

Minutes 13 SEPTEMBER 2011



Minutes of Ordinary meeting of the Port Stephens Council held in the Council Chambers, Raymond Terrace on 13 September 2011, commencing at 5.30pm.

PRESENT: Councillors R. Westbury (Mayor); G. Dingle; C. De Lyall; S. Dover; G. Francis; K. Jordan (Deputy Mayor); P. Kafer; B. MacKenzie; J. Nell; S. O'Brien; S. Tucker; F. Ward; General Manager; Corporate Services Group Manager; Facilities and Services Group Manager; Sustainable Planning Group Manager; Commercial Services Group Manager and Executive Officer.

		No apologies were received.
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313	Councillor Glenys Francis Councillor John Nell	It was resolved that the minutes of the Ordinary meeting of Port Stephens Council held on 23 August 2011 be confirmed.
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		<p>Cr Sally Dover declared a significant non-pecuniary conflict of interest in Council Committee recommendation Item 1. The nature of the interest is that her name is on the waiting list for a villa in Salamander Retirement village.</p> <p>Cr Frank Ward declared a less than significant non-pecuniary conflict of interest in Council Committee recommendation Item 1. The nature of the interest is that his being that he lives in Harbourside Village and I am a member of the company. Cr</p>
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MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

		Ward declared that his only interest is the development of aged care in the area.
314	Councillor John Nell Councillor Peter Kafer	It was resolved that Standing Orders be suspended to allow for a presentation.

Councillor Glenys Francis and Councillor Peter Kafer presented the Mayor with the winning Art work from The Raymond Terrace Art Show which will become part of Council's art collection.

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MAYORAL MINUTE

MAYORAL MINUTE

ITEM NO. 1

FILE NO: PSC2009-08123, PSC2009-08122

SISTER CITIES

THAT COUNCIL:

- 1) Receive and notes the correspondence from the Sister Cities in Yugawara and Tateyama.
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ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

315	Councillor Bob Westbury	It was resolved that the Mayoral Minute be adopted.
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BACKGROUND

The purpose of this Mayoral Minute is to provide Council with letters of appreciation from our Sister Cities in Yugawara and Tatayama.

The Town Mayor of Yugawara has expressed their appreciation for the continued Sister Cities relationship with Council and also thanked St Phillips Christian College and the Port Stephens Sister Cities Committee for their support in organising the international student exchanges. The Mayor acknowledged the kind donation from the Port Stephens Sister Cities Committee following the earthquake and tsunami in March 2011.

The Bureau Chief of MOA Museum of Art Yugawara Childrens Painting Exhibition advised the winner of the Port Stephens Mayor Award which is an Award that is given each year in Yugawara. The winner is Ryo Nishikawa. Port Stephens Council provides a book as the prize each year from the Mayor.

The Mayor of Tateyama has written to the Port Stephens Sister Cities Committee and expressed their appreciation for the "Face of Sister City" photo exhibition which is on display at Council.

The correspondence received by Council is show at **ATTACHMENT 1**.

- 1) Letter from the Mayor of Yugawara;
- 2) Email from the Museum of Art Yugawara on behalf of the Mayor;
- 3) Letter from the Mayor of Tateyama.

ATTACHMENT 1

LETTER FROM THE MAYOR OF YUGAWARA

To the Mayor of Port Stephens

School summer vacations have started in Japan, and we are enduring a severe heat wave every day, many people visit beaches and pools to relax and escape the heat. From what I understand, Port Stephens is now experiencing the opposite season, has it been a comfortable time for you all?

It has been more than 20 years since Port Stephens and Yugawara formed a sister city alliance together in 1996.

During this time, more than 80 junior high school students from Yugawara have traveled to Port Stephens to study English, to experience Australian culture and to see the beautiful sites of your country.

I would like to thank the Mayor, the Councillors, the people of Port Stephens, St. Phillips Christian College and the Port Stephens Sister Cities Committee for all your support and effort in organizing and accepting our students into your homes with welcoming arms every year.

On 11 March 2011, Japan was hit by a devastating earthquake and Tsunami. Soon afterwards, the Port Stephens Sister Cities Committee sent us a touching donation and warm words of encouragement which I would like to say thank you and that they were received with deep appreciation. This donation was used to help the victims from those devastated areas.

Finally, I hope the relationship between Port Stephens and Yugawara which has grown so strong over the last 20 years will continue to grow and deepen into the future. And the students and people of both cities can continue this strong union.

I am looking forward to one day meeting you.

August 2011.

Yukihiko Tomita

~~Yugawara Deputy Mayor~~

Town Mayor of Yugawara Yukihiko Tomita

ATTACHMENT 1

EMAIL FROM THE MUSEUM OF ART YUGAWARA ON BEHALF OF THE MAYOR

Page 1 of 1

Cherylanne Bailey

From: [redacted] [kinugawa@moanet.co.jp]
Sent: Monday, 12 September 2011 2:19 PM
To: Cherylanne Bailey
Cc: Tony Wickham, Faye Johnstone
Subject: Notification about Port Stephens Mayor Award winner

Good afternoon.

The screening panel was done, and Port Stephens Mayor Award winner was decided yesterday.
The winner is Ryo Nishikawa (Japanese name [redacted], the sixth grader in the elementary school, and a boy.
The title is "A swordfish and flying fishes" (Japanese: [redacted]).
I send you his work by email.
Please see.

This time, the work of 442 points in all applied.
The work of 82 points won.
Port Stephens Mayor Award is one of the high rank seven points in 82 points.

And I say gratitude to Mrs. Johnstone for her support on parental leave.

Thank you.



[redacted]
Naohide Kinugawa
bureau chief of MOA Museum of Art Yugawara Children's [redacted] Painting Exhibition

12/09/2011

ATTACHMENT 1

LETTER FROM THE MAYOR OF TATEYAMA



Tateyama City Hall

August 9, 2011

Dear Ted Tindall:

Thank you for having pictures of Tateyama in Face of Sister City photo exhibition. We are honored to show our pictures to many people in Port Stephens.

We are planning to have some place introduce our sister cities. The photo data you gave us will be helpful. In October, we will have Nanso Satomi festival, 30th anniversary. Usually, we held a day festival, but for this year, we will hold the festival two days. During the festival, we are going to have an international exchange booth to make our exchanges known to everyone, and try to raise members of Tateyama International Exchange Society.

Also, I appreciate your presents of Children's books. In Tateyama, there are 11 elementary schools, 4 junior high schools, and 3 high schools, so we decided to put books at the municipal library, then many children is able to read this wonderful book with their friends, sibling or parent. There is a relaxing tatami (straw mat) place for children in municipal library. During summer vacation time, library users are increasing. Therefore, I hope many children read this book, and feel that there are many countries with different cultures, but all of us have common needs and desires.

In Japan, the nuclear plant problem is still continuing, so people evacuate from disaster areas are little increasing. To stay comfortable for them, we give them their local newspapers, and gave them a bus tour to go around Tateyama. In addition, we send health nurses to Ishinomaki city, Miyagi Prefecture. They visited homes and evacuation sites and talked sanitary conditions and mental cares. We are going to continue to help them with encouragements from Port Stephens.

With kindest regards,

Kenichi Kasamara, Mayor
City of Tateyama

City of Tateyama
1145-1 Hojo Tateyama City, Chiba Prefecture, 294-8501 JAPAN

MAYORAL & DEPUTY MAYORAL ELECTION

ELECTION OF MAYOR AND DEPUTY MAYOR

1. BACKGROUND

The election of the Mayor and Deputy Mayor is to be held in accordance with the provisions of the Local Government Act 1993 and the Local Government (General) Regulation 2005. The General Manager has appointed Council's Executive Officer as Returning Officer for the election.

2. NOMINATIONS FOR THE OFFICE OF MAYOR

Nominations may be made without notice and should be made in writing by two (2) or more Councillors (one of whom may be the nominee). A nomination is not valid unless the nominee has indicated consent in writing. The Returning Officer will announce the name(s) of the nominee(s) at the Council meeting at which the election is to be held. If more than one Councillor is nominated an election will take place.

3. DETERMINE METHOD OF VOTING FOR ELECTION OF MAYOR

- a). Preferential Ballot;
- b). Ordinary Ballot;
- c). Open Voting.

4. STATEMENT FROM MAYORAL CANDIDATES (OPTIONAL)

A time limit of five minutes per candidate will apply in accordance with Council's Code of Meeting Practice.

5. ELECTION OF MAYOR

6. NOMINATIONS FOR THE OFFICE OF DEPUTY MAYOR

Nominations may be made without notice and should be made in writing by two (2) or more Councillors (one of whom may be the nominee). A nomination is not valid unless the nominee has indicated consent in writing. The Returning Officer will announce the name(s) of the nominee(s) at the Council meeting at which the election is to be held. If more than one Councillor is nominated, an election will take place.

7. DETERMINE METHOD OF VOTING FOR ELECTION OF DEPUTY MAYOR

- a). Preferential Ballot;
- b). Ordinary Ballot;
- c). Open Voting.

8. ELECTION OF DEPUTY MAYOR

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

316	Councillor John Nell Councillor Glenys Francis	It was resolved that the Mayoral election voting be conducted by Ordinary ballot.
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Nominations for Office of Mayor were;

Cr MacKenzie
Cr Westbury

Election of Mayor

Cr Mackenzie 5 votes
Cr Westbury 7 votes

Following the first round of voting Cr Westbury was elected as Mayor.

DEPUTY MAYOR ELECTION

317	Councillor Glenys Francis Councillor Peter Kafer	It was resolved that the Deputy Mayor election be conducted by ordinary ballot.
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Nominations for Deputy Mayor were;

Cr Dover
Cr Francis
Cr Jordan

Election of Deputy Mayor

Cr Dover 1 votes
Cr Francis 6 votes
Cr Jordan 5 votes

Following the first round of voting Cr Dover was excluded with the lowest number of votes. A second round of voting was conducted with Cr Francis and Cr Jordan with the vote being tied. Both candidates names were placed in the ballot box and Cr Jordan was chosen from the ballot. Cr Jordan was elected as Deputy Mayor.

The Mayor adjourned the meeting at 5.54pm following the election of the Mayor and Deputy Mayor.

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

The Mayor reconvened the meeting at 6.03pm with all present who were in attendance prior to the adjournment.

318	Councillor Ken Jordan Councillor Caroline De Lyall	It was resolved that the ballot paper be destroyed after the statutory period.
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MOTIONS TO CLOSE

ITEM NO. 1

FILE NO: T11-2011, PSC2008-0528

MOTION TO CLOSE MEETING TO THE PUBLIC

REPORT OF: **TONY WICKHAM – EXECUTIVE OFFICER**

GROUP: **GENERAL MANAGER'S OFFICE**

RECOMMENDATION IS THAT COUNCIL:

- 1) That pursuant to section 10A(2)(d) of the Local Government Act, 1993, the Council resolve to close to the public that part of its meetings to discuss Confidential Item 1 on the Ordinary Council agenda namely **Shared Path Construction along James Paterson Street, Anna Bay.**

- 2) That the reasons for closing the meeting to the public to consider this item be that:
 - i) The report and discussion will include details of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the tenderers; and
 - ii) In particular, the report includes confidential pricing information in respect of the **Shared Path Construction along James Paterson Street, Anna Bay.**

- 3) That on balance, it is considered that receipt and discussion of the matter in open Council would be contrary to the public interest, as disclosure of the confidential commercial information could compromise the commercial position of the tenderers and adversely affect Council's ability to attract competitive tenders for other contracts.

- 4) That the report of the closed part of the meeting is to remain confidential and that Council makes public its decision including the name and amount of the successful tenderer in accordance with Clause 179) of the Local Government (General) Regulation 2005.

 Cr Sally Dover left the meeting at 6.05pm prior to voting.

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

319	Councillor John Nell Councillor Bruce MacKenzie	It was resolved that the recommendation be adopted.
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ITEM NO. 2

FILE NO: T08-2011, PSC2010-3372

MOTION TO CLOSE MEETING TO THE PUBLIC

REPORT OF: TONY WICKHAM – EXECUTIVE OFFICER

GROUP: GENERAL MANAGER'S OFFICE

RECOMMENDATION IS THAT COUNCIL:

- 1) That pursuant to section 10A(2)(d) of the Local Government Act, 1993, the Council resolve to close to the public that part of its meetings to discuss Confidential Item 2 on the Ordinary Council agenda namely **Shoal Bay Boat Ramp reconstruction**.

- 2) That the reasons for closing the meeting to the public to consider this item be that:
 - i) The report and discussion will include details of commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the tenderers; and
 - ii) In particular, the report includes confidential pricing information in respect of the **Shoal Bay Boat Ramp reconstruction**.

- 3) That on balance, it is considered that receipt and discussion of the matter in open Council would be contrary to the public interest, as disclosure of the confidential commercial information could compromise the commercial position of the tenderers and adversely affect Council's ability to attract competitive tenders for other contracts.

- 4) That the report of the closed part of the meeting is to remain confidential and that Council makes public its decision including the name and amount of the successful tenderer in accordance with Clause 179) of the Local Government (General) Regulation 2005.

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

320	<p>Councillor John Nell Councillor Bruce MacKenzie</p>	<p>It was resolved that the recommendation be adopted.</p>
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**COUNCIL
COMMITTEE
RECOMMENDATIONS**

Cr Sally Dover declared significant non-pecuniary conflict of interest and left the meeting at 6.05pm.

Cr Frank Ward less than significant non-pecuniary conflict of interest.

ITEM NO. 1

FILE NO: 16-2011-471-1

DEVELOPMENT APPLICATION FOR SIXTEEN (16) VILLA UNITS AT NO. 60 DEIMARS ROAD SALAMANDER BAY

REPORT OF: MATTHEW BROWN – MANAGER DEVELOPMENT ASSESSMENT AND ENVIRONMENTAL HEALTH

GROUP: SUSTAINABLE PLANNING

RECOMMENDATION IS THAT COUNCIL:

- 1) Refuse Development Application for the following reasons.
 - The development application was not accompanied by a Species Impact Statement as required by Clause 78A(8)(b) of the *Environmental Planning and Assessment Act, 1979* and Schedule 1 of the *Environmental Planning and Assessment Regulations, 2000*.
 - The development is inconsistent with development consent 16-2007-1117-3 and the Vegetation Management Plan as required by those conditions.
 - The development is inconsistent with the objectives and requirements contained within State Environmental Planning Policy 71 – Coastal Protection.
 - The development is inconsistent with the 2(a) Residential zone objectives contained within Clause 16(2)(d) of the Port Stephens Local Environmental Plan 2000.
 - The development is inconsistent with the provisions of the Port Stephens Comprehensive Koala Plan of Management.
 - The proposal does not meet Comprehensive Koala Plan of Management performance criteria (a), (b), (c), and (d) and as such is inconsistent with SEPP 44.
 - The development as proposed is inconsistent with the requirements of clause B7.C21 of Port Stephens Development Control Plan 2007.
 - The cumulative impacts of the development under Section 79C of the Environmental Planning and Assessment Act, 1979 are considered to result in an adverse ecological impact.

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011**COUNCIL COMMITTEE MEETING – 6 SEPTEMBER 2011****RECOMMENDATION:**

	Councillor Sally Dover Councillor Frank Ward	That Council: 1) Accept the development application for sixteen villas units at No. 60 Diemars Road, Salamander Bay without a Species Impact Statement and requests the Manager Development Assessment and Environmental Health to proceed with a full assessment of the application and report back to Council. 2) This site be included in the site inspections on 17 September 2011.
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In accordance with Section 375A of the Local Government Act, a division is required for this item.

Those for the motion: Crs Bruce MacKenzie, Ken Jordan, Bob Westbury, Frank Ward, Glenys Francis, John Nell, Geoff Dingle, Sally Dover, Shirley O'Brien and Steve Tucker.

Those against the motion: Crs Caroline De Lyall and Peter Kafer.

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

Cr Peter Kafer left the meeting at 6.21pm prior to voting.

Cr Peter Kafer returned to the meeting at 6.22pm prior to voting.

321	Councillor Bruce MacKenzie Councillor Frank Ward	It was resolved that Council: 1. Accept the development application for sixteen villas units at No. 60 Diemars Road, Salamander Bay without a Species Impact Statement and requests the Manager Development Assessment and Environmental Health to proceed with a full assessment of the application and report back to Council. 2. This site be included in the site inspections on 17 September 2011
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		and the applicant be invited to attend the site inspection.
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In accordance with the Section 375A, Local Government Act 1993, a division is required for this item.

Those for the Motion: Crs Bruce MacKenzie, Steve Tucker, Shirley O'Brien, John Nell, Frank Ward and Bob Westbury.

Those against the Motion: Crs Peter Kafer, Glenys Francis, Caroline De Lyall, Ken Jordan and Geoff Dingle.

BACKGROUND

The purpose of this report is to present a development application to Council for determination.

The development application proposes the construction of sixteen (16) single storey dwellings, referred to as Stage 7 of the village.

The application also includes the following works;

- Site clearing for the proposed dwellings,
- Site clearing for asset protection zones
- Drainage and servicing works
- Provision of biodiversity offsets off site.

The key issues associated with the proposal;

- Species Impacts Statement (SIS) required with lodgement of application
- Environmental Impacts
- Bushfire

DA Chronology

- 12/07/2011 – Development Application Lodged
- 13/07/2011 – Referred to Environmental Services for comment
- 14/07/2011 – Integrated Fees Received
- 14/07/2011 – Integrated Referral to NSW RFS made
- 14/07/2011 – Species Impact Statement requested from applicant

Site History

In 2000 an application was lodged for a retirement village. A Species Impact Statement was lodged with this application and referred for the Director General's concurrence. During the assessment process the NPWS refused to grant concurrence in November of 2001. The justification for the refusal of concurrence was:

*The NPWS considers that the site is of high conservation significance and the development is likely to impact on a local population of the threatened Squirrel Glider *Petaurus norfolcensis* to the extent that the local population will be threatened with extinction.*

The refusal also noted;

The NPWS considers that resources in the Council reserve adjacent are limited and the core Squirrel Glider habitat for this population exists only in the proposed development site. The NPWS contends that the Council reserve alone is not able to support the Squirrel Glider population.

Following this refusal of concurrence by National Parks and Wildlife Service (NPWS), amended plans and layout were submitted which reduced the development footprint and retained significant areas of vegetation in the north western corner and in the centre of the site. The areas to be retained included the majority of the hollow bearing trees and areas of important foraging habitat identified by the Species Impact Statement. This letter of concurrence dated 1 February 2002 stated,

The amended layout will ensure that significant areas of native vegetation are retained which include the majority of hollow bearing trees and significant areas of foraging habitat for the Squirrel Gliders and the proposed plantings of suitable species through the site. Based on that consideration the NPWS believes that the proposed development does not place the local population of Squirrel Gliders at a significantly higher risk of extinction and therefore would not refuse to concur with Council granting development consent to the proposed development as amended.

Should the NPWS's concurrence be sought for the revised development, the NPWS may determine that conditions additional to those required by Council are required. At this stage those additional conditions would relate to revegetation of retained areas, landscape plantings on the site and monitoring of the Squirrel Glider population.

In 2005 a development application (16-2004-1681) was approved for a ninety-seven (97) dwelling urban housing project.

The most recent approval on the site, development application 16-2007-1117-3, sought approval for a community building and eight (8) dwellings. As a component of the proposal, the applicant submitted a Vegetation Management Plan that sought to protect the vegetated portion of the site from future development. The assessment of this application stated in relation to seeking the concurrence of the Director General (Section 79BA of Environmental Planning and Assessment Act 1979);

It is noted from previous applications that the DECC has had concerns over the continued developments impacts on the viability of the Squirrel Glider population.

It is considered that this development will provide the vehicle to lock up the remaining vegetated spaces to prevent further development of the site. This will be done through a combination of 88B instruments and Vegetation Management Plan.

Given the additional clearing is limited and the opportunity exists to improve the existing habitat through the Vegetation Management Plan and 88B

instruments, it is considered that long term there will be a net benefit to the local population so long as no further development occurs.

In light of this, it is not considered that the concurrence of the Director General is required in this instance.

This vegetation management plan was required by Condition 9 of development consent 16-2007-1117-3. An 88B instrument was also put in place to protect the land, however this was ultimately removed by Council. Further, removal of the vegetation subject to the vegetation management plan is considered to constitute a significant impact to threatened species and as such a Species Impact Statement and concurrence is required.

Clause 78A of the *Environmental Planning and Assessment Act, 1979* specifies information that is required to accompany a Development Application on submission. Specifically, Clause 78A(8)(b) of the states;

- b) if the application is in respect of development on land that is, or is a part of, critical habitat or is likely to significantly affect threatened species, populations or ecological communities, or their habitats—a species impact statement prepared in accordance with Division 2 of Part 6 of the Threatened Species Conservation Act 1995.*

The development is considered likely to significantly impact upon threatened species or ecological communities and their habitats and as such an SIS is warranted to accompany the application.

Clause 51(2)(b) of the *Environmental Planning and Assessment Regulations, 2000* states,

- b) being an application referred to in section 78A (8) (b) of the Act, the application is not accompanied by a species impact statement referred to in that paragraph.*

Given the application was submitted without an accompanying Species Impact Statement, the application could have been rejected within 14 days of lodgement. The application was called to Council for determination within this timeframe and as such it is recommended that Council refuse the application or alternatively call for the applicant to prepare a Species Impact Statement to allow proper assessment of the proposal.

FINANCIAL/RESOURCE IMPLICATIONS

Should Council adopt the recommendation and refuse the development application, the applicant may appeal to the Land and Environment Court. Defending the Councils determination would have financial implications.

It should also be noted, that should Council proceed to determine the application by way of approval without the submission of a Species Impact Statement or the

Concurrence of the Director General of Office of Environment and Heritage, the application could be subject to legal challenge.

LEGAL AND POLICY IMPLICATIONS

The development application is inconsistent with Council's Policy. It is the view of professional staff that should Council assess and determine the application in the absence of an SIS, the integrity of the Development Assessment process is greatly compromised and Council's legal risk is dramatically increased.

Whilst the recommendation of the report is clear, it is acknowledged elected Council has a discretionary role in the matter. It's the intent of this assessment report to clearly and strongly indicate from a professional view point, that an SIS is legitimately required to receive and assess this application pursuant to the EPA Act 1979.

Accepting and determining the application in the absence of this information creates a scenario of extremely high risk. In particular given the NSW Office of Environment and Heritage (OEH) (who are required to consider and endorse the SIS) are familiar with the site and proposal. Having consideration to Council's standard risk Matrix and considering all factors, the risk of determining the Application in the absence of an SIS is calculated as extremely high.

The Environmental Planning and Assessment Act provide for a "Seven Part Test" to evaluate whether a Species Impact Statement is required on the basis of analysis of whether the development will, or will not, result in potential significant adverse environmental impacts.

The submitted "seven part test" report for the application uses offsetting as a mechanism to avoid a significant impact in the "seven part test". While offsetting can be used as a tool to help quantify impacts from developments it is not appropriate to use compensatory measures in the "seven part test". Given the environmental values of the proposed offsetting area it is unlikely that any further development of the offset site would be supported. Therefore it is questionable if any environmental gain is achieved by the offset. The validity of the offset should be assessed by OEH. It is the inclusion of these offsets that is the basis which the applicant has applied to argue that an SIS is not required.

The applicant has proposed BioBanking as a method of offsetting the cleared Swamp Mahogany Paperbark Forest. Swamp Mahogany Paperbark forest is known to be a Red Flag community and can not be offset using BioBanking without approval of the OEH. The applicant has asserted though that approval of the OEH is not required as the Swamp Mahogany Paperbark Forest in their opinion does not fit the definition of the Endangered Ecological Community (EEC). As outlined within this report, Council's Natural Resources section rejects this rationale as the Scientific Committee also presents another means of floristic description by reference to vegetation communities identified in vegetation surveys and mapping studies such as the LHCCREMS mapping. The land proposed for the offset is approximately 24 Ha in size and is located off Trotter Road, Anna Bay. It should also be noted that until the full ecological impacts are known, e.g. via an SIS, it is arguable that the quantification and extent of offsetting remains unknown.

It is important to note also that should an amended "seven part test" be submitted that illustrates no significant adverse impacts on Flora and Fauna, without relying on offsetting, pursuant to Section 5A of the Environmental Planning and Assessment Act 1979, Council may be in a discretionary position to assess the application. The application would still be referred to OEH.

The development as proposed is considered to be inconsistent with Councils Comprehensive Koala Plan of Management and Zone objectives for the 2(a) Residential Zone in the Port Stephens Local Environmental Plan 2000

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

The development as proposed is likely to have positive social and economic benefits. It is not considered however that these benefits outweigh the potential for significant adverse environmental impacts to the site and the legislative/legal risk implications of foregoing the need for an SIS.

CONSULTATION

The application has not undergone public consultation at the time of writing this report, as the application, without an SIS, is neither valid or appropriate for further professional assessment.

OPTIONS

- 1) Adopt the recommendation;
- 2) Reject the recommendation. Should the recommendation be rejected and the application be supported for further assessment, Council should resolve the reasons and justification for doing so;
- 3) Defer the determination of the application and request the applicant submit a Species Impact Assessment.

ATTACHMENTS

- 1) Locality Plan;
- 2) Aerial Photo;
- 3) Assessment.

COUNCILLORS ROOM

- 1) Development Plans;
- 2) Statement of Environmental Effects;
- 3) Flora and Fauna Report.

TABLED DOCUMENTS

Nil.

ATTACHMENT 1
LOCALITY PLAN



ATTACHMENT 2
AERIAL PHOTO



**ATTACHMENT 3
ASSESSMENT**

The application has been assessed pursuant to Section 79C of the Environmental Planning and Assessment Act 1979 and the following is a summary of those matters considered relevant in this instance. Please note however that as an SIS has not been submitted, a full and robust 79C assessment has not been carried out.

THE PROPOSAL

The development application proposes the construction of sixteen (16) single storey dwellings, referred to as Stage 7 of the village.

The application also includes the following works;

- Site clearing for the proposed dwellings,
- Site clearing for asset protection zones
- Drainage and servicing works
- Provision of Biodiversity Offsets off site.

THE APPLICATION

Owner	Port Stephens Veterans & Citizens Aged Care Pty Ltd
Applicant	Port Stephens Veterans & Citizens Aged Care Pty Ltd
Detail Submitted	Statement of Environmental Effects Development Plans Bushfire Report Flora and Fauna Assessment Biodiversity Offset Report

THE LAND

Property Description	Lot 1 DP 1074566
Address	60 Diemars Road Salamander Bay
Area	7.792 Ha
Dimensions	The site is generally rectangular, having a depth in the east-west direction of approximately 360m and a width in the north-south direction of approximately 230m
Characteristics	The site is generally developed with the exception of bushland to the sites western portion which adjoins Stony Ridge Reserve.

THE ASSESSMENT

1. Planning Provisions

LEP 2000 – Zoning Relevant Clauses	2(a) - Residential 16, 51
Development Control Plan	Development Control Plan 2007
State Environmental Planning Policies	SEPP 44 – Koala Protection SEPP 71 – Coastal Protection

Discussion

Environmental Planning and Assessment Act 1979

Clause 78A

Clause 78A of the *Environmental Planning and Assessment Act, 1979* specifies information that is required to accompany a Development Application on submission. Specifically, Clause 78A(8)(b) of the states;

- b) if the application is in respect of development on land that is, or is a part of, critical habitat or is likely to significantly affect threatened species, populations or ecological communities, or their habitats—a species impact statement prepared in accordance with Division 2 of Part 6 of the Threatened Species Conservation Act 1995.*

The development is considered likely to significantly impact upon threatened species or ecological communities and their habitats and as such an SIS is warranted to accompany the application. Given that no SIS has accompanied the application, it is considered that the application as made is not a valid application.

Clause 79B

Section 79B states;

- 3) Consultation and concurrence—threatened species*

Development consent cannot be granted for:

- (a) development on land that is, or is a part of, critical habitat, or*
- (b) development that is likely to significantly affect a threatened species, population, or ecological community, or its habitat, without the concurrence of the Director-General of National Parks and Wildlife or, if a Minister is the consent authority, unless the Minister has consulted with the Minister administering the Threatened Species Conservation Act 1995.*

Note. If a biobanking statement has been issued in respect of the development under Part 7A of the Threatened Species Conservation Act 1995, the development is taken not to significantly affect

threatened species, populations or ecological communities, or their habitats.

It is noted from previous applications on the site that the DECC has had concerns over the continued development impacts on the viability of the Squirrel Glider population.

It is noted that in the assessment of the preceding application on the site (DA16-2007-1117-3), despite the development considered to be likely to have a significant impact on threatened species, the locking up of remaining vegetation by way of a Vegetation Management Plan was considered to be an adequate mitigating factor, thereby negating the need to seek concurrence under clause 79B of the *Environmental Planning and Assessment Act, 1979*. The development assessment for DA 16-2007-1117-1 stated;

It is considered that this development will provide the vehicle to lock up the remaining vegetated spaces to prevent further development of the site. This will be done through a combination of 88B instruments and Vegetation Management Plan.

Given the additional clearing is limited and the opportunity exists to improve the existing habitat through the Vegetation Management Plan and 88B instruments, it is considered that long term there will be a net benefit to the local population so long as no further development occurs.

In light of this, it is not considered that the concurrence of the Director General is required in this instance.

The removal of vegetation subject to the Vegetation Management Plan is considered to be significant and as such a Species Impact Statement should be prepared and concurrence sought.

Clause 79BA

Clause 79BA states;

- (1) *Development consent cannot be granted for the carrying out of development for any purpose (other than a subdivision of land that could lawfully be used for residential or rural residential purposes or development for a special fire protection purpose) on bush fire prone land unless the consent authority:*
 - (a) *is satisfied that the development conforms to the specifications and requirements of the document entitled Planning for Bush Fire Protection, ISBN 0 9751033 2 6, prepared by the NSW Rural Fire Service in co-operation with the Department of Planning (or, if another document is prescribed by the regulations for the purposes of this paragraph, that document) that are relevant to the development (the relevant specifications and requirements), or*
 - (b) *has been provided with a certificate by a person who is recognised by the NSW Rural Fire Service as a qualified consultant in bush fire risk*

assessment stating that the development conforms to the relevant specifications and requirements.

- (1A) *If the consent authority is satisfied that the development does not conform to the relevant specifications and requirements, the consent authority may, despite subsection (1), grant consent to the carrying out of the development but only if it has consulted with the Commissioner of the NSW Rural Fire Service concerning measures to be taken with respect to the development to protect persons, property and the environment from danger that may arise from a bush fire.*
- (2) *In this section:
special fire protection purpose has the same meaning as it has in section 100B of the Rural Fires Act 1997.*

It is considered that the units subject to this application will be assessed under Section 79BA of the *Environmental Planning and Assessment Act*.

Clause 91

The development is not considered to be integrated under the provisions of clause 91.

Environmental Planning and Assessment Regulations 2000

Clause 51 (2)(b) of the *Environmental Planning and Assessment Regulations, 2000* states,

- (b) *being an application referred to in section 78A (8) (b) of the Act, the application is not accompanied by a species impact statement referred to in that paragraph.*

Given the application was submitted without an accompanying SIS, the application could have been rejected within 14 days of lodgement. Given the application was called to Council for determination within this timeframe it is recommended that Council refuse the application.

State Environmental Planning Policy 71 – Coastal Protection

The development site is noted as being on land identified as being subject to the requirements of State Environmental Planning Policy 71 (SEPP71). With regards to the proposal, SEPP 71 aims to;

- (g) *to protect and preserve native coastal vegetation, and*
- (j) *to manage the coastal zone in accordance with the principles of ecologically sustainable development (within the meaning of section 6 (2) of the Protection of the Environment Administration Act 1991), and*

The matters for consideration are the following:

- (a) *the aims of this Policy set out in clause 2,*

Comment: It is considered that aims (g) and (j) are specific to this application. With respect to protecting and preserving native coastal vegetation it is considered that this application is inconsistent with SEPP71. The application has no regards to Vegetation Management Plan currently in place for the site, nor has the application been accompanied by the required Species Impact Statement.

It is considered that the development should not be supported as it is inconsistent with the aims of SEPP71.

- (b) *existing public access to and along the coastal foreshore for pedestrians or persons with a disability should be retained and, where possible, public access to and along the coastal foreshore for pedestrians or persons with a disability should be improved,*

Comment: The development will not impact on access to the coastal foreshore.

- (c) *opportunities to provide new public access to and along the coastal foreshore for pedestrians or persons with a disability,*

Comment: The development will not impact on any opportunities to provide access to the foreshore.

- (d) *the suitability of development given its type, location and design and its relationship with the surrounding area,*

Comment: The development is not incompatible with other development in the area, however given the ecological constraints on the site, the development is considered to be inappropriate on the site.

- (e) *any detrimental impact that development may have on the amenity of the coastal foreshore, including any significant overshadowing of the coastal foreshore and any significant loss of views from a public place to the coastal foreshore,*

Comment: The development will have no adverse impact on the amenity of the coastal foreshore.

- (f) *the scenic qualities of the New South Wales coast, and means to protect and improve these qualities,*

Comment: The development will not adversely impact upon the scenic qualities of the coastal area.

- (g) *measures to conserve animals (within the meaning of the Threatened Species Conservation Act 1995) and plants (within the meaning of that Act), and their habitats,*

Comment: The development is considered to be likely to adversely impact upon flora and fauna and as such is considered to be contrary to the provisions of SEPP 71. Issues pertaining to Flora and Fauna are discussed in the Environmental section of this report.

