

AGENDA

1. Acknowledgement to Country	1
2. Confirmation of Minutes	1
2.1 Ordinary Meeting 30 June 2009	1
2.2 Extraordinary Meeting 30 June 2009	1
3. Apologies / Leave of Absence	1
4. Confidential Business (Committee of the Whole)	1
5. Pecuniary Interest and Conflict of Interest Declarations.....	1
6. Condolences.....	1
7. Addresses to Council	1
8. Adjournment – Consideration of Addresses to Council.....	1
9. Administrator’s Statements / Reports / Presentations	1
10. Councillors' Reports (not applicable at this time).....	1
11. Administrator’s Minutes	2
11.1 Code of Meeting Practice: Proposed Amendment (9135412).....	2
12. Reports	5
12.1 General Manager’s Office	5
12.2 Operations & Services Division	5
12.2.1 Review of restriction of access to documents: Section 12 of the Local Government Act 1993 (9130390)	5
12.2.2 Lot 1000 DP 880969: NSW Fire Brigade: Extension of lease term over subdivided lot (9130444)	9
12.2.3 Department of Education & Training: Renewal of lease for occupation of part Warilla Council Chambers building (9129948).....	16
12.2.4 Shellharbour City Anglican Church: Occupation agreement for vacant space in the Warilla Council Chambers building (9130466)	19
12.2.5 Requests for Donation (9121749)	22

12.3 Community Planning & Strategies Division.....	25
12.4 Shell Cove Business Division	25
13. Committee Recommendations.....	25
13.1 Recommendations from the Disabilities Services Advisory Committee Meeting held 10 June 2009 recommended for adoption.	25
13.2 Recommendations from the Shellharbour Traffic Committee Meeting held 1 July 2009 recommended for adoption.	25
14. Items for Information	25
15. Notices of Rescission/Alteration Motions.....	25
16. Notices of Motion	25
17. Questions without Notice	25
18. Questions on Notice	25
19. Urgent Business.....	25
20. Committee of the Whole in Closed Session: Adjournment	26
21. Committee of the Whole: Consideration of Adoption of Decisions Reached in Closed Session	26
22. Committee of the Whole: Consideration of Declassification of Reports	26

1. Acknowledgement to Country

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

2. Confirmation of Minutes**2.1 Ordinary Meeting 30 June 2009**

That the Minutes of the Ordinary Council Meeting held on 30 June 2009 as circulated be taken as read and confirmed as a correct record of proceedings.

2.2 Extraordinary Meeting 30 June 2009

That the Minutes of the Extraordinary Council Meeting held on 30 June 2009 as circulated be taken as read and confirmed as a correct record of proceedings.

3. Apologies / Leave of Absence**4. Confidential Business (Committee of the Whole)****5. Pecuniary Interest and Conflict of Interest Declarations****6. Condolences****7. Addresses to Council****8. Adjournment – Consideration of Addresses to Council****9. Administrator's Statements / Reports / Presentations****10. Councillors' Reports (not applicable at this time)**

11. Administrator's Minutes**11.1 Code of Meeting Practice: Proposed Amendment (9135412)****Administrator's Minute**

Summary

The recently adopted Code of Meeting Practice requires amendment to discourage inappropriate and unacceptable behaviour at Council Meetings.

Recommendation

1. That the following proposed amendments to the Council's adopted Code of Meeting Practice be publicly exhibited for a period of 28 days:

(1) Clause 13 Addresses to Council

(a) Insert before the existing clause 13.3.7:

13.3.7 If the Chairperson of a Council meeting considers that a member of the public is behaving inappropriately when addressing a Council meeting the Chairperson may request the person to refrain from the inappropriate behaviour. If the member of the public fails to refrain from the inappropriate behaviour whilst addressing the Council meeting the Chairperson may immediately require the person to stop speaking and despite any other provision of clause 13 may prohibit that person from addressing the current and/or any future Council meeting for such period as the Chairperson thinks fit. *Policy*

13.3.8 If the Chairperson of a Council meeting considers that a member of the public has made inappropriate comments when addressing a Council meeting the Chairperson may request the person to withdraw the inappropriate comments and unreservedly apologise for them. If the member of the public fails to withdraw the inappropriate comments and/or to unreservedly apologise for them the Chairperson may immediately require the person to stop speaking and despite any other provision of clause 13 may prohibit that person from addressing the current and any future Council meeting until such time as the inappropriate comments are withdrawn and an unreserved apology is made for them in writing to the Council. *Policy*

13.3.9 A Councillor may, without notice, move to dissent from the ruling of the Chairperson in relation to the period that a member of the public is prohibited from addressing any Council meeting. If that happens, the Chairperson must suspend the business before the meeting until a decision is made on the motion of dissent. If a motion of dissent under this clause is carried a further motion proposing a different period of prohibition must be moved and seconded.

