review
- Continuous Improvement Program
- Quarterly Insurance Liability Reports
- IT system issues with Accounts Payable Workflows
- Developer Contributions
- External Auditor's Reports



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- The ARIC reviews the Financial Statements of Council to assist the external audit process and to reach a view on the adequacy of Council's accounting policies and processes and provide advice and guidance.

The ARIC also monitors the performance of Council's:

- Risk Management
- Compliance Management
- Financial Management
- Financial performance including long term sustainability
- Operation performance against its Community Strategic Plan

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INTERNAL AUDIT REPORTS

- During 2018/19, the Internal Audits completed were:
 - Fraud and Corruption Prevention
 - Plant and Fleet
 - Procurement
 - Infrastructure Works and Maintenance



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Formal Community Forum Matters

KEY PERFORMANCE INDICATORS

KPI	How will it be measured	Target Level	Progress as at 30/06/19
Attendance by members of ARIC	Monitor attendance register	Attendance at 75% of meetings or more by each member	S. Horne – 4 of 4 J. Walton – 4 of 4 M. Rushton – 3 of 3 Cr Hannan – 1 of 3 Cr Briggs – 4 of 4 Cr Deeth – 1 of 1

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KEY PERFORMANCE INDICATORS

KPI	How will it be measured	Target Level	Progress as at 30/06/19
Number of Meetings held	Minutes of each meeting	At least four meetings per annum	4 held in 2018/19 financial year.



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Formal Community Forum Matters

KEY PERFORMANCE INDICATORS

KPI	How will it be measured	Target Level	Progress as at 30/06/19
Timelines of annual report to council.	Date of submission of annual ARIC report to Council.	By December of each year	Last Report in 2018

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Formal Community Forum Matters

KEY PERFORMANCE INDICATORS

KPI	How will it be measured	Target Level	Progress as at 30/06/19
Reporting of ARIC functions/ outcomes to Community.	No. of Community Forums at which information provided regarding internal audit.	At least one meeting per year	Last attended in 2018

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Formal Community Forum Matters

KEY PERFORMANCE INDICATORS

KPI	How will it be measured	Target Level	Progress as at 30/06/19
Currency and coverage of Internal Audit Plan.	Date of review of Internal Audit Plan	Audit Plan reviewed at each meeting of the Committee.	Last reviewed in March 2019

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Formal Community Forum Matters

KEY PERFORMANCE INDICATORS

KPI	How will it be measured	Target Level	Progress as at 30/06/19
Currency and relevance of ARIC Charter.	Date of Review of Charter.	Within 2 months of end of every second financial year.	Last updated May 2017

Community Question/Statement Time

COMMUNITY QUESTION/STATEMENT TIME

In line with the Community Forum Guidelines matters must be submitted on the *Community Forum Question/Statement Form* in order to be addressed. The Record of Proceedings will only record the name of the person who raised the Question/Statement, who they represent and the topic discussed. Any additional documents handed in on the night will be noted. No verbal comments from the speaker will be documented.

A copy of all questions submitted by the cut off time is given to Councillors to consider regardless of whether they are addressed during the proceedings.

The Chairperson stated that Community Question/Statement Time is for matters that relate to items in Council's Ordinary Meeting Agenda. Reports are written by Council officers and reflect the views of the applicants' proposal, community views, legal aspects and where appropriate, comments.

All questions must be submitted in writing by 12 noon on the day of the Forum. There will be a maximum of 2 speakers for and against a matter with each speaker limited to 5 minutes.

The Chairperson reinforced that Community Forums are to provide information and to allow comment and are not a debate night. The Chairperson asked that speakers address them and Councillors on all occasions, to stay on the subject matter and avoid making personal remarks about individuals.

Our CEO or the appropriate Director provided a precis of the council report for each agenda item discussed throughout the night.

