



MINUTES OF THE INFRASTRUCTURE AND LIVEABILITY ADVISORY COMMITTEE MEETING

commencing at 5pm on

WEDNESDAY 14 AUGUST 2024

Council Chambers, 11 Manning Street, KIAMA NSW 2533

MINUTES OF THE INFRASTRUCTURE AND LIVEABILITY ADVISORY
COMMITTEE

HELD AT KIAMA MUNICIPAL COUNCIL
ON WEDNESDAY 14 AUGUST 2024 AT 5PM

PRESENT: Cr Mark Croxford
Dr Tony Gilmour
Dr Fiona Mackie
Michael Malone | Director Infrastructure and Liveability

1 APOLOGIES

Roy Rogers
Cr Stuart Larkins

2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

The Chair declared the meeting open and acknowledged the traditional owners:

“I would like to acknowledge the traditional owners of the Land on which we meet, the Wadi Wadi people of the Dharawal nation, and pay my respect to Elders past, present and emerging.”

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

3.1 Infrastructure and Liveability Advisory Committee Meeting on 9 July 2024

24/010IALAC

Resolved that the Minutes of the Infrastructure and Liveability Advisory Committee meeting held on 9 July 2024 be received and accepted.

(Members Gilmour and Croxford)

4 BUSINESS ARISING FROM THE MINUTES

Nil

5 DISCUSSION ITEMS

5.1 Review of submission papers on Leisure Centre and Traffic. What happens next?

MM confirmed that both papers will be submitted for the next appropriate meeting of Council.

MM advised that he can formally communicate the papers as the submissions from the Committee to the staff working on the components.

5.2 Discussion on the Advisory Committee structure and working.

- Strengths, weaknesses
- Suggestions for the future
- Alignment of Committee's work with the Community Strategic Plan

Overall, ILAC Committee members were supportive of the Committee continuing during the next council term, subject to a modest streamlining of procedures and the Terms of Reference (TOR).

What worked well

- Selecting a smaller number of topics (say 4 each year) to discuss and research but addressing them in detail.
- Developing a submission paper on each topic helped focus Committee members and generate more tangible outputs for Council staff and Councillors.
- Site visits and chats with staff were useful and informative.

Potential improvements

- The Committee needs to be established and have a clear mandate early in the new Council term.
- The Committee might undertake limited community consultation, but this needs to be agreed by Council and aligned with other initiatives. Suggest this is covered in an updated Terms of Reference.
- Topics for Committee discussion needs to be led by ideas agreed by councillors. These should be 'strategic', not covering topics where most decisions have already been made, but might be in areas where Council does not currently have funding.
- Topics should be within the management responsibility of the relevant director. The Terms of Reference could usefully drop reference to the Community Strategic Plan as it is too high level for the work of the Committee.
- Involving the CEO in steering the committee during an early meeting would be helpful.

- Cross learning between the 2 committees should be encouraged. Perhaps joint meetings every 6 months, sharing ideas on both topics and ways of working.
- Committee meetings should be 3 weeks prior to council meetings,
- The Chair's role is important but difficult. Ideally there will be continuity from members of the Committee from the previous council term.
- Guidance is needed from the chair on minute taking. Only high level points need to be captured, not 'she said, he said'. The style of minutes is different to full council meetings.
- The Committee could set a business or work plan for 6 or 12 months to make meetings more effective.

6 REPORTS FOR INFORMATION

Nil

7 GENERAL BUSINESS

8 CLOSURE

There being no further business the meeting closed at 6.15pm

These Minutes were confirmed at the Ordinary Meeting of Council held on 10
September 2024