13.3.10 A Councillor is unable to move dissent from a ruling if the Chairperson has required a person making inappropriate comments to withdraw them and to unreservedly apologise for them prior to addressing the current or any future meeting.

13.3.11 During the period that a person is prohibited by the Chairperson from addressing a Council meeting that person shall not be able to register under clause 13.2 to address a Council meeting.

(b) Renumber existing clauses 13.3.7 and 13.3.8 to 13.3.12 and 13.3.13 respectively.

- 2. That the public notice of the proposed amendments to the Council's adopted Code of Meeting Practice specify a period of 42 days after the date on which the proposed amendments are placed on public exhibition during which submissions may be made to the Council.**
- 3. That following the end of the period during which submissions may be made to the Council a report be presented to the Council detailing any submissions received for consideration.**

Background

Behaviour by former Councillors and members of the public at meetings of the Council was identified by Commissioner Colley in his report following the Public Inquiry. He found that behaviour at meetings of the Council was one area in which the last Council had become dysfunctional.

In the absence of Councillors it follows that the only examples of poor behaviour at Council Meetings over the last 12 months have been at the initiation of members of the public. Of those instances, a very high proportion of them have arisen during "Addresses to Council" (formerly "Public Participation").

The Administrator has long been an advocate of forums at Council Meetings where members of the public can put a reasonable point of view easily, and without unnecessary encumbrances/red tape. The Code of Meeting Practice (adopted on 17 March 2009) provided such a forum.

For the most part the forum (and its forerunner "Public Participation") has been of benefit to individual members of the public. At times, participants have criticised recommendations made to meetings and of decisions made by the Administrator. They have been able to put their points of view without straying into territory that called their behaviour into question at all. On the other hand, there have been instances where participants regularly stray into that territory and one can only suspect that they have done so knowingly and deliberately as part of their pursuit of other (invariably unrelated) agendas.

At the meeting on 30 June 2009 the behaviour of two people led directly to the proposed amendments to the Code of Meeting Practice.

The Local Government Act contains sufficient power to deal with poor behaviour at meetings, however, those powers should be a course of last resort. The amendments to the Code as proposed will provide a quick and effective alternative response should behaviour of the type which presented itself on 30 June 2009 be repeated.

Approved for Council's consideration: _____

**Attachments**

1. Nil

12. Reports

12.1 General Manager's Office

Nil

12.2 Operations & Services Division

12.2.1 **Review of restriction of access to documents: Section 12 of the Local Government Act 1993 (9130390)**

To the General Manager

Division: Operations & Services Division

Department: Corporate Services

Manager: Tony Gearon - Group Manager Corporate Services

Author: Bruce McCann - Corporate Solicitor/Public Officer

Summary

This matter was deferred by Council at its meeting of June 30, for further consideration, following representations from two members of the public.

Council is required under Section 12 of the *NSW Local Government Act 1993* (the *Act*) to provide public access to certain types of documents, under certain conditions. Section 12A of the *Act* outlines the requirements that Council must fulfil in the event that access to particular information is restricted or refused, including a review by Council of any decision to restrict access. Clause 12A(4) refers to further reviews of any decision by Council to restrict access, if a further review is requested by the applicant.

Council has previously restricted public access to particular documents which are the subject of this report. Council received a request for a review of this restriction under Section 12A(4) and this report again submits that review for Council's determination. The recommendation acknowledges Australand's rights as a party to the contract, for the confidentiality of parts of the documents requested.

