

**Minutes of the Extraordinary Meeting  
of Shellharbour City Council  
held at the Council Chambers, Warilla  
on Tuesday 25 September 2007 commencing at 8.36 pm**

**Present**

His Worship the Mayor	Councillor D Hamilton
A Ward	Councillor M Greig Councillor T Hawker
B Ward	Councillor H Stewart Councillor C Jeffreys
C Ward	Councillor J Bailey Councillor D Briggs
D Ward	Councillor J Leedham Councillor T Hore
E Ward	Councillor C Mifsud Councillor G Rose
F Ward	Councillor B Bird Councillor H Gillett

**In attendance**

General Manager	B A Weir
Director of Operations & Services	A Webster
Acting Director of Community Planning & Strategies	P Masterson
Group Manager Community Services & Devel.	L Campbell
Group Manager Works & Services	C Watt
Group Manager Customer & Env. Services	G Standen
Group Manager Development & Tech Services	M Boenisch
Group Manager Organisational Development	B Rose
Group Manager Planning Services	G Hoynes
Manager Development Services	G Mitchell
Shell Cove Project Engineer	J McAndrew
Manager Executive Offices/Executive Assistant	F MastroDomenico
Manager Media & Communications	B Parker
Executive Assistant	L Davey

## **Acknowledgement to Country**

Shellharbour City Council acknowledges the Traditional Owners and Custodians of the Land on which we are meeting.

### **1. Apologies / Leave of Absence**

Nil

### **2. Ordinary Meeting Cycle (8767141)**

502 RESOLVED: Rose/Briggs

That Council continue with the existing 3 week meeting cycle for the next 12 months (September 2008) and adopt the Council meeting dates as detailed in this report.

<b>Proposed Ordinary Council Meeting dates October 2007 – September 2008</b>			
<b>OCTOBER 2007</b> 16 October <i>(Local Govt Conf 19 Oct- 25 Oct)</i>	<b>NOVEMBER</b> 13 November <i>(Coastal Conf 6-9 November)</i>	<b>DECEMBER</b> 4 December 18 December	<b>JANUARY 2008</b> No Meetings
<b>FEBRUARY</b> 26 February	<b>MARCH</b> 18 March <i>(Easter Monday is 24April)</i>	<b>APRIL</b> 8 April 29 April	<b>MAY</b> 20 May
<b>JUNE</b> 10 June <i>(Queen's B'day is 9 June)</i>	<b>JULY</b> 1 July 22 July	<b>AUGUST</b> 12 August	<b>SEPTEMBER</b> 2 September <i>(Local Gov elections 27 Sept)</i>

**3. Method of Election of Deputy Mayor (8767144)**

503 RESOLVED: Hawker/Rose

That the method of election be by a show of hands.

**4. Nominations for the Election of Deputy Mayor (8767155)**

The General Manager (as Returning Officer) read out the nomination for Deputy Mayor.

Councillor Greig – nominated by Councillor Hawker and Councillor Briggs.

The General Manager declared Councillor Greig elected unopposed as Deputy Mayor for the term to September 2007.

**5. Method of Election of Councillors to Outside Committees, Working Parties and Outside Organisations (8767172)**

504 RESOLVED: Hawker/Briggs

That the method of election of Councillors to Committees and outside organisations be by a show of hands.

**6. Staff Reports**

**6.1 Review of Public Participation Rules (8784735)**

505 RESOLVED: Hawker/Greig

1. That Public Participation continue to be permitted at the Traffic Committee under Traffic Committee Guidelines as approved by the RTA.
2. That Public Participation continue to be permitted at meetings of Council's Advisory Committees in accordance with Council's Public Participation rules.
3. That persons who have addressed the Shellharbour Traffic Committee, or a Council Advisory Committee, also be permitted to apply for the opportunity to address the full Council under existing Public Forum Rules.

## **6.2 Review of the status of meeting Minutes (8785883)**

506 RESOLVED: Greig/Hawker

That Council amend its Council & Corporate Meetings – Minutes Policy to provide that the minutes of formal meetings of the Council and Committees will be referred to as “unconfirmed” minutes until they have been formally adopted by Council or Committee resolution, at which point they will become official minutes of the council or committee.

