

# DRAFT

## MINUTES 24 FEBRUARY 2015



Minutes of Ordinary meeting of the Port Stephens Council held in the Council Chambers, Raymond Terrace on 24 February 2015, commencing at 5.39pm.

PRESENT:

Mayor B MacKenzie; Councillors G. Dingle; C. Doohan; S. Dover; K. Jordan; P. Kafer; J. Morello; J. Nell; S. Tucker; General Manager; Corporate Services Group Manager; Facilities and Services Group Manager; Development Services Group Manager and Governance Manager.

023	<b>Councillor Ken Jordan</b> <b>Councillor Chris Doohan</b>
	It was resolved that the apology from Cr Paul Le Mottee be received and noted.

024	<b>Councillor Steve Tucker</b> <b>Councillor John Morello</b>
	It was resolved that the Minutes of the Ordinary Meeting of Port Stephens Council held on 10 February 2015 be confirmed.

	There were no Declaration of Interests received.

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# COUNCIL REPORTS

ITEM NO. 1

FILE NO: PSC2014-03407

**POLICY REVIEW: PORT STEPHENS COMMUNITY AWARDS**

REPORT OF: ROSS SMART – COMMUNICATIONS SECTION MANAGER

GROUP: DEVELOPMENT SERVICES

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**RECOMMENDATION IS THAT COUNCIL:**

- 1) Endorse the draft Port Stephens Annual Awards Policy shown at **(ATTACHMENT 1)**;
  - 2) Note the draft Port Stephens Annual Awards Guidelines shown at **(ATTACHMENT 2)**;
  - 3) Place the Port Stephens Annual Awards Policy and Guidelines on public exhibition for a period of 28 days, and should no submissions be received, adopt the policy and guidelines and revoke the Port Stephens Community Awards Policy shown at **(ATTACHMENT 3)** dated 8 February 2011 (Minute No. 011).
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**ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015****MOTION**

025	Councillor Steve Tucker Councillor Chris Doohan
	It was resolved that Council move into Committee of the Whole.

**COMMITTEE OF THE WHOLE RECOMMENDATION**

	Councillor Steve Tucker Councillor Sally Dover
	That Council: <ol style="list-style-type: none"><li>1) Endorse the draft Port Stephens Annual Awards Policy shown at <b>(ATTACHMENT 1)</b>;</li><li>2) Note the draft Port Stephens Annual Awards Guidelines shown at <b>(ATTACHMENT 2)</b>;</li><li>3) Place the Port Stephens Annual Awards Policy and Guidelines on public exhibition for a period of 28 days, and should no submissions be received, adopt the policy and guidelines and revoke the Port Stephens Community Awards Policy shown at <b>(ATTACHMENT 3)</b> dated 8 February 2011 (Minute No. 011).</li><li>4) Include the General Manager as a member of the Annual</li></ol>

## MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015

	Awards Assessment Panel, and to update the draft policy and draft guidelines accordingly.
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### MOTION

027	<b>Councillor Ken Jordan</b> <b>Councillor Chris Doohan</b>
	<p>It was resolved that Council:</p> <ol style="list-style-type: none"><li>1) Endorse the draft Port Stephens Annual Awards Policy shown at <b>(ATTACHMENT 1)</b>;</li><li>2) Note the draft Port Stephens Annual Awards Guidelines shown at <b>(ATTACHMENT 2)</b>;</li><li>3) Place the Port Stephens Annual Awards Policy and Guidelines on public exhibition for a period of 28 days, and should no submissions be received, adopt the policy and guidelines and revoke the Port Stephens Community Awards Policy shown at <b>(ATTACHMENT 3)</b> dated 8 February 2011 (Minute No. 011).</li><li>4) Include the General Manager as a member of the Annual Awards Assessment Panel, and to update the draft policy and draft guidelines accordingly.</li></ol>

### BACKGROUND

The purpose of this report is to recommend that Council adopt the draft Port Stephens Annual Awards Policy shown at **(ATTACHMENT 1)**.

The draft Port Stephens Annual Awards Policy, and the associated draft Guidelines shown at **(ATTACHMENT 2)**, were developed following the review of the existing Port Stephens Community Awards Policy, shown at **(ATTACHMENT 3)** dated 8 February 2011 (Minute No. 011).

Port Stephens Council has historically recognised outstanding contributions to the community through the delivery of an annual awards program. Awards included in the existing policy include the Freeman of Port Stephens Award, the Port Stephens Medal, the Port Stephens Service Award, and the Honorary Citizen of Port Stephens. These awards were until 2013 announced at a ceremony at Council in September each year.