Recommendation

- 1. That Council note this report in accordance with S12A of the *Local Government Act 1993*.**

- 2. That Council continue to restrict access to the annual programs less than seven years old, monthly reports and the feasibility studies referred to in the Shell Cove Management Agreement between Council and Australand Corporation (NSW) Pty Ltd until such time as the commercial in confidence information they contain is no longer relevant.**
- 3. That Council release Annual programs greater than seven years old on an ongoing basis and as advised by Australand Corporation (NSW) Pty Ltd to no longer be "commercial in confidence"**

Background

The matter of the public release of the Management Agreement between the Council and Australand has been an issue of ongoing interest to the community for some time. At the Council Meeting on 30 September 2008 it was resolved to release the Shell Cove Management Agreement to the public. The supporting minute detailed several classes of related documents which were not publicly released because they contained information which was "commercial in confidence". The Administrator gave an undertaking that when the time for maintaining confidentiality had passed that those related documents would be publicly released.

At the Council Meeting on 21 October 2008 the Tripartite Deed, which was entered into between the Council, Walker Corporation and the Westpac Bank, was publicly released. It was one of the documents detailed in the minutes of 30 September 2008 that contained "commercial in confidence" restrictions. Release of the Tripartite Deed was granted as all third parties agreed to its release. The other documents now to be considered for release under S12A(4) of the *Local Government Act* are:

- Annual Program – an annual program (which proposes works and other actions requiring expenditure for the year) must be prepared and submitted by Australand to the Shell Cove Management Committee. The program cannot be implemented until it is approved by the Committee.
- Monthly Reports – these reports are prepared and submitted to the Shell Cove Management Committee by Australand on a monthly basis. They report on all aspects of the Project and current activities. They also address the matters to be considered by the Shell Cove Management Committee at its monthly meeting.
- Feasibility Study – the Agreement provides for feasibility studies to be prepared and lodged from time to time.

Council recently requested confirmation of Australand's position in respect of the public release of older versions of Shell Cove Annual Programs prepared by Australand in accordance with the requirements of the Management Agreement. Australand gave no objection to the release of Annual Programs that were older than seven years subject to each of these reports being checked to ensure there are no remaining issues of confidentiality in any report. Australand's Senior Development Manager - Glenn Coquhoun has now been requested to progress the reviewing of

each of the older Annual Programs with a view to progressively releasing each after it has been reviewed and determined to not have any confidential details.

It is noted that it is Australand's view that current Annual Programs for the past seven years contain confidential budget and cost information, the release of which could be commercially detrimental to ongoing negotiations and tender procedures.

During addresses to Council at the Ordinary Council Meeting on 30 June 2009, it was stated that Section 12 of the *Local Government Act* enabled the documents the subject of this report to be released in edited form; that is, with the commercially sensitive material omitted. Generally speaking this is so. However, in this instance Australand has objected to the release of the annual programs less than seven years old, monthly reports and feasibility studies in their entirety. In these circumstances disclosure of the documents in edited form would found an action for breach of confidence.

Consultations

Internal

Group Manager Corporate Services
Director Shell Cove Business Division

External

Australand Corporation (NSW) Pty Ltd

Considerations

Financial/resources implications

Nil

Legal & policy implications

Council is obliged to provide access to documents in accordance with the provisions of Section 12 and associated sections of the *Local Government Act* and under Council's policy on Access to Documents. Council is obliged to restrict access to a document if its publication is considered to be "commercial in confidence" or in breach of other legislation.

Public/social impact

Disclosure of the feasibility studies, monthly reports and those Annual Programs less than seven years old would reveal information that has commercial value and that disclosure could reasonably be expected to destroy or diminish the commercial value of the information. Further, release of these documents would disclose information concerning business, professional, commercial or financial affairs that could reasonably be expected to have unreasonable adverse effect on those affairs or prejudice the future supply of such information to this agency.

Options

1. To uphold Council's previous resolution to restrict access to all remaining documents not previously released, under the provisions of S12 of the *Local Government Act*
2. To release those Annual Programs determined by Australand to no longer be "commercial in confidence" on an ongoing basis and to continue to restrict access to the remaining requested documents, under S12 of the *Local Government Act*.

Political Donations Disclosure

Not applicable

Conclusions

The reasons for restriction of access under S12 of the *Act* still apply with respect to annual programs less than seven years old, monthly reports and the feasibility studies referred to in the Shell Cove Management Agreement between Council and Australand Corporation (NSW) Pty Ltd and therefore access should continue to be restricted to those documents.

The release of Annual programs more than seven years old, should be permitted subject to the approval to release by Australand, as stated in this report.

