

**Minutes of the Ordinary Meeting  
of Shellharbour City Council  
held at the Council Chambers, Council Administration Centre  
Shellharbour City Centre  
on Tuesday 16 October 2018 commencing at 6.32 pm**

**Present**

Deputy Mayor, Councillor	J Murray
Councillor	N Cattell
Councillor	M Hamilton
Councillor	K Marsh
Councillor	P Moran
Councillor	R Petreski

**In attendance**

General Manager	C McIntyre
Acting Director Council Sustainability / Chief Financial Officer	G Grantham
Director Community and Customers	M Boxall
Director Amenity and Assets	B Stewart
Executive Manager / Public Officer	F Lepouras
Group Manager City Development	G Meredith
Group Manager City Planning	G Hoynes
Acting Group Manager Human Resources	P Kiley
Group Manager Community Connections	K Baget-Juleff
Group Manager Organisational Performance	E Woods
Group Manager Asset Strategy	W Peterson
Manager Property Services	D Flanagan
Manager Community Engagement and Activation	J Dawson
Team Leader Children and Youth Services	T McColl
Team Leader Environment	T Heather
Shell Cove Engineer	P Turner
Media Officer	K Wells
Senior Executive Assistant (Minute Taker)	L Davey
Councillor Support Officer	J Frasca

**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 and Emergency Plan Statement**

The Deputy Mayor read the usual advice regarding the webcasting of the meetings of the Council and the emergency plan for Council Meetings.

**2. Apologies**

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An apology was tendered on behalf of Mayor Councillor Saliba

210 RESOLVED: Marsh/Petreski

That the apology as tendered be accepted.

CARRIED UNANIMOUSLY

**3. Leave of Absence**

Nil

**4. Confirmation of Minutes**

**4.1 Ordinary Meeting 25 September 2018**

211 RESOLVED: Marsh/Hamilton

That the Minutes of the Ordinary Council Meeting held on 25 September 2018 as circulated be taken as read and confirmed as a correct record of proceedings.

CARRIED UNANIMOUSLY

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### **4.2 Committee of the Whole 25 September 2018**

212 RESOLVED: Petreski/Cattell

That the Minutes of the Committee of the Whole (Confidential) Council Meeting held on 25 September 2018 as circulated be taken as read and confirmed as a correct record of proceedings.

CARRIED UNANIMOUSLY

### **4.3 Extraordinary Meeting 25 September 2018**

213 RESOLVED: Petreski/Marsh

That the Minutes of the Extraordinary Council Meeting held on 25 September 2018 as circulated be taken as read and confirmed as a correct record of proceedings.

CARRIED UNANIMOUSLY

## **5. Declarations of Interest**

Nil

## **6. Confidential Business (Committee of the Whole in Closed Session)**

Nil

## **7. Condolences**

The Deputy Mayor, on behalf of the Mayor, acknowledged the passing of Lorraine Cluff, the wife of a former senior staff member, and passed on his condolences to her family.

The Council acknowledged the following deaths in the Local Government area.

Mrs Margaret Irene Long	of	Albion Park
Mr Keith Raftery	of	Albion Park
Mrs Lillias Wilson	formerly of	Albion Park
Mrs Sylvia Irene Selleck	of	Mt Warrigal
Mrs Ruth Hager	of	Shell Cove
Mr William (Bill) Harris	of	Shellharbour
Ms Jaime Elizabeth Dunning	of	Shellharbour

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Mrs Lorraine Cluff	of Shellharbour
Mr Ralph Martin	of Warilla
Mr Patrick Francis Mulherin	of Warilla
Mr Patrick Regan	of Warilla
Mrs Violet Weaver	of Warilla

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

### 8. Mayoral Statements / Reports / Presentations

Nil

### 9. Mayoral Minutes

Nil

### 10. Councillors' Statements / Reports

#### 10.1 The Property Congress held 11-14 September 2018 in Darwin (11113982)

215 RESOLVED: Murray/Marsh

That Council receive and note this report from the 2018 Property Congress.

CARRIED UNANIMOUSLY

### 11. Reports

Note: The Addresses to Council Forum was held prior to the Council Meeting from 4.30pm to 5.30pm.

Agenda Item No & Title	Name
<i>Community and Customers Directorate</i>	
11.3.2 Draft Shellharbour Youth Plan 2018-2021	Nathan Marsh

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216 RESOLVED: Marsh/Petreski

That Standing Orders be suspended in order for Items 11.3.2 the subject of Addresses to Council, to be considered here in the agenda.