The development is considered to be inconsistent with this provision of SEPP71 in that the development is likely to adversely impact upon flora and fauna.

- (h) *measures to conserve fish (within the meaning of Part 7A of the Fisheries Management Act 1994) and marine vegetation (within the meaning of that Part), and their habitats*

Comment: The development is unlikely to result in any adverse impact upon the conservation of fish.

- (i) *existing wildlife corridors and the impact of development on these corridors,*

Comment: The development is likely to have an adverse impact upon wildlife corridors and as such is contrary to the provisions of SEPP71.

The development is considered to be inconsistent with this requirement of SEPP71 in that the development will adversely impact upon fauna corridors. Issues pertaining to Flora and Fauna are discussed in the Environmental section of this report.

- (j) *the likely impact of coastal processes and coastal hazards on development and any likely impacts of development on coastal processes and coastal hazards,*

Comment: The development will not adversely impact upon the coastal processes.

- (k) *measures to reduce the potential for conflict between land-based and water-based coastal activities,*

Comment: The development will not result in conflict between water and land based activities.

- (l) *measures to protect the cultural places, values, customs, beliefs and traditional knowledge of Aboriginals,*

Comment: the development is unlikely to impact adversely upon aboriginal culture.

- (m) *likely impacts of development on the water quality of coastal waterbodies,*

Comment: The development is unlikely to impact upon the water quality of the Port.

- (n) *the conservation and preservation of items of heritage, archaeological or historic significance,*

Comment: The development is unlikely to impact upon any items of heritage, archaeological or historical significance.

- (o) *only in cases in which a council prepares a draft local environmental plan that applies to land to which this Policy applies, the means to encourage compact towns and cities,*

Comment: This clause is not considered to be relevant to the proposal.

- (p) *only in cases in which a development application in relation to proposed development is determined:*
 - (i) *the cumulative impacts of the proposed development on the environment, and*
 - (ii) *measures to ensure that water and energy usage by the proposed development is efficient.*

Note. Clause 92 of the Environmental Planning and Assessment Regulation 2000 requires the Government Coastal Policy (as defined in that clause) to be taken into consideration by a consent authority when determining development applications in the local government areas identified in that clause or on land to which the Government Coastal Policy applies.

Comment: It is considered that the cumulative impact of the development, and the non adherence to a previously implemented Vegetation Management Plan will result in adverse cumulative impacts and as such is inconsistent with SEPP71.

Issues pertaining to Flora and Fauna are discussed in the Environmental section of this report.

Rural Fires Act 1997

The application has been considered under the provisions of clause 79BA of the *Environmental Planning and Assessment Act, 1979*.

The development for sixteen(16) Villa Units is not identified as a Special Fire Protection Purpose under the provisions of Section 100B and as such no integrated referral to the NSW Rural Fire Service is required.

Port Stephens Local Environmental Plan 2000

Clause 16

Clause 16 of the LEP 2000 contains the zone objectives. The objectives for the 2(a) residential zone state:

The objectives of the Residential "A" Zone are:

- (a) to encourage a range of residential development providing for a variety of housing types and designs, densities and associated land uses, with adequate levels of privacy, solar access, open space, visual amenity and services, and
- (b) to ensure that infill development has regard to the character of the area in which it is proposed and does not have an unacceptable effect on adjoining land by way of shading, invasion of privacy, noise and the like, and
- (c) to provide for non-residential uses that are compatible with the area and service local residents, and
- (d) to facilitate an ecologically sustainable approach to residential development by minimising fossil fuel use, protecting environmental assets and providing for a more efficient use of existing infrastructure and services, and
- (e) to ensure that the design of residential areas takes into account environmental constraints including soil erosion, flooding and bushfire risk.

Comment: It is considered that the development is inconsistent with objective (d) in that the proposal does not facilitate and ecologically sustainable development protecting environmental assets.

The development will result in the destruction of significant bushland protected by a Vegetation Management Plan put in place by development consent 16-2007-1117-3. The preserving of this vegetation by a Vegetation Management Plan was the rationale for the previous development consent not being considered to require the concurrence of the Director General under Clause 79B of the *Environmental Planning and Assessment Act 1979*.

Clause 19

Clause 19 sets the Development Standards for Floor Space Ratio, Density and Height.

Development Standard	Proposed	Required	Compliance
Site Area per Dwelling	614m ² (122 dwellings on site area 74920 m ²)	300m ² minimum	Yes
Floor Space Ratio	0.25:1 (total floor space, 15,886.59m ² existing + 2,448.96m ² proposed = 18,335.55m ²)	0.5:1 Maximum	Yes
Height	Single storey	8m Maximum	Yes

The development is consistent with the requirements of clause 19 of the LEP2000.

Clause 51A

The development site is subject to Class 4 Acid Sulfate Soils.

It is considered unlikely that the development will extend 2m beyond the ground surface and as such is unlikely to result in a disturbance to Acid Sulfate Soils.

Port Stephens Development Control Plan 2007

Section B7 – Villa and Townhouse Development

The development is considered to be generally consistent with the provisions of section B7 of DCP 2007. The development is internalised to the site with dwellings not directly accessing public streets negating many of the DCP controls. Units 107, 108, 109, 110, 111 that have frontage to a public street comply with the DCP requirements for setback.

Departures from the controls of Section B7 are discussed below.

Control B7.C11 – *Garages and carports for each dwelling must be setback from the main building line of the building.*

Comment: Units 107, 108, 109, 110, 111 with frontage to Diemars road contain the required 6m setback, however the garage element of each of the units is set forward of the main building line by approximately 1m. The development is considered to be inconsistent with this control.

Control B7.C19 – *All garage doors must be setback:*

- *A minimum of 1.5m behind the adjacent alignment of the building frontage; or*
- *A minimum of 2.5m from the front alignment of a deck or balcony overhanging the garage.*

Comment: The garage of the units is set forward of the building line by approximately 1m. It is considered that the development is inconsistent with this control.

Control B7.C21 – *At least one window of a habitable room must separate the garages of adjacent dwellings. Garages that abut each other are not acceptable.*

Comment: The development contains many examples where adjoining units have garages with no separation. The development as proposed is inconsistent with the requirements of clause B7.C21

Environmental Assessment

Port Stephens Council Natural Resource Section has significant concerns with the proposal. These concerns are:

- *The rationale that the previous development was approved on the understanding, that was also enforced via a condition of consent, that the*

entire back section, including the area that is now proposed to be cleared, is to be maintained via a Vegetation Management Plan. The preservation and maintenance of this back section allowed Council to satisfy its obligations under the Threatened Species Conservation Act and any future eroding of this area erodes the outcomes of the previous determination.

- The report seems to use offsetting as a mechanism to avoid a significant impact in the "seven part test". While offsetting can be used as a tool to help quantify impacts from developments it is not appropriate to use compensatory measures in the "seven part test". Given the environmental values of the proposed offsetting area it is unlikely that any further development of the offset site would be supported. Therefore it is questionable if any environmental gain is achieved by the offset. The validity of the offset should be assessed by OEH.
- The report seeks to use offsetting as a rationale for the proposal being acceptable even though the proposal does not meet the CKPoM performance criteria. The CKPoM does not recognise offsetting unless a net gain of Koala Habitat can be realised on, or adjacent to the site.
- The proposal does not meet CKPoM performance criteria (a), (b), (c), and (d). This equates to a breach of SEPP 44 and while the waiver clause could be requested it would be unlikely to be granted.
- The Natural Resources section doesn't believe that the "seven part test" for the squirrel glider is accurate, PSC is of the belief that an SIS would be required if the development is submitted with the proposed level of impacts. This is based on the loss of foraging habitat and dens in the Sand Apple Blackbutt forest and the previous advice from NPWS as to the value of the habitat on the site and NPWS eventual satisfaction with the previous development that was based the retention of onsite foraging habitat. Again, the "seven part tests" mentions the use of mitigation measures (nest boxes) in order to achieve a no significant impact status, this is not acceptable.
- The Natural Resources section doesn't believe that the "seven part test" for the Koala is accurate, PSC is of the belief that an SIS would be required if the development is submitted with the proposed level of impacts. This is based on the current fragmented habitat in the Soldiers Point locality and that any substantial loss of habitat, like this development, will significantly affect the population.
- NPWS's previous documentation also raises concerns with impacts on the Glossy Black Cockatoo and the common Bentwing Bat in addition to orchids. It is noted that the ecological report states that the 44 flowering *Corybas dowlingii* found on site was considered to be an underestimate of the population.
- I also have concerns with the currency of the majority of the data. It appears as though the report is relying on surveys undertaken in roughly 2001 with some more recent additions. It should be noted that the report is considered deficient in providing data on when the surveys were undertaken.

- *The report maintains the vegetation community found on site, described as Swamp Mahogany Paperbark Forest, is not the EEC Swamp Sclerophyll Forest on Coastal Floodplains, as it does not occur on alluvial soils as described in the scientific determination.*
 - *Port Stephens Council Natural Resources rejects this rationale as the Scientific Committee also presents another means of floristic description by reference to vegetation communities identified in vegetation surveys and mapping studies such as the LHCCREMS mapping. In fact the Swamp Sclerophyll Forest community is identified by the Scientific Committee in the description in the Final Determination as including, in the lower Hunter district, "Swamp Mahogany-Paperbark Swamp Forest (Map Unit 37), Riparian Melaleuca Swamp Woodland (Map Unit 42) and Melaleuca Scrub (Map Unit 42a)" in LHCCREMS (paragraph) 8 of the description of the Swamp Sclerophyll Forest community).*
 - *The ecological report identifies the community as being equivalent to LHCCREMS Swamp Mahogany Paperbark Forest and as such is considered as being the Swamp Sclerophyll EEC.*
 - *This approach has been supported in the past and in consultation with Office of Environment and Heritage. Internal reviews of previous such identification problems with this particular EEC (refer to Land and Environment Court matter Motorplex (Australia) Pty Ltd v Port Stephens Council [No 2] [2007] NSWLEC 770 (26 November 2007)) are of the view that this EEC occurs on the subject site.*

Conclusion

- *The development seeks to impact an area of bushland that was set aside as rationale for previous development not having a 'significant impact' under the TSC Act.*
- *The DA does not meet the CKPoM, this equates to not meeting SEPP 44.*
- *The ecological report is suggesting mitigative measures to decrease the impacts on threatened species*
- *Some of the data does not appear to be current the 7 part test for several species is not adequate, especially in light of the previous correspondence from NPWS.*
- *The loss of the Endangered Ecological Community has not been recognised.*

For the above reasons it is believed that a Species Impact Statement and the concurrence of Office of Environment and Heritage is required.

Engineering Assessment

At the time of writing this report, the Engineering assessment of the proposal had not been finalised.

Notwithstanding this, as the application had been called up to Council, the report is tabled in the absence of this information,

2. Likely Impact of the Development

It is considered that the removal of vegetation proposed to be retained under a Vegetation Management Plan, by virtue of Development Consent 16-2007-1117-3, is likely to have a significant adverse impact on threatened Flora and Fauna.

A Species Impact Statement is required to be submitted to resolve concerns around the impact of the development.

3. Suitability of the Site

Given the ecological constraints of the site and lack of legitimate and informed assessment enabled by consideration of an SIS, it is considered that the site is not suitable for further development.

4. Submissions

The application has at the time of reporting, not been publically exhibited.

5. Public Interest

It is not considered to be in the public interest to support the development.

ITEM NO. 2

FILE NO: PSC2008-9317

DRAFT MEDOWIE FLOOD STUDY

**REPORT OF: BRUCE PETERSEN – ENVIRONMENTAL AND DEVELOPMENT PLANNING
MANAGER**
GROUP: SUSTAINABLE PLANNING

RECOMMENDATION IS THAT COUNCIL:

- 1) Place the draft Medowie Flood Study (WMA Water June 2011) on public exhibition for a period of a minimum 28 days and accept public submissions on the document.
-

COUNCIL COMMITTEE MEETING – 6 SEPTEMBER 2011

RECOMMENDATION:

	<p>Councillor Geoff Dingle Councillor Peter Kafer</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Place the draft Medowie Flood Study (WMA Water June 2011) on public exhibition for a period of a minimum 28 days and accept public submissions on the document. 2. Arrange for a community workshop during the public exhibition period.
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ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

Cr Sally Dover returned at 6.36pm prior to voting.
Cr Ken Jordan left the meeting at 6.36pm prior to voting.
Cr Ken Jordan returned at 6.36pm prior to voting.
Cr Ken Jordan left the meeting at 6.39pm prior to voting.

<p>322</p>	<p>Councillor Geoff Dingle Councillor Steve Tucker</p>	<p>It was resolved that the recommendation be adopted.</p>
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BACKGROUND

The purpose of this report is to seek Council's approval to place the draft Medowie Flood Study (WMA Water June 2011) on public exhibition and seek comment from the community on the document.

As part of the floodplain management process for the Campvale and Moffat's Swamp Catchments being managed by Council, WMA Water, a Sydney based consulting engineering company who specialise in flooding and drainage studies, has been engaged to undertake a flood study of the Medowie area.

The floodplain management process for Medowie has been instigated as a result of existing flooding and drainage problems being experienced in Medowie and as a result of the demand for future development in the area as identified under the Medowie Strategy. The process is being overseen by the Medowie Flood Committee which is made up of technical and community representatives from Council, Hunter Water Corporation, Office of Environment and Heritage, landowners and community organisations. The Office of Environment and Heritage provided two thirds of the total funding for this study.

The final draft report was delayed for some time due to a dispute between the consultant and the Office of Environment and Heritage. The main area of dispute was a technical disagreement over the assumptions used in the flood model. This issue was finally resolved and the Office of Environment and Heritage is satisfied with the final outcome.

WMA Water have now completed the flood study and prepared a draft report. This draft report has been reviewed by a technical subcommittee of the Medowie Flood Committee, and the Office of Environment and Heritage and deemed suitable for public exhibition. The purpose of the public exhibition is to provide the community with an opportunity to review and make formal submissions on the document for Council's consideration when deciding to adopt the Study. During the public exhibition process, a community workshop will be held in Medowie to inform the community of the findings of the study and the steps forward in the floodplain management process.

Hard copies of the draft flood study will be available at all public libraries, Medowie Community Centre and Raymond Terrace Administration building. An electronic copy will also be placed on Council's website and electronic CD copies will be available.

It is recommended that the document be exhibited for a minimum 28 days.

FINANCIAL/RESOURCE IMPLICATIONS

The Medowie Flood Study project has been partly funded by the State Government's Floodplain Management Grants Program with Council's contribution being \$27,630 ex GST. The NSW Office of Environment and Heritage contributed \$55,260, total cost therefore being \$82,890 ex GST. This study was funded within the 2009/2010 program

and Council has already received the grant funding for the project. Public exhibition costs are already covered within the project budget.

LEGAL, POLICY AND RISK IMPLICATIONS

The state governments Floodplain Development Manual recommends public participation and community consultation within the floodplain management process and the public exhibition of this document is recommended practice.

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

The flood study being part of the floodplain management process seeks to help Council and the state government manage and minimise impacts of future flooding events. In this respect it is expected that a more informed knowledge of the flood risk will result in a reduction in flood losses in future flood events and minimise the social and economic impacts of these events.

The flood study is the first stage in identifying requirements for new development in accordance with the Medowie Strategy.

CONSULTATION

Consultation with the Office of Environment and Heritage, Hunter Water Corporation, internal staff and the Medowie Flood Committee has occurred and will continue during exhibition.

OPTIONS

Nil.

ATTACHMENTS

- 1) Draft Medowie Flood Study (WMA Water June 2011) – under separate cover.

COUNCILLORS ROOM

Nil.

TABLED DOCUMENTS

Nil.

ITEM NO. 3

FILE NO: PSC2005-3300

APPOINTMENT AS RESERVE TRUST MANAGER – BOBS FARM

REPORT OF: CARMEL FOSTER – COMMERCIAL PROPERTY MANAGER
GROUP: COMMERCIAL SERVICES

RECOMMENDATION IS THAT COUNCIL:

- 1) Advise the Crown Lands Division (CLD) NSW Department of Primary Industries (formerly Land & Property Management Authority) that Council formally accepts the appointment of Port Stephens Council as Corporate Trust Manger of Lot 7329 DP 1161737 being small strip of vegetated land between Nelson Bay Road and Crown Road at Bobs Farm.
 - 2) Advises CLD to prepare necessary Gazette notice to amend the current purpose of the reserve to include "access".
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COUNCIL COMMITTEE MEETING – 6 SEPTEMBER 2011

RECOMMENDATION:

	Councillor Bruce MacKenzie Councillor Shirley O'Brien	That the recommendation be adopted.
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ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

323	Councillor Bruce MacKenzie Councillor Caroline De Lyall	It was resolved that the recommendation be adopted.
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BACKGROUND

The purpose of this report is to confirm Council's acceptance to be appointed Corporate Trust Manger of Lot 7329 DP 1161737 for access purposes.

Council has been made aware that the owners of lots Lot 52 DP 719899 and Lot 1 DP 812858 are currently accessing their properties over the Crown Reserve known as Lot 7329 DP 1161737 (**ATTACHMENT 1**), which is not a legal access to their properties. Attachment 2 (aerial photograph) shows the current driveway access off Nelson Bay Road. The Crown Reserve area is approx 7900sq.m and is not utilised by CLD. It also has a registered easement for powerlines and access by Ausgrid (formerly Energy Australia). It is more practical to include this small parcel of land as part of the road reserve.

The Crown Road (1072) as shown in attachment 3 was accepted as the legal access at the time of building approvals. This Crown Road is not used due to a steep embankment and thick vegetation, therefore a practical access has been formed over the years. The owner of Lot 52 DP719899 had a Licence agreement with CLD to use the Crown Reserve to access to his property however this agreement has recently been cancelled.

The Property Management Project Officer of East Maitland CLD has agreed to prepare the documentation for the addition of "access" (as a purpose) to the reserve. If Council agrees to accept transfer it will be at no cost to Council. There will not be a need for any legal agreements with the property owners if the purpose of "access" is added to the reserve.

If Council accepts transfer of the reserve it will alleviate the need for Crown Lands Department (CLD) to be involved in any further alterations to driveway accesses across the reserve and allow Council to negotiate with property owners and Road & Traffic Authority as required.

FINANCIAL/RESOURCE IMPLICATIONS

Nil.

LEGAL, POLICY AND RISK IMPLICATIONS

Accepting transfer of this reserve and adding "access" to its purpose will assist Council in future negotiations with adjoining property owners and RTA if any alterations are required to current driveway accesses.

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Accepting transfer will allow the current driveway accesses to remain and prevent disturbing other land avoiding any negative environmental impacts should the access to the allotments be created within the current Crown Road Reserve. This would also negate any costs to Council or the property owners.

CONSULTATION

Crown Lands Department, Civil Assets Manger, Development Engineer Co-ordinator, Property Officer, Commercial Property Manger, Civil Assets Engineer, Development Co-ordinator, Senior Development Planner, Property Owners, Roads & Traffic Authority.

OPTIONS

- 1) Accept recommendations;
- 2) Amend the recommendations;
- 3) Reject recommendations.

ATTACHMENTS

- 1) DP 1161737;
- 2) Aerial photo;
- 3) Locality map – showing Crown Road & Reserve.

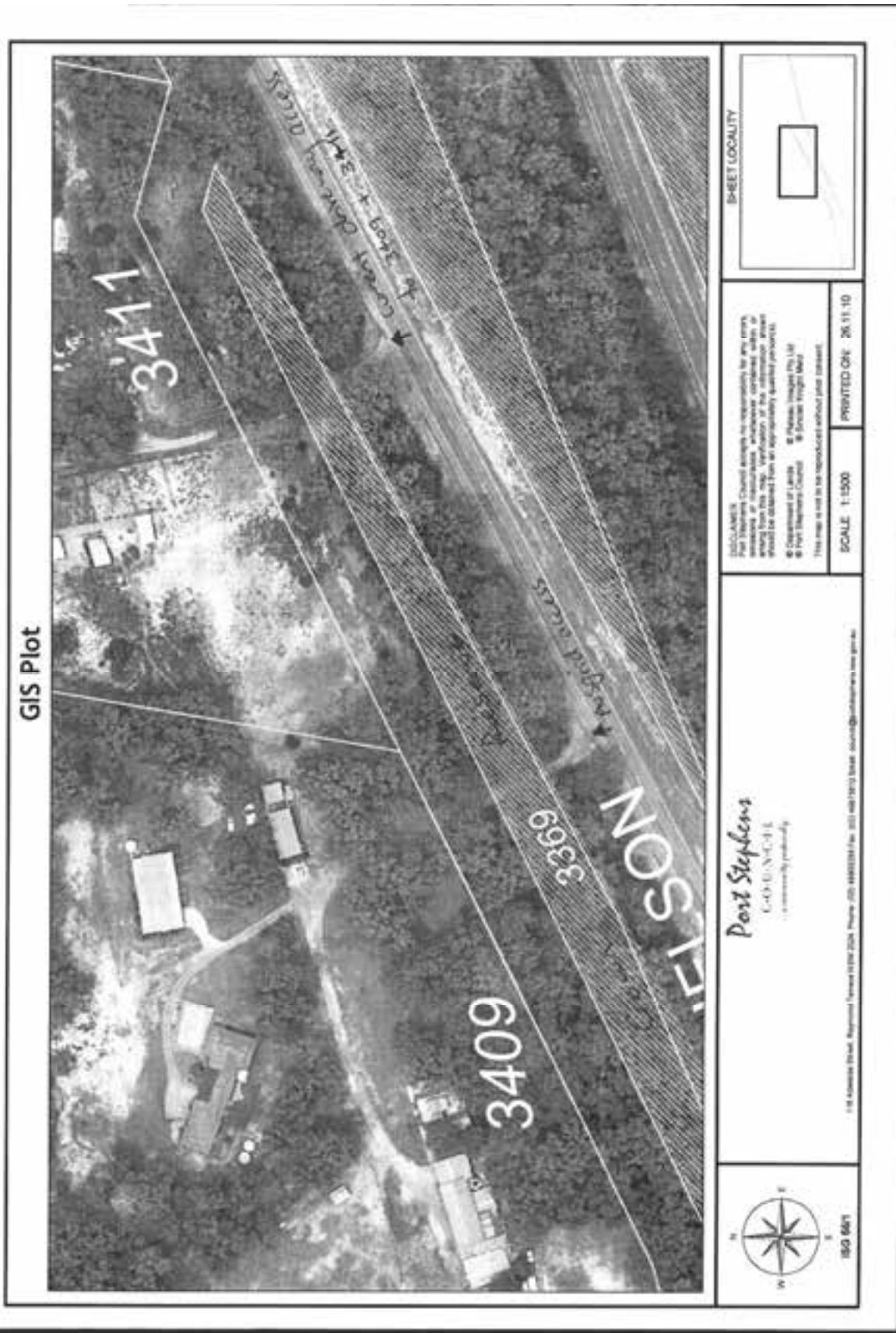
COUNCILLORS ROOM

Nil.

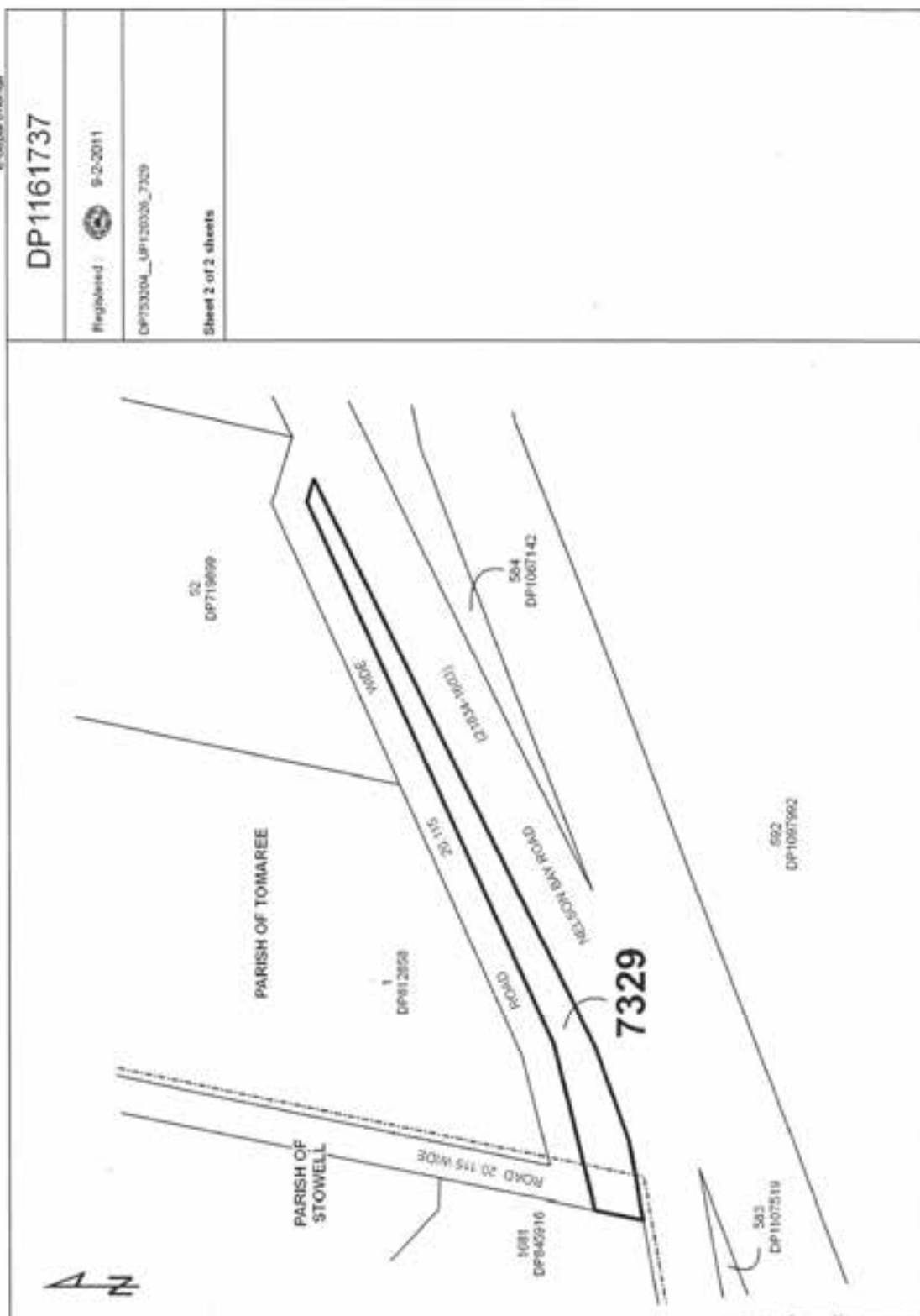
TABLED DOCUMENTS

Nil.

ATTACHMENT 1



ATTACHMENT 1



e-depart/ncouncil

DP1161737

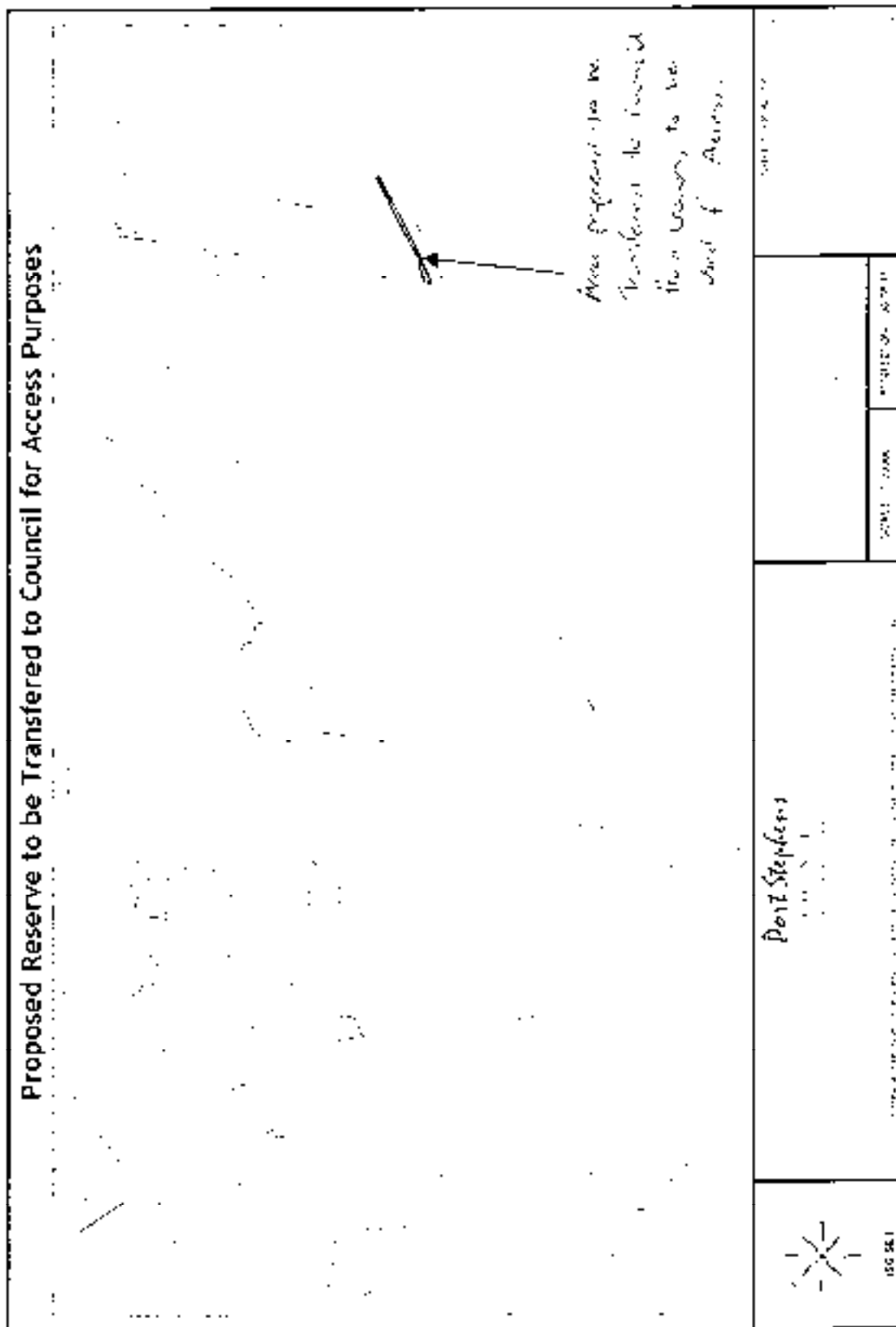
Registered: 9-2-2011

DP1161737_UR120206_7329

Sheet 2 of 2 sheets

Map: K31502 / Doc: 02 1161737 2 / Rev: 02 - 2011 / Size: 20 OK / Pct: 14 - 2011 08:51 / Pgs: ALL / Page: 2 of 2

ATTACHMENT 3



ITEM NO. 4

FILE NO: PSC2008-9618

UPDATE OF OFFICIAL DESCRIPTION OF COUNCIL BOUNDARIES WITH ADJOINING LOCAL GOVERNMENT AREAS

REPORT OF: CARMEL FOSTER – COMMERCIAL PROPERTY MANAGER
GROUP: COMMERCIAL SERVICES

RECOMMENDATION IS THAT COUNCIL:

- 1) Accepts the presented updated description of the boundaries of Port Stephens Council Local Government area.
- 2) Seeks the Division of Local Governments approval of the updated description which is based on current property details to better describe the existing boundaries.
- 3) Requests publication of the updated boundaries in the State Government Gazette.
- 4) Advises the adjoining Local Government Councils of Newcastle City, Maitland City, Dungog Shire and Great Lakes of the final updated description and request their support for presentation to the Division of Local Government.
- 5) Affix the Council Seal to any relevant documentation.

COUNCIL COMMITTEE MEETING – 6 SEPTEMBER 2011
RECOMMENDATION:

	Councillor John Nell Councillor Glenys Francis	That the recommendation be adopted.
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ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

324	Councillor Steve Tucker Councillor John Nell	It was resolved that the recommendation be adopted.
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BACKGROUND

The purpose of this report is to recommend that Council accepts the updated description by metes and bounds (this is the description method currently required by the State Government) of Councils existing boundaries with adjoining Local Government areas, as presented in **ATTACHMENT 1** and have it officially recorded by publication in the Government Gazette.

The last description was published on 13th November, 1970 and that description is lacking definition in some locations. Since that date new subdivisions and subsequent changes have made the boundary even more difficult to distinguish, as well as being vague in some sections. This type of description (called metes and bounds) is used by the government for publication in the Government Gazette and indicated on official maps.

See **ATTACHMENT 2** for an earlier report by Councils former Principal Property Advisor on the roads for a better description of the boundaries. The adjoining Local Government areas of Newcastle, Maitland, Dungog and Great Lakes have agreed with the description as presented. There has not been any attempt to change any boundary locations – just to better define them.

ATTACHMENT 3 indicates by strip line sketch maps the described boundaries as viewed from within the Councils area. The Division of Local Government will need to agree to the description for approval with the Geographical Names Board being responsible for the details published in the Government Gazette to officially record the updated description.

Over past years there have been occasions when precise boundaries have had to be used – especially when determination of Development Applications close to or over Local Government boundaries is required as indicated in attachment 2.