TRIM 11262

Ques 1 Brian Williams representing Wilton Action Group
Matter raised: Item 11.2 LEP Review Program Stage 1 Draft Planning Proposal

Mr Williams addressed the Forum.

The CEO extended an invite to Mr William to attend Council to have in depth discussion with relevant members of senior staff and hear any recommendations he has for Council on this important issue.

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Community Question/Statement Time

TRIM 4490

Ques 2 Geoffrey Newell O'Brien representing Picton Chamber of Commerce
Matter raised: Item 13.1 Draft Stonequarry Creek Floodplain Risk
Management Study & Plan – Public Exhibition

Mr O'Brien addressed the Forum.

Community
Question/Statement
Time

Informal Question/Statement Time

INFORMAL QUESTION/STATEMENT TIME

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A copy of all questions submitted by the cut off time is given to Councillors to consider regardless of whether they are addressed during the proceedings.

The Chairperson stated that this section of the Forum is for general issues which are not on the Council's current Ordinary Meeting Agenda.

All questions must be submitted in writing by 12 noon on the day of the Forum. There will be a maximum of 2 speakers for and against a matter with each speaker limited to 5 minutes.

TRIM 10491-3

Ques 1 Rowland Ware representing National Parks Association
Matter raised: Local Strategic Planning Statement

Mr Ware addressed the Forum.

Additional documentation was handed in on the night.

Cr Hannan left the meeting due to a previously declared Conflict of Interest in the next Item.

TRIM 10166

Ques 2 Grant Moss representing Self
Matter raised: 11 Westminster Place Planning Proposal

Mr Moss addressed the Forum.

The Director Planning advised that the Planning Proposal had been withdrawn and would therefore not be proceeding.

Further questions in relation to the associated Development Application were taken on notice.

Informal Question
/Statement Time

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Conclusion and Informal Discussions

CONCLUSION AND INFORMAL DISCUSSIONS

The Chairperson thanked those present for attending, for the feedback provided and interest shown in the matters discussed. The Chairperson invited everyone to tea and coffee and to speak openly to Councillors about any matter they wish to raise.

About 10 people present.

The Forum closed at 7.14pm.

WOLLONDILLY SHIRE COUNCIL

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Your Councillors

YOUR COUNCILLORS

East Ward

Cr M (Matthew) Deeth
Mayor

Mobile: 0428 335 743
Email: matthew.deeth@wollondilly.nsw.gov.au

Cr M (Matt) Smith

Mobile: 0448 083 566
Email: matt.smith@wollondilly.nsw.gov.au

Cr N (Noel) Lowry

Mobile: 0406 047 086
Email: noel.lowry@wollondilly.nsw.gov.au

Central Ward

Cr R (Robert) Khan

Mobile: 0409 994 295
Email: robert.khan@wollondilly.nsw.gov.au

Cr M W (Michael) Banasik

Mobile: 0425 798 068
Email: michael.banasik@wollondilly.nsw.gov.au

Cr B (Blair) Briggs

Mobile: 0418 269 913
Email: blair.briggs@wollondilly.nsw.gov.au

North Ward

Cr M (Matt) Gould
Deputy Mayor

Mobile: 0427 936 471
Email: matthew.gould@wollondilly.nsw.gov.au

Cr J A (Judith) Hannan

Mobile: 0414 557 799
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Cr S (Simon) Landow

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Your Councillors

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Community Forum Dates

COMMUNITY FORUM DATES

Community Forums will generally be held on the second Tuesday of each month from 2020 and will commence at 6.30pm.

Dates for upcoming Community Forums in 2020 will be endorsed at the Ordinary Council Meeting to be held on 9 December 2019. They are proposed as follows:

- Tuesday 11 February
- Tuesday 10 March
- Tuesday 14 April
- Tuesday 12 May
- Tuesday 9 June
- Tuesday 14 July
- Tuesday 11 August
- Tuesday 8 September
- Tuesday 13 October
- Tuesday 10 November
- Tuesday 8 December