## **7. Election of Delegates to Council Committees and Representatives to Working Parties (8767194)**

### **7.1 Council Standing Committees**

#### **STAFF COMMITTEE**

##### **Delegates:**

Mayor David Hamilton  
Councillor Don Briggs  
Councillor Michele Greig  
Councillor Tim Hore  
Councillor Charles Mifsud

##### **Alternate:**

Councillor Tom Hawker  
Councillor Helen Gillett

The Mayor declared the above-mentioned Councillors elected as the Delegates and Alternates.

### **7.2 Council Advisory Committees**

#### **AUSTRALIA DAY/SPECIAL PROMOTIONS COMMITTEE**

##### **Delegates:**

Councillor Tom Hawker  
Councillor John Leedham  
Councillor Don Briggs  
Councillor Tim Hore

##### **Alternate:**

Nil

The Mayor declared the above-mentioned Councillors elected as the Delegates.

**SHELLHARBOUR ABORIGINAL ADVISORY COMMITTEE**

**Delegates:**

Mayor David Hamilton  
Councillor Barry Bird  
Councillor Michele Greig  
Councillor Christine Jeffreys

**Alternate:**

Nil

Councillor Stewart declined nomination as delegate.

The Mayor declared the above-mentioned Councillors elected as the Delegates.

**DISABILITIES SERVICES ADVISORY COMMITTEE**

**Delegates:**

Councillor Briggs  
Councillor Jeffreys  
3<sup>rd</sup> position – vacant

**Alternate:**

Nil

Councillor Rose and Councillor Bailey declined nomination as Delegates.

The Mayor declared the above-mentioned Councillors elected as the Delegates.

**SHELLHARBOUR LINKS ADVISORY COMMITTEE**

**Delegates:**

Mayor (Councillor David Hamilton)  
Deputy Mayor (Councillor Michele Greig)  
General Manager (Brian Weir)

**Alternate:**

Nil

The Mayor declared the above-mentioned Councillors and General Manager elected as the Delegates.

## **SHELLHARBOUR CITY COUNCIL**

Extraordinary Council Meeting - Tuesday 25 September 2007

---

### **ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**

**Delegates:**

Mayor (Councillor David Hamilton)  
Deputy Mayor (Councillor Michele Greig)  
General Manager (Brian Weir)

**Alternate:**

Nil

The Mayor declared the above-mentioned Councillors and General Manager elected as the Delegates.

### **7.3 Miscellaneous Council Committees - Internal**

#### **WORKPLACE CONSULTATIVE COMMITTEE**

Councillor delegates are not required to this committee.

### **7.4 Miscellaneous Council Committees - External**

#### **SHELLHARBOUR TRAFFIC COMMITTEE/ COUNCIL DEVELOPMENT ADVISORY COMMITTEE**

**Delegate:**

Councillor Michele Greig

**Alternate:**

Mayor David Hamilton

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

#### **ELLIOT LAKE – LITTLE LAKE FLOODPLAIN MANAGEMENT COMMITTEE**

WARD E

**Delegate:**

Councillor Rose

**Alternate:**

Councillor Mifsud

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

### **ELLIOT LAKE ESTUARY MANAGEMENT COMMITTEE**

This committee was used in the development of the estuary management plan which is completed. It is unlikely this committee will meet this year and the Group Manager Customer & Environmental Services suggested that it should be reformed if and when required.

This committee has been disbanded and will be reformed when and if required.

### **HORSLEY CREEK FLOODPLAIN RISK MANAGEMENT COMMITTEE**

WARD B & F

**Delegate:**

Councillor Christine Jeffreys

**Alternate:**

Councillor Helen Gillett

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

## **7.5 Working Parties**

### **SHELLHARBOUR FORESHORE WORKING PARTY**

This committee was used in the development of the Foreshore Management Plan which is completed. It is unlikely this committee will meet this year and it is suggested that it should be reformed if and when required.

This working party has been dissolved and will be reformed if and when necessary.