Other awards distributed annually by Council, including Citizen of the Year and Young Citizen of the Year, are not referenced in the current policy and are announced during Council's annual Australia Day program of events.

## MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015

In mid-2013, as an outcome of a sustainability review into Council's Civic Events function, Council endorsed the recommendation to streamline its awards program and deliver all awards at a ceremony to be held at Riverside Park, Raymond Terrace, on Australia Day. Also to be included in this ceremony was the announcement of winners in the Sportsperson of the Year, Young Sportsperson of the Year and Event of the Year categories, which had previously been realigned to the Civic Events function as a result of an earlier Community Services sustainability review.

All awards distributed by Council are determined by a judging panel consisting of the Mayor, General Manager, at least two Councillors, a Freeman of Port Stephens (at the invitation of the Mayor), and selected members of the 355C Port Stephens Australia Day Celebration Coordinating Committee.

In the process of reviewing the existing policy, and in light of feedback received from the Mayor and Councillors Jordan and Le Mottee, staff reviewed the criteria and guidelines around each of Council's eight award categories. Feedback and further investigation unearthed a degree of confusion as to what each award meant, both for members of the judging panel and also those nominating individuals or groups for awards.

It would seem that amalgamating the award programs has helped to create this confusion at a community level, and that the revision of the policy and drafting of new guidelines would be useful in establishing clear definitions around each award category and also the number of awards Council distributes each year.

Further adding to the confusion is the number of awards programs conducted in the Port Stephens community each year. Many other organisations including financial institutions and Members of Parliament (Federal & State) offer community recognition programs, leading to difficulties in sourcing suitable nominations. For these reasons it is proposed to simplify Council's awards program through a reduction in the number of categories, from eight to five, to increase clarity for the public and also to ensure the awards retain their status. It is also proposed to streamline the nomination and assessment processes through the introduction on new guidelines.

The following amendments are proposed:

<b>Award category</b>	<b>Proposed action</b>
Freeman of Port Stephens	Retain
Citizen of the Year	Retain
Young Citizen of the Year	Retain
Port Stephens Medal	Retain
<i>Port Stephens Service Award</i>	<i>Merge with the Medal</i>
Sportsperson of the Year	Retain
<i>Junior Sportsperson of the year</i>	<i>Merge with Sportsperson</i>
<i>Event of the Year</i>	<i>Discontinue</i>

## MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015

### Assessment Panel

It is proposed that membership of the revised assessment panel still be drawn from the 355C Port Stephens Australia Day Celebrations Coordinating Committee and the Mayor, consisting of:

- The Mayor (Chair);
- Three Councillors (one from each Ward), drawn from the Port Stephens Australia Day Celebrations Coordinating Committee;
- Three community representatives, drawn from the Port Stephens Australia Day Celebrations Coordinating Committee; and
- One Freeman of Port Stephens, by invitation of the Mayor.

### Nomination and assessment process

Information about each category, eligibility and assessment processes are outlined in proposed guidelines available to the community at **(ATTACHMENT 2)**.

This review provides the opportunity to formally streamline Council's awards program, under a clear policy and set of guidelines that assist community understanding of the program, the nomination process, assessment and overall administration.

### **FINANCIAL/RESOURCE IMPLICATIONS**

There are no additional financial and/or resource implications related to the adoption of the recommendations.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes		Resources related to policy review are covered within existing budget.
Reserve Funds	No		
Section 94	No		
External Grants	No		
Other	No		

### **LEGAL, POLICY AND RISK IMPLICATIONS**

There are no legal or policy implications related to the adoption of the recommendations. The only risk implication relates to Council's reputation.

Risk	<a href="#">Risk Ranking</a>	Proposed Treatments	Within Existing Resources?
There is a risk that Council's reputation may be damaged as a result	Low	Adopt Port Stephens Annual Awards Policy.	

## MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015

of decisions made in relation to an out of date policy.			
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### SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Recognition of work that people undertake in the community is part of Council's commitment to community development. Promoting and supporting people who positively contribute to making Port Stephens a great place to live and work enhances community pride and identity. This increases participation in the community, with outcomes of strong social wellbeing.

### CONSULTATION

The current Community Awards Assessment Panel has been consulted regarding the review of the Community Awards Policy and the draft guidelines. The panel comprises of three Councillors, the Mayor, General Manager and eight (8) community representatives from various associations. The Mayor and Councillors Jordan and Le Mottee were also consulted as part of the review process.

### OPTIONS

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

### ATTACHMENTS

- 1) Draft Port Stephens Annual Awards Policy;
- 2) Draft Port Stephens Annual Awards Guidelines;
- 3) Port Stephens Community Awards Policy (Minute No. 011).