FINANCIAL/RESOURCE IMPLICATIONS

There will be no further financial or resource implications other than the cost of publication in the Government Gazette. Further investigation costs will be saved when Development Applications close to or on Local Government boundaries are required to be determined, as the boundaries will be much clearer.

LEGAL, POLICY AND RISK IMPLICATIONS

There are no such implications once the boundaries have been approved and officially recognised by publication in the Government Gazette.

SUSTAINABILITY IMPLICATIONS

No adverse implications are expected due to the more exact definition.

CONSULTATION

- 1) Newcastle, Maitland, Dungog and Great Lakes Councils;
- 2) Port Stephens Council General Manager;
- 3) Sustainable Planning Group;
- 4) Facilities & Services Group;
- 5) Property Advisor ;
- 6) Land & Property Management Authority.

OPTIONS

- 1) Accept recommendations;
- 2) Reject or alter recommendations.

ATTACHMENTS

- 1) Updated metes and bounds description;
- 2) Report on need for updated description;
- 3) Strip line sketch maps.

COUNCILLORS ROOM

Nil.

TABLED DOCUMENTS

Nil.

ATTACHMENT 1

**PORT STEPHENS COUNCIL AREA
Updated Description**

Area about 979 square kilometres: Commencing at Fern Bay on the Low Water Mark of the South Pacific Ocean on the easterly prolongation of the northern boundary of portion 40, Parish of Stockton (D.P.753191) County of Gloucester and bounded thence; by a line westerly from that point along the northern boundary of that portion and Stockton General Cemetery to the high water mark (HWM) of the North Channel of the Hunter River; by that HWM of that river and the shoreline of Fullerton Cove generally northerly, westerly and southerly to the southern extremity of Smith' Island; by a line southerly to the centre of the North Channel of the Hunter River; by the centre of that channel generally westerly to a point on the prolongation of the northwestern side of former Old Punt Road, Tomago (now lot 2 D.P.46729); by a line northerly to the HWM of the Hunter River on the prolongation of the said side of Old Punt Road; by the generally eastern HWM of Hunter River upwards to the confluence of the Hunter and Williams Rivers at Raymond Terrace thence by the centre of the Hunter River upwards to the Paterson River thence by the centre of that river upwards to a point on the western prolongation of the northern boundary of portion 50 Parish of Butterwick (D.P.752451) County of Durham, on the north by that prolongation and the northern boundary of said portion and Dungog Shire Council being the southern side of an unconstructed road easterly, thence generally by the southeastern and eastern sides of that road northeasterly and northerly adjacent to D.P.610684, portion 150 Parish of Barford (D.P.752445) County of Durham and D.P.1047065 and also part of the generally northern boundaries of lot 4 D.P.860596, by that southern side of said road generally easterly to a point adjacent to the southwestern corner of portion 127; by a line across the said road and the western boundary of that portion northerly to the southwestern corner of portion 111; by the southern boundary of that portion easterly; by a line along the eastern boundary of that portion northerly to the southwestern corner of lot 1 D.P. 999253; by the southern boundary of that lot and lot 3 D.P. 999253 easterly to its intersection with the northerly prolongation of the western boundary of portion 99, Parish of Uffington (D.P.752497) by the western and southern boundaries of that portion southerly and easterly to the western boundary of lot 48 D.P. 826013; by part of that boundary southerly to the southwestern corner of that lot; by the southern boundary of the said lot and lot 43 D.P. 777002, lot 42 D.P. 719549, lot 2 D.P. 587583, Uffington State Forest, lot 6 D.P. 1147264 and lot 200 D.P. 664398, easterly to the western boundary of portion 157 then by that boundary and prolongation southerly to the centre of the Williams River; by the centre of that river upwards to a point adjacent to the southwestern corner of portion 16, Parish of Wilmot (D.P.753216), County of Gloucester; by the southern boundary and part of the eastern boundary of that portion easterly and northerly to Limeburners Creek Road by the southwestern side of that road generally southeasterly to the northernmost northeastern corner of portion 70; by the northernmost and western boundaries of that portion westerly and southerly to a point on the northern boundary of portion 52 thence; by part of the northern and westernmost boundaries of portion 52 westerly and southerly to the northwest corner of portion 51 thence easterly and southerly by the northern and eastern boundaries of that portion to the generally southern side of the road forming the generally northern boundaries of part of portion 54 and portions 55,56 and 59; by that side of

that road generally easterly to the northeastern corner of the said portion 59; by part of the eastern boundary of that portion southerly to the northwestern corner of portion 67; by the northern boundary of that portion and portion 62 easterly to the western boundary of portion 83 Parish of Tarean (D.P.753196) thence northerly along the western boundary of portions 83, 82, 40, 96 and 89, Parish of Tarean, northerly to the aforesaid Limeburners Creek Road thence by the southern side of that road generally easterly to the most easterly, northeast corner of portion 89, thence across The Bucketts Way (road from Pacific Highway towards Stroud) to the northwestern corner of portion 105 on the southern side of Captain Hills Creek Road (road from The Bucketts Way towards Karuah) thence northerly across that road to the southwestern corner of lot 1 D.P.804730 thence by the generally southern boundaries of that lot easterly to the most westerly, southwestern corner of portion 91 thence by the western boundary of that portion northerly to the southwestern corner of portion 9 thence easterly along the southern boundaries of said portion 9 and 154 crossing Limburners Creek to the centre of Karuah River by that river downwards to a point on the southern side of the bridge on Tarean Road Karuah; by that side of that bridge easterly to the Low Water Mark (LWM) of the said river and Port Stephens, thence by that general northern LWM (including Balberook, North Arm and Fame Coves Wobbegong Bay and part of Pindimar Bay) to a point on that LWM being the southwesterly prolongation of the southeastern boundaries of lots 1 and 2 D.P.233635 Parish of Coweambah (D.P.753157); by lines generally south west, clear of the LWM and oyster leases on Cut Feet and Corrie Islands, to a point approximately identified by mapping location, Mapping Grid Australia (MGA) 417750mE 6384070mN (GDA94) or Latitude 32 41'41"S Longitude 152 7'22"E (GDA94) thence southeast to Myall Point approximately identified by mapping location, Mapping Grid Australia 418720m E 6382030m N (GDA94) or Latitude 32041'45"S Longitude 15207'59"E (GDA94) south of Corrie Island and the mouth of the Myall River, thence northeast to LWM at the most western end of Barnes Rocks then by that LWM generally easterly to most easterly southern point of North Head (Yacaaba Head), thence by a line southwest to the LWM on the most easterly north point of South Head (Tomaree Head) thence by that LWM of South Pacific Ocean generally southwesterly to the point of commencement.

NOTE:

This description has been prepared to more specifically detail the gazetted boundaries and alterations to them. It is not intended to amend or alter the gazetted boundaries it is prepared to clarify and to assist Council staff in its responsibilities and operations. The described boundaries agree with those indicated on the Department of Lands Parish and Topographic maps dated 1976.

Gazettes of alterations used:-

- 17 January 1930 (Stroud)
- 8 December 1967 (Dungog and Port Stephens)
- 13 November 1970 (Dungog and Port Stephens)

Cliff Johnson, Principal Property Advisor, Updated on: 20/7/2011, Council File Ref: PSC2008-9618

ATTACHMENT 2

Important Definition Improvements to Local Government Boundaries

Over considerable time Council has had cause to go back to the Government Gazette notices in an effort to determine whether particular locations are within our Local Government area or not. Even with the gazette descriptions it is sometimes difficult to make a determination for such things, as which Council a Development Application should be lodged with.

Good examples of this are regularly arising for construction of wharves or groynes in waterways of adjoining Councils – even the length of such structures can place them in 2 Local Government areas, so this should be clear if 2 Councils need to be advised.

Issues of road responsibilities arise when little used or known roads require maintenance. Only recently it occurred within Captain Hills Creek Road near Limeburners Creek. Properties along this road are in both Port Stephens and Great Lakes areas. I had to go back to older gazettes only to find that the official description says 'by that road'. Does this mean the centre or either side of the road is the boundary? In this case both concerned Councils have an agreement over this and other nearby roads. Staff time was wasted in this case and many more over the years.

The latest gazette descriptions are lacking in many ways. In another situation the earlier gazettes boundary is 'Low Water Mark' and the later one states only 'by the foreshore'. This was a problem when the Worimi Conservation Lands were being established in the Stockton Bight. What does 'foreshore' mean?

I recall when Carrington Shipways relocated to Tomago (in the early 1970's) there was a lot of consternation as to which Local Government Area their buildings and wharves were in, because the Newcastle/Port Stephens boundary was vague. The site is near where the boundary changes from the centre of the river to the High Water Mark and from the description it could be anywhere within a kilometre. At one stage it seemed the company's launching ramp was in Port Stephens Area and their dock and wharf could have been in Newcastle. Fortunately an agreement was reached that one Council would accept responsibility (Port Stephens Council).

It was about this time that I prepared an improved more specific description for consideration of by those responsible. There were no alterations proposed – just a better definition of the location. Staff from the then Department of Local Government agreed my description was desirable but there was no need to take it farther.

More recently an issue near the mouth of the Myall River has highlighted the poor Local Government boundaries definitions. In this case there is no agreement between the two Councils as their LEP boundaries do not coincide, with neither agreeing with the Department of Lands or N.S.W. Maritime which each show different boundaries. That is we have at least four different locations of the boundary shown on various maps.

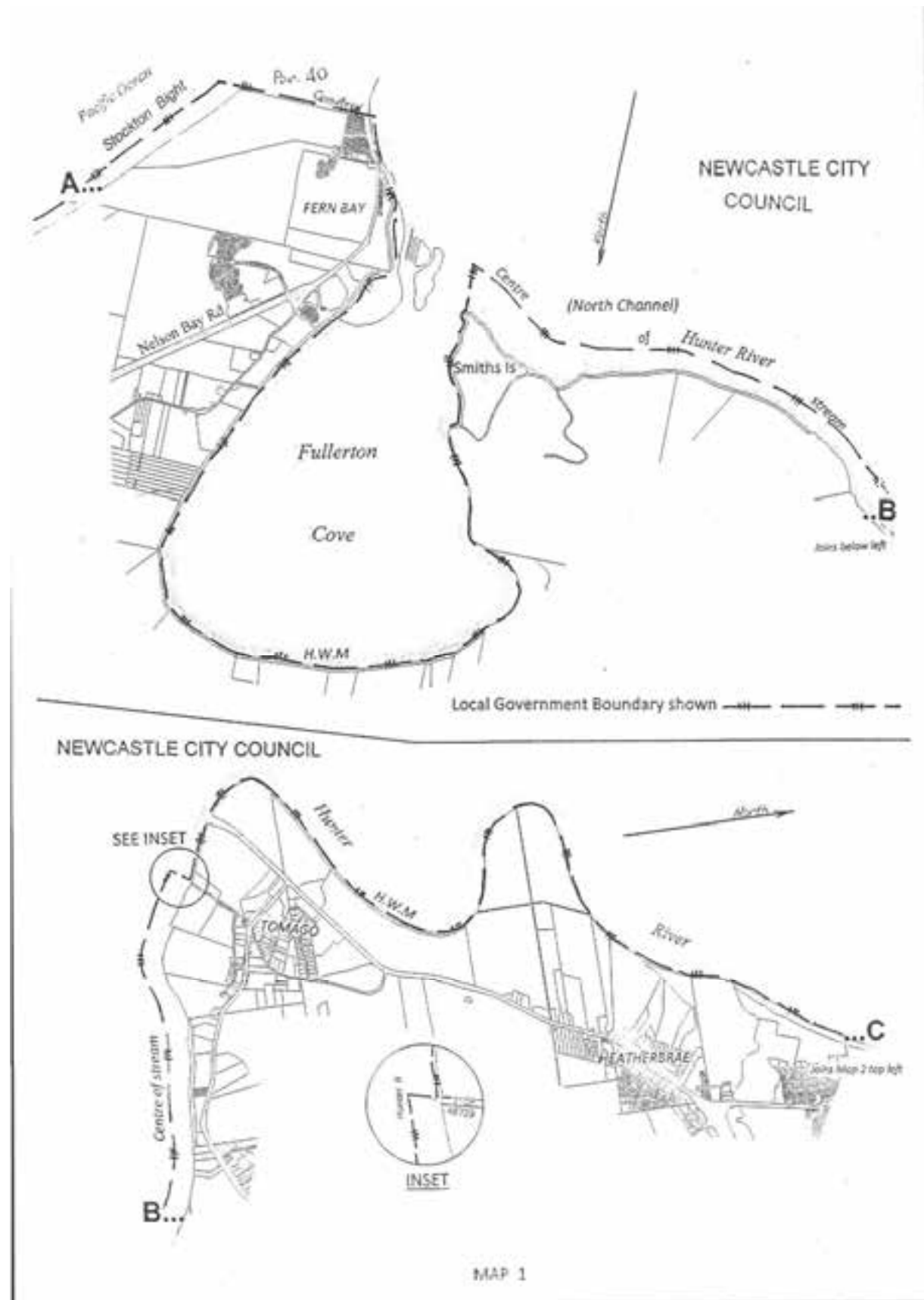
The closest definition I could find to the gazetted boundaries is on the Parish Maps and Department of Lands 1976 and earlier Topographic Maps. I believe those show the only 'legal' boundaries as I have not been able to find a gazettal which changed these boundaries.

I have now attached an updated version of my proposed description to meet current needs. Also attached are some maps which will assist in understanding the need to do something. There is no suggestion of a change or need for change in the location of the Local Government Boundaries.

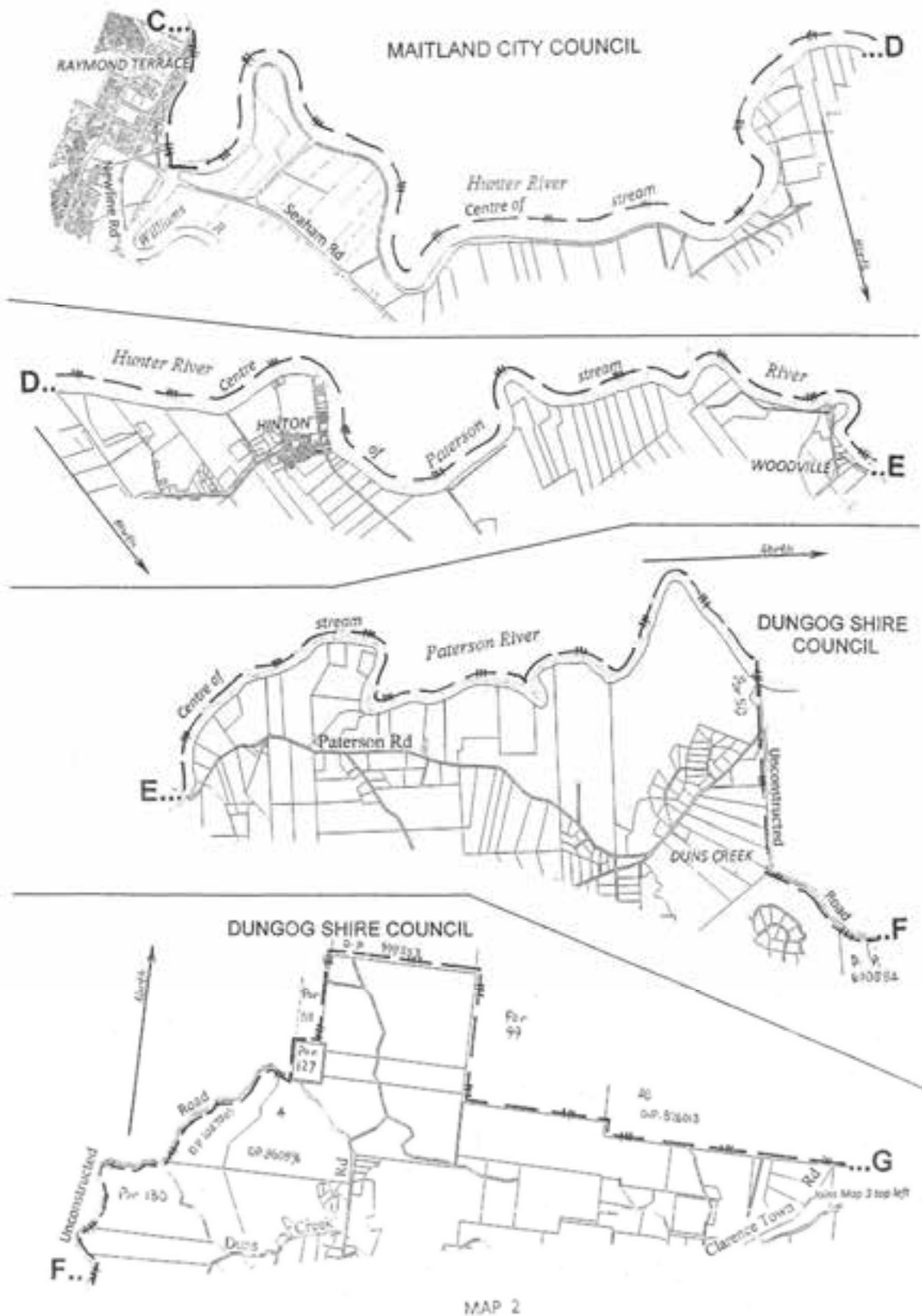
Cliff Johnson
Principal Property Advisor
Port Stephens Council

Council file reference – PSC2008-9618

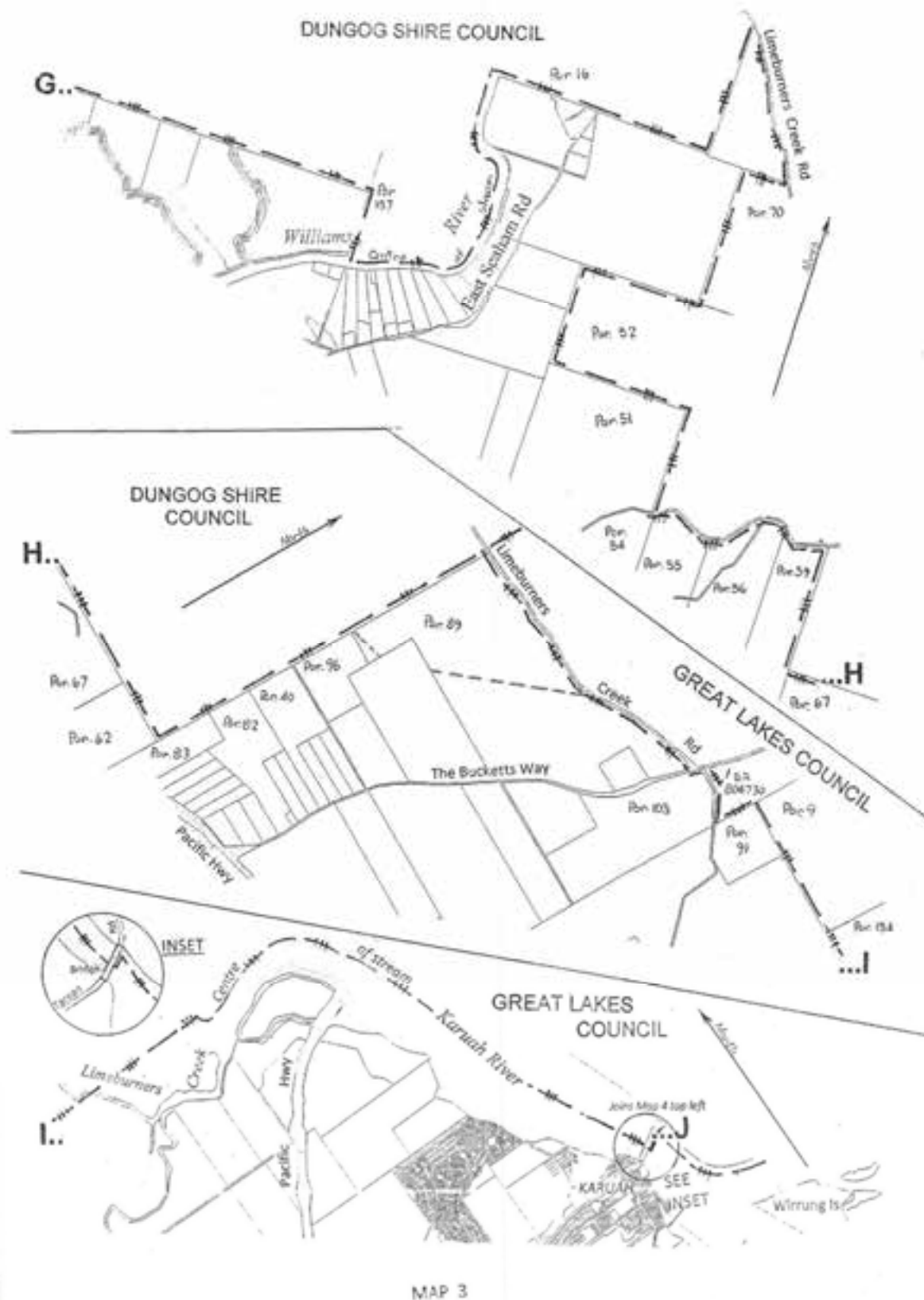
ATTACHMENT 3



ATTACHMENT 3



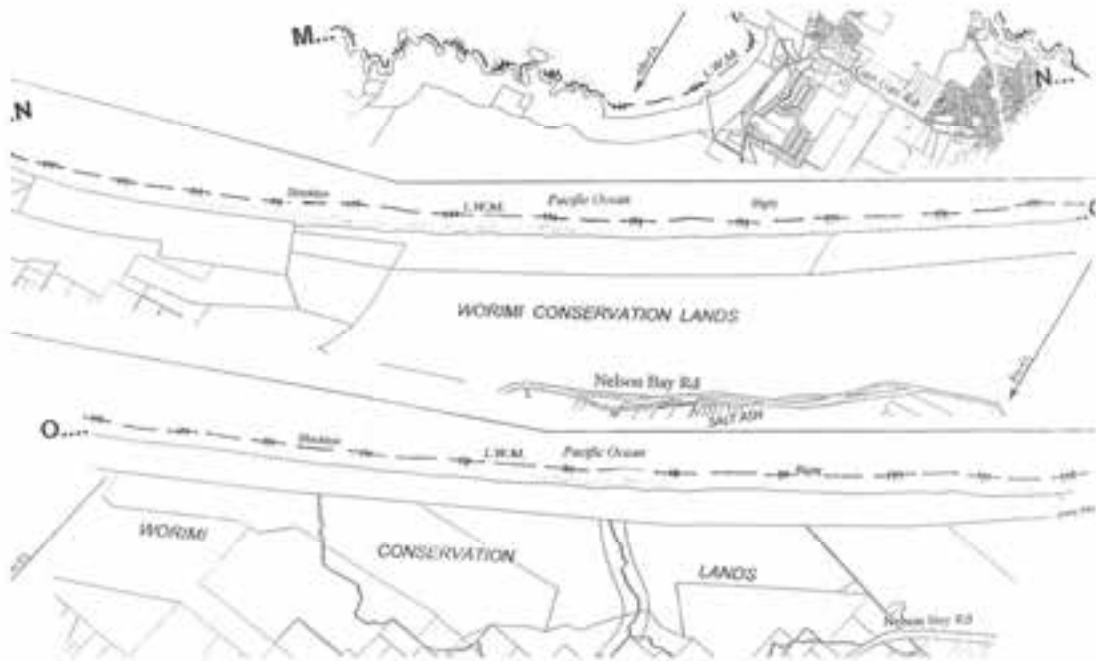
ATTACHMENT 3



ATTACHMENT 3



ATTACHMENT 3



ITEM NO. 5

FILE NO: A2004-0511

LOCAL TRAFFIC COMMITTEE MEETING – 9 AUGUST 2011

REPORT OF: JOHN MARETICH – CIVIL ASSETS SECTION MANAGER
GROUP: FACILITIES AND SERVICES

RECOMMENDATION IS THAT COUNCIL:

- 1) Adopt the recommendations contained in the minutes of the Local Traffic Committee meeting held on 9th August 2011
-

COUNCIL COMMITTEE MEETING – 6 SEPTEMBER 2011
RECOMMENDATION:

	Councillor Bob Westbury Councillor Shirley O'Brien	That the recommendation be adopted.
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ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

325	Councillor Caroline De Lyall Councillor John Nell	It was resolved that the recommendation be adopted.
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BACKGROUND

The purpose of this report is to bring to Council's attention traffic issues raised and detailed in the Traffic Committee minutes and to meet the legislative requirements for the installation of any regulatory traffic control devices associated with Traffic Committee recommendations.

FINANCIAL/RESOURCE IMPLICATIONS

Council has an annual budget of \$41 000 (\$25 000 grant from the RTA and General Revenue) to complete the installation of regulatory traffic controls (signs and markings) recommended by the Local Traffic Committee. The construction of traffic control devices and intersection improvements resulting from the Committee's recommendations are not included in this funding and are listed within Council's "Forward Works Plan" for consideration in the annual budget process.

The recommendations contained within the local Traffic Committee minutes can be completed within the current Traffic Committee budget allocations and without additional impact on staff or the way Council's services are delivered.

LEGAL, POLICY AND RISK IMPLICATIONS

The local Traffic Committee is not a Committee of Council; it is a technical advisory body authorised to recommend regulatory traffic controls to the responsible Road Authority. The Committee's functions are prescribed by the Transport Administration Act with membership extended to the following stakeholder representatives; the Local Member of Parliament, NSW Police, the Roads & Traffic Authority and Port Stephens Council.

The procedure followed by the local Traffic Committee satisfies the legal requirements required under the Transport Administration (General) Act furthermore there are no policy implications resulting from any of the Committee's recommendations.

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

The recommendations from the local Traffic Committee aim to improve traffic management and road safety.

CONSULTATION

The Committee's technical representatives are the Police, Roads and Traffic Authority, and Council Officers; they investigate issues brought to the attention of the Committee and suggest draft recommendations for further discussion during the scheduled meeting. One week prior to the local Traffic Committee meeting copies of the agenda are forwarded to the Committee members, Councillors, Facilities and Services Group Manager and Council's Road Safety Officer. During this period comments are received and taken into consideration during discussions at the Traffic Committee meeting.

No additional consultation was undertaken for the items listed.

OPTIONS

- 1) Adopt all or part of the recommendations;
- 2) Reject all or part of the recommendations;
- 3) Council may choose to adopt a course of action for a particular item other than that recommended by the Traffic Committee. In which case Council must first notify both the RTA and NSW Police representatives in writing. The RTA or Police may then lodge an appeal to the Regional Traffic Committee.

ATTACHMENTS

- 1) Local Traffic Meeting Minutes – 9th August 2011.

COUNCILLORS ROOM

Nil.

TABLED DOCUMENTS

Nil.

**LOCAL TRAFFIC COMMITTEE MEETING
HELD ON TUESDAY 9TH AUGUST 2011
AT 9:30AM**

Present:

Cr Peter Kafer, Cr Geoff Dingle, Mr Bill Butler – RTA, Mr Joe Gleeson (Chairperson), Mr Graham Orr, Ms Lisa Lovegrove – Port Stephens Council

Apologies:

Cr Bob Westbury – Mayor, Ms Michelle Mexon representing Craig Baumann MP, Snr Const John Simmons - NSW Police, Mr John Meldrum – Hunter Valley Buses, Mr Dave Davies – Busways, Mr Mark Newling - Port Stephens Coaches, Ms Michelle Page – Port Stephens Council

A. ADOPTION OF MINUTES OF MEETING HELD 5TH JULY, 2011

The minutes of the previous Local Traffic Committee Meeting were adopted.

B. BUSINESS ARISING FROM PREVIOUS MEETING

C. LISTED MATTERS

D. INFORMAL MATTERS

E. GENERAL BUSINESS

**PORT STEPHENS
LOCAL TRAFFIC COMMITTEE AGENDA**

**INDEX OF LISTED MATTERS
TUESDAY 9TH AUGUST, 2011**

- A. ADOPTION OF THE MINUTES OF 5TH JULY, 2011**
- B. BUSINESS ARISING FROM PREVIOUS MEETING**
- C. LISTED MATTERS**
- C.1 28_08/11 THE CLOSE RAYMOND TERRACE - REQUEST FOR SHORT-TERM PARKING AT THE REAR OF THE CHEMIST**
- C.2 29_08/11 FERODALE ROAD MEDOWIE - REQUEST FOR ADDITIONAL ACCESSIBLE PARKING AT THE COMMUNITY CENTRE**
- C.3 30_08/11 SOLDIERS POINT ROAD SOLDIERS POINT - REQUEST FOR LINE MARKING OR SIGNS TO PREVENT PEOPLE PARKING OVER THE DRIVEWAY**
- C.4 31_08/11 WALLAWA ROAD NELSON BAY - REQUEST FOR 'STOP' SIGN AT INTERSECTION OF WALLAWA ROAD AND GALOOLA DRIVE**
- C.5 32_08/11 DIGGERS DRIVE TANILBA BAY – REQUEST FOR INSTALLATION OF GIVE WAY SIGNS AT INTERSECTIONS**
- D. INFORMAL MATTERS**
- E. GENERAL BUSINESS**
- E.1 612_08/10 TAREAN ROAD KARUAH – APPLICATION FOR RESTRICTED ACCESS 19M B-DOUBLE**
- E.2 613_08/11 NELSON BAY ROAD WILLIAMTOWN – REQUEST FOR A BUS SHELTER AT BANKSIA GROVE**
- E.3 614_08/11 CLOSEBOURNE WAY RAYMOND TERRACE – COMPLAINT REGARDING LOSS OF ACCESS FOR RESIDENTS**

C. Listed Matters

C.1 Item: 28_08/11

THE CLOSE RAYMOND TERRACE - REQUEST FOR SHORT-TERM PARKING AT THE REAR OF THE CHEMIST

Requested by: A business owner

File: 140044-2011

Background:

The car park area behind the chemist in 'The Hub' is usually occupied by all-day parkers from surrounding businesses. Customers of the chemist struggle to find parking close by.

Comment:

The Traffic Inspection Committee noted that there is limited opportunity for signposting restrictions directly behind the chemist due to lack of a kerb or defined footpath. There is a section of parking adjacent to the clothing bins that is close enough to the chemist to be useful and can be readily signposted.

Legislation, Standards, Guidelines and Delegation:

ARR Part 12 Div.2 – Rule 205 – Parking for longer than indicated

AS 2890.5 – On street parking

RTA Regulatory Signs Manual – R5-15

Traffic control devices installed under Part 4 Div. 1 Road Transport (STM) Act

Recommendation to the Committee:

Install 15 minute parking restrictions on the 2 parking spaces adjacent to the clothing bins at 'The Hub', Raymond Terrace, as shown on the attached sketch, Annexure A.

Discussion:

Committee members noted that speeds within the car park are unsafe for the conditions with people stepping onto the crossing without looking. The crossing needs to be better signposted and would benefit from being raised. Cr Kafer also noted that Council Ward funds have been committed for works to improve the footpath, parking and pedestrian connections in this area.

Support for the recommendation:

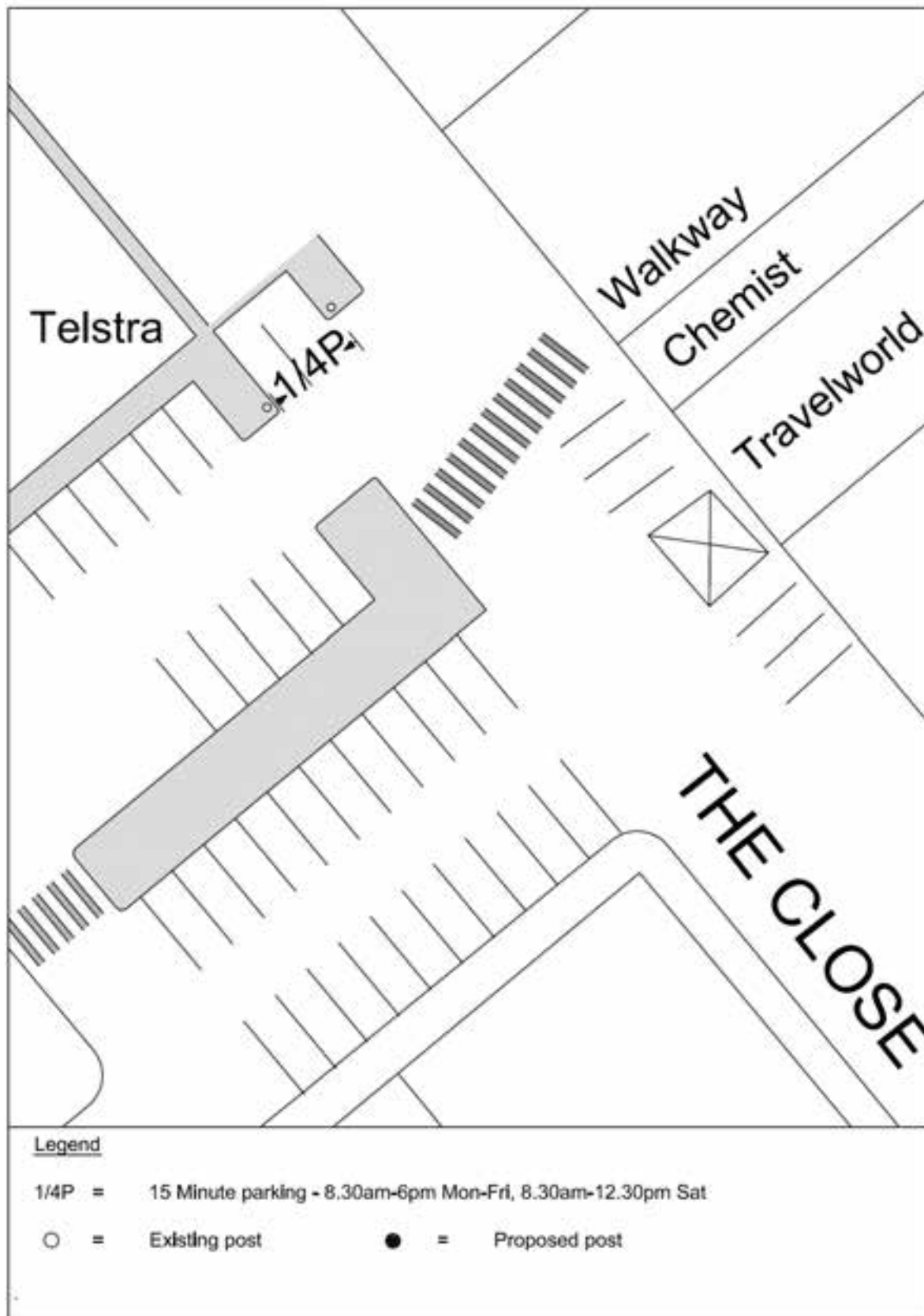
1	Unanimous	✓
2	Majority	
3	Split Vote	
4	Minority Support	
5	Unanimous decline	

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

PORT STEPHENS TRAFFIC COMMITTEE
Tuesday 9 August 2011

ITEM NO. 28_08/11
Street: The Close

ANNEXURE A
Page 1 of 1



C.2 Item: 29_08/11

FERODALE ROAD MEDOWIE - REQUEST FOR ADDITIONAL ACCESSIBLE PARKING AT THE COMMUNITY CENTRE

Requested by: Cr Dingle
File: PSC2005-4189/046
Background:

The Community Hall at Medowie has 2 existing accessible parking spaces but local residents have requested that more be provided on the upper level adjacent to the access ramps and paths at the hall.