Approved for Council's consideration: _____



Attachments

Nil

12.2.2 Lot 1000 DP 880969: NSW Fire Brigade: Extension of lease term over subdivided lot (9130444)

To the General Manager

Division: Operations & Services Division

Department: Corporate Services

Manager: Tony Gearon - Group Manager Corporate Services

Author: Kim Cavanough - Acting Manager Property

Summary

This report seeks Council approval to extend the lease term with the NSW Fire Brigades for the occupation of land at the Illawarra Regional Airport for a further ten year period by way of two, five year consecutive leases. The report was deferred from the meeting of 30 June following an address to the Council on the legality of the proposal. Comments made are addressed in this report.

Recommendation

- 1. That Council enter into two further consecutive five year lease agreements with the Minister for Emergency Services (New South Wales Fire Brigades) for occupation of part Lot 2001 DP 1132715 being Lot 1000 DP 880969 commencing 14 April 2017 and terminating on 13 April 2027.**
- 2. That the Administrator and General Manager be authorised to sign the lease agreement under Council Seal.**

Background

Council at its meeting of 25 February 1997 resolved to enter into four consecutive five year leases with the NSW Fire Brigade for the occupation of a site for the establishment of a Fire Training Facility. These leases were subsequently recognised by the NSW Land Titles Office which stamped the Title documents.

The leases commenced on 14 April 1997 and the Fire Brigade are currently occupying the site under the third lease of these four leases.

Due to funding obligations, the Fire Brigade need to demonstrate a long term occupancy. The final lease is due to expire on 13 April 2017 and the NSW Fire Brigade have therefore requested that the term be extended by a further 2 consecutive five year leases.

The terms and conditions of the agreements will be in accordance with the current agreements and the rental will be determined by market valuation at the commencement of each new term.

During addresses to Council at the Ordinary Council Meeting of 30 June 2009 it was claimed that Council could not enter the proposed leases for to do so would breach the *Local Government Act*. (The *Act*). It was claimed further that the report recommendation was proof that neither the Administrator nor the General Manager had any respect for the Local Government Act. Both statements were untrue and unnecessarily inflammatory.

The *Act* does prohibit the leasing of community land for periods exceeding five years, but there is no such restriction with respect to operational land. The land being leased to the NSW Fire Brigades is classified under the *Local Government Act* as operational land. A Plan of Subdivision for leasing purposes only has been created but the subject parcel of land has not been subdivided and forms part of a larger lot. Attachment one (1) to this report is a copy of the Plan of Subdivision created for lease purposes only.

On unsubdivided land, the Department of Lands through its Land and Property Information (LPI) Service permits the registration of successive five year leases on title to a maximum of twenty five years. As two of the original leases have expired, Council is permitted to enter and register the two new proposed leases. As the leases expire they are removed from title to ensure that no more than five leases, each of five years duration are on the title at any given time. Attachment two to this report is a copy of the Registrar Generals Direction regarding the granting of successive leases on unsubdivided land.

Consultations

Internal

Corporate Solicitor / Public Officer

External

NSW Fire Brigades
McCartney Young Lawyers
Land and Property Information (LPI) Service

Considerations

Financial/resources implications

The rental will be determined by a market valuation at the commencement dates of 14 April 2017 and 14 April 2022.

Legal & policy implications

The NSW Fire Brigades are currently operating under their third lease of a total of four consecutive five year leases. Due to funding obligations, the Fire Brigade need to demonstrate that they have a longer term available.

Public/social impact

This training facility provides a service to the community by enabling the training to be carried out in the fire fighting related field.

Options

1. Resolve to extend the lease period.
2. Resolve not to extend the lease period.

Political Donations Disclosure

Not Applicable

Conclusions

The NSW Fire Brigades require an extension to the lease terms due to funding obligations. All terms and conditions of the lease will be in accordance with the existing leases, subject to market rental reviews at the commencement of each five year term.

The facility provides an important service to the community through the training it provides.