### **STRATEGIC DEVELOPMENT OF SPORT & RECREATION IN SHELLHARBOUR WORKING PARTY**

WARDS A, B, C, D, E & F

Councillor Hawker nominated:

As Representatives:

Councillor Michele Greig

Councillor Don Briggs

Councillor John Leedham

Councillor Geoff Rose

Councillor Helen Gillett

## **SHELLHARBOUR CITY COUNCIL**

Extraordinary Council Meeting - Tuesday 25 September 2007

---

Councillor Rose nominated:

As Ward B Representative:  
Councillor Helen Stewart

Councillor Christine Jeffreys nominated:

As Ward B Representative:  
Councillor Christine Jeffreys

The General Manager conducted a vote by a show of hands.

The Mayor declared the following Councillors elected as the Representatives:

**Councillor Representatives:**

Councillor Michele Greig  
Councillor Helen Stewart  
Councillor Don Briggs  
Councillor John Leedham  
Councillor Geoff Rose  
Councillor Helen Gillett

**Alternate:**

Nil

### **SWIMMING POOL/BEACHES WORKING PARTY**

**Councillor Representatives:**

Councillor Tom Hawker  
Councillor Don Briggs  
Councillor Tim Hore  
Councillor Helen Gillett  
Councillor Helen Stewart  
Councillor Geoff Rose

**Alternate:**

Nil

Councillor Jeffreys declined nomination as a Representative.

The Mayor declared the above-mentioned Councillors elected as the Representatives.



**ILLAWARRA REGIONAL AIRPORT OPERATIONS WORKING PARTY**

WARDS A, B & F

Councillor Hawker nominated:

As Representatives:

Mayor David Hamilton

Councillor Tom Hawker

Councillor Helen Gillett

Councillor Mifsud nominated:

As Ward B Representative:

Councillor Helen Stewart

Councillor Gillett nominated:

As Ward B Representative:

Councillor Christine Jeffreys

The General Manager conducted a vote by a show of hands.

The Mayor declared the following Councillors elected as the Representatives.

**Councillor Representatives:**

Mayor David Hamilton

Councillor Tom Hawker

Councillor Christine Jeffreys

Councillor Helen Gillett

**Alternate:**

Deputy Mayor

507 RESOLVED: Hawker/Briggs

That the two community representatives continue in their positions until September 2008 with re-election to coincide with the local government elections and that the community representatives be notified in writing.

**ILLAWARRA REGIONAL AIRPORT MANAGEMENT ADVISORY COMMITTEE**

**Councillor Representatives:**

Mayor (Councillor David Hamilton)  
Deputy Mayor (Councillor Michele Greig)

**Alternate:**

Vacant

The Mayor declared the above-mentioned Councillors elected as the Representatives.

**WASTE MINIMISATION AND RECYCLING WORKING PARTY**

**Councillor Representatives:**

Councillor Tom Hawker  
Councillor Helen Gillett  
Councillor Tim Hore

**Alternate:**

Councillor Barry Bird

The Mayor declared the above-mentioned Councillors elected as the Representatives and Alternate.

**ENVIRONMENTAL TECHNICAL WORKING PARTY**

**Councillor Representatives:**

Councillor Christine Jeffreys  
Councillor Barry Bird  
3<sup>rd</sup> position vacant

The Mayor declared the above-mentioned Councillors elected as the Representatives.

**STRATEGIC PLANNING WORKING PARTY**

**Councillor Representatives:**

Mayor David Hamilton  
Councillor Don Briggs  
Councillor Michele Greig  
Councillor Tim Hore  
Councillor Geoff Rose

The Mayor declared the above-mentioned Councillors elected as the Representatives.

**DONATIONS WORKING PARTY**

Councillor Hawker nominated:

As Representatives:

Mayor David Hamilton

Councillor Tom Hawker

Councillor Helen Gillett

Councillor Rose nominated:

As Representative:

Councillor Helen Stewart

Councillor Gillett nominated:

As Representative:

Councillor Christine Jeffreys

The General Manager conducted a vote by a show of hands.

The Mayor declared the following Councillors elected as the Representatives.

**Councillor Representatives:**

Mayor David Hamilton

Councillor Tom Hawker

Councillor Helen Gillett

Councillor Helen Stewart

**LIBRARY PLANNING WORKING PARTY**

**Councillor Representatives:**

Councillor Tom Hawker

Councillor Tim Hore

Councillor Helen Stewart

Councillor Geoff Rose

The Mayor declared the above-mentioned Councillors elected as the Representatives.