Comment:

AS2890.6 requires that accessible parking spaces shall have a shared area 2.4m wide beside each space, as well as a bollard to prevent parking in the shared area. In this case there is sufficient width to provide 4 accessible spaces with shared space between them.

Legislation, Standards, Guidelines and Delegation:

ARR Part 12 Div.2 – Rule 203 – Stopping in a parking area for people with disabilities
AS 2890.6 – Off-street parking for people with disabilities
RTA Regulatory Signs Manual – R5-1-3
Traffic control devices installed under Part 4 Div. 1 Road Transport (STM) Act

Recommendation to the Committee:

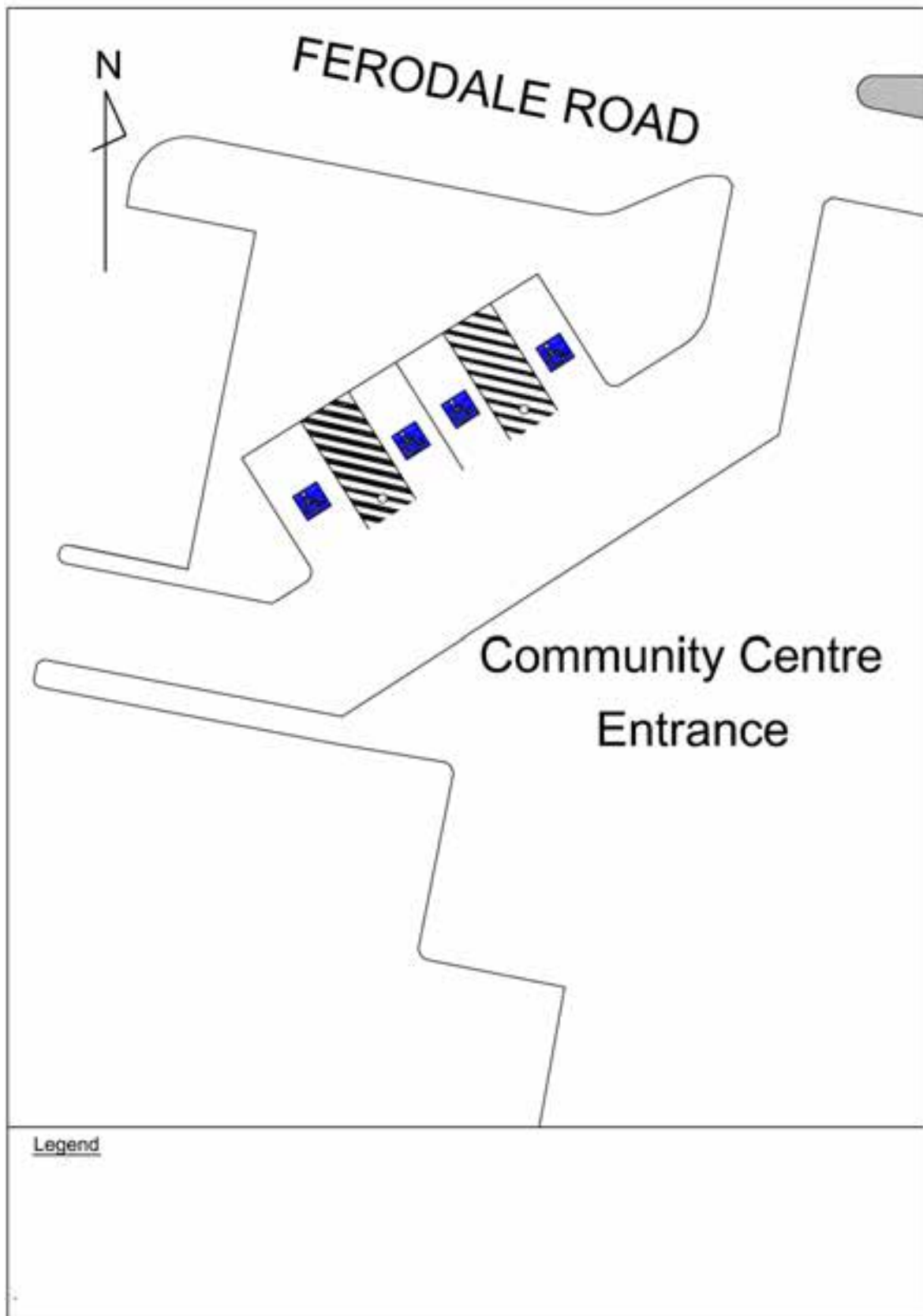
Install 4 accessible parking spaces at the Medowie Community Centre, as shown on the attached sketch (Annexure A).

Discussion:

Cr Dingle noted that it is common practice for locals to park illegally in the accessible parking spaces and suggested that Council Rangers should visit occasionally to improve compliance with parking regulations.

Support for the recommendation:

1	Unanimous	✓
2	Majority	
3	Split Vote	
4	Minority Support	
5	Unanimous decline	



C.3 Item: 30_08/11

SOLDIERS POINT ROAD SOLDIERS POINT - REQUEST FOR LINE MARKING OR SIGNS TO PREVENT PEOPLE PARKING OVER THE DRIVEWAY

Requested by: A resident

File:

Background:

People park across the driveway while using the public telephone adjacent or when going to the shops opposite.

Comment:

The Traffic Inspection Committee noted that the driveway is grassed and looks to have minimal use which makes it less obvious to drivers that it is a driveway. This would be especially so at night. In addition, the layback is cracked and somewhat overgrown.

There is a bus stop adjacent and the Inspection Committee suggested that it may be simpler to install 'Bus Zone' signs to cover the driveways which would also overcome the parking issues.

Legislation, Standards, Guidelines and Delegation:

ARR Part 12 Div.5 – Rule 183 – Stopping in a bus zone

AS 2890.5 – On street parking

RTA Regulatory Signs Manual – R5-20

Traffic control devices installed under Part 4 Div. 1 Road Transport (STM) Act

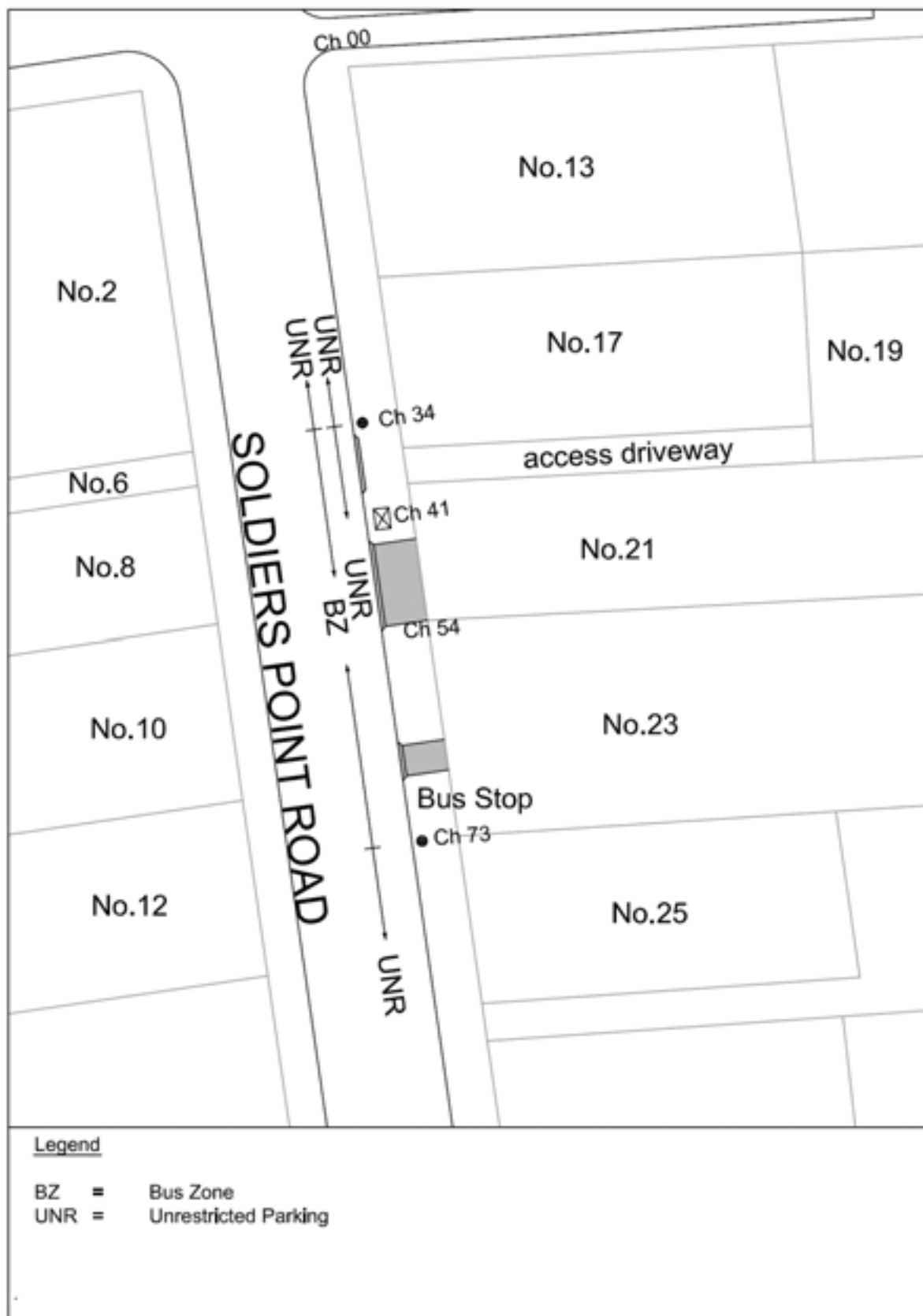
Recommendation to the Committee:

Install 'Bus Zone' signs at the bus stop at No.23 Soldiers Point Road, covering the driveways of No. 21 and No.19, as shown on the attached sketch, Annexure A.

Discussion:

Support for the recommendation:

1	Unanimous	✓
2	Majority	
3	Split Vote	
4	Minority Support	
5	Unanimous decline	



C.4 Item: 31_08/11

WALLAWA ROAD NELSON BAY - REQUEST FOR 'STOP' SIGN AT INTERSECTION OF WALLAWA ROAD AND GALOOLA DRIVE

Requested by: Cr Westbury -

File:

Background:

Safety concerns have been raised regarding the speed at which drivers make the turn out of Wallawa Road onto Galoola Drive. The intersection is on a bend and the road drops away sharply to Taree Street and the Government Road intersection. Investigations show that Intersection sight distance does not meet the warrant for installation of a 'Stop' sign.

Comment:

The Traffic Inspection Committee noted that there would likely be poor compliance with 'Stop' sign restrictions. Some form of enhanced delineation would assist in reducing the speed of traffic exiting Wallawa Road and improve safety at the intersection by reducing the number of drivers who cut the corner when turning right from Wallawa Road.

Legislation, Standards, Guidelines and Delegation:

ARR Part 7 Div.1 – Rule 67 – Stopping and giving way at a stop sign or stop line at an intersection without traffic lights
 AS 1742.2 – Manual of uniform traffic control devices
 RTA Regulatory Signs Manual – R1-1
 Traffic control devices installed under Part 4 Div. 1 Road Transport (STM) Act

Recommendation to the Committee:

Install 20m of 'BB' barrier line and RRPM's at the intersection of Wallawa Road and Galoola Drive, Nelson Bay, as shown on the attached sketch, Annexure A.

Discussion:

Committee members requested that re-marking of the linemarking in Galoola Drive be included in this request.

Support for the recommendation:

1	Unanimous	✓
2	Majority	
3	Split Vote	
4	Minority Support	
5	Unanimous decline	

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

PORT STEPHENS TRAFFIC COMMITTEE
Tuesday 9 August 2011

ITEM NO. 31_08/11
Street: Wallawa Road

ANNEXURE A
Page 1 of 1



C.5 Item: 32_08/11

DIGGERS DRIVE TANILBA BAY – REQUEST FOR INSTALLATION OF GIVE WAY SIGNS AT INTERSECTIONS

Requested by: A resident

File:

Background:

Some of the intersections within the Koala Bay Estate have been designed as 'Y' intersections with the priority unclear. This was a deliberate design intended to reduce travel speeds by creating uncertainty for drivers approaching intersections.

Comment:

Legislation, Standards, Guidelines and Delegation:

ARR Part 7 Div.1 – Rule 69 – Giving way at a give way sign or give way line at an intersection (except at a roundabout)

AS 1742.2 – Manual of uniform traffic control devices

RTA Regulatory Signs Manual – R1-2

Traffic control devices installed under Part 4 Div. 1 Road Transport (STM) Act

Recommendation to the Committee:

Install 'Give Way' signs and lines at the intersections of Diggers Drive and Pyramus Way and Reliance Boulevard, as shown on the attached sketch, Annexure A.

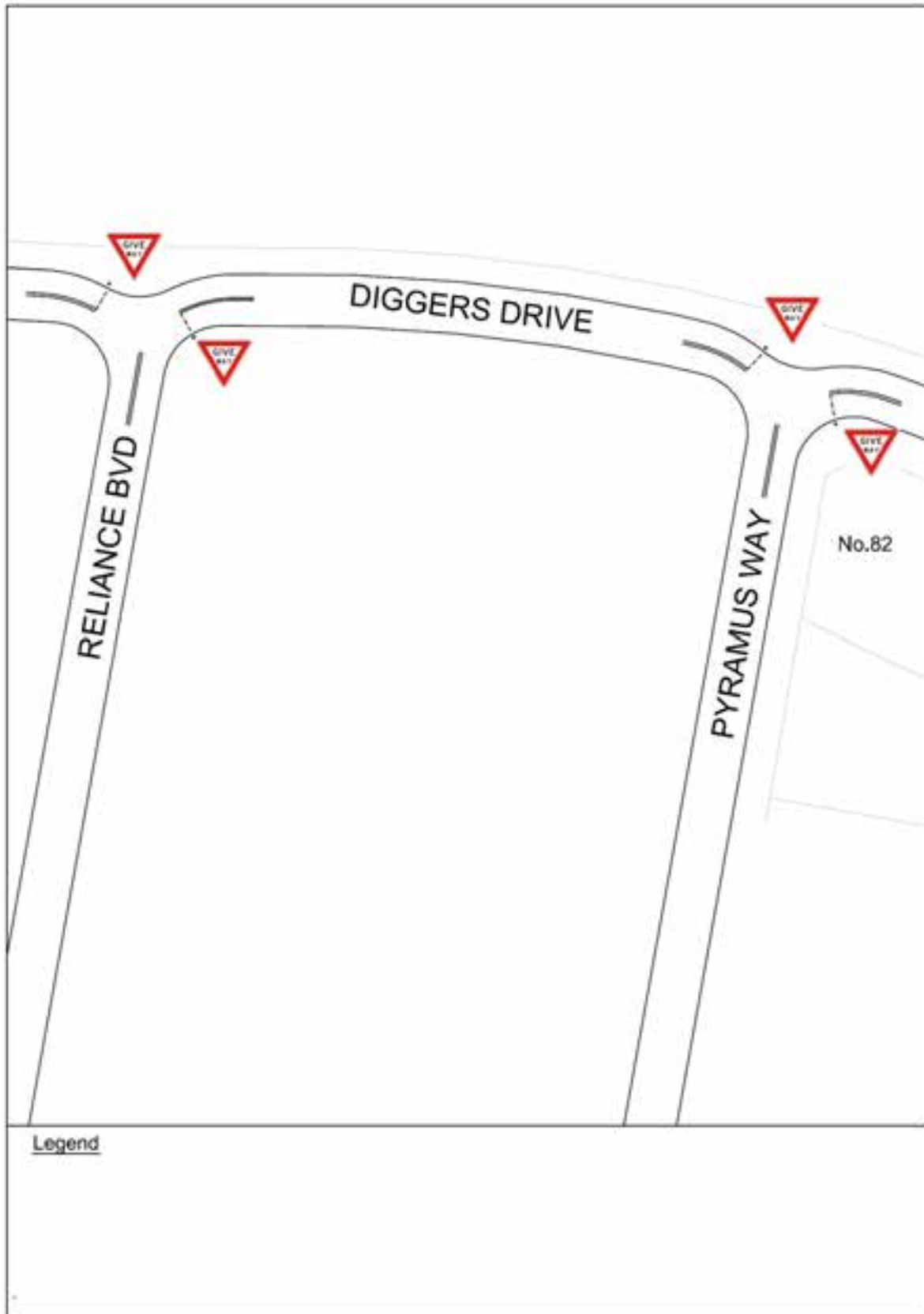
Discussion:

Traffic Committee members noted that there needs to be more discussion between planners and engineers to avoid potential design problems such as this in new subdivisions.

The RTA representative requested that Council officers monitor the performance of these intersections and review the situation in 6 months.

Support for the recommendation:

1	Unanimous	✓
2	Majority	
3	Split Vote	
4	Minority Support	
5	Unanimous decline	



E. General Business

E.1 Item: 612_08/11

TAREAN ROAD KARUAH – APPLICATION FOR RESTRICTED ACCESS 19M B-DOUBLE

Requested by: Linfox Pty Ltd
File: PSC2005-03994/015
Background:

Council has received an application from Linfox Pty Ltd requesting b-double access to No.403 Tarean Road Karuah. Access is proposed from the Pacific Highway via Tarean Road. This was previously the Pacific Highway and was a gazetted B-Double route prior to the by-pass. The application is to allow fuel delivery to the service station with the applicant stating that the use of b-doubles will decrease overall tanker trips to the site by allowing more fuel to be transported each trip.

Discussion:

Under the RTA delegation to Councils for heavy vehicle assessment it is stipulated that 19m b-doubles only require assessment where the proposed gross vehicle mass is in excess of 50T.

Council is required to prepare an impact statement as part of the route assessment. The impact statement should address safety, technical, economic, and environmental issues, along with any community concerns unless the application relates specifically to B-doubles not exceeding 19 metres but exceeding 50 tonnes, when the only criteria that needs to be considered relates to bridges.

This is the case with this application and Council has assessed the route for structural capacity. There are no Council-owned bridges or other structures on the proposed route that will be affected.

The RTA have given written advice that the Karuah Bridge has structural capacity to allow passage of 19m B-Doubles to 55.5T GVM.

Committees Advice:

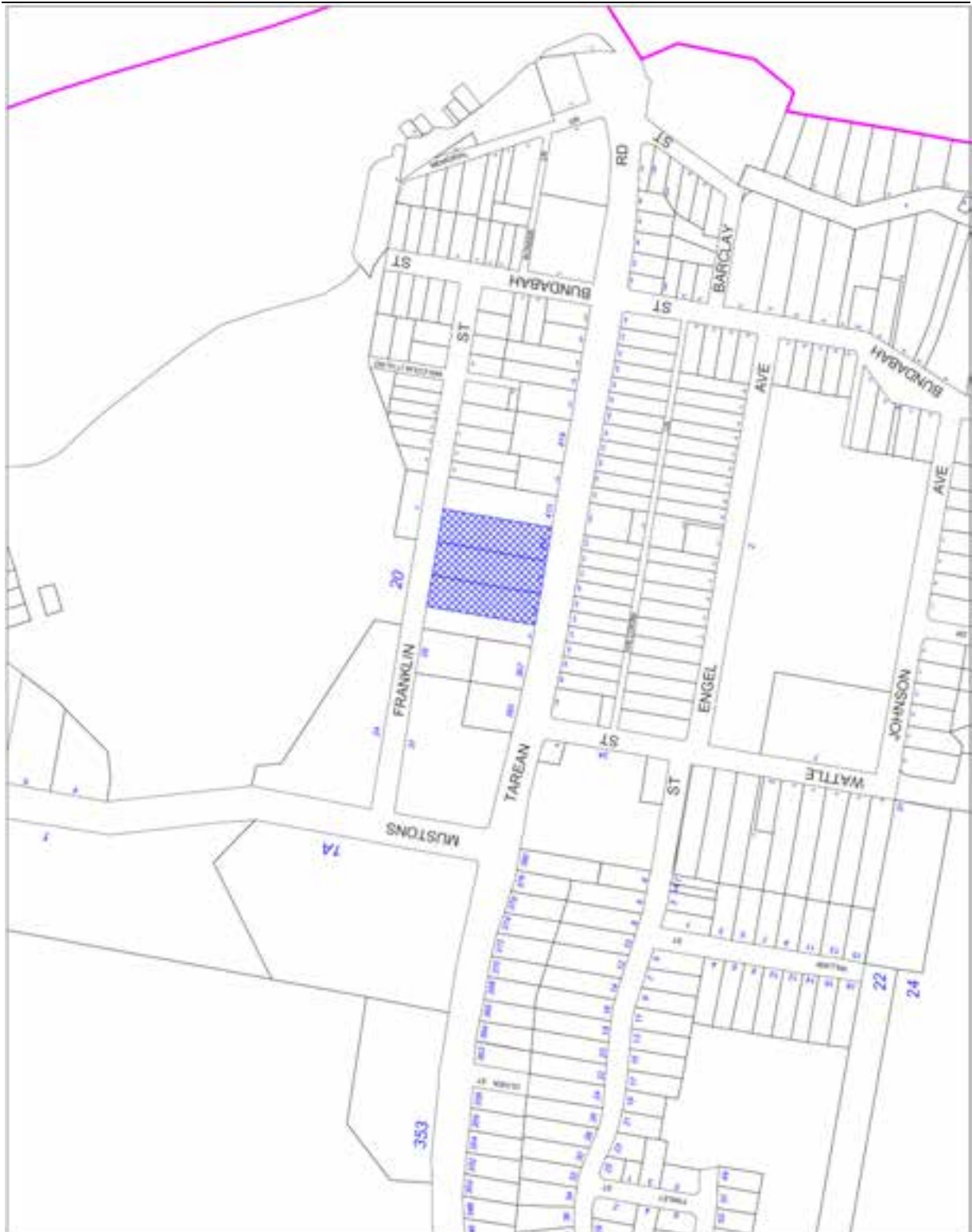
The Traffic Committee recommends approval of the application for 55.5T, 19m B-Double access from the Pacific Highway to No. 403 Tarean Road Karuah.

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

PORT STEPHENS TRAFFIC COMMITTEE
Tuesday 9 August 2011

ITEM NO.612_08/11
Street: Tarean Road

ANNEXURE A
Page 1 of 1



E.2 Item: 613_08/11

NELSON BAY ROAD WILLIAMTOWN – REQUEST FOR A BUS SHELTER AT BANKSIA GROVE

Requested by: A resident
File: PSC2005-2610/015
Background:

A resident of Banksia Grove has contacted Council to request provision of a bus shelter on the northern side of Nelson Bay Road, adjacent to the Banksia Grove Village. Currently people catching the bus to Nelson Bay wait in the office when it is raining and they would like a shelter so they can wait closer to the roadside.

Discussion:

The Traffic Inspection Committee met on-site with the property owner and discussed the situation with her. She said that when the village was constructed they were required to pay for the road works at the site. It was explained that this is normal for developments and that really there should have been provision made for pick-up and set-down of bus passengers within the village grounds to overcome the need to cross the road.

The Traffic Inspection Committee explained that Council has no funding currently for bus shelters except grant funding for those shelters that have been constructed recently. Priority is based on the number and age of passengers and whether there are any existing facilities.

Committees Advice:

The applicant has been advised that the request for a bus shelter at Banksia Grove will be placed on Council's Forward Works Plan for future funding.

E.3 Item: 614_08/11

CLOSEBOURNE WAY RAYMOND TERRACE – COMPLAINT REGARDING LOSS OF ACCESS FOR RESIDENTS

Requested by: Cr Frances

File:

Background:

A resident of Joseph Sheen Drive (east) has complained that the new subdivision which has linked the eastern and western ends of Joseph Sheen Drive, has also resulted in a loss of access for residents who can now no longer turn right onto Mt Hall Road from the eastern end of Closebourne Way. A concrete median has been constructed at the intersection that limits turns to left-in/left-out.

Discussion:

The Traffic Inspection Committee visited the site and discussed that the reason for the restriction on right turns from Closebourne Way is because of a lack of available sight distance at the intersection. This was formerly the only access road for residents into and out of the estate. However, the roads are now linked through the new estate and residents wishing to travel to the east can either travel to Closebourne Way (west) to turn right or can turn left and u-turn using the high school entrance facility. The extra distance required is less than 500m and the Traffic Inspection Committee considered this to be an acceptable compromise in the interests of safety.

Committees Advice:

Noted.

ITEM NO. 6

INFORMATION PAPERS

REPORT OF: TONY WICKHAM – EXECUTIVE OFFICER
GROUP: GENERAL MANAGERS OFFICE

RECOMMENDATION IS THAT COUNCIL:

Receives and notes the Information Papers listed below being presented to Council on 6 September 2011.

No:	Report Title	Page:
1	CASH AND INVESTMENTS HELD AT 31 JULY 2011	
2	LOCAL GOVERNMENT MANAGERS AUSTRALIA CONFERENCE CAIRNS - 22 TO 25 MAY 2011	

COUNCIL COMMITTEE MEETING – 6 SEPTEMBER 2011
RECOMMENDATION:

	Councillor Bruce MacKenzie Councillor John Nell	That the recommendation be adopted.
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ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

326	Councillor Caroline De Lyall Councillor Sally Dover	It was resolved that the recommendation be adopted.
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COUNCIL COMMITTEE INFORMATION PAPERS



INFORMATION ITEM NO. 1

CASH AND INVESTMENTS HELD AT 31 JULY 2011

**REPORT OF: DAMIEN JENKINS – FINANCIAL SERVICES MANAGER
GROUP: COMMERCIAL SERVICES**

FILE: PSC2006-6531

BACKGROUND

The purpose of this report is to present Council's schedule of cash and investments held at 31 July 2011.

ATTACHMENTS

- 1) Cash and investments held at 31 July 2011;
- 2) Monthly cash and investments balance July 2010 – July 2011;
- 3) Monthly Australian term deposit index July 2010 – July 2011.

ATTACHMENT 1

CASH & INVESTMENTS HELD - AS AT 31 JULY 2011

INVESTED WITH	INV. TYPE	CURRENT RATING	MATURITY DATE	AMOUNT INVESTED	% of Total Portfolio	Current Int Rate	Market Value May	Market Value June	Market Value July	Current Mark to Market Exposure
GRANGE SECURITIES										
MAGNOLIA FINANCE LTD 2005-14 "FLINDERS AA"	Floating Rate CDO	NR	20-Mar-12	\$1,000,000	5.11%	6.49%	\$875,480	\$871,990	\$871,990	-\$128,010
NEXUS BONDS LTD "TOPAZ AA"	Floating Rate CDO		23-Jun-15	\$412,500	2.11%	0.00%	\$282,769	\$284,254	\$289,781	-\$122,719
HELIUM CAPITAL LTD "ESPERANCE AA+" *	Floating Rate CDO	NR	20-Mar-13	\$1,000,000	5.11%	0.00%	\$0	\$0	\$0	-\$1,000,000
HOME BUILDING SOCIETY	Floating Rate Sub Debt	withdrawn					\$491,200	\$494,170		
GRANGE SECURITIES "KAKADU AA"	Floating Rate CDO	CCC	20-Mar-14	\$1,000,000	5.11%	6.39%	\$454,600	\$431,300	\$396,600	-\$603,400
GRANGE SECURITIES "COOLANGATTA AA" *	Floating Rate CDO	NR	20-Sep-14	\$1,000,000	5.11%	0.00%	\$0	\$0	\$0	-\$1,000,000
TOTAL GRANGE SECURITIES				\$4,412,500	22.53%		\$2,104,049	\$2,081,714	\$1,588,371	-\$2,854,129
ABN AMRO MORGANS										
GLOBAL PROTECTED PROPERTY NOTES VII	Property Linked Note	A+	20-Sep-11	\$1,000,000	5.11%	0.00%	\$953,000.00	\$953,000	\$962,800	-\$37,200
TOTAL ABN AMRO MORGANS				\$1,000,000	5.11%		\$953,000	\$953,000	\$962,800	-\$37,200
ANZ INVESTMENTS										
PRELUDE EUROPE CDO LTD "CREDIT SAIL AAA"	Floating Rate CDO	B	30-Dec-11	\$1,000,000	5.11%	0.00%	\$898,000	\$890,000	\$907,200	-\$92,800
ANZ ZERO COUPON BOND	Zero Coupon Bond	AA	1-Jun-17	\$1,017,876	5.20%	0.00%	\$663,412	\$692,757	\$697,897	-\$319,979
TOTAL ANZ INVESTMENTS				\$2,017,876	10.30%		\$1,561,412	\$1,582,757	\$1,605,097	-\$412,779
RIM SECURITIES										
GENERATOR INCOME NOTE AAA (2011)	Floating Rate CDO		8-Oct-11	\$2,000,000	10.21%	0.00%	\$1,890,000	\$1,910,000	\$1,936,000	-\$64,000
SUNCORP METWAY	Term Deposit	A1	21-Sep-11	\$1,000,000	5.11%	6.13%		\$1,000,000	\$1,000,000	\$0
QUEENSLAND COUNTRY CREDIT UNION	Term Deposit	N/R	29-Sep-11	\$1,000,000	5.11%	6.15%	\$1,000,000	\$1,000,000	\$1,000,000	\$0
TOTAL RIM SECURITIES				\$4,000,000	20.42%		\$2,890,000	\$3,910,000	\$3,936,000	-\$64,000
WESTPAC INVESTMENT BANK										
MACKAY PERMANENT BUILDING SOCIETY	Floating Rate Sub Debt	N/R	21-Nov-11	\$500,000	2.55%	6.09%	\$493,570	\$494,640	\$495,590	-\$4,410
TOTAL WESTPAC INV. BANK				\$500,000	2.55%		\$493,570	\$494,640	\$495,590	-\$4,410
CURVE SECURITIES										
BANK OF CYPRUS AUSTRALIA LIMITED	Term Deposit	N/R	27-Sep-11	\$1,000,000	5.11%	6.15%	\$1,000,000	\$1,000,000	\$1,000,000	\$0
QANTAS STAFF CREDIT UNION	Term Deposit	withdrawn					\$1,000,000			
TERRITORY INSURANCE OFFICE	Term Deposit	withdrawn						\$1,000,000		
DEFENCE FORCE CREDIT UNION	Term Deposit	withdrawn						\$1,000,000		\$0
TOTAL CURVE SECURITIES				\$1,000,000	5.11%		\$2,000,000.00	\$3,000,000	\$1,000,000	\$0
LONGREACH CAPITAL MARKETS										
LONGREACH SERIES 16 PROPERTY LINKED NOTE	Property Linked Note	A+	7-Mar-12	\$500,000	2.55%	0.00%	\$478,710	\$480,805	\$482,835	-\$17,165
LONGREACH SERIES 19 GLOBAL PROPERTY LINKED NOTE	Property Linked Note	A+	7-Sep-12	\$500,000	2.55%	0.00%	\$462,400	\$462,400	\$462,400	-\$37,600
TOTAL LONGREACH CAPITAL				\$1,000,000	5.11%		\$941,110	\$943,205	\$945,235	-\$54,765

