

**Minutes of the Ordinary Meeting
of Shellharbour City Council
held at the Albion Park Home & Community Care Centre
on Tuesday 05 July 2011 commencing at 5.30 pm**

Present

Administrator

Mr D Jesson

In attendance

General Manager

M Willis

Director of Operations & Services

A Webster

Director of Community Planning & Strategies

P O'Rourke

Group Manager Corporate Services

T Gearon

Group Manager Customer & Environmental Services

G Standen

Acting Group Manager Development & Technical Services

B Short

Manager Media & Communications

N East

Manager Information Technology

M Leonard

Manager Executive Services / Public Officer

F MastroDomenico

Network & Desktop Support Officer

M Baez

Trainee Civil Engineer

S Boon

Executive Assistant

L Davey

Executive Assistant

D Arney

1. Acknowledgement to Country

Shellharbour City Council acknowledges the Traditional Owners and Custodians of the Land on which we are meeting and pays its respects to Elders past and present.

Webcasting

Administrator's Comment

The Administrator read the usual advice regarding the webcasting of the meetings of the Council.

2. Confirmation of Minutes

2.1 Ordinary Meeting 14 June 2011

101 RESOLVED:

That the Minutes of the Ordinary Council Meeting held on 14 June 2011 as circulated be taken as read and confirmed as a correct record of proceedings.

2.2 Extraordinary Meeting 28 June 2011

102 RESOLVED:

That the Minutes of the Extraordinary Council Meeting held on 28 June 2011 as circulated be taken as read and confirmed as a correct record of proceedings.

3. Apologies / Leave of Absence

Nil

4. Confidential Business (Committee of the Whole)

Nil

5. Pecuniary Interest and Conflict of Interest Declarations

Nil

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6. Condolences

The Administrator read details of the following deaths in the Local Government area.

| | | |
|--------------------------------|-------------|------------------|
| Mr Desmond James Jarrett | of | Albion Park |
| Mrs Wilhelmina (Wilma) Boon | of | Albion Park |
| Mr Werner Friedrich Gruber | of | Albion Park |
| Mr Anthony James (Tony) Bishop | of | Albion Park Rail |
| Mr Ronald McFadgean | of | Albion Park Rail |
| Mrs Dorothy Bobin | of | Barrack Heights |
| Mr Mark Andrew Hegarty | of | Lake Illawarra |
| Mr Allan Williams | of | Oak Flats |
| Mrs Nadine Davis | of | Oak Flats |
| Mrs Yvonne Elizabeth Bassett | of | Oak Flats |
| Mrs Phyllis Walsh | of | Oak Flats |
| Mr Arthur James Dimond | formerly of | Oak Flats |
| Mrs Alexandra Nikitaras | of | Warilla |
| Mrs Ivy Florence James | of | Warilla |
| Mr Noel James Cuthbert | of | Warilla |
| Mrs Pauline Jean Boardman | of | Warilla |
| Mr Terrence (Terry) Mahoney | of | Warilla |
| Mr Trevor (Darby) Watson | of | Warilla |
| Mrs Laureen Atkins | of | Warilla |
| Mrs Lenora Rust | formerly of | Warilla |
| Mr John Smith | formerly of | Warilla |

103 A Motion of condolence was passed by all present standing for one minute's silence.

7. Addresses to Council

Nil

8. Adjournment – Consideration of Addresses to Council (only to be taken where deemed to be required by the Council and determined by Resolution of the Council)

The Administrator noted that an adjournment was not required as there were no Addresses to Council.

9. Administrator’s Statements / Reports / Presentations

The Administrator expressed his pleasure that the Council meeting was taking place in Albion Park and provided an update on the Destination Albion Park Project.

10. Councillors' Reports (not applicable at this time)

Nil

11. Administrator’s Minutes

Nil

12. Reports

12.1 General Manager’s Office

12.1.1 The Future Shape of the Organisation (9530227)

The General Manager addressed the Council on this item.

104 RESOLVED:

1. That the Council structure as recommended in paragraph 5 of this report be approved.
2. That the Director positions identified in that structure be designated Senior Staff positions in accordance with Section 338 of the Local Government Act.
3. That the allocation of responsibilities within Directorates and Groups be delegated to the General Manager.

12.1.2 Monthly Investment Report (9522252)

105 RESOLVED:

That Council receive and note the attached Investment Portfolio reports, as at 31 May 2011.