### COUNCILLORS ROOM

Nil.

### TABLED DOCUMENTS

Nil.



**ATTACHMENT 1**  
Draft Port Stephens Annual Awards Policy



**POLICY**

Adopted: 28/11/2000  
Minute No: 657  
Amended: 27/8/2002  
Minute No: 349  
Amended: 08/02/2011  
Minute No: 011  
Amended:  
Minute No.

**FILE NO:** PSC2014-03407  
**TITLE:** PORT STEPHENS ANNUAL AWARDS  
**RESPONSIBLE OFFICER:** COMMUNICATIONS SECTION MANAGER

**BACKGROUND**

Port Stephens Council recognises outstanding contributions of members of the Port Stephens community through the delivery of an annual awards program. The peak award is the Freeman of Port Stephens, followed by the Citizen of the Year, Young Citizen of the Year, Port Stephens Medal, and Sportsperson of the Year. These Annual Awards will provide further opportunity for Council to formally recognise those people who provide outstanding or distinguished service to the community and enhance community pride and spirit.

**OBJECTIVE**

The objective of this policy is to recognise groups and individuals that contribute to the achievement of Council's vision of:

***"Port Stephens-A great lifestyle in a treasured environment"***

The awards recognise outstanding service, effort and achievements to groups, individuals and events that contribute to Council's sustainability goals in the areas of:

- 1) Community development & wellbeing
- 2) Sustainable economic development
- 3) Protecting and enhancing the natural environment

**PRINCIPLES**

- 1) Council's vision can only be achieved through the voluntary contribution of it's citizens;
- 2) Council recognises the service that these groups and individuals make to the community; and
- 3) Eligibility for the awards is based on objective criteria to ensure awards recipients are determined following a merit-based approach.

#### **POLICY STATEMENT**

Port Stephens Council relies on community members to achieve it's vision for Port Stephens. Council has a system of Annual Awards to recognise individuals and groups who, through outstanding effort, service and achievement, have contributed to the promotion of the community values of Port Stephens.

#### **The Port Stephens Annual Awards Assessment Panel**

The Port Stephens Annual Awards Assessment Panel is comprised of:

- The Mayor (Chair);
- Three Councillors (one from each Ward), drawn from the Port Stephens Australia Day Celebrations Coordinating Committee;
- Three community representatives, drawn from the Port Stephens Australia Day Celebrations Coordinating Committee; and
- One Freeman of Port Stephens (by invitation of the Mayor).

The role of the Panel is to receive and consider nominations in accordance with the criteria and recommend recipients for each category of award.

#### **Determination of Award Recipients**

The Mayor has delegated authority under this policy to determine the awards on the recommendation of the Port Stephens Annual Awards Assessment Panel.

#### **RELATED POLICIES**

- 1) Port Stephens Community Strategic Plan
- 2) Code of Conduct

#### **SUSTAINABILITY IMPLICATIONS**

#### **SOCIAL IMPLICATIONS**

Council has a role to play in providing recognition to people and/or groups that contribute to the social wellbeing of Port Stephens. Award nominations are a measure of the capacity building that volunteering and community work contributes to our society. The positive social implications are increased community pride and engagement with our citizens.

**ECONOMIC IMPLICATIONS**

The delivery of an annual awards program that recognises high achievers in the Port Stephens community provides recognition, endorsement and exposure to worthwhile individuals and the organisations they may serve. This in turn may assist those individuals or groups with further fundraising, thereby increasing their ability to deliver ongoing work in the community. It also generates reputational benefit for Council.

**ENVIRONMENTAL IMPLICATIONS**

Recognition, endorsement and exposure provided to award winners, particularly those involved in work related to the Port Stephens natural environment, has the capacity to increase the ability of individuals and groups to deliver ongoing work in the community.

**RELEVANT LEGISLATIVE PROVISIONS**

- 1) Local Government Act 1993

**IMPLEMENTATION RESPONSIBILITY**

Community Development and Engagement Coordinator.

**PROCESS OWNER**

Communications Section Manager

**REVIEW DATE**

March 2017

**ATTACHMENT 2**  
Draft Port Stephens Annual Awards Guidelines

TRIM FILE No: PSC2014- 03407

**PORT STEPHENS ANNUAL AWARDS**

**GUIDELINES**

Port Stephens Council values the outstanding contributions made to the Port Stephens community by various groups and individuals throughout the region. The Port Stephens Annual Awards provide an opportunity for Port Stephens Council to formally recognise these efforts.