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

ATTACHMENT 1

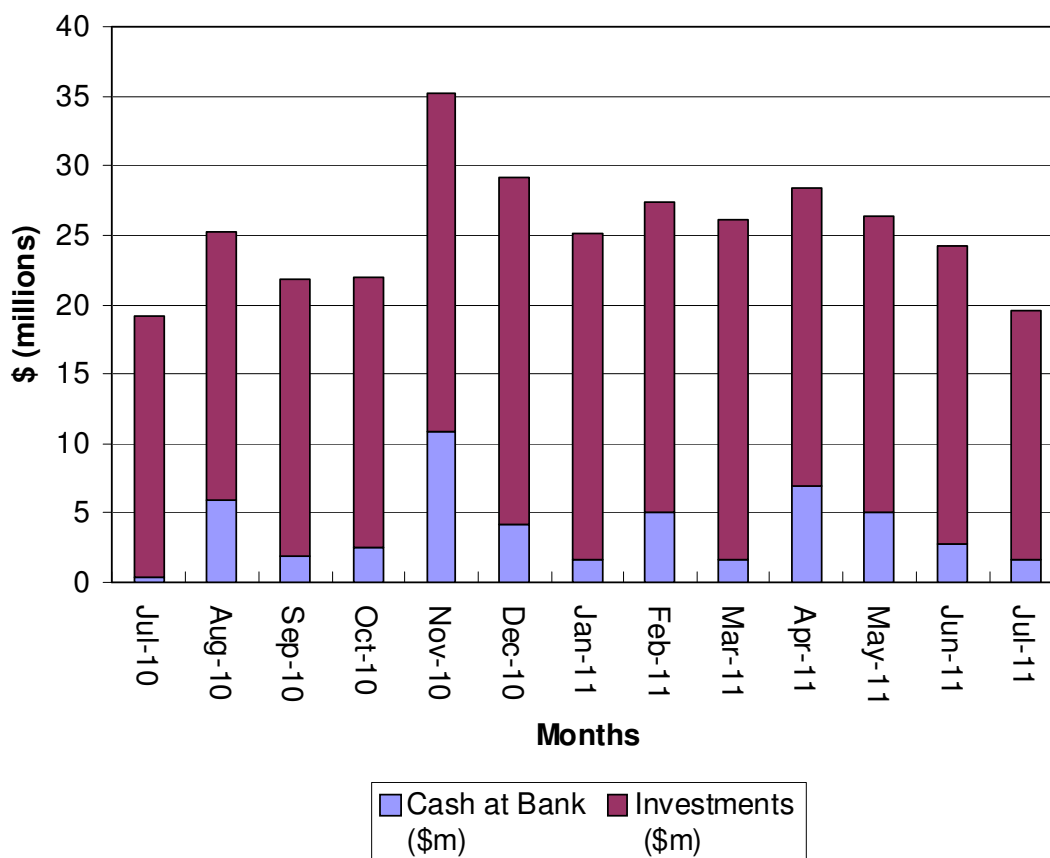
COMMONWEALTH BANK										
EQUITY LINKED DEPOSIT	Equity Linked Note	AA	20-Sep-11	\$500,000	2.55%	3.00%	\$492,750	\$492,700	\$495,000	-\$5,000
EQUITY LINKED DEPOSIT ELN SERIES 2	Equity Linked Note	AA	05-Nov-12	\$500,000	2.55%	3.00%	\$483,250	\$482,150	\$483,050	-\$16,950
BENDIGO BANK SUBORDINATED DEBT	Floating Rate Sub Debt	BBB	09-Nov-12	\$500,000	2.55%	6.24%	\$498,840	\$495,620	\$500,290	\$290
BANK OF QUEENSLAND BOND	Bond	BBB+	16-Mar-12	\$1,000,000	5.11%	5.35%	\$1,000,000	\$1,000,000	\$1,000,000	\$0
TOTAL COMMONWEALTH BANK				\$2,500,000	12.76%		\$2,474,840	\$2,470,470	\$2,478,340	-\$21,660
FIG SECURITIES										
TELSTRA LINKED DEPOSIT NOTE	Principal Protected Note		30-Nov-14	\$500,000	2.55%	6.02%	\$492,690	\$493,020	\$480,800	-\$19,200
TOTAL FIG SECURITIES				\$500,000	2.55%		\$492,690	\$493,020	\$480,800	-\$19,200
MAITLAND MUTUAL										
MAITLAND MUTUAL SUB DEBT	Floating Rate Sub Debt	N/R	30-Jun-13	\$500,000	2.55%	6.54%	\$500,000	\$500,000	\$500,000	\$0
MAITLAND MUTUAL SUB DEBT	Floating Rate Sub Debt	N/R	31-Dec-14	\$500,000	2.55%	6.54%	\$500,000	\$500,000	\$500,000	\$0
TOTAL M'LAND MUTUAL				\$1,000,000	5.11%		\$1,000,000	\$1,000,000	\$1,000,000	\$0
FARQUHARSON SECURITIES										
TEACHERS CREDIT UNION	Term Deposit	withdrawn					\$1,000,000			
TEACHERS CREDIT UNION	Term Deposit	withdrawn					1000000	\$1,000,000		
TOTAL FARQUHARSON SECURITIES				\$0	0.00%		\$2,000,000	\$1,000,000	\$0	\$0
TOTAL INVESTMENTS				\$17,930,376	91.54%		\$16,910,671	\$17,928,806	\$14,462,233	-\$3,468,143
AVERAGE RATE OF RETURN ON INVESTMENTS						3.09%				
CASH AT BANK				\$1,657,498	8.46%	4.70%	\$4,975,652	\$2,751,975	\$1,657,498	\$0
AVERAGE RATE OF RETURN ON INVESTMENTS + CASH						3.23%				
TOTAL CASH & INVESTMENTS				\$19,587,874	100.00%		\$21,886,323	\$20,680,781	\$16,119,731	-\$3,468,143
BBSW FOR PREVIOUS 3 MONTHS						5.02%				

ATTACHMENT 2

Cash and Investments Held

Date	Cash at Bank (\$m)	Investments (\$m)	Total Funds (\$m)
Jul-10	0.285	18.880	19.165
Aug-10	5.888	19.380	25.268
Sep-10	1.879	19.880	21.759
Oct-10	2.512	19.380	21.892
Nov-10	10.822	24.380	35.202
Dec-10	4.175	24.930	29.106
Jan-11	1.690	23.430	25.120
Feb-11	4.988	22.430	27.419
Mar-11	1.604	24.430	26.035
Apr-11	6.975	21.430	28.406
May-11	4.976	21.430	26.406
Jun-11	2.752	21.430	24.182
Jul-11	1.657	17.930	19.588

Cash and Invested Funds for the Period ended 31/07/2011

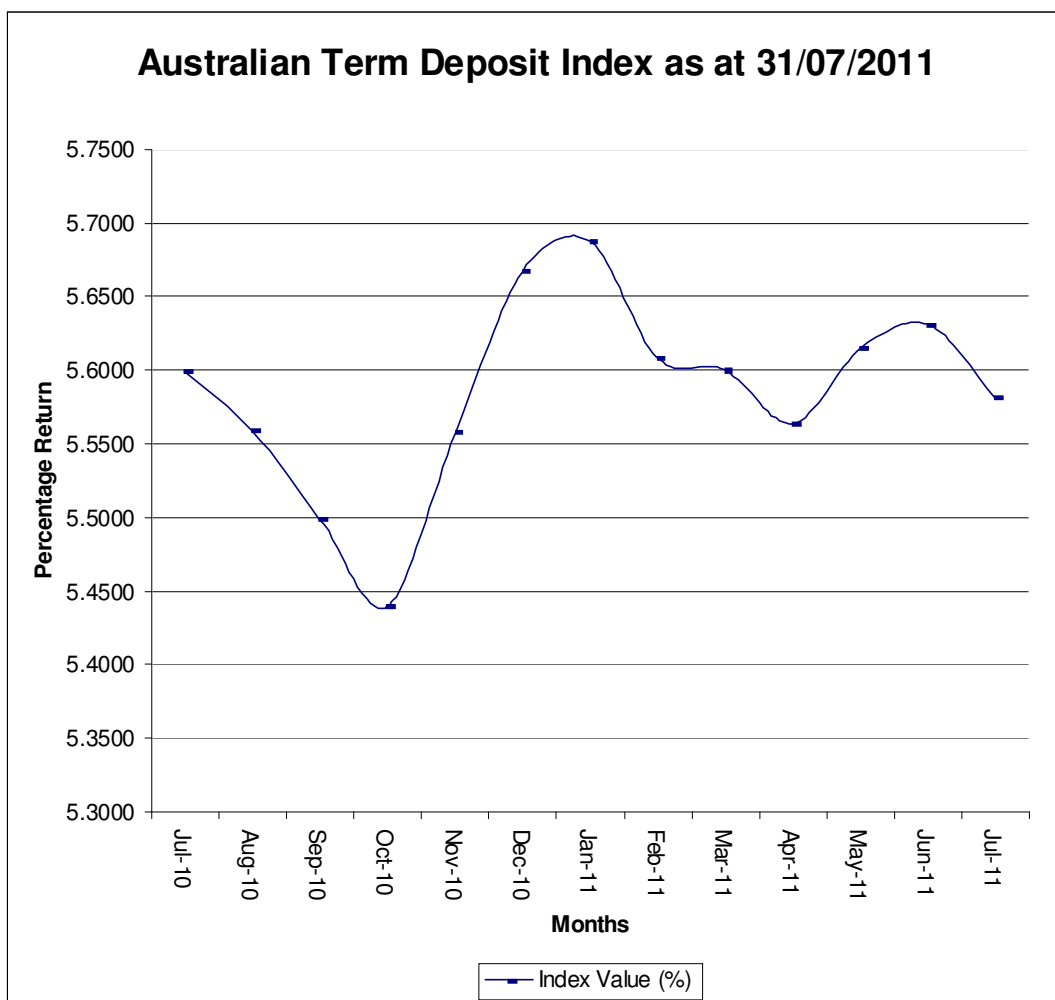


ATTACHMENT 2

Australian Term Deposit Accumulation Index

Date	Index Value (%)
Jul-10	5.5992
Aug-10	5.5587
Sep-10	5.4991
Oct-10	5.4396
Nov-10	5.5583
Dec-10	5.6675
Jan-11	5.6877
Feb-11	5.6079
Mar-11	5.6000
Apr-11	5.5637
May-11	5.6147
Jun-11	5.6312
Jul-11	5.5814

Australian Term Deposit Index as at 31/07/2011



INFORMATION ITEM NO. 2

**LOCAL GOVERNMENT MANAGERS AUSTRALIA CONFERENCE
CAIRNS - 22 TO 25 MAY 2011**

**REPORT OF: JASON LINNANE, GROUP MANAGER
GROUP: FACILITIES AND SERVICES**

FILE: PSC2005-1244

BACKGROUND

The purpose of this report is to provide background to Council on the Local Government Managers Australia (LGMA) Conference that was attended by Councillor Jordan, Councillor MacKenzie and Jason Linnane.

The conference was held from 22 to 25 May 2011. The venue was the Cairns Convention Centre.

The three streams of the conference were:

1. Attraction and Retention
2. Financial Sustainability and Infrastructure
3. Population Growth and Community.

The keynote speakers were:

- Graham Sansom (Director, University of Technology Sydney and Director Australian Centre for Excellence for Local Government);
- Lindsay Tanner (Former Federal Minister for Finance and deregulation);
- Mia Kim (Project Manager, Busan-Jinhae Free Economic Zone, Korea);
- Michael Deegan (Infrastructure Australia);
- Peter McKinlay (Director Local Government Centre, AUT University, New Zealand);
- Genia McCaffery (President ALGA);
- Stephen Mayne (Founder of Crikey.com.au).

The Conference was most thought provoking and provided attendees with an opportunity to hear from leaders from across the country and overseas. It had a blend of both strategic and operational matters and a very well balanced approach to key note presentations, recurrent sessions and networking opportunities.

Attached for your information is a copy of the program for the Conference and a combination of the notes taken by the three Port Stephens Council attendees.

ATTACHMENTS

- 1) Conference Program;
- 2) Conference Notes.

ATTACHMENT 1

Congress Program

2.00pm - 8.00pm

- 2.00pm Congress Registration Opens (Convention Centre Foyer)
- 5.00pm AGM/EGM (Meeting Room 2)
- 6.00pm Welcome Reception - Welcome by Cr. Val Schlor, Mayor - Cairns Regional Council (Hall 2)
- 8.00pm Evening free

Congress 2011

Welcome Reception

6.00 pm – 8.00 pm (Exhibition Hall 2 – Cairns Convention Centre)

The Reception will commence at 6.00pm and conclude at 8.00pm. An excellent opportunity to renew acquaintances and view the exhibitions on offer before proceeding to dinner at a location of your choice.

The welcome Reception is proudly sponsored by



8.30am - 9.00am

- 8.30am Congress Registration Opens (Arrival Tea/Coffee - Business Expo)
- 9.00am Welcome and Opening Sessions
Congress Chairperson: Geraldine Doogue AO, radio and TV Commentator
Sponsored by **CIVICA**



- 9.45am Keynote Address: From Best Practice to Next Practice - Graham Sansom, Director, Local Government Centre, University of Technology Sydney and Director, Australian Centre of Excellence for Local Government
Local Government must re-invent itself to remain relevant in a rapidly changing society and economy, and to secure its place in Australia's evolving federal system. This goes far beyond 'headline' steps such as constitutional recognition. Many councils are pursuing new paths to the future, but the sector as a whole still lacks a coherent sense of direction. ACELG can help fill that gap.

- 10.45am Morning Tea - Business Expo



- 11.15am Keynote Address: Local Government in the Big Picture - Lindsay Tanner, Former Federal Minister for Finance and Deregulation
As a member of the fabled "Gang of Four" through the Global Financial Crisis, Lindsay has a wealth of knowledge and experience across a broad range of subjects. He is regarded as one of Australia's strongest economic thinkers and is widely respected by industry leaders and economic analysts. In his presentation he will provide his thoughts on the future of the Australian economy and regulatory reform, particularly as it relates to local government.



- 12.10pm Keynote Address: The Busan-Jinhae Free Economic Zone - Mia Kim, Project Manager/Public Information, BJFEZ
BJFEZ's Vision - Creating a new business city where world-class port/airport, high-tech industrial cluster, tourism and leisure activities are well blended together.



- 12.30pm Lunch - Business Expo



ATTACHMENT 1

Congress Program

8:30am

Concurrent Sessions **Attraction and Retention**

Location: Meeting Room 1/2

Sponsored by  **McArthur**
 Social People Ltd

1:30pm
 Session 1

Attraction and Retention of a new generation of local government employees


Lyn Russell FSM, CEO, Cairns Regional Council, QLD
 Local government workforces, and their expectations, are rapidly changing. Potential recruits look for evidence that Councils have an excellent reputation as an "employer of choice". They seek opportunities for flexible working arrangements, good work and family strategies, opportunities for personal development and a role where they are valued and respected. The new worker also seeks to work with a different style of leader...one who inspires, encourages and motivates them, rather than operating through "command and control" models.

To attract and retain the "new worker", progressive local governments need to benchmark their HR policies and strategies and their approaches to leadership. This session will outline a range of suggested strategies to assist Council leaders to become employers of choice.

Chairperson: **John Oberholt**, Deputy CEO, Logan City Council, QLD

Financial Sustainability & Infrastructure

Location: Hall A & B

Sponsored by  **Australian Government**
 Department of Regional Australia,
 Regional Development and Rural Services

Delivering local government projects – effective partnerships with the private sector

Guy Campbell, **Adrian Infrastructure Sector Leader**, **Adelaide Council**, SA

Some have questioned the capacity of local government to partner with the private sector, particularly in light of some high profile failed local government PPP projects. The PPP framework utilised by State Governments does not always translate well into the local government context, which has a unique legislative, financial and political landscape. Yet private sector investment models and other conceptual arrangements with the private sector can be adapted to deliver value for money solutions for local government projects. Successful partnerships with the private sector require some re-thinking in the way that local government approaches its infrastructure delivery programs, particularly in the planning phase. This presentation will consider:

- Non-traditional project delivery models which are appropriate in the local government context
- Suitable projects for such partnerships
- Key planning, project development and contractual considerations and how this differs from planning for traditional procurement models.

Chairperson: **Marianne Di Gallorano**, Director Corporate Services, Murrumbidgee City Council, VIC

Population Growth and Community

Location: Meeting Room 1/5

Sponsored by  **CAM Management Solutions**

Regional population – what is sustainable?

Lisa Conolly, Director, Rural and Regional Statistics, **National Centre and Andrew Linde**, Senior Consultant, **Population and Community Statistics**

The question of what is a sustainable population is in part a political and cultural question to which there is no simple answer. However, the Australian Bureau of Statistics provides the facts on population, plus a range of other regional data to help support decisions for planning community infrastructure or local services as populations move and change. Andrew Linde is responsible for Australia's regional population estimates. Andrew will explain regional population shifts around Australia and demonstrate how local planners can use ABS data and tools to visualise and interpret results. Lisa Conolly oversees developments in ABS rural and regional statistics. Lisa will explain what regional data is available from the ABS and discuss data development activities currently underway. Andrew and Lisa will outline how ABS data can assist local government decision makers in planning for a "sustainable" future population.

Chairperson: **Paul Bennett**, General Manager, Emerald Regional Council, NSW

2:30pm

Session 2

Aligned and strategic staff retention at the City of Boroondara

Catherine Dale, CEO and **Ann Walls**, Manager Learning & Development, City of Boroondara, VIC

The need for the City of Boroondara to thrive as a preferred employer was identified in 2006 and articulated in its People Strategy 2007-12. The strategy focuses on attraction, retention and development of quality people by highly capable leaders. A clearly articulated employee value proposition was the cornerstone of an event filled three year journey that resulted in staff members reporting high levels of satisfaction and performance, increasing evidence of innovation and strong succession planning and rapidly expanding forms of collaboration and cooperation. An increasingly diverse employment base is accommodated, so that issues of gender, ethnicity and generation are factored into an integrated approach to cultural development activities.

Chairperson: **John Oberholt**, Deputy CEO, Logan City Council, QLD

Views of Vicent - Leederville Masterplan

John Glegg, CEO, **Mayor of Vincent** WA

Leederville has a unique, "grunge culture" defined by its youthful population and alternative entertainment venues. Although vibrant, the town centre and streetscapes are tired. The multi-award winning Vicent Vision 2024 established a vision for Leederville – a community that celebrates its rich heritage and tapestry of life with fun. Reflecting this, a Masterplan has been created – a blueprint for sustainable urban development – focusing on the environmental, economic and social needs of the community. Modelled on transit orientated development, the Masterplan encompasses the principles of Newmark City, involves the identification of eight use specific precincts and will see Leederville developed to meet its potential.

Chairperson: **Marianne Di Gallorano**, Director Corporate Services, Murrumbidgee City Council, VIC

Delivering local health services – opportunities and in partnerships

Clare Chapman, Senior Director of Strategy, **Blackburn Health Care & NDIS and PH**, **Blackburn Heath**, VIC

Is your local community continuously demanding that local government recruit, retain and manage your local GP and hospital services? Have you been in the hairy game of providing doctors with a new surgery, a new house and even a new car? There is a solution. It links the health funding tensions between Federal and State Governments to your community's advantage. You get stable and improved community health outcomes.

This presentation will share the experience of Winkell Shire, in partnership with Ochs Health, to deliver a community owned medical centre that is integrated with the local hospital and managed externally so valuable expertise is provided that ensures a broader range of health services.

Chairperson: **Paul Bennett**, General Manager, Emerald Regional Council, NSW

3:30pm

Afternoon Tea - Business Expo

Sponsored by



4:00pm

Keynote Address: Skilling Australia - Regional solutions - **Philip Bullock**, Chairman, Skills Australia

There is no longer any debate about the current and expected shortages, what is often argued is the best way forward. Skills Australia's Workforce Futures: A National Workforce Development Strategy, played an important role in providing the basis of evidence and clear strategies on how to address this issue. Philip's session, will outline, not only the current status and progress to-date, but also the critical leading role for local governments in delivering positive outcomes for their regions.



6:45pm

Pre-Dinner Drinks and Congress Dinner - Cairns Convention Centre

The highlight of the social program presents fine dining with entertainment by world class Latin-American and Ballroom Dance Sport professionals Soul Mystique, followed by local band Hip 2 Soul.



ATTACHMENT 1

Congress Program

7.00am	ICMA Members Breakfast Meeting - Kingsfords Room, Sebel Cairns Hotel (for registered guests)		
8.30am	Congress Registration opens (Arrival Tea/Coffee - Business Expo)		
Concurrent Sessions	<p>Attraction and Retention Location: Meeting Room 1/2</p> <p>Sponsored by  McArthur Risk People 24</p>	<p>Financial Sustainability & Infrastructure Location: Hall A & B</p> <p>Sponsored by  Queensland Government Department of Regional, Transport and Local Government</p>	<p>Population Growth and Community Location: Meeting Room 1/2</p> <p>Sponsored by  Cairns Government Cairns</p>
9.00am Session 3	<p>National Awards for Local Government - Showcasing Leading Practice: Wairoa City Council Women's Development Program Lisa Orlidge, Corporate Planner, Wairoa City Council, NZ</p> <p>This presentation showcases the council's Women's Development Program as a leadership and development program targeting women, and based on the principles of the National Framework for Women in Local Government.</p> <p>The program recognises that both men and women are integral to developing a culture which values the contribution of women in the workforce and uses a range of strategies to engage both female and male staff.</p> <p>Chairperson: Ray Burton, CEO, Townsville City Council, QLD</p>	<p>Financial sustainability and integrated approaches to planning David Dabbs, Director, Local Government Performance, Infrastructure & Planning, Department of Infrastructure & Planning, QLD</p> <p>Across Australian local government at this time, there is now a clear focus on asset management planning and long term financial management planning.</p> <p>Financial sustainability is about local governments being able to maintain their infrastructure capital and financial capital over the long term. Debt when used sensibly and prudently to fund important infrastructure can help local governments achieve the financial sustainability objectives and continue to provide a reliable level of service to the community.</p> <p>Integrating the Council corporate planning process with robust long-term financial forecasts and comprehensive asset management plans strengthens a Council's capacity to plan and determine the long-term requirements for services, service levels and associated costs.</p> <p>Chairperson: John Bewrie, CEO, City of Greater Darwin, NT</p>	<p>The McDonald's public library system of 2011 (Paper 33) Update: How the 2011 model works in NSW</p> <p>Australia's public library system of over 1500 libraries is used by 50% of Australia's population each year. This volume number is only exceeded by visits to Australia's 107 zoos and to the movies.</p> <p>The system costs around \$200 million to operate annually. Over 80% of this funding comes from local government.</p> <p>Imagine a McDonald's business model applied to the future Australian public library system. A system that copes with population diversity and growth, has consistent high quality customer service, is innovative and is operationally efficient - on a national scale.</p> <p>This future public library system model will be presented - the "what", the "how" and the benefits, implications and impacts, and risks.</p> <p>Chairperson: Gary Evershed, CEO, Shire of Argus-Margaret River, WA</p>
10.00am Session 4	<p>Attraction and retention - a Gold Coast case study Joe McCabe, Director City Governance, Gold Coast City Council, QLD</p> <p>The Gold Coast, like many areas in Australia has suffered extremes in employment conditions in recent years. At the close of 2008, with South East Queensland in a major infrastructure boom, baby boomers were an target for retirement and temporary incentive payments were required to retain high demand skills and expertise in the organisation. Two years later, following the GFC, the temporary incentive payments have been removed, staff retention rates have increased and baby boomers are looking for extra work. It is now a time for evaluation and planning, with the city's 2018 Commonwealth Games bid progressing favourably, a new generation of employees replacing the baby boomers and economic conditions starting to improve, a new suite of attraction and retention initiatives will be required. This presentation will briefly explore what Gold Coast City Council has done in the past and look at some of the attraction and retention strategies under consideration for the future.</p> <p>Chairperson: Ray Burton, CEO, Townsville City Council, QLD</p>	<p>Engineers & Accountants speaking the same language??? Chris Chapman, CEO, P2014 National Infrastructure is core business for local government. National infrastructure financial management guidelines published by PWA effectively link the technical and financial aspects of managing infrastructure and delivering services. Engineers and accountants speaking the same language to assist infrastructure owners develop sustainable long term asset and financial management plans. The Guidelines provide a methodology for valuing and depreciating assets. They assist practitioners in improving the quality of asset register data to enhance financial reporting, and asset and long-term financial planning.</p> <p>Chairperson: John Bewrie, CEO, City of Greater Darwin, NT</p>	<p>Customer Intentions as an Ongoing Service Context Dr. Shantanu Ghose, CEO, City of Gold Coast, QLD</p> <p>On the basis of prior research from consumer, relationship management and retail research, a model of ongoing service intentions was developed. The present study investigated the impact of service, the quality of the offering, risk, value, satisfaction and commitment on consumers' future use intentions. The results obtained have major implications for local government who operate in an ongoing service context. The presentation explores and discusses:</p> <ul style="list-style-type: none"> • the strategic life cycle of concepts like quality, customer satisfaction and value. • how to make customers into champions for local government. • the changes and the multi-dimensionality of the value construct and what it means to continuing service providers • how customer benchmarks have changed. • it identifies the changing customer value equation. • the significant customer models developed by practitioners and the impact on customers' perceptions of service and risk. • how to make customers loyal. <p>Chairperson: Gary Evershed, CEO, Shire of Argus-Margaret River, WA</p>
11.00am	Morning Tea - Business Expo		



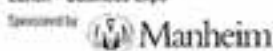
ATTACHMENT 1

Congress Program

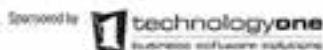
11.30am **Keynote Address: Infrastructure Australia working with Local Government - Michael Deegan, Infrastructure Coordinator, Infrastructure Australia**
 Infrastructure is one of the major issues our sector is dealing with. Michael will present on the work that Infrastructure Australia is undertaking and how local government can assist in the broader national role of infrastructure planning and provision.



12.30pm **Lunch - Business Expo**

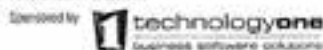


1.30pm **Keynote Address: Community Governance - Peter McKinlay, Director, Local Government Centre, AUT University, New Zealand**
 This presentation compares council led initiatives with community governance through a community banking network and explores questions of how best to structure the process of community governance in different contexts.



2.15pm **Keynote Address: Constitutional Recognition of Local Government – campaign progress - Mayor Gemie McCallery, President ALGA and Professor George Williams, UNSW**

Changing the Australian Constitution to include local government is an enormous but necessary challenge facing the sector. Mayor McCallery and Professor Williams will outline the need for recognition, ALGA's preferred option and how councils can play their part in the lead up to a referendum in 2013.



3.00pm **Afternoon Tea - Business Expo**

3.30pm **Panel Session: Priority 1 – Talent Retention**

This year's Management Challenge teams tackled new ways of working and retention of skills. In a decade of expected economic growth new pressures will be experienced by many councils on retention of talent. Councils will need to be innovative and put in the work on retaining their talented staff.

The councils with the highest rated pre-challenge tasks will present their findings and ideas on staff retention as part of a panel session.

Facilitator: Sarah Aristot, Assistant Director, University of Technology Sydney, Centre for Local Government

6.45pm **Social Evening - A Tropical Evening under the Stars (Sector Cities site, Cairns Esplanade) (for registered guests)**

Entertainment by Sean Choolburn and music by "Out of the Blue"

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ATTACHMENT 1

CongressProgram

7.00am **Women in Local Government Networking Breakfast** - Pool Side, Sebel Cairns Hotel (for registered guests) see Congress/also supplementary program for full details.
 8.30am **Registration opens (Arrival Tea/Coffee - Business Expo)**

Concurrent Sessions
Attraction and Retention
 Location: Meeting Room 1/2
 Sponsoring 

Financial Sustainability & Infrastructure
 Location: Hall A & B
 Sponsored by 

Population Growth and Community
 Location: Meeting Room 1/2
 Sponsored by 

9.00am **Why money isn't everything: Attraction and retention in remote councils**
 Session 5
 Christopher Francis, CEO, Mornington Shire Council, QLD
 The presenter briefly examines the widely known reasons for low attraction and retention rates in remote councils. He then discusses how Mornington Shire Council, a remote council of 75 staff in Northern Queensland, has been trying to attract and retain motivated and qualified staff. The strategy has been to implement competitive salary packages that address more than the issue of money. Based on contemporary research into employee motivation and retention, the Council has aimed to provide personal and professional support beyond that normally expected of an employer. The council has also emphasised a values-based corporate culture that places importance on personal responsibility and accountability ("no blaming"), personal integrity and personal role modeling. The success of this strategy has not been in financial (so-called bottom line) returns, but in improved corporate stability, corporate capacity and corporate governance which cannot necessarily be quantified.
 Chairperson: Andrew Wambles, Director Corporate & Business Services, Burnie City Council, Tas

Alternative approaches to ameliorating the infrastructure backlog in Australian local government
 Brian Doherty, Professor of Economics & Director of the Centre for Local Government, University of New England, NSW
 A series of national and state inquiries into local government have demonstrated a large and growing local infrastructure backlog far beyond the capacity of local government to finance alone. Various solutions to the problem exist, including a federal asset fund, a local government bond market issue based on local council income, and financial partnership arrangements with the private sector.
 Chairperson: Dr. Shayne Sitor, CEO, City of Maitland, NH

National Awards for Local Government - Showcasing Leading Practice: Breckenridge Rural and Remote Dental Project (winner of the 2010 National Award for Excellence, Health Services)
 Robert Collins, Corporate Development Officer, Breckenridge Shire Council, NSW
 Breckenridge is a remote community in NSW with a predominantly Indigenous population. Prior to the introduction of the Breckenridge Rural and Remote Dental Project, the community had been without dental services for five years.
 In December 2006, Breckenridge Shire Council approached Griffith University to develop a Rural Placement Dental Program that would host final year dental students undertaking practical experience in the town of Breckenridge. Not only does the project provide a health service for Breckenridge, it also benefits all of rural Australia by providing dental students with a valuable opportunity to experience real life in a remote town.
 Chairperson: Jane Butler, Director Corporate Development, City of Salisbury, SA

10.00am **Where is the next generation?**
 Session 5
 David Childs, President, CMAA, USA
 The impact of an ageing local government workforce will be felt in the next decade if we don't act now to attract and retain the next generation of employees, managers and executives into our sector.
 This presentation will explore the various initiatives undertaken by the International City/County Management Association (ICMA) in attracting and retaining the next generation of local government employees.
 Chairperson: Andrew Wambles, Director Corporate & Business Services, Burnie City Council, Tas

National Awards for Local Government - Showcasing Leading Practice: A Local Government Urban Regeneration Initiative
 Brian Kavanagh, Manager Strategic Projects, Town of Claremont, WA
 The Town of Claremont's community helped define key project principles of their urban regeneration initiative in maintaining the oval and access to public open space, retaining historic train station structures and developing a mix of land uses and housing types.
 Some 500 new residential dwellings will be provided so that a greater range of people will have the option of living in central Claremont.
 At a time when sustainable development has been identified as one of the most strategic actions required by all levels of government, the Town of Claremont has firmly embarked on a sustainable vision for its community.
 Chairperson: Dr. Shayne Sitor, CEO, City of Maitland, NH

Sustainable - the answer to sustainable regionalisation?
 Hans Urban, Deputy Mayor, Regional Department of Infrastructure and Planning, CITT and Iqbal Huda, CITT, Burnsville City Council, QLD
 Queensland is experiencing massive population growth the majority of which is centred around its South East corner. This growth is a challenge. Strategies are required to encourage some of the population growth into regional centres.
 Townsville is one such regional centre currently being considered by the State Government with the State's Premier declaring Townsville as the second Capital of Queensland.
 What does it mean and what should the role of a second capital city look like? How long will it take? What infrastructure is required? Who pays for that infrastructure? Does the community of Townsville want further growth? How do we engage the local community on this concept? How can the current Townsville lifestyle be preserved? Who is in control of the planning process?
 The presenters will outline the outcomes of the Townsville Future Plan which maps out the blueprint for Queensland's second Capital and a blueprint for sustainable regionalisation.
 Chairperson: Jane Butler, Director Corporate Development, City of Salisbury, SA




ATTACHMENT 1

CongressProgram

11.00am Morning Tea - Business Expo

11.30am **Keynote Address: The Great Barrier Reef - Beyond the tourist brochures and grim headlines** - James Woodford - *Lecturer, James Cook University, QLD and Author*

What is the real Great Barrier Reef and who are the people studying it? We hear countless new stories of the Great Barrier Reef's dire state of health but how bad is it really? What can be done to protect it in the face of climate change threats like coral bleaching? Why should we care?

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12.30pm **Keynote Address: Good Governance - from public companies to local government** - Stephen Mayne - *Founder of Drivy.com.au*

Stephen Mayne is Australia's best known shareholder activist who will share his experiences pushing for good governance in public companies with all he has learnt as a local government councillor at the City of Manningham in Melbourne's east over the past two years. From poacher to gamekeeper, Stephen will compare the two sectors on issues such as transparency, dealing with the media, engaging with stakeholders and accountability.

Sponsored by  **technologyone**
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1.30pm **Conclusion of Congress and handover of LGMA National Presidency to John Bennie** LGMA, Chief Executive Officer, City of Greater Dandenong, Vic



2.00pm **Lunch** - Convention Centre Foyer - to include drawing of Sponsor and Exhibitor raffles. Lots of prizes and only delegates in the draw.