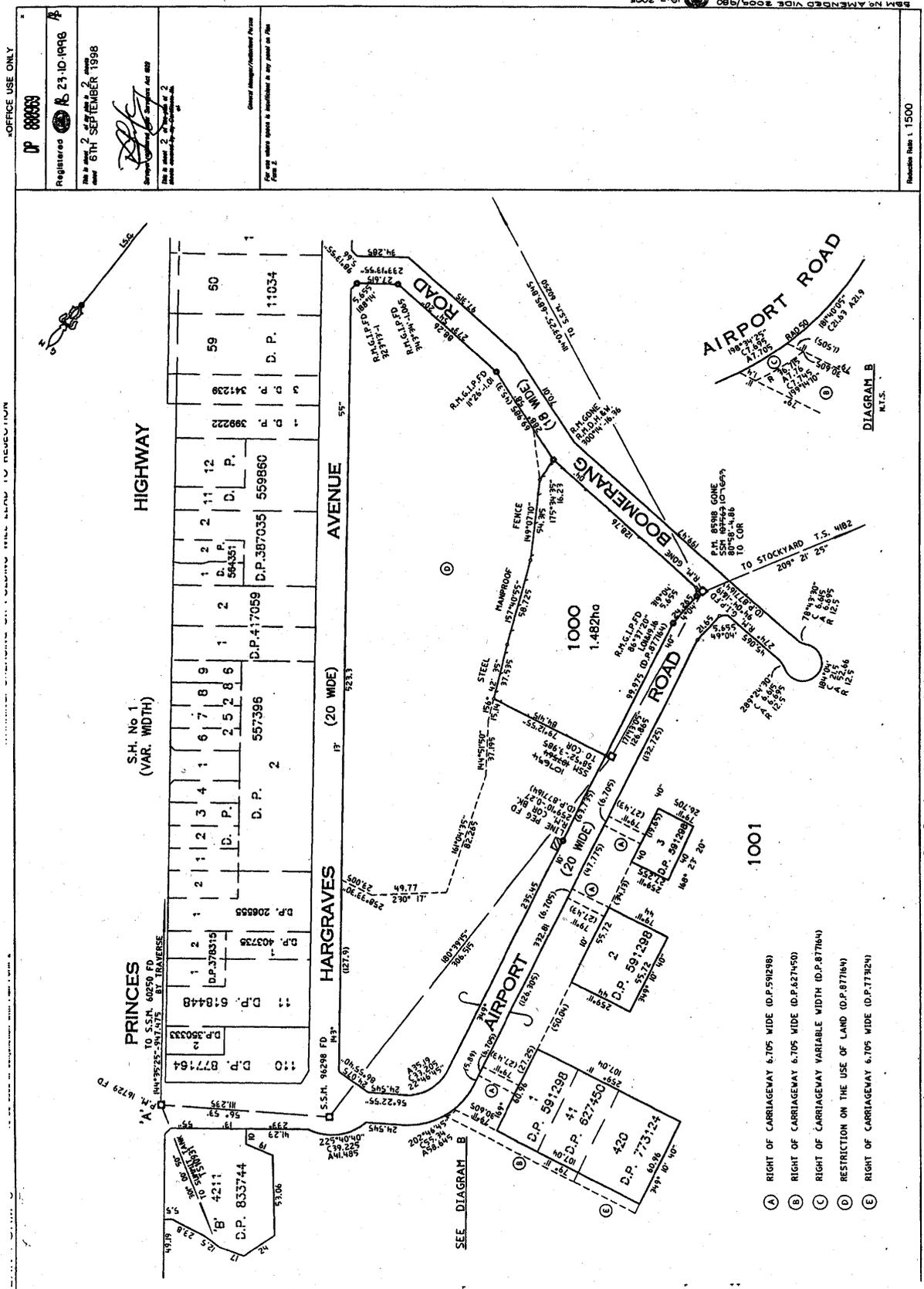


Approved for Council's consideration: _____

Attachments

1. Plan of Subdivision
2. Copy of the Registrar General's Direction

Attachment 1 – Plan of Subdivision p2



Attachment 2 – Copy of Registrar General's Direction p1


 Department of Lands

 Land Administration & Management
 Property & Spatial Information

www.lands.nsw.gov.au

Fax

To:	Bruce McCann	From:	Jennifer Lockley
Company:	Shell Harbour Council	Position:	
Fax number:		Date:	6 July 2009
Subject:	Successive Leases	No. of pages:	2

 Urgent
 Confidential
 Please reply
 Original to be mailed

Dear Mr McCann,

Please find herewith an extract from the Registrar General's Directions regarding granting of successive leases. See also sec 120A(3) of the Conveyancing Act 1919.