12.1.3 Review of Payment of Expenses and Provision of Facilities to the Mayor and Councillors: Policy (9523940)

106 RESOLVED:

1. That the draft *Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy* be placed on public exhibition in accordance with the provisions of the Local Government Act 1993 and Departmental guidelines, for a period of 28 days.
2. That the revised policy, together with any public submissions, be reported back to Council for consideration following the close of the exhibition period.

12.1.4 Draft Councillor Access to Information, Interactions with Staff and Access to Council Premises: Policy (9525252)

107 RESOLVED:

1. That the attached draft *Councillor Access to Information, Interactions with Staff and Access to Council Premises Policy* be placed on public exhibition for a period of 28 days.
2. That the draft policy, together with any public submissions, be reported back to Council for consideration following the close of the exhibition period.

12.1.5 Proposed Councillor Induction, Training and Education program (9524792)

The Administrator formally thanked the General Manager and staff for the preparation of the policies and program for an incoming Council.

108 RESOLVED:

That Council endorse the proposed induction, training and education calendar for Councillors following the election on 3 September 2011.

12.2 Operations & Services Division

12.2.1 Extension of Contract 2007/36: Collection of Waste and Recoverable Resources and the Processing of Recyclables (9515812)

The Director of Operations & Services addressed the Council on this item.

109 RESOLVED:

That the Council extend the term of Contract 2007/36 - Collection of Waste and Recoverable Resources and Processing of Recyclables for the First Extension Period, being from 1 July 2012 to 30 June 2013.

12.2.2 Community Centres and Halls Management Policy 2011 (9522302)

The Director of Community Planning & Strategies addressed the Council on this item.

110 RESOLVED:

That the amended draft Community and Centres Halls Policy attached to this report be adopted by Council.

12.2.3 TML Catering - trading as Relish at the Links, Golf Drive, Shell Cove: Renewal of Catering Agreement (9528895)

111 RESOLVED:

1. That Council renew the Catering Agreement with TML Catering Pty Ltd trading as Relish at The Links, for the occupation of space at The Links Shell Cove hotel premises, for the purpose of operating a restaurant and catering for functions, for a term of five years at an annual rental of \$14,000 plus GST, indexed annually by the Consumer Price Index;
2. That the Administrator and General Manager be authorised to execute the Catering Agreement, under Council Seal.

12.2.4 Part Lot 23 DP 558774, Morley Park, Lake Illawarra: Proposed Licence Renewal - Department of Education & Communities (9522345)

112 RESOLVED:

1. That Council advertise the proposal to renew the licence agreement for Part Lot 23 DP 558774, Morley Park, Lake Illawarra, with NSW Department of Education and Communities for a further period of five

(5) years, in accordance with Section 47A of the Local Government Act 1993.

2. That, provided no objections are received, Council renew the licence agreement on similar terms and conditions for the occupation of Part Lot 23 DP 558774, Morley Park, Lake Illawarra (approx. 850 square metres) for a further five (5) year period, at a rental of \$250.00 plus GST per annum with annual CPI increases.

12.2.5 Community Land Plan of Management - Lot 8 DP 1072916, Memorial Drive, Shellharbour City Centre (9510137)

The Administrator advised that he had considered declaring a non-pecuniary interest in relation to Item 12.2.5 on the basis that he resides near this property, however, he believed it was not a conflict of interest and proceeded to determine the matter.

113 RESOLVED:

That Council adopt the draft Plan of Management for Lot 8 DP 1072916, Memorial Drive, Shellharbour City Centre.

12.3 Community Planning & Strategies Division

Nil

12.4 Shell Cove Business Division

Nil

13. Committee Recommendations

13.1 Recommendations from the Disabilities Services Committee Meeting held 8 June recommended for adoption.

114 RESOLVED:

That the Recommendations from the Disabilities Services Advisory Committee Meeting held of 8 June 2011 be adopted.

14. Items for Information

Nil

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15. Notices of Rescission/Alteration Motions

Nil

16. Notices of Motion

Nil

17. Questions on Notice

Nil

18. Urgent Business

Nil

19. Committee of the Whole in Closed Session: Adjournment

Nil

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

Nil

21. Consideration of Motions to Declassify Reports Considered in Closed Session

Nil

Meeting closed 6.01 pm