2.30pm **Workshop Sessions:**

Workshop 1: (Meeting Room B)

Attraction & Retention

Facilitator: Alan Press, Senior Consultant, Talent Architect Division, McArthur

Workshop 2: (Meeting Room 2)

Dealing with the Media

Facilitator: Geraldine Doogue AO, renowned Australian journalist and broadcaster

See Congress/In supplementary program on page 13 for details



ATTACHMENT 2
CONFERENCE NOTES FROM LGMA CONFERENCE HELD IN CAIRNS
FROM 22 TO 25 MAY 2011

INTRODUCTION

From 22 May 2011 to 25 May 2011 Cr Jordan, Cr MacKenzie and Jason Linnane attended the Local Government Managers Association Annual Conference. The conference venue was the Cairns Convention Centre. All three attendees found the conference to be very valuable and many lessons were learnt.

The conference also provided great opportunities for networking with other Councillors, senior staff and suppliers to the industry.

The theme of the conference was "Best Practice to Next Practice". There were three streams to the concurrent sessions and these were "*Attraction and Retention*"; "*Financial Sustainability and Infrastructure*" and "*Population Growth and Community*".

Please find enclosed a copy of notes that the three attendees took during the conference. All three attendees are happy to share further our learnings.

GRAHAM SANSON, Director of Local Government Centre, University of Technology Sydney.
FROM BEST PRACTICE TO NEXT PRACTICE

Enhancing strategic capacity. Need collective sense of big picture. A shared sense of direction. This is required from an industry perspective.

- His perspective was focused on his organisation and its future. At this point funded to 2016 but confident of getting sustainable model to ensure long term.
- Their brief is capacity building (asset management), research and develop support for policy development to assist the national debate, best/next practice research, leadership and workforce development.
- Asset model for LTFP & AM need to look at this to assist us in measuring ourselves.
- Consolidation in local government report. Need to review this.

Strategic Capacity → relevance, resources and credibility. We need all three of these to move forward and strive for excellence.

- Relevance: we must be about government and don't see ourselves only as service providers. Our government is about community and places. Note need to consider change in national and state government and the dominance of the federal government now.
- Resources: questioning the divide between the small local government areas and the larger ones and the need for financial support. Next national conversation on rates and Financial Assistance Grants (FAG's). Interesting view that all Councils could increase rates and communities have capacity to pay this. FAG review needs consideration by PSC.

ATTACHMENT 2

- Interesting perspective of the need to have positive spin on climate change conversation rather than always the negative.
- AM framework draft to be provided soon.
- ABEF as a useful starting point for how Councils should operate.
- Maybe we need to look at the professional development program for PSC needs.
- The consolidation review looked at service delivery local representation. Found:
 1. Not changing is not an option, consolidation is a key strategy
 2. All options like boundaries, consolidation, amalgamation, shared services need to be explored.
 3. Consolidation is not primarily about cutting services.
 4. Cutting numbers of councillors is counter productive at times (low representative ratios), cutting revenue is not an option.
 5. Shared services is not a soft option and at times means losing control of it.
 6. Metro areas has strong case for amalgamation.
 7. Transition costs high and always more than expected. Savings nearly always less.
 8. Essential to have political leadership and based on agreed principles. Look at Geraldton to see how they have done it. Place management approach will help.
- Credibility: political research, strengthening community engagement through leadership, changes to the brief of the Manager. Inclusiveness and gender capacity in this as well.

LINDSAY TANNER, *Former Federal Minister for Finance and Deregulation*
LOCAL GOVERNMENT IN THE BIG PICTURE

- Discussion on politicians, how they engage with the community and the role of the media. Discussed the media bias towards the customer as opposed to the message of the government and /or politicians. He has concerns on the impact the role of the media is having on the community understanding of significant issues.
- The psychological impacts of the Rudd government and RBA. It was these rather than the mechanical impacts that sent positive leadership message to the community.
- Now is the time to invest in infrastructure for long term. We are a long way behind but all the indications say now is the time to do so.
- The experience of the GFC clearly supports the notion of globalisation and the need for us to be aware of it.
- Discussed the issue of maintenance spending versus new capital and long term benefits. He had a saying that *"you can't open maintenance – local government are responsible for the majority of the 'less sexy' aspects of asset management"*.
- Discussed private sector role in asset provision. Also noted limited chance of extra state or federal income to local government.
- Don't write off PPP because there have been some bad examples. Think of them as not only a finance process but also a risk transfer mechanism. The broad concepts are good but detail is the devil. Note the fact that a lot of the service delivery responsibility still and always will rest the government body.

ATTACHMENT 2

A perspective on PPP's:

- Tender costs too high, long term returns inadequate compared to risks, transparency in arrangements, limited skill in the private sector as the market for PPP's is not articulated long term. Need a "pipeline" of projects.
- Individual Councils unlikely to be involved in PPP's. Probably need to be extremely large scale projects.
- LG situation is forcing its hand so look at aggregation or joint ventures with other councils to help allow this due to scale.

GREG CAMPBELL

DELIVERING LG PROJECTS – EFFECTIVE PARTNERSHIPS

- Payment based on performance, better utilisation, earlier provision of assets/services, cost certainty, value for money.
- Ability to do work now and pay for it with future incomes.
- Very similar sentiments to Lindsay Tanner. Note that he was more positive on the opportunity for PPP or similar for LG.
- Look at Brisbane Council, Mornington and Cardinia for successful examples. All broad based projects and we should review them.
- Lessons learnt → not correct that PPP is not suitable for LG. The perception needs to be challenged. Need for scale and value, need for innovative procurement.
- Need to be between \$50M to \$100M but it is the project that makes the difference.
- Key issues for effective partnerships → planning, business case and governance, adequate skills and resources (level playing field with skills/experience) risk assessment and allocation (using a matrix approach), development of contract documents, development of technical documents (note how these all apply to service contracts too) market engagement prior to tender and certain tender process, means to assess value for money, negotiate and finalise contract.
- Mornington Peninsula example is great and we need to review. It seems to be something we have to do. It was a 15 yr maintenance and service delivery project.
- Generally he was very supportive of our ability in LG to more effectively use PPP or similar.

CATHERINE DALE AND KEN WALLIS, *From City of Boroondara*
ALIGNED AND STRATEGIC STAFF RETENTION

- 6 keys to sustainable organisational performance are: leadership, assessment and evaluation, agility, engagement, building capacity, alignment and retention.
- Leadership is the key to organisation success.
- Note their EOS has results already in the right way. This is the same one or very similar to what we did use at PSC
- Takes time to change culture, build engagement and satisfaction.
- We do need to talk to these guys about their leadership model.
- Leadership role to communicate expectations and priorities. The CEO meets with teams to talk about what leadership is and what they are supposed to do.
- 4 half day ELT sessions and 2 Cr workshops per annum.

ATTACHMENT 2

- They have a people strategy which guides their overall approach to staff management.
- Note that they have only just finished work on their knowledge management process.
- Reflect, collaborate and innovate – make the space to do this.
- The CEO is very present and meets with team leaders etc as much as possible.
- Still have silo thinking and sub-optimisation in points of their organisation.
- Ward based staff conversations to get holistic approach to issues for local areas. Worth thinking about and role of Councillors in this.

**ROBERT MCINTYRE, *Director McIntyre and Associates*
THE MCDONALDS PUBLIC LIBRARY SYSTEM OF 2020**

- Library vending machines and how they could help; our business (AVAL consortium distribute in Australia.)
- OPSM → see good, look good, feel good – this is their simple purpose.
- SA public library network proposal – one library management system. We need to look at this.
- Discussion on how successful businesses have reinvented themselves.
- Centralisation, standardisation, supply chain efficiencies, partnerships and outsourcing. These are the common factors in their business models.
- Note large number of libraries that are closing around the world.
- Need to look at the set up of “Citywide” as a business model.
- Claim that for every \$1 invested in public libraries there is an economic benefit of at least \$4.
- There seems to be a major correlation between investment in public libraries and literacy rates.
- Need to ensure we have considered the National Vision and Strategic Framework.
- Interesting level of similarities between McDonalds and public libraries but also some striking differences (standardising processes/practices and capability for grants and sustainability).

OFI Proposal

- National Public Library system as base business model which should underpin strategy, direction and focus on finance/people resources, systems, efficiencies in supply chain and access to new and diverse technologies.
- The speaker is proposing a national model that runs public libraries across the country. This has significant challenges and issues but also massive OFI. Central management system, centralised purchasing, staff recruitment, national sponsorship, library car nationally and strategic partnerships.
- Look at the “Local Chef” model that operates from Altona in Melbourne. Might be good to share this for Hunter Region.
- Very interesting view that technical qualifications are not what we should be focusing on but rather the right person and capability.

ATTACHMENT 2

**CHRIS CHAMPION, CEO IWPEA
ENGINEERS AND ACCOUNTANTS SPEAKING THE SAME LANGUAGE**

- Interesting that a lot of what he was discussing is what we are doing with Integrated Plans.
- Need to make sure we consider the IPWEA framework and guidelines when delivering our future approach. Note that we use most of these guidelines but check to ensure this is the same as the national framework.
- Note the view that most strategic plans are motherhood statements and feel good documents. The real work is in the LTFF's and other resource plans like Asset Management and workforce.
- The critical issue is knowing remaining useful life and residual value of assets.
- My observation is that the process we are following is consistent with this presentation. He did note that there will be high chance that we won't have the required cash for so prioritisation is critical.
- Manage the gap → understand impact, asset information, timely maintenance etc.
- Need to use IPWEA education and resources to help feed information to councillors. Note LGSA training that is to be provided to Crs across the country.

**MICHAEL DEEGAN, Infrastructure Coordinator, Infrastructure Australia
INFRASTRUCTURE AUSTRALIA: WORKING WITH LOCAL GOVERNMENT**

- Note need to get copy of his presentation as we missed it while having conversation with suppliers.
- He noted good work happening in Hunter Valley.
- They want to work with Local Government. Indicated the important role that LG plays.
- Firm believer that PPP's are something we need to look at. Innovation and ability to get things done makes it essential. Need to look outside the square to how we fund infrastructure.
- The term "aggregate" receives a lot of mention in respect to how it applies to projects or services and the ability to benefit from this.
- Looking at national significant projects, \$100M unless it is a special with massive impacts. Governance structure important too.
- Getting consistent views across Councils is important too.
- Looking at 1,2 & 3 decade approach and not short term. This helps them block out political noise.
- Noted the wide range of services that Councils now provide in lieu of the old asset approach. Also noted the result of previous bad decisions like rail gauge difference across the country.
- He sees RDA's as having a very important role in strategic planning for regions. He again mentioned the Hunter Valley and the good work happening here.
- Sydney to Newcastle very fast train is their No. 1 priority. Geographical issues and 2nd Sydney Airport are considerations.

ATTACHMENT 2

PETER MCKINLAY, *Director Local Government Centre, AUT University New Zealand*
COMMUNITY GOVERNANCE

- Need long thought-out conversation with the community.
- Pricing of services need to be included.
- Prioritisation of services and the tough conversation and decision on this.
- Getting community buy-in into the process is very hard, especially long term strategic matters.
- Knowing the community's real focus is very important as this is what they will involve themselves in.
- The community conversation approach and selling this as how Council does business.
- Sharing office space with NGO's to build trust and inclusiveness without being seen as more consultation.
- Paper going onto LGMA website.

GENIA MCCAFFERY, *President ALGA*
CONSTITUTIONAL RECOGNITION OF LOCAL GOVERNMENT

- Section 96 proposed changes to constitution to include the words "and local government".
- ALGA board pushing the matter and conversation happening across Australia this year.
- Looking at Councils to try and get message to our communities to vote Yes.
- ALGA confident that if the communication is done well then a "Yes" vote will be provided.

BRIAN DOLLERY, *University of New England*
ALTERNATIVE APPROACHES TO AMELIORATING THE INFRASTRUCTURE BACKLOG IN AUSTRALIA
LOCAL GOVERNMENT

- Amalgamation has not done anything to solve the asset dilemma across the country.
- PWC estimates for Australia wide backlog is between \$12 Billion and \$15 Billion. Does not take into account climate change, recent floods on high future standards.
- His work has looked at:
 - a. Expanded Roads to Recovery funds from federal government
 - b. Borrowing to fund
 - c. Developer charges amendments
 - d. PPP's
- Range of issues affecting Capital expenditure including short term view, operating costs, depreciation costs.
- Backlog is that great already there has no chance of LG funding it themselves from internal sources.
- External Sources → intergovernmental grants, PPP's, borrowing. Noted that in Australia grants are very limited and PPP's complex and not very often suitable to LG.

ATTACHMENT 2

- Local government financed corporation bonds and finance authority is the way forward (in his view) but they have been only used in a limited manner so far in Australia.
- The proposal above is very innovative but long term as it requires a change of perspective by local, state and federal governments.
- This sort of structure exists in places like Denmark, Norway, Sweden, Finland for a long time. Also in USA, Canada, Sth Australia and New Zealand. All operate a bit different but similar in concept.
- Borrowing for asset renewal/capital expenditure is based on sound commercial principles.

DAVID CHILDS, *President ICMA, USA*
WHERE IS THE NEXT GENERATION

- Need to be proactive and sell the industry to attract people.
- Demographic forces, cultural and economic forces, duty of stewardship are factors to consider in our attempts to have next generation ready.
- The ageing workforce will affect all levels of our industry.
- Need to ensure our employment option is better than other industries.
- In USA massive reductions in senior management roles as a result of GFC. Massive gap in knowledge now.
- In USA, they have moved from shortage to now no position for next 5 years.
- The impact of the GFC on Councils in USA is massive. Some areas have cut 50% in expenditure.
- To attract staff we need to be sending a positive message about this industry.
- Giving our "Gen Y" challenges and opportunities to make a difference is what they are looking for. Do this and their energy will be limitless. Note role of IT in their lives.

JAMES WOODFORD, *James Cook University, Qld*
THE GREAT BARRIER REEF – BEYOND THE TOURIST BROCHURES AND GRIM HEADLINES

- Very general conversation on the GBR, its attributes and scientific research program.
- Discussion on recent experience of increased water temp on the reef. Evidence from this event is not positive.
- Noted that the biggest current threat to the reef is the Crown of Thorn Star Fish.
- Impacts of climate change are going to be very complex, very unpredictable but also quite negative.

STEPHAN MAYNE, *Founder of Crikey.com.au*
GOOD GOVERNANCE – FROM PUBLIC COMPANIES TO LOCAL GOVERNMENT

- 4 keys to success:
 1. Strong, capable, honest, inspiring leader
 2. Good system design – clear incentives, transparency
 3. Good information about the leader and this system – line of sight.
 4. Ability to make change based on reliable, transparent information.

ATTACHMENT 2

- Interesting perspective on the process for election of board members for public companies as opposed to LG. Much better participation in the latter.
- Very interesting perspective on the performance of our top 10 companies and their limited contribution to our community. Also, how some of those are very focused on just the Australian market and not moved onto the world stage.
- Interesting that he believes that non-exec board members like councillors, need to be paid a lot more.
- Noted the difference in transparency between public company boards and councils. The latter is much more transparent.
- Interesting that there is a real lack of female board members across Australia. 95 of the top 200 companies did not have 1 female board member.
- Victoria has 29% of females councillors. Female senior managers in Victoria is around 50%.
- Interesting contrast about how Councils are formed as opposed to public company boards. Hard to get them cohesive with such major changes every 4 years.
- Interesting view on Council as cabinet and the transparent meeting and decision meeting process we have.
- Strong support of popular/directly elected Mayor.
- Interesting comments about local bloggers. Sees this as a future consultation medium for Councils. Councils need to improve relationships and use of media.
- "Spotlight is the best disinfectant". Do things and be very transparent with a system to communicate this to the community.
- His LGA, Manningham, is active in rationalising assets to fund new assets and services. He sees this as critical for Councils to move into future provision and asset renewal.
- Council meetings at Manningham made available on Web (audio only) after meetings.
- Speaking generally, he thought the Victoria LGA reform by the Kennett government did produce benefits and right scale for LG in that state.
- Very strong views on tackling uninformed or biased media. We need to be strong and make sure the true message gets out to the community.

Local Government reform:

- Innovation – PPP's and new ways of business
- Reduce number of LGA's
- Raise the bar and councillor pay to increase incentive for people to stand
- Improve and promote democracy
- Transparency needs to be front and centre
- Utilise assets (fund the gap in infrastructure)
- Remember the 4 keys:
 - Leadership
 - Systems
 - Information about leadership and system
 - Opportunity to change and capability to deliver.

GENERAL MANAGER'S REPORT

PETER GESLING
GENERAL MANAGER

ITEM NO. 1

FILE NO: A2004-0373

COUNCIL PRAYER AND TRADITIONAL WELCOME AT COUNCIL MEETINGS

REPORT OF: TONY WICKHAM – EXECUTIVE OFFICER
GROUP: GENERAL MANAGER'S OFFICE

RECOMMENDATION IS THAT COUNCIL:

1) Continue with the current Prayer and Traditional Welcome at Council meetings.

Cr Ken Jordan returned to the meeting at 6.42pm prior to voting.

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

327	Councillor Steve Tucker Councillor Peter Kafer	It was resolved that the recommendation be adopted.
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BACKGROUND

The purpose of this report is allow Council the opportunity to consider whether to continue with the prayer and traditional welcome at Council meetings. Council's current Code of Meeting Practice makes provision for the prayer at the commencement of all Ordinary Meetings of Council.

Port Stephens Council in the past commenced Council meetings with the following prayer –

"We ask Almighty God to help us serve the community to the best of our ability, and make Port Stephens a happy and healthy place in which to live, work and visit. Amen."

Council previously passed a resolution to include a Traditional Welcome at each Council meeting. The Traditional Welcome is to follow the Prayer at the commencement of each Council meeting.

The Traditional Welcome is as follows:-

"I would like to acknowledge and pay respect to the Worimi People of Port Stephens, who are the traditional owners of this land on which we stand/meet today".

FINANCIAL/RESOURCE IMPLICATIONS

Nil.

LEGAL AND POLICY IMPLICATIONS

Nil.

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Nil.

CONSULTATION

Nil.

OPTIONS

- 1) Adopt the recommendation;
- 2) Resolve to cease having the prayer and/or the traditional welcome at Council meetings.

ATTACHMENTS

Nil.

TABLED DOCUMENTS

Nil.

ITEM NO. 2

FILE NO: A2004-0372

COUNCIL AND COMMITTEE MEETINGS CYCLE

REPORT OF: TONY WICKHAM – EXECUTIVE OFFICER

GROUP: GENERAL MANAGER’S OFFICE

RECOMMENDATION IS THAT COUNCIL:

- 1) Adopt Option 1 meeting cycle contained in **ATTACHMENT 1**;
- 2) The Ordinary Council Meeting to be held on 25 October 2011 be transferred to the 18 October 2011 due to the Local Government & Shires Conference being held from 23-26 October 2011 in Shoalhaven;
- 3) Make the relevant changes to the Code of Meeting Practice to reflect the new meeting cycle.

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

	<p>Councillor John Nell Councillor Glenys Francis</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1) Adopt Option 2 meeting cycle contained in ATTACHMENT 1; 2) The Ordinary Council Meeting to be held on 25 October 2011 be transferred to the 18 October 2011 due to the Local Government & Shires Conference being held from 23-26 October 2011 in Shoalhaven.
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AMENDMENT

<p>328</p>	<p>Councillor Ken Jordan Councillor Steve Tucker</p>	<p>It was resolved that:</p> <ol style="list-style-type: none"> 1) The Committee Meetings and Public Access be held on the 2nd Tuesday of every month and Council meetings be held on the 4th Tuesday of each month for a 3 month trial period and that Extra- Ordinary Meetings to be convened for urgent matters. 2) The Ordinary Council Meeting to be held on 25 October 2011 be transferred
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MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

		to 18 October 2011 due to the Local Government & Shires Conference being held from 23-26 October 2011 in Shoalhaven;
		3) Council make the relevant changes to the Code of Meeting Practice to reflect the new meeting cycle.

BACKGROUND

The purpose of this report is to inform Council of the current Council and Committee meetings cycle.

Council at its meeting in September 2010 adopted its meeting cycle. Council established one Standing Committee and a number of Joint Committees. The Standing Committee is a Committee of the Whole as follows:

The above Committees meet on Tuesdays in accord with the meeting cycle.

1) Week 1

Inspections and/or 2 way conversations as required. Followed by public access, if required and then the Council Committee.

2) Week 2

Inspections and/or 2 way conversations as required. Followed by the Ordinary Meeting of Council.

3) Week 3

Inspections and/or 2 way conversations as required. Followed by public access, if required and then the Council Committee.

4) Week 4

Inspections and/or 2 way conversations as required. Followed by the Ordinary Meeting of Council.

5) Week 5

Inspections and/or 2 way conversations as required. Followed by presentations and workshops as required. Other Joint Venture meetings such as the Aboriginal Strategic Committee & Port Stephens Tourism are held throughout the 12 month period.

FINANCIAL/RESOURCE IMPLICATIONS

All financial implications are provided for within the existing budget. Option 1 in the attachment would provide Council with potential direct and indirect savings and efficiencies between \$50,000- \$100,000.

LEGAL AND POLICY IMPLICATIONS

Section 365 of the Local Government Act requires Council to meet at least 10 times per year in different months. The Local Government (General) Regulation provides for Council to establish such committees as it considers necessary. Council must specify the functions of such committees.

SUSTAINABILITY IMPLICATIONS SOCIAL IMPLICATIONS

Includes Social, Economic and Environmental Implications

Nil.

CONSULTATION

- 1) General Manager;
- 2) Councillors.

OPTIONS

- 1) Adopt the recommendation;
- 2) Adopt Option 1 with a trial for 3 months of the new meeting cycle;
- 3) Amended the recommendation;
- 4) Reject the recommendation.

ATTACHMENTS

- 1) Meeting Cycle Options.

TABLED DOCUMENTS

Nil.

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

ATTACHMENT 1

WEEK	OPTION 1 Committee of the Whole	OPTION 2 Current cycle	OPTION 3
1	4.00pm to 6.00pm 2-way conversation Program Presentations and Workshops as required.	4.00pm to 5.30pm 2-way conversation Program 5.30pm Public Access, if required followed by Council Committee Meeting	4.00pm to 5.30pm 2-way conversation Program 5.30pm Presentations and Workshops as required.
2	4.00pm to 5.30pm 2-way conversation Program 5.30pm Public Access, if required followed by Ordinary Council Meeting (Committee of the Whole with "block" adoption of recommendations)	4.00pm to 5.30pm 2-way conversation Program 5.30pm Ordinary Council Meeting	4.00pm to 5.30pm 2-way conversation Program 5.30pm Public Access, if required followed by Council Committee Meeting followed by Ordinary Council Meeting
3	4.00pm to 6.00pm 2-way conversation Program Presentations and Workshops as required. Other Joint Venture meeting such as Aboriginal Strategic Committee & Port Stephens Tourism are held throughout the 12 month period	4.00pm to 5.30pm 2-way conversation Program 5.30pm Public Access, if required followed by Council Committee Meeting	4.00pm to 5.30pm 2-way conversation Program 5.30pm Presentations and Workshops as required. Other Joint Venture meeting such as Aboriginal Strategic Committee & Port Stephens Tourism are held throughout the 12 month period
4	4.00pm to 5.30pm 2-way conversation Program 5.30pm Public Access, if required followed by Ordinary Council Meeting (Committee of the Whole with "block" adoption of recommendations)	4.00pm to 5.30pm 2-way conversation Program 5.30pm Ordinary Council Meeting	4.00pm to 5.30pm 2-way conversation Program 5.30pm Public Access, if required followed by Council Committee Meeting followed by Ordinary Council Meeting
5	4.00pm to 6.00pm 2-way conversation Program Presentations and Workshops as required.	4.00pm to 5.30pm 2-way conversation Program 5.30pm Presentations and Workshops as required. And/or other Joint Venture meeting such as Aboriginal Strategic Committee & Port Stephens Tourism are held throughout the 12 month period.	4.00pm to 5.30pm 2-way conversation Program 5.30pm Presentations and Workshops as required.

ITEM NO. 3

FILE NO: A2004-0370

MEMBERSHIP OF COMMITTEES & GROUPS

REPORT OF: TONY WICKHAM – EXECUTIVE OFFICER

GROUP: GENERAL MANAGER’S OFFICE

RECOMMENDATION IS THAT COUNCIL:

- 1) Nominates membership of Standing Committees, if required;
- 2) Elects the Chair and Deputy Chair of each Standing Committee, if required;
- 3) Determines the quorum for Committee meetings;
- 4) Nominates membership of Council Committees, 355(b) Committees and Regional Committees and Groups, and amends the constitutions to include new membership where applicable.
- 5) Remove the following committee/group from the listing as the committees are either not operating or no longer require a councillor representative:
 - a) Salamander Ecology Group
 - b) Soldiers Point-Salamander Bay Parks, Reserves and Hall Committee
 - c) Hunter Area Assistance Scheme – Port Stephens Local Ranking Committee
 - d) Port Stephens Futures Strategy – Reference Group
 - e) Port Stephens Tourism Joint Venture Committee
 - f) Urban Animal Management Committee
 - g) Regional Mosquito Management Working Group
 - h) Lower Hunter Councils Transport Group
- 6) The standard 355(c) Constitution for Committees be amended to reflect to 355(c) change.

Cr Bruce MacKenzie left the meeting at 7.23pm prior to voting.

Cr Bruce MacKenzie returned at 7.24pm prior to voting.

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

329	Councillor Bruce MacKenzie Councillor John Nell	<p>It was resolved that:</p> <ol style="list-style-type: none"> 1) The Standing Committee membership be the whole Council. 2) Cr Glenys Francis be elected as Chair of the Council Committee and Cr Geoff Dingle be elected as Deputy Chair. 3) The quorum for a Council Committee meeting and Council meeting be half plus one (7).
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		<p>4) Membership of 355(c) Committees be adopted as listed below;</p> <p>5) Remove the following committee/group from the listing as the committees are either not operating or no longer require a councillor representative:</p> <ul style="list-style-type: none"> a) Salamander Ecology Group; b) Soldiers Point-Salamander Bay Parks, Reserves and Hall Committee; c) Hunter Area Assistance Scheme – Port Stephens Local Ranking Committee; d) Port Stephens Futures Strategy – Reference Group; e) Port Stephens Tourism Joint Venture Committee; f) Urban Animal Management Committee; g) Regional Mosquito Management Working Group; h) Lower Hunter Councils Transport Group; i) Newcastle Road Freight Group. <p>6) The standard 355(c) Constitution for Committees be amended to reflect to 355(c) change.</p>
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ELECTION OF REPRESENTATIVES ON COUNCIL COMMITTEES AND REGIONAL COMMITTEES AND GROUPS

The 2011/12 membership is listed below.

	Committee Name	Purpose of Committee	Meeting Cycle	Group	New Delegates
1	Aboriginal Strategic Committee	<p>To exchange information between the Aboriginal community and Council on issues affecting Aboriginal people.</p> <p>To promote mutual awareness and respect for the cultures of both Aboriginal and non Aboriginal communities.</p>	<p><i>Monthly Meetings held alternatively with Worimi Land Council & Karuah Land Council</i></p>	Sustainable Planning	<p>Cr O'Brien Cr Kafer Cr Dover Cr Mckenzie Mayor (Cr Westbury)</p>
2	Anna Bay, Birubi Pt Reserves, Hall & Tidy Towns Committee	<p>To assist Council in the management of Anna Bay Hall.</p> <p>To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).</p>	<p><i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i></p>	Facilities & Services	Cr Dover
3	Audit Committee	<p>The Audit Committee is an advisory committee of Council comprising of the Council representatives and two external representatives.</p> <p>The objective of the Audit Committee is to enhance the corporate governance of Council through the provision of independent oversight, review and advice. The Committee will assist Council by providing independent assurance and assistance on the organisation's governance, risk, control and compliance frameworks.</p>	<p><i>At least four times a year or when necessary</i></p>	Corporate Services	<p>Cr Kafer Cr Jordan</p> <p><i>DLG guidelines preclude the Mayor from being a member of the Committee.</i></p>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	New Delegates
4	Boat Harbour Parks and Reserves Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Westbury
5	Bobs Farm Public Hall Committee	To assist Council in the management of Bobs Farm Hall.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr O'Brien
6	Communicate Port Stephens	To assist Council in the management and promotion of the Telecentre.	<i>Bi monthly</i>	Commercial Services	Cr Francis Cr Ward
7	Corlette Headland Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Ward
8	Corlette Reserves & Hall 355(b) Committee	To assist Council in the management of Corlette Hall. To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Ward Cr Dover
9	Fern Bay Public Hall, Reserves and Tidy Towns Committee	To assist Council in the management of Fern Bay Hall. To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Dingle Cr O'Brien

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	New Delegates
10	Fingal Bay Parks & Reserves Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Nell
11	Hinton School of Arts Committee	To assist Council in the management of Hinton School of Arts.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Jordan
12	Karuah Community Centre Committee	To assist Council in the management of Karuah Community Centre Committee.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Kafer Cr Jordan
13	Karuah Tidy Towns, Parks Reserves & Wetlands Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Kafer Cr Francis
14	Lemon Tree Passage Parks and Reserves 355B Committee	To undertake maintenance and improvements to parks in Lemon Tree Passage	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie
15	Mallabula Community Centre Committee	To assist Council in the management of Mallabula Community Centre.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie
16	Mallabula Parks and Reserves Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	New Delegates
17	Mambo Wanda Wetlands, Reserves & Landcare Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Nell Cr De Lyall</i>
18	Medowie Community Centre Committee	To assist Council in the management of Medowie Community Centre.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Dingle</i>
19	Medowie Sports Council	To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administrating sports are accurately identified and brought to the attention of Council.	<i>Every 4 months– February, June, October 1st Monday</i>	Facilities & Services	<i>Cr Tucker Cr Dingle</i>
20	Medowie Tidy Towns & Cycleway Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Dingle</i>
21	Nelson Bay Senior Citizens Hall Committee	To assist Council in the management of Nelson Bay Senior Citizens Hall.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Dover Cr Ward</i>
22	Nelson Bay West Parkcare Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Nell</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	New Delegates
23	Ngioka Centre Committee	To assist in the care and management of the Ngioka Centre (a facility to provide for education and therapy focusing on people with a disability and disadvantaged people).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Dover
24	Port Stephens Adult Choir Committee	To promote, organise and train the Port Stephens Choir. To develop a sense of community identity and belonging by involving participants in community cultural projects.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee</i>	Sustainable Planning	Cr Tucker Cr O'Brien
25	Port Stephens Australia Day Celebrations Coordinating Committee	To co-ordinate the annual celebration of Australia Day in Port Stephens in line with recommendations from Australia Day Council. To organise the Citizen of the Year and the Junior Citizen of the Year activity.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee</i>	Corporate Services	Cr Westbury Cr Francis Cr Tucker Cr Jordan
26	Port Stephens Sister Cities Committee	To promote positive and ongoing relationships between international communities providing opportunities for cultural exchange.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee</i>	General Manager's Office	All Councillors
27	Port Stephens Community Band Committee	To promote, organise and train the Port Stephens Community Band. To develop a sense of community identity and belonging by involving youth and adults in community cultural projects.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Sustainable Planning	Cr Tucker

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	New Delegates
28	Port Stephens Heritage Advisory Committee	This committee is run by Council and supported by funds from the Heritage Office. Community members meet to raise and make recommendation on local heritage issues.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Sustainable Planning	Cr Francis Cr Kafer
29	Port Stephens Native Flora Garden Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Quarterly</i>	Facilities & Services	Cr Nell
30	Port Stephens Sports Council	To provide input and forward planning, from a Council wide basis, on facilities, sporting statistics, policies and recommendations on future needs. To administer the Sportsperson of the Year Award.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee</i>	Facilities & Services	Cr MacKenzie Cr Westbury
31	Raymond Terrace Parks, Reserves & Tidy Towns Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Francis
32	Raymond Terrace Senior Citizens Hall Management Committee	To assist Council in the management of the Raymond Terrace Senior Citizens Hall.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Francis

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	New Delegates
33	Raymond Terrace Sports Council	To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administrating sports are accurately identified and brought to the attention of Council.	<i>Every 4 months– February, June, October 2nd Monday</i>	Facilities & Services	<i>Cr Jordan Cr Francis Cr Kafer Cr De Lyall</i>
34	Rural West Sports Council	To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administrating sports are accurately identified and brought to the attention of Council.	<i>Every 4 months– February, June, October 2nd Wednesday</i>	Facilities & Services	<i>Cr Jordan Cr De Lyall Cr Kafer</i>
35	Salt Ash Community Hall, Committee	To assist Council in the management of Salt Ash Community Hall & Tennis Courts. To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Tucker Cr MacKenzie</i>
36	Salt Ash Sports Ground Committee	To assist Council in the management, maintenance and improvements to Salt Ash Oval.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Tucker Cr MacKenzie</i>
37	Seaham School of Arts and Community Hall Committee	To assist Council in the management of: Seaham School of Arts Seaham Community Hall	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Jordan</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	New Delegates
38	Seaham Park & Wetlands Committee <i>Name change from Seaham Hall</i>	To assist Council in the management, maintenance and improvements to the Park.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Jordan Cr Kafer
39	Shoal Bay Beach Preservation Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Westbury
40	Soldiers Point-Salamander Bay Tidy Towns and Landcare Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Dover
41	Tanilba Bay Parks, Reserves & Hall Committee	To assist Council in the management of Tanilba Bay Hall. To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie
42	Tanilba Bay Senior Citizens Hall Management Committee	To assist Council in the management of Tanilba Bay Senior Citizens Hall.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie
43	Taylor's Beach Reserves, Tidy Towns & Landcare Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Nell