If you have any further enquiries regarding this matter please don't hesitate to contact me on [REDACTED]

Jennifer Lockley

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Attachment 2 – Copy of Registrar General’s Direction p2

Grant Of Successive Leases

Link to [NSW Legislation site](#).

The granting of successive leases of part of a parcel of land for terms not exceeding 5 years with no options of renewal, does not create a subdivision. Because a lease must commence within 21 years of the date of the instrument, see s120A(3) *Conveyancing Act 1919*, and the date of the first lease is treated as the commencement date of the lease, there can be no more than five successive 5 year leases and the total term of the successive leases cannot exceed 25 years.

Note: the 21 year limit for the commencement date of a lease also applies to successive leases of premises but the terms of the individual leases are not restricted to a maximum of 5 years and the total term of the successive leases may exceed 25 years.

http://rgdirectionsstaffaccess.lands.nsw/drs/Leases/GrantOfSuccessiveLeases?SQ_DES... 6/07/2009

12.2.3 Department of Education & Training: Renewal of lease for occupation of part Warilla Council Chambers building (9129948)

To the General Manager

Division: Operations & Services Division

Department: Corporate Services

Manager: Tony Gearon – Group Manager Corporate Services

Author: Kim Cavanough – Acting Manager Property Services

Summary

This report seeks Council's acknowledgement of the renewal of a lease option by the State Property Authority (Formerly Department of Education and Training) for occupation of part of the Warilla Council Chambers building, for a further two years.

Recommendation

- 1. That Council acknowledge the Option of the State Property Authority (formerly Department of Education and Training) and renew the lease agreement for the occupation of part Lot 2 DP 833735 (Warilla Council Chambers) for a period of two years at a rental of \$84,000 per annum plus GST**
- 2. That the Administrator and General Manager be authorised to sign the lease agreement under Council Seal.**

Background

This report was deferred from the meeting of Council held on 30 June 2009 following an address to Council from a member of the public.

Council at its meeting on 22 May 2009 had resolved to renew a lease agreement with the Department of Education and Training, for occupation of part Lot 2 DP 833735 (Warilla Council Chambers building) for a period of two years with a two year option.

Council cannot now withhold its consent in this matter, as the initial lease term has expired and the lessee has served a notice of their exercise of their option for the further two year term. It is the lessee's option to renew the lease for that period. As there is no "option" to withhold consent, there is no option other than to accept the recommendation in this instance.

The market valuation for rental was carried out in accordance with the terms of the lease and the condition of the building was a consideration on which Council's Valuer determined the rental. The condition of the building was described as "dated". This is

taken to mean that the building would require refurbishment to bring its interior to a contemporary, as new condition.

It will be appropriate to consider a business justification for the refurbishment of this asset, in conjunction with the next renewal of the leases for the building. However, this is not a consideration that would form part of this lease report.

The following is edited from the report which appeared to Council on 30 June 2009.

We received a letter from the NSW Department of Education and Training, seeking to exercise the two year option to renew their lease, for the occupation of approximately 440.3m², of part of Lot 2 DP 833735 (Warilla Council Chambers).

In accordance with the terms of the lease, a market valuation was carried out and based on the assessment of the valuation, the rental is to be increased to \$84,000 plus GST per annum.

Council has since received notice from the State Property Authority that, pursuant to section 17, 18 and 19 of the *State Property Authority Act 2006*, the lease of premises was vested to the State Property Authority on 8 May 2009. The State Property Authority will therefore take over management of the lease from 1 July 2009. The Department of Education and Training will be responsible under the terms of the lease until that date.

Under the *State Property Authority Act 2006* there is no need for further conveyance, transfer, assignment or assurance of the current lease. However, as the lease is being renewed, under the option period, the new agreement will note the State Property Authority as lessee and not the Department of Education and Training.

Consultations

Internal

Nil

External

Department of Education and Training
State Property Authority
Walsh and Monaghan Valuers.

Considerations

Financial/resources implications

A market valuation was carried out by Council's valuer and a rent of \$84,000 plus GST has been set based on this valuation.

The lessee will be responsible for all legal costs associated with the lease renewal.

Legal & policy implications

A Council resolution is required in order to affix the Seal of Council to the lease documents.

Under the current lease conditions, the lessee has the option to renew this lease for the two year term.