CARRIED UNANIMOUSLY

### **11.3.2 Draft Shellharbour Youth Plan 2018 - 2021 (11100966)**

217 RESOLVED: Moran/Cattell

1. That Council endorse the Draft Shellharbour Youth Plan for the purposes of public exhibition.
2. That the Draft Shellharbour Youth Plan be placed on public exhibition allowing for public submissions for a period of twenty-eight (28) days.
3. That following the close of the public exhibition period, if any relevant submissions are received, the Draft Shellharbour Youth Plan, together with those public submissions, be reported back to Council for consideration.
4. That if no submissions are received during the public exhibition period, the Draft Shellharbour Youth Plan be adopted without a further report to Council.

CARRIED UNANIMOUSLY

218 RESOLVED: Petreski/Cattell

That Standing Orders be resumed.

CARRIED UNANIMOUSLY

### **11.1 General Manager**

Nil

**11.2 Council Sustainability Directorate**

**11.2.1 Proposed Temporary Licence for the 2018 Illawarra Convoy Event (11113946)**

MOTION: Cattell/Hamilton

That:

1. Council enter into the licence with the Illawarra Community Foundation for a term up to four days, being 16 November 2018 to 20 November 2018, for the 2018 Illawarra Convoy event.
2. Council waive the licence fee for the 2018 Illawarra Convoy event.
3. The Mayor and General Manager or his nominated delegate be authorised to sign the licence agreement and other associated documentation with the Illawarra Community Foundation for the 2018 Illawarra Convoy event on Council owned and managed land, under Council Seal.

The Deputy Mayor Councillor John Murray proposed the following amendments to the MOTION, which were accepted by the Mover and Seconder:

1. The date “20 November 2018” be amended to “19 November 2018” in part 1 of the motion.
2. The words “and that it be noted in Council’s Donations Register” be added to part 2 of the motion.

219 RESOLVED: Cattell/Hamilton

That:

1. Council enter into the licence with the Illawarra Community Foundation for a term up to four days, being 16 November 2018 to 19 November 2018, for the 2018 Illawarra Convoy event.
2. Council waive the licence fee for the 2018 Illawarra Convoy event and that it be noted in Council’s Donations Register.
3. The Mayor and General Manager or his nominated delegate be authorised to sign the licence agreement and other associated documentation with the Illawarra Community Foundation for the 2018 Illawarra Convoy event on Council owned and managed land, under Council Seal.

CARRIED UNANIMOUSLY

**11.2.2 Tullimbar Village Community Garden Incorporated - Part Lot 397 DP 1223986 Tullimbar - Proposed Licence Agreement (11113885)**

220 RESOLVED: Marsh/Petreski

That Council:

1. Commence the formal process to enter into a Licence with Tullimbar Village Community Garden Incorporated for the occupation of Part Lot 397 DP 1223986 Tullimbar.
2. Endorse the licence to be placed on public exhibition for a period of 28 days calling for submissions.
3. That if any relevant submissions are received as a result of public exhibition, or if there are substantial post public exhibition changes proposed for any other reasons, a report be submitted to Council for consideration detailing the public exhibition outcomes and with further recommendations regarding adoption.
4. That if there are no relevant submissions received as a result of the public exhibition, or there are no substantial post public exhibition changes proposed for any other reasons, Council enter into a licence for a term of one year with the Tullimbar Village Community Garden Incorporated for the occupation of Part Lot 397 DP 1223986 Tullimbar.
5. Recognise the annual market rental of \$585 inclusive of GST for the proposed licence agreement as per Council's fees and charges, however, due to this proposed licence agreement being for a trial period of one year the licence fee of \$110 including GST be applied.
6. That the Mayor and General Manager, or his nominated delegate, be authorised to sign any documentation associated with the Licence, with Tullimbar Village Community Garden Incorporated for the occupation of Part Lot 397 DP 1223986 Tullimbar under Council Seal.

CARRIED UNANIMOUSLY

**11.2.3 Monthly Investment Report - August 2018 (11113943)**

221 RESOLVED: Petreski/Cattell

That Council receive and note the attached Investment Portfolio report as at 31 August 2018.

CARRIED UNANIMOUSLY

**11.2.4 Shellharbour Marina Service Pontoon Procurement (11115603)**

222 RESOLVED: Petreski/Hamilton

That Council:

1. In accordance with Section 55(3)(i) of the *Local Government Act 1993*, do not invite tenders for Service Pontoons as a satisfactory result would not be achieved due to the following extenuating circumstances:
  - a. Costs savings will be made by avoiding duplication of contractor establishment and installation costs, management and administration of design and construction.
  - b. A single provider will construct the entire service pontoons, Council will receive an integrated product supported by a comprehensive warranty.
2. Request a quote through Frasers on the current inner harbour contract with Walcon for two service pontoons on terms consistent with the inner harbour marina contract, in accordance with Option 3 outlined in the report.
3. Re-allocate funds within the Shell Cove capital budget, at the first quarter Budget Review 2018/19.
4. Authorise the General Manager, or their delegate to accept the offer and approve the variation as detailed within the Councillor Confidential Memorandum -Shellharbour Marina Service Pontoon Procurement, 10 October 2018 and sign any associated documents to give effect to the resolution.

