ATTACHMENT
APPENDIX

9.16.5 Unconfirmed Minutes of the Pemberton Community Hub Advisory Committee Meeting 21 November 2023

PROPONENT	Shire of Manjimup
OWNER	Shire of Manjimup
LOCATION / ADDRESS:	Brockman Street, Pemberton (Reserve 19566)
WARD:	Rural
ZONE:	Public Purposes – Civic and Cultural
DIRECTORATE:	Community Services
FILE REFERENCE:	F210291
LEGISLATION:	*Local Government Act 1995*
AUTHOR:	Georgia Schipp
DATE OF REPORT:	27 November 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 purpose of the Committee is:

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 current Terms of Reference are appended.

APPENDIX: 9.16.5(A)

The purpose of this agenda item is to receive the unconfirmed minutes of the meeting held on 21 November 2023 as attached.

ATTACHMENT: 9.16.5(1)

PUBLIC CONSULTATION UNDERTAKEN:
Nil.

COMMENT (Includes Options)
Prior to this meeting two resignations from committee members were received:

- Mitchell Goddin as the Pemberton Visitor Centre representative; and
- Rob Baker as the Pemberton Community Resource Centre Proxy representative.

It is noted that Council at the 24 October 2023 meeting moved to disband the committee as per 31 December 2023 due to this committee having fulfilled its purpose to establish the Community Hub. As such there are currently no further meetings scheduled prior to this date. However, it is important to note that no formal Council Advisory Committee is required for lease holders and/or user groups to meet and discuss Community Hub matters if and when they see fit.

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: ABSOLUTE MAJORITY

OFFICER RECOMMENDATION:

That Council:

1. **Receive and note the final unconfirmed minutes of the Pemberton Community Hub Advisory Committee meeting held 21 November 2023 as shown at Attachment: 9.16.5(1); and**
2. **Thank all members of the Pemberton Community Hub Advisory Committee for their contribution to the Committee and the development of the Community Hub.**

ATTACHMENTS

1	Unconfirmed Minutes of the Pemberton Community Hub Advisory Committee Meeting 21 November 2023	4 Pages

APPENDICES

A	Current Terms of Reference Pemberton Community Hub Advisory Committee	2 Pages

Ordinary Meeting

COUNCIL RESOLUTION:

MOVED: Eiby, W SECONDED: Buegge D

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That Council:

1. **Receive and note the final unconfirmed minutes of the Pemberton Community Hub Advisory Committee meeting held 21 November 2023 as shown at Attachment: 9.16.5(1); and**
2. **Thank all members of the Pemberton Community Hub Advisory Committee for their contribution to the Committee and the development of the Community Hub.**

CARRIED: 8/0