**8. Election of Delegates to Outside Committees and Organisations (8767200)**

**TOURISM SHELLHARBOUR  
(Shellharbour Tourist & Visitors Assoc. Inc)**

**Delegate:**

Councillor Helen Gillett

**Alternate:**

Councillor Michele Greig

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

**ILLAWARRA BUSHFIRE COMMITTEE**

**Delegate:**

Councillor Tom Hawker

**Alternate:**

Councillor Michele Greig

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

**SHELLHARBOUR RURAL FIRE SERVICE LIAISON COMMITTEE – SERVICE LEVEL AGREEMENT**

**Delegate:**

Councillor Tom Hawker  
(WCC & KMC Councillor representatives)

**Alternate:**

Councillor Michele Greig

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

**ILLAWARRA COMMUNITY HOUSING TRUST**

**Delegate:**

Councillor Charles Mifsud

**Alternate:**

Councillor Don Briggs

## **SHELLHARBOUR CITY COUNCIL**

Extraordinary Council Meeting - Tuesday 25 September 2007

---

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

Councillor Mifsud advised that he has never been notified of these meetings and the General Manager said he would investigate this.

### **ILLAWARRA REGIONAL INFORMATION SERVICES (IRIS)**

**Delegate:**

Councillor Michele Greig

**Alternate:**

Councillor Tom Hawker

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

### **SOUTHERN COUNCILS GROUP (SCG)**

**Delegates:**

Mayor (Councillor David Hamilton)

Deputy Mayor (Councillor Michele Greig)

**Alternate:**

Councillor John Leedham

The Mayor declared the above-mentioned Councillors elected as the Delegates and Alternate.

### **ILLAWARRA AREA ASSISTANCE SCHEME - LOCAL COMMITTEE**

(This is a new committee)

Two Council reps are needed to sit on the Shellharbour Local Committee.

**Delegates:**

Mayor (Councillor David Hamilton)

Deputy Mayor (Councillor Michele Greig)

**Alternate:**

Two Council Officers as nominated by the General Manager.

The Mayor declared the above-mentioned Councillors elected as the Delegates.

**ILLAWARRA AREA ASSISTANCE SCHEME –  
REGIONAL ADVISORY COMMITTEE**

**Appointment by Southern Councils Group (representing SCG)**

Mayor (Councillor David Hamilton)

**Alternates:**

Deputy Mayor (Councillor Michele Greig)

Group Manager Community Services & Development (advisor)

**SHELLHARBOUR CITY SPORTS ASSISTANCE FUND**

Councillor Hawker nominated:

As Delegates:

Councillor Don Briggs

Councillor John Leedham

Councillor Michele Greig

Councillor Stewart nominated:

As Delegate:

Councillor Jeff Bailey

The General Manager conducted a vote by a show of hands.

The Mayor declared the following Councillors elected as the Delegates.

**Delegates:**

Councillor Don Briggs

Councillor John Leedham

Councillor Michele Greig

The Mayor declared the above-mentioned Councillors elected as the Delegates.

**HEALTHY CITIES ILLAWARRA MANAGEMENT COMMITTEE**

**Delegate:**

A Council Officer as nominated by the General Manager.

**SHELLHARBOUR COMMUNITY SAFETY TEAM**

**Delegate:**

Councillor Helen Gillett

**Alternate:**

Councillor Christine Jeffreys

The Mayor declared the above-mentioned Councillor elected as the Delegate.

**ESTUARY MANAGEMENT STUDY – MINNAMURRA RIVER  
JOINT WORKING PARTY**

This committee has not met.

**Delegate:**

Councillor Barry Bird

**Alternate:**

Councillor Geoff Rose

The Mayor declared the above-mentioned Councillor elected as the Delegate and Alternate.

**NUCLEAR FREE ZONE SECRETARIAT**

**Delegate:**

Councillor Tom Hawker

**Alternate:**

Councillor Don Briggs

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

**ILLAWARRA DISTRICT NOXIOUS WEEDS AUTHORITY**

**Delegate:**

Delegated Council Officer

**Alternate:**

Nil

**MT TERRY PRIMARY SCHOOL NEIGHBOURHOOD CENTRE  
MANAGEMENT COMMITTEE**

WARD A

**Delegate:**

Councillor Tom Hawker

**Alternate:**

Nil

The Mayor declared the above-mentioned Councillor elected as the Delegate.