There are five award categories:

**1. FREEMAN OF PORT STEPHENS**

This honour recognises a distinguished citizen (or citizens) who have contributed eminent services to the community of Port Stephens or the wider community over many years. It may be awarded for outstanding achievement in the highest order for service to Port Stephens, Australia or general society.

Council is not obligated to award the Freeman of Port Stephens every year.

Retired Councillors with 10 years or more service (continuous or otherwise) as an elected Councillor are automatically granted the honorary title of Freeman of Port Stephens.

The General Manager (or delegate) shall keep a recorded list called the Freemans' Roll which shall be placed on display in the public area of the Council Chamber.

The Freeman of Port Stephens shall be invited to relevant and/or significant Councils events and functions, including the presentation of the Annual Awards.

The Council will provide a suitable insignia, badge or prestigious identification, which may be worn by the recipient on formal occasions.

**2. CITIZEN OF THE YEAR**

The Port Stephens Citizen of the Year award recognises the services of an individual citizen (or individual citizens) who has made a significant and demonstrable contribution to the community over the preceding 12 month period.

The selection criteria for Citizen of the Year nominees are:

- The nominee must have made a significant contribution to the community;
- The nominee should be an inspirational role model for the community;
- The scope of impact the nominee's contribution has had on the local government area.

The General Manager (or delegate) shall keep a recorded list of Citizen of the Year winners which shall be placed on display in the public area of the Council Chamber.

The Citizen of the Year shall be invited to attend the following year's awards ceremony, as well as to appropriate Council functions as required in the 12 months following their receipt of the award.

### **3. YOUNG CITIZEN OF THE YEAR**

The Port Stephens Young Citizen of the Year award recognises the services of an individual citizen (or individual citizens) who has made a significant and demonstrable contribution to the community over the preceding 12 month period.

The Port Stephens Young Citizen of the Year should be aged 25 years or under on the day the honour is awarded.

The selection criteria for Young Citizen of the Year nominees are:

- The nominee must have made a significant contribution to the community;
- The nominee should be an inspirational role model for the community;
- The scope of impact the nominee's contribution has had on the local government area.

The General Manager (or delegate) shall keep a recorded list of Young Citizen of the Year winners which shall be placed on display in the public area of the Council Chamber.

The Young Citizen of the Year shall be invited to attend the following year's awards ceremony, as well as to appropriate Council functions as required in the 12 months following their receipt of the award.

### **4. PORT STEPHENS MEDAL**

The Port Stephens Medal is awarded to individuals, organisations or groups for distinguished service to the community of Port Stephens over the previous 12 months or a number of years.

The selection criteria for the Port Stephens Medal nominees are:

- Exercising community leadership;
- Promoting the principles of cultural diversity and social equity;
- Started a valuable new local initiative;
- Shows a tireless approach to community life and participation.

### **5. SPORTSPERSON OF THE YEAR**

The Sportsperson of the Year award is awarded to individuals who have exhibited outstanding service to the sporting community of Port Stephens over the previous 12 months. Service to the sporting community may be via on field pursuits as a participant or competitor, or through the outstanding delivery of administrative functions.

The selection criteria for the Sportsperson of the Year award nominees are:

- Achieved significant sporting success throughout the year; and/or
- Contributed to significant sporting success for a particular, or a number of, sport/s.

#### **Nomination process**

- Nominations can be made by the community at any time of year until the closure date;
- The nomination closure date will be in November of each year and will be communicated via Council's website and other communications channels at Council's discretion;
- Any nomination submitted after the publicised closure date will be accepted into the next round of annual awards;
- Each nomination will be acknowledged by Council in writing;
- Nominations are to be submitted through Council's website using the online nomination form;
- While nominations may be made in specific categories, the assessment panel is ultimately responsible for matching nominees to categories. Panel members may allocate a nominee to a category at its discretion and without communicating the decision to the person responsible for submitting the nomination.

#### **Assessment process**

The assessment of the nominations will be undertaken by an assessment panel made up of the following members:

- The Mayor (Chair);
- Three Councillors - one from each Ward - drawn from the Port Stephens Australia Day Celebrations Coordinating Committee;
- Three community representatives drawn from the Port Stephens Australia Day Celebrations Coordinating Committee; and
- One Freeman by invitation of the Mayor each year.

The role of the Panel is to receive and consider nominations in accordance with the criteria and to make recommendations to the Mayor in respect of each award category.

The Assessment Panel is responsible for choosing the category for which the individual's or group's nomination will be assessed and awarded.

The assessment is based on information provided in the nomination form only. Panel members are forbidden to base their decisions on existing or prior knowledge of the nominated person/s or group/s under assessment.

The Panel reserves the right not to recommend an award in any category in any year. This includes Freeman of Port Stephens.