CARRIED UNANIMOUSLY

**11.3 Community and Customers Directorate**

**11.3.1 Provision of Ocean Pools in Shellharbour (11090810)**

223 RESOLVED: Petreski/Marsh

That Council receive and note this report.

CARRIED UNANIMOUSLY



**11.3.2 Draft Shellharbour Youth Plan 2018 - 2021 (11100966)**

This item was dealt with earlier in the agenda as it was the subject of Addresses to Council prior to the meeting (Refer to Resolution No. 217).

**11.3.3 Draft Shellharbour City Event Strategy 2018 - 2021 (11100968)**

224 RESOLVED: Petreski/Cattell

1. That Council adopt the Draft Shellharbour City Event Strategy 2018 - 2021 for the purposes of public exhibition.
2. That the Draft Shellharbour City Event Strategy 2018 - 2021 be placed on public exhibition allowing for public submissions for a period of twenty-eight (28) days.
3. That following the close of the public exhibition period, the Draft Shellharbour City Event Strategy 2018 - 2021, together with any public submissions be reported back to Council for consideration and/or to be adopted.

CARRIED UNANIMOUSLY

**11.3.4 Grey Water Reuse (11113681)**

225 RESOLVED: Marsh/Petreski

1. That Council rescind the original resolution that Council officers prepare a draft Grey Water policy, with the intention of managing grey water storage and re-usage at residential and commercial properties, as well as Council owned/managed assets.
2. Council officers prepare and implement a Water Reuse Action Plan to provide advice and education for residential, commercial and Council premises on grey and storm water storage and reuse.

CARRIED UNANIMOUSLY

**11.4 Amenity and Assets Directorate**

**11.4.1 Tender 2018/41 Contract for Shellharbour Civic Centre - Cafe Fit Out (11118189)**

226 RESOLVED: Petreski/Hamilton

That Council:

1. Enter into negotiations with any person with a view to entering into a contract in relation to the subject matter of the tender for the Civic Centre Café fit out, or its components in accordance with Section 178 of the *Local Government (General) Regulation (2005)*, to expedite delivery as Council received no tenders.
2. Authorise the General Manager or his delegate to sign the Letter of Award and execute the contract and associated documents on behalf of Shellharbour City Council.

CARRIED UNANIMOUSLY

**12. Committee Recommendations**

**12.1 Recommendations from the Aboriginal Advisory Committee Meeting held 18 September 2018 recommended for adoption.**

227 RESOLVED: Cattell/Hamilton

That the Recommendations from the Aboriginal Advisory Committee Meeting held of 18 September 2018 be adopted.

CARRIED UNANIMOUSLY

Councillor Cattell acknowledged the retirement of Veronica Bird, Council's Aboriginal Community Liaison Officer, and thanked her for her service to Council and the community.

**12.2 Recommendations from the Disability Access and Inclusion Advisory Committee Meeting held 19 September 2018 recommended for adoption.**

228 RESOLVED: Hamilton/Marsh

That the Recommendations from the Disability Access and Inclusion Advisory Committee Meeting held of 19 September 2018 be adopted.

CARRIED UNANIMOUSLY

**12.3 Recommendations from the Australia Day Advisory Committee Meeting held 26 September 2018 recommended for adoption.**

229 RESOLVED: Petreski/Hamilton

That the Recommendations from the Australia Day Advisory Committee Meeting held of 26 September 2018 be adopted.

CARRIED UNANIMOUSLY

**12.4 Recommendations from the Traffic Committee Meeting held 3 October 2018 recommended for adoption.**

230 RESOLVED: Marsh/Moran

That the Recommendations from the Traffic Committee Meeting held of 3 October 2018 be adopted.

CARRIED UNANIMOUSLY

**13. Items for Information**

Nil

**14. Notices of Rescission/Alteration Motions**

Nil

**15. Notices of Motion**

**15.1 Notice of Motion submitted by Cr Kellie Marsh: Stickers for FOGO green bin and yellow recycle bins (11114116)**

231 RESOLVED: Marsh/Cattell

That as a result of wear and tear on stickers for the inside of each household FOGO green bin and yellow recycle bins, which list what items can be placed in the bin, that the Council officers prepare a report on the cost of providing and installing new stickers for the inside of each household FOGO green bin and yellow recycle bins.

CARRIED UNANIMOUSLY

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**16. Questions on Notice (must be submitted in writing)**

Nil

**17. Urgent Business**

Nil

**18. Committee of the Whole in Closed Session (Closed to the Public):  
Adjournment**

Nil

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

Nil

**20. Consideration of Motions to Declassify Reports Considered in Closed  
Session**

Nil

**Meeting closed 7.12 pm**