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

Committee Name	Purpose of Committee	Meeting Cycle	Group	New Delegates
44 Tilligerry Aquatic Centre Advisory Committee	To promote the Tilligerry Aquatic Centre within the community. To establish and promote links with local primary, secondary schools and the community.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie Cr De Lyall
45 Lemon Tree Passage Old School Centre Committee <i>Name changed from Tilligerry Community Centre Committee</i>	To assist Council in the management of Tilligerry Community Centre and surrounds.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie
46 Tilligerry Sports Council	To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administrating sports are accurately identified and brought to the attention of Council.	<i>Every 4 months– February, June, October 3rd Monday</i>	Facilities & Services	Cr Tucker Cr MacKenzie
47 Tomaree Education Complex Multi Purpose Centre Committee	To assist Council with the care, management and promotion of the facility. To make recommendation to Council as to the development, planning and management of Tomaree Education Complex Multi Purpose Centre.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Westbury Cr Dover

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

Committee Name	Purpose of Committee	Meeting Cycle	Group	New Delegates
48 Tomaree Sports Council	To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administrating sports are accurately identified and brought to the attention of Council.	<i>Every 4 months– February, June, October 3rd Wednesday</i>	Facilities & Services	<i>Cr Dover Cr Nell Cr Ward Cr Westbury</i>
49 Tilligerry Tidy Towns and Landcare Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Tucker</i>
50 West Ward Cemeteries Committee	To undertake maintenance and improvements to cemeteries in West Ward.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Francis</i>
51 Williamstown Public Hall Committee	To assist Council in the management of Williamstown Hall.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Dingle Cr O'Brien</i>
52 Financial Assistance Community Grants Panel	To make recommendations to Council on applications received through the Grants process	<i>Twice a year</i>	General Manager's Office	<i>Mayor (Cr Westbury) Cr Jordan Cr Dover Cr Tucker (1 Councillor from each Ward).</i>

REGIONAL COMMITTEES AND GROUPS

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	New Delegates
53	Aircraft Noise Reference Panel	To review public submission made to the draft Aircraft Noise Planning Policy and DCP to discuss Aircraft Noise issues.	Meets as required	Sustainable Planning	Cr Kafer Cr Tucker Cr Nell <i>Alternates:</i> Cr De Lyall Cr Dingle Cr Ward
54	Community Safety Precinct Committee	To provide a forum for local community members, service providers and the police to discuss issues and appropriate strategies relating to crime and community safety.	Meets quarterly	Sustainable Planning	Cr Dover
55	Comprehensive Koala Plan of Management Implementation Committee	Responsible for overseeing the implementation of the Port Stephens Council Comprehensive Koala Plan of Management.		Sustainable Planning	Cr Dingle Cr De Lyall
56	Country Public Libraries Association & Joint Library Advisory Committee	Country Public Libraries Association constitution requires a Councillor representative. This Association provides support for country public libraries. The Joint Library Advisory Committee's constitution also requires a Councillor representative in line with the Newcastle Regional Library agreement.		Facilities & Services	<i>To be left open for all Councillors to attend.</i>
57	Gloucester Coal Seam Gas Project – Community Consultative Committee	The purpose of the Committee is to provide a forum for representatives to discuss the Project with the Company (Lucas Energy)		Sustainable Planning	<i>To be left open for all Councillors to attend.</i>
58	Hunter Councils	To discuss regional issues in the Hunter.		General Manager's Office	Mayor (Cr Westbury)

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	New Delegates
59	<p>Hunter Councils Board Advisory Groups.</p> <p>1. Economic Development & Infrastructure 2. Community & Cultural. 3. Environment.</p>	<p>Each of the Advisory Group have input into the development and implementation of strategic and regional positions that will enhance the Hunter Region.</p>		<p>General Manager's Office</p>	<p>1. Cr Ward - Economic 2. Cr Tucker - Community & Cultural. 3. Cr Nell - Environment</p>
60	<p>Hunter Community Reference Group of the Central Rivers Catchment Management Authority</p> <p>Note: New Group with the appointment for an 18 month period with extension options</p>	<p>This Group allows Local Government have presentation on the sub-committee to operate in an advisory capacity providing information and recommendations to the Catchment Management Authority Board.</p>		<p>Sustainable Planning</p>	<p>Cr Nell</p>
61	<p>Hunter Water Corporation Community Consultative Committee</p>	<p>This committee is an advisory committee to Hunter Water Corporation.</p>		<p>General Manager's Office</p>	<p>Cr Nell</p>
62	<p>Joint Regional Planning Panel</p>	<p>To consider development applications referred to the Panel under the legislation for development applications for the Port Stephens Local Government area.</p> <p>The Panel comprises of 3 State members and 2 Councillors. The term is for 3 years for each Panel member, commencing July 2009.</p>	<p>As required</p>	<p>Sustainable Planning</p>	<p>Cr MacKenzie Cr Westbury</p> <p>Alternates Cr Dover Cr Nell</p>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	New Delegates
63	Karuah Working Together Inc.	<p>The Committee is a peak group comprising representation of key organisations, businesses and industry representatives in Karuah.</p> <p>The Committee is responsible for ensuring community and economic development activities are co-ordinated in accordance with local needs, trends and opportunities in accordance with Council's Economic Development Strategy and as specified in the <i>Karuah Strategic Plan</i>.</p>	3 rd Monday evening of the month	Sustainable Planning/Commercial Services	<i>Cr Francis</i>
64	Local Development Committee	Local Traffic Committee (see 83) providing advice to Council on development.		Facilities & Services	<i>Cr Kafer</i>
65	Local Traffic Committee	This is an RTA-based committee which allows Council to have delegated authority to install or remove regulatory sign posting on public roads.	Meets 1 st Tuesday of the month	Sustainable Planning	<i>Cr Kafer</i> <i>Cr Dingle</i>
66	Lower Hunter Bushfire Management Committee	The committee is a legislative requirement and is to discuss direction across local government areas and across agencies in regard to bushfire management.		Facilities & Services	<i>Cr MacKenzie</i>
67	Lower Hunter Zone Liaison Committee	To review the progress of the Service Level Agreement between Port Stephens Council and NSW Rural Fire Service in the Local Government Area.		Facilities & Services	<i>Cr MacKenzie</i>
68	Lower Tilligerry Floodplain Risk Management Committee	To oversee the Flood Studies for the Tilligerry Creek catchment.		Sustainable Planning	<i>Cr MacKenzie</i> <i>Cr Tucker</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	New Delegates
69	Marine Parks Advisory Panel Ministerial Appointment	Community Consultative Committee regarding the proposed Marine Park in Port Stephens.		Sustainable Planning	<i>Cr Nell</i>
70	Medowie Floodplain Management Committee	This Committee will provide advice and recommendations to Council.		Sustainable Planning	<i>Cr Tucker Cr Dingle Cr O'Brien Cr MacKenzie Cr Kafer</i>
71	National Parks & Wildlife Service Regional Advisory Committee Ministerial Appointment	This is a community reference group run by National Parks & Wildlife Service. It is not a Council committee.		Sustainable Planning	<i>Cr Nell</i> <i>Should be noted that Council does not have a ministerial appointment as this time.</i>
72	Nelson Bay Community College	This committee is an advisory committee for Adult Education.		General Manager's Office	<i>Cr Westbury</i>
73	Newcastle Airport Joint Sub-Committee	The purpose of this committee is to allow Port Stephens and Newcastle City Councils the opportunity to discuss the future direction of the Airport.		General Manager's Office	<i>Cr Ward Cr Westbury Cr MacKenzie Cr Jordan</i>
74	North Coast NSW Regional Tourism Board	To work with Tourism bodies and groups on a regional basis.		Commercial Services	<i>Cr Westbury</i>
75	Port Stephens Council Depot re-development committee	To explore the options available for re-development of the Council depot at Raymond Terrace.	Bi-monthly	Commercial Services	<i>Cr Jordan Cr Nell Cr MacKenzie</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	New Delegates
76	Port Stephens Economic Development Advisory Panel	<p>Act as a communication and advisory mechanism to Council on relevant Economic Development issues.</p> <p>Oversee the review and implementation of the Economic Development Strategy.</p>	Quarterly	Commercial Services	<p><i>Cr Tucker</i> <i>Cr Westbury</i></p> <p><i>(1 Councillor from each Ward)</i></p> <p><i>After the review a further decision shall be made.</i></p>
77	Port Stephens Transport Forum	<p>The Ministry for Transport convenes these forums which have been established in most LGAs throughout NSW. It provides the opportunity for local transport providers (eg: community transport, bus and taxi operators) and local residents to discuss local and regional transport related issues and to formulate appropriate strategies to more effectively improve the delivery of existing public transport services in meeting the community's transport needs.</p>	Every 2 months convened by Ministry of Transport	Sustainable Planning	<p><i>Cr Dover</i></p> <p><i>All councillors to be notified of this meeting.</i></p>
78	Port Stephens Domestic Violence Committee	<p>To raise the awareness of the issues surrounding domestic violence and enhance service provision to victims by developing and maintaining effective interagency strategies.</p>	Meet every 2 months	Sustainable Planning	<p><i>Cr Francis</i> <i>Cr Kafer</i> <i>Cr De Lyall</i></p>
79	Port Stephens East Local Health Advisory Committee	<p>To ensure that the population of the Tomaree Peninsula has appropriate access to a suitable baseline level of health services and facilities to meet their existing and future health needs.</p>	Meets on 2 nd Wed every 2 months	Sustainable Planning	<p><i>Cr Dover</i></p>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	New Delegates
80	Port Stephens West Local Health Advisory Committee	To ensure that the population of the Western area of Port Stephens (ie: east of Tomaree Peninsula) has appropriate access to a suitable baseline level of health services and facilities to meet their existing and future health needs.	Meets on 3 rd Wed every 2 months	Sustainable Planning	<i>Cr Francis Cr Dingle</i>
81	Port Stephens/Myall Lakes Estuary and Coastal Zone Management Committee	This Committee includes representatives from Great Lakes Council and is responsible for long term planning for the estuary and the coastline.		Sustainable Planning	<i>Cr Nell</i>
82	Sabre Jet Committee	The purpose of the committee is to assist with planning for a response to the future of the Sabre Jet. This committee has a sunset clause.	As required	Facilities & Services	<i>Cr Francis Cr De Lyall Cr Jordan Cr Kafer</i>
83	Strategic Arts & Cultural Committee	<ul style="list-style-type: none"> • Advise Council on cultural matters • A community partnership in the delivery of cultural priorities identified in Council's integrated plans • Serves as the Cultural Projects Fund selection panel, making recommendations to Council. • Facilitate the 'Culture Port Stephens Network', to link those active in the arts, culture and lifestyle of Port Stephens. 	Meets 6 monthly currently	Sustainable Planning	<i>Cr Nell Cr Francis Cr Tucker (1 from each Ward)</i>
84	Williams River Floodplain Risk Management Committee	To oversee the Flood Studies for the Williams River catchment including Dungog shire.		Sustainable Planning	<i>Open to all Councillors</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	New Delegates
85	Tilligerry Creek Catchment Committee	To develop and implement the Tilligerry Catchment management Plan which will result in improved water quality in Tilligerry Creek.		Sustainable Planning	<i>Cr Nell Cr MacKenzie</i>
86	Windeyers Creek Catchment Committee	To develop catchment plans that when implemented, result in catchment improvements.		Sustainable Planning	<i>Cr De Lyall</i>
87	Worimi Conservation Lands Board of Management Ministerial Appointment	To oversee the management of the lands owned by the Aboriginal owners and leased back to the NSW Government.	4 times a year	General Manager's Office	<i>Cr Dover</i>

BACKGROUND

In accordance with legislation Council is required to nominate delegates and adopt the list of 355(c) Committees.

As part of Council's commitment to community partnerships it provides opportunities for the community to be involved with the management of the facilities they use. Council has established over 50 community committees, which are involved in the care and management of Council's parks, reserves, services and facilities.

These committees are allowable under Section 355 and Section 377 of the Local Government Act, which allow Council to delegate certain functions. Council should note the change of the Committees from 355 (b) to 355 (c) under the Local Government 1993. Section 355 (b) does not apply to these committees.

For a 355(c) committee, the written record of delegations is contained in the **committee constitution** as prepared and adopted by Council. Functions that cannot be delegated (under Section 377) are listed in the constitution. Any change to delegations to a 355(c) committee must be effected by resolution of Council.

The key concept is that a 355(c) committee is a **Council** committee. Committees include Councillor representation and a Council staff member responsible for liaison. A 355(c) committee operates as an entity of Port Stephens Council and not as a separate entity in a commercial sense. This means that these committees use Council's Australian Business Number (ABN) when trading goods and services and are also required to report on a monthly basis as is required of Council.

Council has 53, 355(c) committees with about 500 – 600 members in total.

A number of 355(c) Committees undertake work in areas such as dune stabilisation, weed eradication, litter removal, Tidy Towns program participation and providing environmental information and support to Council. These groups work under direction from Council staff to ensure these activities are performed in accordance with recognised practices.

The activities and projects undertaken by committees are often those not financially possible for Council without this volunteer assistance. *Examples include:*

FACILITY MANAGEMENT	MAINTENANCE & IMPROVEMENTS TO RESERVES	OTHER
Community Halls	Parks & Reserves	Band
Sporting Ovals	Foreshore Reserves	Choir
Cemeteries		Advisory Committees
		Sports Council

Council can delegate certain functions to a committee: these are listed in the committee's schedule, which forms part of their constitution. A 355(c) committee constitution consists of a standard constitution, which is applicable to all committees and a schedule customised for each individual committee. This provides the framework of how a 355(c) committee operates and is supported by procedures, systems and reporting requirements.

Council has the same responsibilities for 355(c) committee members as they do for staff including Occupational Health & Safety (OH&S), Code of Conduct and responsibility for activities.

Regional Committees and Groups

In addition to the 355(c) Committees, Councillors and Council staff participate in, and are members of a number of regional committees and groups established to promote an integrated approach to delivering and managing services and addressing issues across the Local Government Area.

Note: The previous list of Committees and Groups are shown below with previous delegates shown in *italics*.

ELECTION OF REPRESENTATIVES ON COUNCIL'S STANDING COMMITTEES, (if required)

Membership:

COUNCIL COMMITTEE

- Committee of the Whole
Current Chair: *Cr Jordan*
Current Deputy Chair: *Cr Francis*

ELECTION OF CHAIR AND DEPUTY CHAIR OF COMMITTEES

Clause 10.7 of Council's Code of Meeting Practice provides as follows:

- a) The Chair of each Committee must be:-
 - i) The Mayor; or
 - ii) If he/she prefers, the Council may elect a Chair; or
 - iii) If the **Council** does not elect a Chair, the **Committee** may elect a Chair.
- b) A Council or Committee may elect a Deputy Chair.

QUORUM FOR COMMITTEE MEETINGS

Clause 10.2(c) of Council's Code of Meeting Practice provides as follows:-

The quorum for a meeting of a Committee of the Council is to be:-

- i) Such number of members as the Council decides; or
- ii) If the Council has not decided, then the majority of the members of the Committee.

ELECTION OF REPRESENTATIVES ON COUNCIL COMMITTEES AND REGIONAL COMMITTEES AND GROUPS

The previous 2010/11 membership is listed below
(previous delegates are denoted in italics)

	Committee Name	Purpose of Committee	Meeting Cycle	Group	Current Delegates
1	Aboriginal Strategic Committee	<p>To exchange information between the Aboriginal community and Council on issues affecting Aboriginal people.</p> <p>To promote mutual awareness and respect for the cultures of both Aboriginal and non Aboriginal communities.</p>	<i>Monthly Meetings held alternatively with Worimi Land Council & Karuah Land Council</i>	Sustainable Planning	<p><i>Cr O'Brien</i> <i>Cr Kafer</i> <i>Cr Dover</i> <i>Cr Mckenzie</i> Mayor (<i>Cr Westbury</i>)</p>
2	Anna Bay, Birubi Pt Reserves, Hall & Tidy Towns Committee	<p>To assist Council in the management of Anna Bay Hall.</p> <p>To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).</p>	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Dover</i>
3	Audit Committee	<p>The Audit Committee is an advisory committee of Council comprising of the Council representatives and two external representatives.</p> <p>The objective of the Audit Committee is to enhance the corporate governance of Council through the provision of independent oversight, review and advice. The Committee will assist Council by providing independent assurance and assistance on the organisation's governance, risk, control and compliance frameworks.</p>	<i>At least four times a year or when necessary</i>	Corporate Services	<p><i>Cr Kafer</i> <i>Cr Jordan</i></p> <p><i>DLG guidelines preclude the Mayor from being a member of the Committee.</i></p>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	Current Delegates
4	Boat Harbour Parks and Reserves Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Westbury
5	Bobs Farm Public Hall Committee	To assist Council in the management of Bobs Farm Hall.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr O'Brien
6	Communicate Port Stephens	To assist Council in the management and promotion of the Telecentre.	<i>Bi monthly</i>	Commercial Services	Cr Francis Cr Ward
7	Corlette Headland Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Ward
8	Corlette Reserves & Hall 355(b) Committee	To assist Council in the management of Corlette Hall. To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Ward Cr Dover
9	Fern Bay Public Hall, Reserves and Tidy Towns Committee	To assist Council in the management of Fern Bay Hall. To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Dingle Cr O'Brien

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	Current Delegates
10	Fingal Bay Parks & Reserves Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Nell
11	Hinton School of Arts Committee	To assist Council in the management of Hinton School of Arts.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Jordan
12	Karuah Community Centre Committee	To assist Council in the management of Karuah Community Centre Committee.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Kafer Cr Jordan
13	Karuah Tidy Towns, Parks Reserves & Wetlands Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Kafer Cr Francis
14	Lemon Tree Passage Parks and Reserves 355B Committee	To undertake maintenance and improvements to parks in Lemon Tree Passage	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie
15	Mallabula Community Centre Committee	To assist Council in the management of Mallabula Community Centre.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie
16	Mallabula Parks and Reserves Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	Current Delegates
17	Mambo Wanda Wetlands, Reserves & Landcare Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Nell Cr De Lyall</i>
18	Medowie Community Centre Committee	To assist Council in the management of Medowie Community Centre.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Dingle</i>
19	Medowie Sports Council	To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administrating sports are accurately identified and brought to the attention of Council.	<i>Every 4 months– February, June, October 1st Monday</i>	Facilities & Services	<i>Cr Tucker Cr Dingle</i>
20	Medowie Tidy Towns & Cycleway Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Dingle</i>
21	Nelson Bay Senior Citizens Hall Committee	To assist Council in the management of Nelson Bay Senior Citizens Hall.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Dover Cr Ward</i>
22	Nelson Bay West Parkcare Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Nell</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	Current Delegates
23	Ngioka Centre Committee	To assist in the care and management of the Ngioka Centre (a facility to provide for education and therapy focusing on people with a disability and disadvantaged people).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Dover
24	Port Stephens Adult Choir Committee	To promote, organise and train the Port Stephens Choir. To develop a sense of community identity and belonging by involving participants in community cultural projects.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee</i>	Sustainable Planning	Cr Tucker Cr O'Brien
25	Port Stephens Australia Day Celebrations Coordinating Committee	To co-ordinate the annual celebration of Australia Day in Port Stephens in line with recommendations from Australia Day Council. To organise the Citizen of the Year and the Junior Citizen of the Year activity.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee</i>	Corporate Services	Cr Westbury Cr Francis Cr Tucker Cr Jordan
26	Port Stephens Sister Cities Committee	To promote positive and ongoing relationships between international communities providing opportunities for cultural exchange.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee</i>	General Manager's Office	All Councillors
27	Port Stephens Community Band Committee	To promote, organise and train the Port Stephens Community Band. To develop a sense of community identity and belonging by involving youth and adults in community cultural projects.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Sustainable Planning	Cr Tucker

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	Current Delegates
28	Port Stephens Heritage Advisory Committee	This committee is run by Council and supported by funds from the Heritage Office. Community members meet to raise and make recommendation on local heritage issues.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Sustainable Planning	Cr Francis Cr Kafer
29	Port Stephens Native Flora Garden Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	Quarterly	Facilities & Services	Cr Nell
30	Port Stephens Sports Council	To provide input and forward planning, from a Council wide basis, on facilities, sporting statistics, policies and recommendations on future needs. To administer the Sportsperson of the Year Award.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee</i>	Facilities & Services	Cr MacKenzie Cr Westbury
31	Raymond Terrace Parks, Reserves & Tidy Towns Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Francis
32	Raymond Terrace Senior Citizens Hall Management Committee	To assist Council in the management of the Raymond Terrace Senior Citizens Hall.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Francis

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	Current Delegates
33	Raymond Terrace Sports Council	To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administrating sports are accurately identified and brought to the attention of Council.	<i>Every 4 months– February, June, October 2nd Monday</i>	Facilities & Services	<i>Cr Jordan Cr Francis Cr Kafer Cr De Lyall</i>
34	Rural West Sports Council	To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administrating sports are accurately identified and brought to the attention of Council.	<i>Every 4 months– February, June, October 2nd Wednesday</i>	Facilities & Services	<i>Cr Jordan Cr De Lyall Cr Kafer</i>
35	Salt Ash Community Hall, Committee	To assist Council in the management of Salt Ash Community Hall & Tennis Courts. To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Tucker Cr MacKenzie</i>
36	Salt Ash Sports Ground Committee	To assist Council in the management, maintenance and improvements to Salt Ash Oval.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Tucker Cr MacKenzie</i>
37	Seaham School of Arts and Community Hall Committee	To assist Council in the management of: Seaham School of Arts Seaham Community Hall	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Jordan</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Committee Name	Purpose of Committee	Meeting Cycle	Group	Current Delegates
38	Seaham Park & Wetlands Committee <i>Name change from Seaham Hall</i>	To assist Council in the management, maintenance and improvements to the Park.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Jordan Cr Kafer
39	Shoal Bay Beach Preservation Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Westbury
40	Soldiers Point-Salamander Bay Tidy Towns and Landcare Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Dover
41	Tanilba Bay Parks, Reserves & Hall Committee	To assist Council in the management of Tanilba Bay Hall. To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie
42	Tanilba Bay Senior Citizens Hall Management Committee	To assist Council in the management of Tanilba Bay Senior Citizens Hall.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie
43	Taylor's Beach Reserves, Tidy Towns & Landcare Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Nell

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

Committee Name	Purpose of Committee	Meeting Cycle	Group	Current Delegates
44 Tilligerry Aquatic Centre Advisory Committee	To promote the Tilligerry Aquatic Centre within the community. To establish and promote links with local primary, secondary schools and the community.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie Cr De Lyall
45 Lemon Tree Passage Old School Centre Committee <i>Name changed from Tilligerry Community Centre Committee</i>	To assist Council in the management of Tilligerry Community Centre and surrounds.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Tucker Cr MacKenzie
46 Tilligerry Sports Council	To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administrating sports are accurately identified and brought to the attention of Council.	<i>Every 4 months– February, June, October 3rd Monday</i>	Facilities & Services	Cr Tucker Cr MacKenzie
47 Tomaree Education Complex Multi Purpose Centre Committee	To assist Council with the care, management and promotion of the facility. To make recommendation to Council as to the development, planning and management of Tomaree Education Complex Multi Purpose Centre.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	Cr Westbury Cr Dover

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

Committee Name	Purpose of Committee	Meeting Cycle	Group	Current Delegates
48 Tomaree Sports Council	To facilitate communication between the sporting public and Council in order to ensure that the existing and future needs and requirements of those persons participating and administrating sports are accurately identified and brought to the attention of Council.	<i>Every 4 months– February, June, October 3rd Wednesday</i>	Facilities & Services	<i>Cr Dover Cr Nell Cr Ward Cr Westbury</i>
49 Tilligerry Tidy Towns and Landcare Committee	To undertake maintenance and improvements to designated parks & reserves (as per map included in committee constitution).	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Tucker</i>
50 West Ward Cemeteries Committee	To undertake maintenance and improvements to cemeteries in West Ward.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Francis</i>
51 Williamstown Public Hall Committee	To assist Council in the management of Williamstown Hall.	<i>Committees are required to hold meetings at least quarterly at a time to be decided by the committee.</i>	Facilities & Services	<i>Cr Dingle Cr O'Brien</i>
52 Financial Assistance Community Grants Panel	To make recommendations to Council on applications received through the Grants process	<i>Twice a year</i>	General Manager's Office	<i>Mayor (Cr Westbury) Cr Jordan Cr Dover Cr Tucker (1 Councillor from each Ward).</i>

REGIONAL COMMITTEES AND GROUPS

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	Current Delegates
53	Aircraft Noise Reference Panel	To review public submission made to the draft Aircraft Noise Planning Policy and DCP to discuss Aircraft Noise issues.	Meets as required	Sustainable Planning	<i>Cr Kafer Cr Tucker Cr Nell</i> <i>Alternates: Cr De Lyall Cr Dingle Cr Ward</i>
54	Community Safety Precinct Committee	To provide a forum for local community members, service providers and the police to discuss issues and appropriate strategies relating to crime and community safety.	Meets quarterly	Sustainable Planning	<i>Cr Dover</i>
55	Comprehensive Koala Plan of Management Implementation Committee	Responsible for overseeing the implementation of the Port Stephens Council Comprehensive Koala Plan of Management.		Sustainable Planning	<i>Cr Dingle Cr De Lyall</i>
56	Country Public Libraries Association & Joint Library Advisory Committee	Country Public Libraries Association constitution requires a Councillor representative. This Association provides support for country public libraries. The Joint Library Advisory Committee's constitution also requires a Councillor representative in line with the Newcastle Regional Library agreement.		Facilities & Services	<i>To be left open for all Councillors to attend.</i>
57	Gloucester Coal Seam Gas Project – Community Consultative Committee	The purpose of the Committee is to provide a forum for representatives to discuss the Project with the Company (Lucas Energy)		Sustainable Planning	<i>To be left open for all Councillors to attend.</i>
58	Hunter Councils	To discuss regional issues in the Hunter.		General Manager's Office	<i>Mayor (Cr Westbury)</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	Current Delegates
59	<p>Hunter Councils Board Advisory Groups.</p> <p>4. Economic Development & Infrastructure 5. Community & Cultural. 6. Environment.</p>	<p>Each of the Advisory Group have input into the development and implementation of strategic and regional positions that will enhance the Hunter Region.</p>		<p>General Manager's Office</p>	<p>1. Cr Ward - Economic 2. Cr Tucker - Community & Cultural. 3. Cr Nell - Environment</p>
60	<p>Hunter Community Reference Group of the Central Rivers Catchment Management Authority</p> <p>Note: New Group with the appointment for an 18 month period with extension options</p>	<p>This Group allows Local Government have presentation on the sub-committee to operate in an advisory capacity providing information and recommendations to the Catchment Management Authority Board.</p>		<p>Sustainable Planning</p>	<p>Cr Nell</p>
61	<p>Hunter Water Corporation Community Consultative Committee</p>	<p>This committee is an advisory committee to Hunter Water Corporation.</p>		<p>General Manager's Office</p>	<p>Cr Nell</p>
62	<p>Joint Regional Planning Panel</p>	<p>To consider development applications referred to the Panel under the legislation for development applications for the Port Stephens Local Government area.</p> <p>The Panel comprises of 3 State members and 2 Councillors. The term is for 3 years for each Panel member, commencing July 2009.</p>	<p>As required</p>	<p>Sustainable Planning</p>	<p>Cr MacKenzie Cr Westbury</p> <p>Alternates Cr Dover Cr Nell</p>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	Current Delegates
63	Karuah Working Together Inc.	<p>The Committee is a peak group comprising representation of key organisations, businesses and industry representatives in Karuah.</p> <p>The Committee is responsible for ensuring community and economic development activities are co-ordinated in accordance with local needs, trends and opportunities in accordance with Council's Economic Development Strategy and as specified in the <i>Karuah Strategic Plan</i>.</p>	3 rd Monday evening of the month	Sustainable Planning/Commercial Services	<i>Cr Francis</i>
64	Local Development Committee	Local Traffic Committee (see 83) providing advice to Council on development.		Facilities & Services	<i>Cr Kafer</i>
65	Local Traffic Committee	This is an RTA-based committee which allows Council to have delegated authority to install or remove regulatory sign posting on public roads.	Meets 1 st Tuesday of the month	Sustainable Planning	<i>Cr Kafer</i> <i>Cr Dingle</i>
66	Lower Hunter Bushfire Management Committee	The committee is a legislative requirement and is to discuss direction across local government areas and across agencies in regard to bushfire management.		Facilities & Services	<i>Cr MacKenzie</i>
67	Lower Hunter Zone Liaison Committee	To review the progress of the Service Level Agreement between Port Stephens Council and NSW Rural Fire Service in the Local Government Area.		Facilities & Services	<i>Cr MacKenzie</i>
68	Lower Tilligerry Floodplain Risk Management Committee	To oversee the Flood Studies for the Tilligerry Creek catchment.		Sustainable Planning	<i>Cr MacKenzie</i> <i>Cr Tucker</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	Current Delegates
69	Marine Parks Advisory Panel Ministerial Appointment	Community Consultative Committee regarding the proposed Marine Park in Port Stephens.		Sustainable Planning	<i>Cr Nell</i>
70	Medowie Floodplain Management Committee	This Committee will provide advice and recommendations to Council.		Sustainable Planning	<i>Cr Tucker Cr Dingle Cr O'Brien Cr MacKenzie Cr Kafer</i>
71	National Parks & Wildlife Service Regional Advisory Committee Ministerial Appointment	This is a community reference group run by National Parks & Wildlife Service. It is not a Council committee.		Sustainable Planning	<i>Cr Nell</i> <i>Should be noted that Council does not have a ministerial appointment as this time.</i>
72	Nelson Bay Community College	This committee is an advisory committee for Adult Education.		General Manager's Office	<i>Cr Westbury</i>
73	Newcastle Airport Joint Sub-Committee	The purpose of this committee is to allow Port Stephens and Newcastle City Councils the opportunity to discuss the future direction of the Airport.		General Manager's Office	<i>Cr Ward Cr Westbury Cr MacKenzie Cr Jordan</i>
74	North Coast NSW Regional Tourism Board	To work with Tourism bodies and groups on a regional basis.		Commercial Services	<i>Cr Westbury</i>
75	Port Stephens Council Depot re-development committee	To explore the options available for re-development of the Council depot at Raymond Terrace.	Bi-monthly	Commercial Services	<i>Cr Jordan Cr Nell Cr MacKenzie</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	Current Delegates
76	Port Stephens Economic Development Advisory Panel	<p>Act as a communication and advisory mechanism to Council on relevant Economic Development issues.</p> <p>Oversee the review and implementation of the Economic Development Strategy.</p>	Quarterly	Commercial Services	<p><i>Cr Tucker Cr Westbury</i></p> <p><i>(1 Councillor from each Ward)</i></p> <p><i>After the review a further decision shall be made.</i></p>
77	Port Stephens Transport Forum	<p>The Ministry for Transport convenes these forums which have been established in most LGAs throughout NSW. It provides the opportunity for local transport providers (eg: community transport, bus and taxi operators) and local residents to discuss local and regional transport related issues and to formulate appropriate strategies to more effectively improve the delivery of existing public transport services in meeting the community's transport needs.</p>	Every 2 months convened by Ministry of Transport	Sustainable Planning	<p><i>Cr Dover</i></p> <p><i>All councillors to be notified of this meeting.</i></p>
78	Newcastle Road Freight Group	<p>This group is coordinated by the RTA and provides Local Government the opportunity to meet with the heavy vehicle industry.</p>		Sustainable Planning	<p><i>Group Manager of Sustainable Planning to confirm if this Group remains.</i></p>
79	Port Stephens Domestic Violence Committee	<p>To raise the awareness of the issues surrounding domestic violence and enhance service provision to victims by developing and maintaining effective interagency strategies.</p>	Meet every 2 months	Sustainable Planning	<p><i>Cr Francis Cr Kafer Cr De Lyall</i></p>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	Current Delegates
80	Port Stephens East Local Health Advisory Committee	To ensure that the population of the Tomaree Peninsula has appropriate access to a suitable baseline level of health services and facilities to meet their existing and future health needs.	Meets on 2 nd Wed every 2 months	Sustainable Planning	<i>Cr Dover</i>
81	Port Stephens West Local Health Advisory Committee	To ensure that the population of the Western area of Port Stephens (ie: east of Tomaree Peninsula) has appropriate access to a suitable baseline level of health services and facilities to meet their existing and future health needs.	Meets on 3 rd Wed every 2 months	Sustainable Planning	<i>Cr Francis Cr Dingle</i>
82	Port Stephens Tourism Strategy Joint Working Party	The joint working party was established between Council and Port Stephens Tourism Ltd to develop an implementation plan for the Tourism Strategy.	As required	Commercial Services	<i>Cr Westbury Cr Tucker Cr Nell</i>
83	Port Stephens/Myall Lakes Estuary and Coastal Zone Management Committee	This Committee includes representatives from Great Lakes Council and is responsible for long term planning for the estuary and the coastline.		Sustainable Planning	<i>Cr Nell</i>
84	Sabre Jet Committee	The purpose of the committee is to assist with planning for a response to the future of the Sabre Jet. This committee has a sunset clause.	As required	Facilities & Services	<i>Cr Francis Cr De Lyall Cr Jordan Cr Kafer</i>

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

	Name of Organisation	Purpose of Committee	Meeting cycles	Group	Current Delegates
85	Strategic Arts & Cultural Committee	<ul style="list-style-type: none"> Advise Council on cultural matters A community partnership in the delivery of cultural priorities identified in Council's integrated plans Serves as the Cultural Projects Fund selection panel, making recommendations to Council. Facilitate the 'Culture Port Stephens Network', to link those active in the arts, culture and lifestyle of Port Stephens. 	Meets 6 monthly currently	Sustainable Planning	Cr Nell Cr Francis Cr Tucker (1 from each Ward)
86	Williams River Floodplain Risk Management Committee	To oversee the Flood Studies for the Williams River catchment including Dungog shire.		Sustainable Planning	Open to all Councillors
87	Tilligerry Creek Catchment Committee	To develop and implement the Tilligerry Catchment management Plan which will result in improved water quality in Tilligerry Creek.		Sustainable Planning	Cr Nell Cr MacKenzie
88	Windeyers Creek Catchment Committee	To develop catchment plans that when implemented, result in catchment improvements.		Sustainable Planning	Cr De Lyall
89	Worimi Conservation Lands Board of Management Ministerial Appointment	To oversee the management of the lands owned by the Aboriginal owners and leased back to the NSW Government.	4 times a year	General Manager's Office	Cr Dover

Committees to be removed from listing by Council:-

- 1) Salamander Ecology Group – this Committee has been disbanded in June 2010;
- 2) Soldiers Point-Salamander Bay Parks, Reserves and Hall Committee – this

- Committee closed;
- 3) Hunter Area Assistance Scheme – Port Stephens Local Ranking Committee – no longer required;
 - 4) Port Stephens Futures Strategy – Reference Group – no longer required;
 - 5) Port Stephens Tourism Joint Venture Committee – no longer required in accordance with previous Council resolution;
 - 6) Urban Animal Management Committee – no longer required;
 - 7) Regional Mosquito Management Working Group – Councillor representation no longer required;
 - 8) Lower Hunter Councils Transport Group – this Committee is now defunct.