Public/social impact

The Department of Education and Training has occupied part of the Council Chambers building for several years. The leased area is used as office space and therefore there is minimal public or social impact as a result of this occupation.

Options

The only option available to Council is to renew the lease for the two year term, in accordance with the current lease conditions.

Political Donations Disclosure

Not Applicable

Conclusions

The lessee has requested to take up their option to renew the current lease and has complied with the terms of the lease regarding this option. Therefore, as it is the lessee's right to take up the option, Council must approve the renewal of the lease.

The State Property Authority will take over the management of the lease from 1 July 2009 pursuant to the *State Property Authority Act 2006*.

Approved for Council's consideration: _____



Attachments

Nil

12.2.4 Shellharbour City Anglican Church: Occupation agreement for vacant space in the Warilla Council Chambers building (9130466)

To the General Manager

Division: Operations & Services Division
Department: Corporate Services Department

Manager: Tony Gearon – Group Manager Corporate Services
Author: Kim Cavanough – Acting Manager Property Services

Summary

This report seeks Council approval to enter into an Occupation Agreement with Shellharbour City Anglican Church for the occupation for a twelve month term, of part of the Warilla Council Chambers building that was previously occupied by the People's Medical Centre.

Recommendation

That Council grant approval to the Shellharbour City Anglican Church to enter into a twelve (12) month occupation agreement to occupy space at the Warilla Council Chambers building at a rental of \$150.00 per week plus GST.

Background

The report was deferred from the meeting of 30 June following addresses to Council from Anglicare and a member of the public.

One of the addresses to Council on this item raised the matter of the condition of the building and its potential for increased rentals, if better maintained or refurbished. Council's valuer currently describes the interior of the building as "dated". The maintenance and presentation of this building, together with consideration of its future as a public building, will be the subject of a business analysis following the conclusion of the current leases on the building.

Anglicare, the other address to Council, provided an outline of the purpose of the Group and requested an extension of the proposed term from six months to twelve months with a 4 – 6 week rent free amount. Further consideration of the matters raised has resulted in a change in the recommendation to provide for occupation by the Shellharbour City Anglican Church, for 12 months. The occupation will then revert to a month to month tenancy.

The following is edited from the report which appeared to Council on 30 June 2009.

Vacant office space has become available on the ground floor at the Warilla Council Chambers due to the vacancy of the People's Medical Centre. The area is approximately 80m² and the current configuration consists of a reception area with meeting/waiting room and four offices.

Expressions of Interest were called from Community groups and others based in the Shellharbour City, to occupy, on a short term basis, that space in the Council Chambers building, which was formerly occupied by the People's Medical Centre.

Council received only two submissions in the 28 day submission period. One of the two groups, however, withdrew their submission after they further considered the size of the space and work required to update it.

The other group, Shellharbour City Anglican Church is still eager to occupy the space at a rental of \$150.00 per week. The Church currently occupies a smaller office area in the building, adjacent to the unoccupied space. The Church has advised that it wishes to demonstrate its continued commitment to the local community and that the additional accommodation would not only provide valuable assistance for its current activities but would also aid greatly in its efforts to address the needs of residents in this area.

It is the Church's intention to expand its services to the Shellharbour community by inviting Anglicare Community Care Services to join it. Anglicare offers support services for those affected by poverty, illness and despair and by operating from Council's building, it has the potential to bring in services such as the "Brighter Futures Parenting Program", "Child and Families Network" facilitation. They are also currently pursuing opportunities to allow them to deliver Flexible Disability Respite Services in the Illawarra. The facilitation of such services is considered compatible with elements of Council's Social Plan and community services objectives.

Consultations

Internal

Group Manager Community Services and Development

External

Shellharbour City Centre Anglican Church
Healthy Cities Illawarra Inc

Considerations

Financial/resources implications

Council will be receiving income through the payment of \$150.00 per week from the Shellharbour City Anglican Church.

Legal & policy implications

Nil

Public/social impact

Shellharbour City Anglican Church in association with Anglicare will assist in addressing issues of poverty, disability, illness and despair in our city. The proposed tenancy is compatible with the community focused groups that currently occupy the Warilla Council Chambers.

Options

1. Enter into an occupation agreement with the Shellharbour City Anglican Church
2. Not enter in occupation with the Church but consider another option for the vacant space.

