ATTACHMENT

9.16.3 Unconfirmed Minutes of the Pemberton Community Hub Advisory Committee Meeting 13 June 2023

PROPONENT	Shire of Manjimup
OWNER	Shire of Manjimup
LOCATION / ADDRESS:	Brockman Street, Pemberton (Reserve 19566)
WARD:	West
ZONE:	Public Purposes – Civic and Cultural
DIRECTORATE:	Community Services
FILE REFERENCE:	F210291
LEGISLATION:	*Local Government Act 1995*
AUTHOR:	Gail Ipsen Cutts
DATE OF REPORT:	20 June 2023
DECLARATION OF INTEREST:	Nil

BACKGROUND:
The Pemberton Community Hub Advisory Committee is an advisory committee of Council formed under the provisions of the *Local Government Act 1995.* The functions of the Committee outlined in the current Terms of Reference for the Advisory Committee are:

1. To ensure all facility stakeholders are working in collaboration in regard to the day-to-day management and general operations of the new Pemberton Community Hub;
2. To provide a platform for communication, troubleshooting and conflict resolution as the new co-location business model is bedded in;
3. To seek guidance from Council, on a need's basis, in regard to matters pertaining to the Hub;
4. To provide financial transparency and reporting in respect of the Hub management;
5. To address telecommunication issues as they arise;
6. To discuss facility hire and community access of the Hub;
7. To assist in identifying maintenance issues; and
8. To administer the functions and intentions of the Memorandum of Understanding (MOU).

The purpose of this agenda item is to receive the unconfirmed minutes of the meeting held on 13 June 2023 as attached.

ATTACHMENT: 9.16.3(1)

PUBLIC CONSULTATION UNDERTAKEN:
Nil.

COMMENT (Includes Options):
There was one recommendation arising from this meeting that has been dealt with administratively.

Committee Recommendation	Officer Recommendation
That the Minutes of the meeting held on 4 April 2023 be confirmed with an amendment to 7.8.3.4 so that it reads: "PCRC rep noted that the arrangement had been for PCRC staff to manage the Library on the Librarian's non-workdays. However, the PCRC rep advised that PCRC staff were unable to do so without the payment of a fee for service as required by the Department Primary Industry and Regional Development".	As per Committee Recommendation and dealt with Administratively. For reference the originally wording was: *"PCRC rep noted that the arrangement had been for PCRC staff to manage the Library on days when the Librarian's non-work days. However, the PCRC was not interested in managing the Library without receiving additional payment."*

STATUTORY ENVIRONMENT:
Local Government Act 1995.

POLICY / STRATEGIC IMPLICATIONS:
The Shire of Manjimup Strategic Community Plan 2021-2031 contains the following relevant strategies.

- C1. Encourage co-locations, partnerships and resource sharing to deliver community services.
- C4. Maintain public libraries in all four towns and continue to expand and modernise services and activities.
- C20. Facilitate, develop and promote a broad range of cultural and art capabilities, facilities, events and achievements.
- C18. Create, support and promote a broad range sporting, recreational and social opportunities that are accessible and inclusive for all ages and abilities.
- C22. Document and conserve local historical records, stories and artefacts and make them available for everyone to study and enjoy.

ORGANISATIONAL RISK MANAGEMENT:
Nil.

FINANCIAL IMPLICATIONS:
Nil.

SUSTAINABILITY:
Environmental: Nil.
Economic: Business support and visitor information are key services within the Pemberton community and contributors to the local and visitor economy.
Social: The preservation and interpretation of heritage is a significant contributor to social pride and the sense of place within the community. The Hub will provide a fit for purpose sustainable community space.

VOTING REQUIREMENTS: SIMPLE MAJORITY

OFFICER RECOMMENDATION:

That Council receive the unconfirmed minutes of the Pemberton Community Hub Advisory Committee meeting held 13 June 2023 as per Attachment: 9.16.3(1).

ATTACHMENTS

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Ordinary Meeting

COUNCIL RESOLUTION:

MOVED: Lawrence, K SECONDED: Buegge, D

29189
That Council receive the unconfirmed minutes of the Pemberton Community Hub Advisory Committee meeting held 13 June 2023 as per Attachment: 9.16.3(1).

CARRIED: 9/0