**PUBLIC LIBRARIES NSW - COUNTRY**

**Delegate:**

Councillor Helen Stewart

**Alternate:**

Councillor Jeff Bailey

Councillor Rose declined nomination as delegate.

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

**LAKE ILLAWARRA FLOODPLAIN MANAGEMENT COMMITTEE**

Councillor Hawker nominated:

As Delegates:

Councillor Tim Hore

Alternate:

Councillor John Leedham

A Councillor nominated:

As Delegate:

Councillor Jeff Bailey

The General Manager conducted a vote by a show of hands.

The Mayor declared the following Councillors elected as the Delegates.



**SHELLHARBOUR CITY COUNCIL**

Extraordinary Council Meeting - Tuesday 25 September 2007

---

**Delegate:**

Councillor Tim Hore

**Alternate:**

Councillor John Leedham

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

**LAKE ILLAWARRA MANAGEMENT PLAN ADVISORY COMMITTEE**

**Delegate:**

Councillor Tim Hore

**Alternate:**

Councillor John Leedham

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

**INTERNATIONAL COUNCIL OF LOCAL ENVIRONMENTAL INITIATIVES (ICLEI) – WATER CAMPAIGN**

**Delegate:**

Councillor Tom Hawker

**Alternate:**

Nil

The Mayor declared the above-mentioned Councillor elected as the Delegate.

**INTERNATIONAL COUNCIL OF LOCAL ENVIRONMENTAL INITIATIVES (ICLEI) – CITIES FOR CLIMATE PROTECTION PROGRAM**

**Delegate:**

Councillor Tom Hawker

**Alternate:**

Nil

The Mayor declared the above-mentioned Councillor elected as the Delegate.

**LOCAL GOVERNMENT & SHIRES ASSOCIATION  
CHILDREN & FAMILIES REFERENCE GROUP**

Nomination no longer required.

**LOCAL GOVERNMENT & SHIRES ASSOCIATION  
SOCIAL ISSUES REFERENCE GROUP**

(This position is by application to the Local Government & Shires Association therefore nominations are not currently required)

**Delegate:**

Councillor Christine Jeffreys

**Alternate:**

Nil

**LOCAL GOVERNMENT & SHIRES ASSOCIATION  
AGEING AND DISABILITIES REFERENCE GROUP**

(This position is by application to the Local Government & Shires Association therefore nominations are not currently required)

**Delegate:**

Councillor Christine Jeffreys

**Alternate:**

Nil

**WOLLONGONG CONSERVATORIUM OF MUSIC**

**Delegate:**

Councillor Tom Hawker

**Alternate:**

Nil

The Mayor declared the above-mentioned Councillor elected as the Delegate.

**DUNMORE LAKES SAND QUARRY  
STAGE 1 COMMUNITY CONSULTATIVE COMMITTEE**

WARD F

**Delegate:**

Councillor Barry Bird

**Alternate:**

Councillor Helen Gillett

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

**DUNMORE QUARRY COMMUNITY CONSULTATIVE COMMITTEE**

WARD F

**Delegate:**

Councillor Barry Bird

**Alternate:**

Councillor Helen Gillett

The Mayor declared the above-mentioned Councillors elected as the Delegate and Alternate.

**9. Ministerial Appointments (8767211)**

The following is a list of Ministerial Appointments

**TRUSTEES OF KILLALEA STATE PARK**

WARD F

**Appointment:** Councillor Barry Bird (Ex-Officio – April 2008)

**LAKE ILLAWARRA AUTHORITY**

**Appointment:** Councillor John Leedham

**10. Mayoral Appointments (8767214)**

This item is submitted for information only. Nominations are not required.

**ILLAWARRA ACADEMY OF SPORT – BOARD OF MANAGEMENT**

The Mayor confirmed the General Manager's appointment as his representative on this Board.

**Meeting closed 9.05 pm**

CONFIRMED as a correct record of proceedings at the Ordinary Meeting of the Council of the City of Shellharbour held 16 October 2007.

---

General Manager

---

Chairperson