FINANCIAL/RESOURCE IMPLICATIONS

Financial and Resource implications are provided for within the existing budget.

LEGAL AND POLICY IMPLICATIONS

Council has a legal obligation under the Local Government Act 1993.

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Nil.

CONSULTATION

- 1) General Manager.

OPTIONS

- 1) Note the report and endorse existing appointments;
- 2) Review committee appointments.

ATTACHMENTS

Nil.

COUNCILLORS ROOM

Nil.

TABLED DOCUMENTS

Nil.

ITEM NO. 4

FILE NO: PSC2011-02049

PLANNING INSTITUTE AUSTRALIA NSW STATE CONFERENCE

REPORT OF: TONY WICKHAM – EXECUTIVE OFFICER
 GROUP: GENERAL MANAGER'S OFFICE

RECOMMENDATION IS THAT COUNCIL:

- 1) Endorse Cr Sally Dover's attendance at the Planning Institute Australia NSW State Conference.
-

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

330	Councillor Bruce MacKenzie Councillor Ken Jordan	It was resolved that the recommendation be adopted.
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BACKGROUND

The purpose of this report is to inform Council of the Planning Institute Australia (PIA) NSW State Conference.

The State Conference will be held from 28-30 September in Wollongong.

Other Councillors are also able to elect to attend this Conference.

The programme is shown at **ATTACHMENT 1**.

As Councillors would be aware the Payment of Expenses and Provision of Facilities to Councillors Policy requires that a resolution of Council be sought for all travel outside of the Hunter Councils area.

FINANCIAL/RESOURCE IMPLICATIONS

The costs associated with registration, travel and accommodation would be covered from the budget.

LEGAL, POLICY AND RISK IMPLICATIONS

Nil.

SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

The Port Stephens community would benefit from Councillors attending this conference to ensure the local government area has a voice in the national development of policy and initiatives.

CONSULTATION

Nil.

OPTIONS

Nil.

ATTACHMENTS

1) Programme.

COUNCILLORS ROOM

Nil.

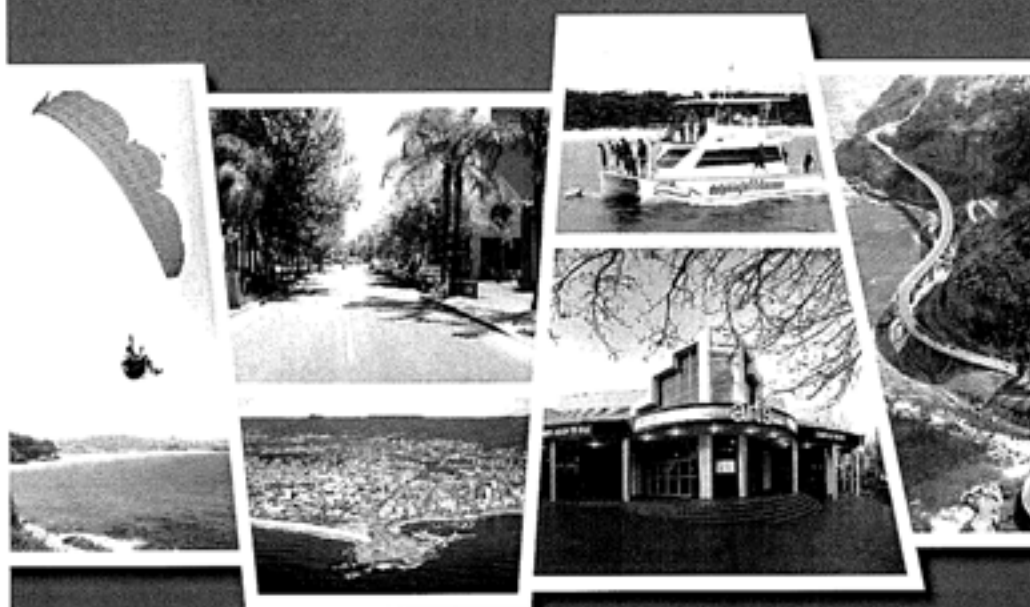
TABLED DOCUMENTS

Nil.

ATTACHMENT 1

Innovation & Inspiration

PIA NSW State Conference 2011



Preliminary Program
Wednesday 28 – Friday 30 September 2011
Novotel Wollongong Northbeach

The Planning Institute of Australia 2011 NSW Division Conference will

- // Challenge the way we think about planning by looking at innovative ideas, projects and processes
- // Showcase best practice in planning through case studies and workshops on how leading organisations are achieving excellence
- // Arm planners and related professionals with the tools and the thinking to work with new systems and technologies.

PIA Planning Institute
New South Wales
Division

Innovation & Inspiration

PIA NSW State Conference 2011

Invitation

Wollongong City Council is delighted to welcome delegates to the 2011 Planning Institute of Australia NSW Division Conference. Innovation and inspiration are here at your feet in our wonderful city.

We enjoy a clean, blue, and green city with world class facilities and services – take your time to enjoy your conference, the city and all it has to offer.



The Planning Institute of Australia

The Planning Institute of Australia was founded in 1961 and is the only national organisation representing qualified urban and regional planners and other related disciplines in Australia. PIA NSW supports its members through many endeavours to increase and maintain professional standards, such as the Annual Conference, network and professional development events, the Young Planners Forum and the Annual Awards. PIA NSW provides the



NSW Division President's Welcome

The last time the Planning Institute held a State Conference in Wollongong was in 2004. It was the Year of the Built Environment and PIA NSW responded with a conference entitled "Managing change - imagining the future".

We are now preparing for a new planning act and a regime focused on delivering strategic outcomes – the more things change, the more they stay the same - or do they? What have we learnt and what can we learn? The theme of our 2011 conference aims to bring new, innovative and challenging ideas to the table – and we invite you to join us in putting ideas into actions.

In selecting Wollongong as our conference venue, we seek to showcase the city, and its proud heritage in steel making and coal mining, as a city of innovation which is now emerging as an important knowledge services centre, international trade hub and leading University City.

We look forward to seeing you in Wollongong for another great conference experience - to learn, network and share the challenges and opportunities for the year ahead.

Tony McNamara

Welcome message from Conference Convenor

Mention planning and Wollongong in the same sentence and most people will naturally react...oh yeah! Planning put Wollongong on the map for all the wrong reasons - or was it vice versa. Whatever happened, the sordid tale of events were played out on most evening news bulletins and have left a scar on this City that will take decades to heal.

The ICAC events certainly highlighted that planning is about managing conflict, which is inevitable in a city of 300,000 people an hour away from Sydney. Conflict comes from the obvious tension between those that want to grow Australia's ninth largest City to be more independent of Sydney and those that prefer it to remain as a country town. Conflict comes from having some of the best coking coal reserves in the world located under water catchment areas and towns and having the largest steelworks in Australia and rapidly expanding port of Port Kembla (car handling facilities), which shares the same road and rail network as adjoining suburbs. Conflict comes from having a highly successful University and Innovation Campus and a struggling downtown and from having new release areas expanding into farmland and houses being located on the majestic Illawarra Escarpment. Conflict comes from significant physical barriers and hazards to development and a limited supply that puts home ownership and rental out of the reach of those that most need it. Conflict comes from an untapped tourism potential of spectacular coastal scenery and the attitudes of some who 'like it just the way it is'. Above all, it comes from empowering elected decision-makers with the responsibility of managing conflict. Some would say that conflict in Wollongong was inevitable.

The role of planning (and of planners) is therefore how to manage this conflict and bring the greatest benefit to the greatest number. This year's state planning conference will bring a range of experts together who will share their innovative ideas, projects and processes as to how they manage conflict. The 2011 State Conference Team has done a great in putting together a programme of best practice in case studies and workshops as to how leading organisations are achieving excellence.

We look forward to seeing you in Wollongong and would welcome you to stay those few extra days and take advantage of the many sights the region has to offer and the tourism packages that the conference team has arranged for you.

David Laing
Senior Principal and NSW Planning Manager at Cardno
Chair 2011 State Planning Conference

Preliminary Conference Program



WEDNESDAY 28 SEPTEMBER 2011

- 12.00-5.00pm Pre conference tours
 // Tourism and coastal settlements
 // Urban sprawl v food security
 6.00pm Welcome Reception at the Bluescope Steel Gallery, Wollongong City Gallery
 Sponsored by Wollongong City Council
 7.00pm Free evening with dinner available at Novotel or experience local restaurants

THURSDAY 29 SEPTEMBER 2011

- 8.00am Conference registration
 8.50am Conference Opening and Welcome to Country
 9.00am Opening Address - to be confirmed
 9.40am Wollongong post the ICAC Inquiry: Presentation and Panel
 10.40am Cardno coffee break. Sponsored by Cardno
 11.10am The 21st century city: the Christchurch rebuild experience - Andrew Wisdom, Principal - Planning, Arup
 11.50am Engaging the Community - Dr Mark Elliott, Director, Collabforge
 12.30pm Keynote presentation: Sam Haddad, Director General, NSW Department of Planning & Infrastructure
 1.10pm Lunch break
 2.10pm Concurrent sessions

Next Gen technology in planning ePlanning - Malcolm Ryan, Warringham Council Urban feasibility model - Geoff Thompson, Department of Planning & Infrastructure	Engaging the community—when & how Rules of engagement—Michala Lander & Barbara Campna, GHD Designing community involvement for improved planning—Shay Gill, Shay Gill Consulting	Tours - depart at 2pm, returning 4.30pm • Coal & industry • Education • Downtown
---	---	--

3.10pm Cardno Coffee Break. Sponsored by Cardno
 3.40pm Practitioner workshops - Hot Topics
 Hot Topic 1: It's on for young and old: planning for all segments of our community
 // Challenging the current philosophy of planning for ageing. Gary Shiels, GSA Planning
 // How are we planning for our next generation? Margot Black, Stockland
 Hot Topic 2: to be advised
 4.40pm Close of Day 1 sessions
 4.45-5.30pm LGPN Networking session
 7.00-11.00pm Conference dinner, The Grand Ballroom, Novotel Wollongong Northbeach.

FRIDAY 30 SEPTEMBER 2011

- 7.00am Ride the Blue Mile: cycle tour of NSW Cycleways Project
 8.30am Registration & Arrival tea/coffee
 8.50am Introduction to the day's program
 9.00am Plenary: Transport - Philip Davies, AECOM Industry Director- Strategic Planning & Advisory
 9.40am Panel: A Brave New Planning Act for NSW: experiences from other jurisdictions.
 Facilitated by Dr Andrew Kelly, Faculty of Law, University of Wollongong
 10.20am Minister's Address Invited
 11.00am Cardno coffee break. Sponsored by Cardno
 11.30am Concurrent sessions

Transport & Cities Sydney's emerging high rise suburban centres - Bernard Gallagher, JBA The networked transport city - David Wilson, Leichhardt Council Active transport & co-production - Dr Richard Griffiths, Dept Planning & Infrastructure	A Brave New Act Reforming the NSW planning legislation - Dr Robyn Bartel, UNE Governance & appeal rights - Michael Mantle, The Planning Lawyer The golden opportunity - Karen Jones, Pulse Planning	Balancing Environment & Growth in the Regions Biodiversity offsets - Martin Földing, Land & Environment Planning Land use lessons from Oregon - Paul McFarland, UNE Planning in three dimensions - David Lang, Cardno
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1.00pm Lunch
 2.00pm Plenary: Innovation, Dr Gary Bowdich, Chief Executive Director, SMART Infrastructure Facility, University of Wollongong
 2.40pm Plenary: Inspiration, Timothy Horton, Commissioner, Integrated Design Commission, South Australia
 Continuous tea/coffee from 3.00pm Cardno coffee breaks.
 3.10pm Plenary—Delivery, Monica Barone & Allan Jones MBE, City of Sydney Council
 3.50pm Closing Remarks by PIA NSW President Elect
 4.00pm Conference close

Please note, this is a preliminary program and is subject to change without notice.

Innovation & Inspiration

PIA NSW State Conference 2011



Special thanks to our sponsors

Platinum sponsor



Silver sponsors



Coffee Breaks



Welcome Reception



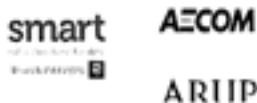
Lawyers



Keynote Speaker Sponsor



Support Sponsors



Business Sponsor



More information go to www.planning.org.au
or contact the conference contact
for the NSW State Manager

The Venue

Novotel Wollongong Northbeach is perfectly positioned to offer panoramic ocean and mountain views and easy access to the beach. The hotel is a 60 minute drive from Sydney Airport and is connected to Wollongong train station by a free shuttle service. Special conference accommodation rates extend through the weekend. Accommodation bookings should be made direct with the hotel.

Wollongong also offers a range of other accommodation in a range of prices. Visit our website for a link.



Conference tours

The Conference Organising Committee of the PIA Lawra South Coast Branch has arranged a number of local tours some of which will run as pre-conference tours and some during the conference program on Thursday.

- // Tour 1: Tourism - Northern suburbs including the Esplanade, Sea Cliff Bridge and refreshments at the Scarborough Hotel.
- // Tour 2: Education - The University of Wollongong, SMART Infrastructure facility and the Innovation Campus.
- // Tour 3: Downtown Wollongong City Centre, the City Centre Action Plan and the Esplanade.
- // Tour 4: Coal and Industry covering coal mining, road and rail to the port, a tour of the port and the coal loader.
- // Tour 5: Urban sprawl & food security including housing & agriculture, visit to Kama and urban release areas.

Getting There

From Sydney, head down the Southern Freeway past the Bulli Base exit where the road becomes Mt Quilty Road. Continue down the road until you take the Wollongong exit on the left. Drive to the roundabout and turn right. Move into the left lane and continue along the road. Turn right at traffic lights into Dunker Street. Hotel is at the end of the street.

Parking: Private indoor parking (payed)
Railway Station 1 Wollongong



For more information visit www.planning.org.au/nsw or email nsconference@planning.org.au

ITEM NO. 5

INFORMATION PAPERS

REPORT OF: TONY WICKHAM – EXECUTIVE OFFICER
GROUP: GENERAL MANAGERS OFFICE

RECOMMENDATION IS THAT COUNCIL:

Receives and notes the Information Papers listed below being presented to Council on 16 September 2011.

No:	Report Title	Page:
1	AUSTRALIAN LOCAL GOVERNMENT WOMENS ASSOCIATION (ALGWA) CONFERENCE	80

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

	Councillor John Nell Councillor Ken Jordan	It was resolved that Council receives and notes the Information Papers listed below being presented to Council on 13 September 2011.
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MATTER ARISING

331	Councillor Glenys Francis Councillor Peter Kafer	It was resolved that Council investigate hosting the ALGWA Conference in 2013.
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GENERAL MANAGERS INFORMATION PAPERS



INFORMATION ITEM NO. 1

**AUSTRALIAN LOCAL GOVERNMENT WOMENS ASSOCIATION
(ALGWA) CONFERENCE**

REPORT OF: TONY WICKHAM
GROUP: GENERAL MANAGERS OFFICE

FILE: A2004-0034V2

BACKGROUND

The purpose of this report is to present to Council the reports of Councillors who attended this Conference.

ATTACHMENTS

- 1) Report of Cr Francis;
- 2) Combined Report of Cr Kafer and Cr De Lyall.

ATTACHMENT 1

ALGWA CONFERENCE

REPORT OF: CR GLENYS FRANCIS
GROUP: GENERAL MANAGERS OFFICE
FILE: A2004-0034V2

BACKGROUND

The purpose of this report is to provide feedback in relation to the ALGWA Conference held at Blacktown on 26 – 28 May 2011 which was attended by Cr Francis, Cr De Lyall and Cr Kafer.

I must say it was probably the best conference I have attended both for the organisation and for the content.

A lot of discussion centred on commitment and leadership. Jill Baptist, President of Women Sport and Recreation NSW, ventured a new entry to the quadruple bottom line community leadership, social, environment, economic. Website for further information is www.womensportnsw.com.au.

Gosford Council have a high community profile with status of women's committee and they sponsor the Women in Business group.

Equity and equity group discussions were very enlightening. They stated that 50% of staff in Local Government are females, 25% elected members are females. Discussion ensued on promotion of Local Government being enshrined in the constitution. The Bronze Award for gender equity is the first step to equity awards. Information was obtained and sent to Anne Schmarr, Manager Organisation Development.

Ms Liz Ellis and Robin Moore were inspirational. One thing that Liz Ellis asked us all to think about was "what is your hole in the road?" What was significant enough to make you want to run for Council? I think this is a question we often need to ask ourselves in order to stay focussed and keep going.

The next conference is in Dubbo. I look forward to some of our female staff (and male staff who want to hear about good things, leadership and networking) to attend. Perhaps the Managers could encourage them – it looks a good place for a little holiday and only 4 hours drive. Many thanks for the support of the General Manager's office for the excellent organisation of the conference for those delegates who attended.

ATTACHMENTS

- 1) Conference Program.

ATTACHMENT 1

SWIFT
Strong Women Influencing Future Trends

2011
ALGWA
CONFERENCE
NSW

dian's jubilee
event
program

Blacktown City Council

Addressing 60 Years

2011 ALGWA Conference
Hosted by Blacktown City Council
26 - 28 May 2011

MC & Key Note Speaker
ROBYN MOORE

Robyn Moore is a multi skilled communicator who has been changing peoples' perception through the power of the word for over 30 years.

She has sold millions of dollars worth of products for thousands of Australian companies, entertained millions of Australians in this country's longest running radio comedy, enchanted children in animation series that are seen in over 70 countries and is considered to be one of our top speakers at national and international conferences.

Special Guest Speaker
LIZ ELLIS

Liz is one of Australia's most successful netballers ever. Until her retirement in 2007, she was captain of the Australian Netball Team and surpassed the record for most test matches played for Australia.

Liz's career highlights include 3 World Championships, 2 Commonwealth Games Gold Medals and 4 National Premierhips, as well as being named Aust's Most Valuable Player on four occasions.

In 2009, Liz became a Member of the Order of Australia (AM) in the Australia Day Honours for "services to netball and the encouragement of women in sport, and to the community through support for a range of charitable organizations".

And not forgetting, her past role as captain of the Sydney Swifts.

Key Note Speaker
DEBORAH WALLACE

Deborah's career with the Police Service spans 27 years including Detective Superintendent at the SouthEast Asian Crime Squad and presently Commander Middle Eastern Crime Squad, the first woman appointed to the position. Deborah is also involved with Father Chris Riley's Youth Off the Streets. In 2011 Deborah was awarded the Australian Police Medal (APM).



CONFERENCE

Thursday 26 MAY 2011

TIME

2:00pm to 3:00pm

3:00pm to 5:00pm

VENUE

NOVOTEL - ROOTY HILL
33 Railway Street, Rooty Hill

NOVOTEL - CONCEPT ROOMS 1 & 2
Conference Registration

THURSDAY CONFERENCE

Master of Ceremonies
ROBYN MOORE
+ Voice Over Artist

"SUCCESS WOMEN'S NETWORK"
+ Formerly: Sydney Women's Network

WORKSHOPS by Success Women's Network

- Achieving work/life balance
- Networking
- Personal development and mindset

+ Car parking facility available. Light refreshments provided



TIME

6:40pm

7:00pm to 8:30pm

VENUE

**BLACKTOWN OLYMPIC PARK
AFL/CRICKET STADIUM**
Eastern Road, Rooty Hill

+ Coaches leave from the Novotel Reception for the Mayoral Reception

+ 10 min trip

MAYORAL RECEPTION

+ Hot & Cold Canapés and beverages

+ Coaches leave for Novotel - Rooty Hill

+ Car parking available via stadium entrance

NOTE: Tickets indicated, all fares are included in conference package price
+ Beverage tickets/beer, wine & soft drinks






CONFERENCE

Friday 27 MAY 2011

TIME

7:30am to 8:00am

8:00am to 9:00am

9:00am to 5:00pm

VENUE

NOVOTEL - BOOMERANG ROOM
33 Railway Street, Rocky Hill

Heartmoves
Proudly Sponsored by Emerton Leisure Centre

Heartmoves is a gentle physical activity program for those individuals getting back into exercise. A great way to start your day.

NOVOTEL - CONCEPT ROOMS 1 & 2

Friday Conference Registration
+ Thursday delegates do not need to register

FRIDAY CONFERENCE

Welcome to Country
JACINTA TOBIN
Winner of the 2011 Blacktown International Women's Day

MC & Keynote Speaker
ROBYN MOORE
"The power of the word"

Guest/Keynote Speaker
DEBORAH WALLACE
Detective Superintendent
Be Inspired by her stories

PANEL DISCUSSION
An all women panel sourced from local government will talk about this years conference theme "Strong Women Influencing Future Trends" SWIFT. This includes questions from the floor. What question would you like addressed? You can e-mail us before the conference at: swf2011@blacktown.nsw.gov.au

+ Car parking facility available. Light refreshments provided

TIME

7:30pm to 11:00pm

VENUE

NOVOTEL - CONCEPT ROOMS 1 & 2
33 Railway Street, Rocky Hill

INFORMAL BUFFET DINNER

+ Includes beverages

+ Car parking available at Venue

NOTE: 12000 included, all items are included in conference package price.
Beverages include food, wine & soft drinks.






CONFERENCE

SATURDAY 28 MAY 2011

TIME

7:15am

7:30am - 8:30am

8:30am - 10:30am

11:00am

TOURS
12:45pm

TIME

7:00pm to 11:00pm

VENUE

**BLACKTOWN OLYMPIC PARK
AFL/CRICKET STADIUM**
Eastern Road, Rooty Hill

+ Coaches leave from the Novotel Reception for the Conference Breakfast
+ 10 min trip

BUFFET BREAKFAST

SPECIAL GUEST SPEAKERS

Liz Ellis
Commentator - Network 10 & ONE HD Football Host

Darriea Turley
ALGWA National President
"50:50 Vision - Gender Play Equity"



BLACKTOWN FESTIVAL
Rushcombe Road, Blacktown

STREETS ALIVE PARADE

**BLACKTOWN LEISURE CENTRE STANHOPE
and DENNIS JOHNSON LIBRARY**

or

ROUSE HILL HOUSE & FARM and THE PONDS

then

BLACKTOWN CITY COUNCIL ARTS CENTRE
Rushcombe Road, Blacktown

VENUE

NOVOTEL - WARATAH ROOM
23 Railway Street, Rooty Hill

FORMAL DINNER

3 Course Set Menu
+ This includes pre-dinner canapés, drinks and beverages

WOMEN OF BLACKTOWN CITY
Special Screen Presentation

NOTE + Car parking available at Venue

4





WOMEN OF BLACKTOWN CITY

NOTE: Tables indicated, all items are included in conference package price.
Drinks are included in cost of table.






SPONSORSHIP

The conference organizers are seeking corporate support and in turn offer various benefits to companies for that support. There are varying levels of sponsorship as detailed in this proposal.

Should companies wish to "mix and match" within the various levels this can most certainly be negotiated.

Also, it should be noted that on the 28th May the Conference will be run in conjunction with the Streets Alive Fiesta, the concluding event for the Blacktown Festival. It is anticipated that companies who sponsor the conference could leverage support with brand awareness on all publications for the Festival.

On 28th May over 70,000 people will visit the streets of Blacktown where there will be over 350 market stalls, a street parade and 6 performance stages.

SPONSORS & SUPPORTERS

BLACKTOWN CITY COUNCIL
EMERTON LEISURE CENTRE
SUCCESS WOMEN'S NETWORK



5

- w) www.blacktown.nsw.gov.au
- e) swift2011@blacktown.nsw.gov.au



This is an information document for the 2011 ALGWA conference. The document is subject to change without notice. Contents will be updated on an ongoing basis. Please contact Council for further details on 9839 6000.

Strong Women Influencing Future Trends



ATTACHMENT 2

**AUSTRALIAN LOCAL GOVERNMENT WOMENS ASSOCIATION
(ALGWA) CONFERENCE**

REPORT OF: CR PETER KAFER AND CR CAROLINE DE LYALL
GROUP: GENERAL MANAGERS OFFICE

FILE: A2004-0034V2

BACKGROUND

The purpose of this report is to provide feedback in relation to the ALGWA Conference which was attended by Cr Francis, Cr De Lyall and Cr Kafer.

"Strong Women Influencing Further Trends" – that was the theme for the 2011 ALGWA Conference which was held in Blacktown City from 26-28th May 2011 and from our perspective the Conference lived up this theme.

An interesting aside is that there were many registered female delegates attending the Conference but there were only two registered male delegates!

The other "theme" that struck us throughout the Conference was the genuine friendship and camaraderie that was omnipresent (Cr Kafer would not have liked a dollar for every time he was asked why he was attending though). There were NO political games that are often evident at other conferences – there was a genuine HONESTY from everyone present to meet, greet, share stories and experiences and even problem solve. The other major point was that everyone present was EQUAL whether they were a General Manger, Senior Manager, Customer Service Officer or Councillor and each and everyone we conversed with had a story to share.

The keynote speakers were all strong women who have already, and continue to, influence trends in our Society and their stories and experiences which they shared with Conference delegates elucidated the fact that every person has it in them to make positive changes that can influence who they are and the future directions the aspire to in life.

For all the positives of these several days for us there was one negative and that was the fact that Port Stephens Council was under represented at this event. It was positive to have three Councillors present but most other Local Government areas were represented by a cross section of female staff members from all areas of their organisations. The workplace and social networking that we witnessed throughout the Conference was second to none and through talking with delegates from other Local Government areas, who had attended these conferences in the past, they informed us that they had used the positives gained from the conference in a way to not only improve them as a person but to make their workplaces a more positive environment. We at Port Stephens Council should encourage participation in this

MINUTES FOR ORDINARY MEETING – 13 SEPTEMBER 2011

event through our staff and hopefully there will be a greater presence in Dubbo in 2012.

We left the Conference in no doubt that all the strong women delegates we met at this Conference will be influencing change in their lives and relationships.

NOTICES OF MOTION

NOTICE OF MOTION

ITEM NO. 1

FILE NO: A2004-0217

**REPORT IN RELATION TO 155 SALAMANDER WAY, SALAMANDER BAY
COUNCILLOR: WARD, DINGLE**

THAT COUNCIL:

- 1) Prepare a report detailing the terms and conditions of the sale contract and lease conditions for community facilities associated with the sale of Lot 555 being No 155 Salamander Way. This report is to be provided prior to the exchange of contracts.
-

Cr Peter Kafer left the meeting at 7.36pm prior to voting.
Cr Peter Kafer returned to the meeting at 7.37pm prior to voting.
Cr Caroline De Lyall left the meeting at 7.38pm prior to voting.

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

332	Councillor Frank Ward Councillor Geoff Dingle	It was resolved that Council prepare a report detailing the terms and conditions of the sale contract and lease conditions for community facilities associated with the sale of Lot 555 being No 155 Salamander Way. This report is to be provided prior to the exchange of contracts.
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**BACKGROUND REPORT OF: CARMEL FOSTER, COMMERCIAL PROPERTY
MANAGER**

BACKGROUND

Council will be negotiating a long term lease for the community facilities located on 155 Salamander Way, Salamander Bay with the proposed purchaser of the englobo parcel. The intention of the lease is to safeguard Council's interest in the land and provide protection to the existing community facilities in the longer term.

After the terms are agreed an information paper can be prepared and presented to Council before exchange of contracts.

NOTICE OF MOTION

ITEM NO. 2

FILE NO: A2004-0217; PSC2005-3143

SECURING OF FUNDS FROM HUNTER WATER CORPORATION

COUNCILLOR: KAHER, WARD, DINGLE

THAT COUNCIL:

- 1) Request that the Member for Port Stephens, Mr Craig Baumann MP, approach the relevant Minister to secure funds through the Hunter Water Corporation to secure funding to carry out an upgrade of the Campvale drain to remove the pinch point in the drain securing remaining easements and widen and clean the drain from Ferodale Road through to the Campvale Pumping Station including upgrade of the pump inlet channel.
-

Cr Caroline De Lyall returned to the meeting at 7.40pm prior to voting.

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

333	Councillor Bruce MacKenzie Councillor Geoff Dingle	It was resolved that the recommendation be adopted.
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BACKGROUND REPORT OF: JASON LINNANE, FACILITIES AND SERVICES MANAGER

BACKGROUND

Council will shortly be presented with an information paper relating to the status of all aspects of the Campvale Drain. As requested above, when this information is made available, it will be incorporated into a letter to Craig Baumann as supporting evidence.

CONFIDENTIAL ITEMS



In accordance with Section 10A, of the Local Government Act 1993, Council can close part of a meeting to the public to consider matters involving personnel, personal ratepayer hardship, commercial information, nature and location of a place or item of Aboriginal significance on community land, matters affecting the security of council, councillors, staff or council property and matters that could be prejudice to the maintenance of law.

Further information on any item that is listed for consideration as a confidential item can be sought by contacting Council.

334	Councillor John Nell Councillor Frank Ward	It was resolved that Council move into confidential session.
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CONFIDENTIAL

ITEM NO. 1

FILE NO: T11-2011, PSC2008-0528

**SHARED PATH CONSTRUCTION ALONG JAMES PATERSON STREET,
ANNA BAY T11-2011**

REPORT OF: PETER AVIS - PROJECTS SERVICES MANAGER

GROUP: FACILITIES AND SERVICES

RECOMMENDATION IS THAT COUNCIL:

- 1) Accepts the tender offered by Port Stephens Council for \$178,337.16 (ex GST) for the construction of shared path along James Paterson Street, Anna Bay.
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ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

335	Councillor John Nell Councillor Frank Ward	It was resolved that Council accepts the tender offered by Port Stephens Council for \$178,337.16 (ex GST) for the construction of shared path along James Paterson Street, Anna Bay.
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CONFIDENTIAL

ITEM NO. 2

FILE NO: T08-2011, PSC2010-3372

SHOAL BAY BOAT RAMP RECONSTRUCTION – T08-2011

REPORT OF: PETER AVIS – PROJECT SERVICES MANAGER

GROUP: FACILITIES & SERVICES

RECOMMENDATION IS THAT COUNCIL:

- 1) Accepts the tender offered by Marijan Constructions Pty Ltd for \$238,500 for the reconstruction of the Shoal Bay Boat Ramp

ORDINARY COUNCIL MEETING – 13 SEPTEMBER 2011

336	Councillor Geoff Dingle Councillor Sally Dover	It was resolved that Council accepts the tender offered by Marijan Constructions Pty Ltd for \$238,500 for the reconstruction of the Shoal Bay Boat Ramp.
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Cr Bruce MacKenzie left the meeting 8.04pm prior to voting on the Matter Arising.

MATTER ARISING

338	Councillor Glenys Francis Councillor John Nell	It was resolved that the General Manager provide Councillors with advice regarding the matter raised by the Division of Local Government concerning confidential reports to Council.
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There being no further business the meeting closed at 8.05pm.

I certify that pages 1 to 170 of the Open Ordinary Minutes of Council 13 September 2011 and the pages 171 to 183 of the Confidential Ordinary Minutes of Council 13 September 2011 were confirmed by Council at its meeting held on 27 September 2011.

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**Cr Bob Westbury
MAYOR**