Political Donations Disclosure

Not Applicable

Conclusions

This vacancy was advertised in local media and two submissions were received, one of which later withdrew. The proposed occupation by Shellharbour City Anglican Church is compatible with Council's general community services objectives and is recommended for approval.



Approved for Council's consideration: _____

Attachments

Nil

12.2.5 Requests for Donation (9121749)

To the General Manager

Division: Operations & Services Division

Department: Corporate Services

Manager: Tony Gearon – Group Manager Corporate Services

Author: Julie Larsen – Agenda / Administration Officer

Summary

This report seeks adoption of the proposed donation contributions as recommended by the Donations Working Group at its meeting on 17 June 2009.

Recommendation

That Council donate the following contributions totalling \$3,315:

- | | |
|--|----------------|
| 1. St Paul's Primary School –
Primary Schools Basketball Championships | \$250 |
| 2. St Joseph's High School –
Prizes for regional schools "Literary Luncheon" | \$200 |
| 3. Healthy Cities Illawarra Inc. –
Sponsorship of Awards Ceremony | \$200 |
| 4. Illawarra Women's Health Centre –
Anti-discrimination promotion | \$1,500 |
| 5. Katie Richardson – Ronald McDonald House -
Reimbursement of Local Approval Fee for charity event | \$165 |
| 6. Shellharbour Albion Park Events -
Costs associated with Kidsfest Festival events | \$1,000 |

Background

Councils may provide financial assistance to others, under S356 of the Local Government Act 1993 (the Act). Shellharbour Council allocates funds for donations in each annual Management Plan and the distribution of funds is managed by a Donations Working Party, which was established from July 2008. This group of Council officers meets four times per year to consider requests for financial assistance, and make recommendations to Council, subject to the Act and Council's policy.

The Donations Working Party met on Wednesday 17 June 2009 to consider donation requests submitted for the final quarter of financial year 2008/2009. Any unallocated funds in this account at the end of the financial year, are carried forward to the next year's budget. The Working Party considered all applications for assistance and now recommends that the following organisations receive a donation.

That Council donate the following contributions totalling \$3,315:

1. Illawarra Women's Health Centre – Anti-discrimination promotion	\$1,500
2. St Paul's Primary School – Primary Schools Basketball Championships	\$250
3. St Joseph's High School – Prizes for regional schools "Literary Luncheon"	\$200
4. Healthy Cities Illawarra Inc. – Sponsorship of Awards Ceremony	\$200
5. Katie Richardson – Ronald McDonald House - Reimbursement of Local Approval Fee for charity event	\$165
6. Shellharbour Albion Park Events - Costs associated with Kidsfest Festival events	\$1,000

Consultations

Internal

Group Manager Community Services & Development
Group Manager Corporate Services

External

Nil

Considerations

Financial/resources implications

These donations are funded from a donations allocation within Council's budget.

Legal & policy implications

The applications are assessed by the working group, in accordance with Council's Donations Policy.

Public/social impact

Social community benefit is achieved via the efforts of the recipients of Council's financial assistance.

Options

1. That Council adopt the recommended donation contributions as determined by the Donations Working Group as listed in this report.
2. That Council make some other determination of contributions.

Political Donations Disclosure

Not Applicable.

Conclusions

The requests were considered by the Working Group under the guidelines of the Donations Policy.

Approved for Council's consideration: _____



Attachments

Nil

12.3 Community Planning & Strategies Division

12.4 Shell Cove Business Division

13. Committee Recommendations

13.1 Recommendations from the Disabilities Services Advisory Committee Meeting held 10 June 2009 recommended for adoption.

That the Recommendations from the Disabilities Services Advisory Committee Meeting held 10 June 2009 be adopted.

13.2 Recommendations from the Shellharbour Traffic Committee Meeting held 1 July 2009 recommended for adoption.

That the Recommendations from the Shellharbour Traffic Committee Meeting held 1 July 2009 be adopted.

14. Items for Information

Nil

15. Notices of Rescission/Alteration Motions

Nil

16. Notices of Motion

Nil

17. Questions without Notice

18. Questions on Notice

19. Urgent Business

20. Committee of the Whole in Closed Session: Adjournment

21. Committee of the Whole: Consideration of Adoption of Decisions Reached in Closed Session

22. Committee of the Whole: Consideration of Declassification of Reports