Nominations are scored according to a preference vote, which is determined by the weighting of the total preferences. All assessments are confidential and the panel's recommendations are presented to the Mayor who then determines the awards.

**Final determination of award winners**

The Mayor has delegated authority under the Annual Awards Policy to determine the awards on the recommendation of the Assessment Panel.

**Judging Criteria and Conditions of Entry**

Outstanding achievement or contribution towards Port Stephens's community values will be the principle basis for the awards. The community values are:

- Honest
- Safety
- Fairness
- Community Spirit
- Friendliness
- Having a say
- Support and connectedness
- Tolerance of difference
- Sustainability
- Life choices

Award recipients will be individuals or groups who through their efforts espouse these values and show that individually and together we can make a difference. Their contribution may be at a local, national or international level. They will be seen as role models for the community.

The awards will recognise people who contribute in any area of endeavour including social justice and welfare, arts and cultural activities, education and youth development, the environment, business and sustainable economic development, sport, science and technology and academic achievement.

Above all the recipients will be able to demonstrate their contribution through results, focus, determination, creativity, commitment, enthusiasm and the pursuit of excellence.

Recipients can be:

- 1) Either volunteers or paid employees;
- 2) The recipient of an award on more than one occasion

To be eligible for nomination nominees must be:

- 1) Residents of Port Stephens, except in exceptional circumstances, which is determined by the Assessment Panel;
- 2) Nominated by others and not themselves;
- 3) Fit within one or more of the categories outlined above.

An award may be awarded more than once to a particular person or group, at the sole discretion of the Assessment Panel.

**Presentation Ceremony**

The Port Stephens Annual Awards will be presented annually on Australia Day, 26 January, at a civic function organised by Port Stephens Council.

**Contact**

Port Stephens Council  
Community Development and Engagement Team  
Tel 4980 0255  
council@portstephens.nsw.gov.au

**Related policies**

Port Stephens Annual Awards Policy  
Port Stephens Community Strategic Plan  
Code of Conduct

**Review date**

March 2017



### ATTACHMENT 3

Port Stephens Community Awards Policy (Minute No. 011)



Adopted: 28/11/2000  
Minute No: 657  
Amended: 27/08/2002  
Minute No: 349  
Amended: 08/02/2011  
Minute No: 011

**FILE NO: PSC2010-05074**

**TITLE: PORT STEPHENS COMMUNITY AWARDS**

#### **BACKGROUND**

Port Stephens Council has previously recognised outstanding contributions through the Freeman of Port Stephens Award. It is also involved in other awards such as the Citizen and Young Citizen of the Year, which is judged and awarded by the Port Stephens Australia Day Committee. Council believes that these Community Awards will provide further opportunity to recognise those people who selflessly provide service to the community.

#### **OBJECTIVE**

The objective of this policy is to recognise groups and individuals that contribute to the achievement of Council's vision of

***"Port Stephens –A great lifestyle in a treasured environment".***

In particular, the Awards will recognise outstanding service, effort and achievements to groups and individuals that contribute to the Council's sustainability goals in the areas of:

- ***Social well-being;***
- ***Sustainable economic development;***
- ***Protecting and enhancing the natural environment.***

#### **PRINCIPLES**

- Council's vision can only be achieved through the voluntary contribution of its citizens;
- Council should provide recognition of the service that these groups and individuals make to the community.

- Eligibility for the awards should be based on objective criteria to ensure they are properly perceived by the community as based on merit and not bias of any description;

#### **POLICY STATEMENT**

Port Stephens Council relies on members of the general community to achieve its vision for Port Stephens. Council has instituted a system of Community Awards to recognise individuals and groups who, through outstanding effort, service and achievement, have contributed to the promotion of the community values of Port Stephens.

Under this Policy there will be three (3) categories of Community Awards:

##### **Freeman of Port Stephens**

This honour is awarded to recognise distinguished persons and citizens who have contributed eminent services to the community of Port Stephens or the wider community.

It may be awarded for outstanding achievement in the highest order for service to Port Stephens, Australia or humanity in generally. A distinguished person who is not a citizen of Port Stephens may be appointed an Honorary Freeman.

Retired Councillors with 10 years or more service (continuous or otherwise) as an elected Councillor, shall automatically be granted the honorary title of Freeman of Port Stephens.

The General Manager shall keep a recorded list called the Freeman's' Roll which shall be placed on display in the public area of the Council Chamber.

The Council will provide a suitable insignia, badge or prestigious identification, which may be worn by the recipient on formal occasions.

##### **The Port Stephens Medal**

The Port Stephens Medal is awarded to individuals for distinguished service of a high degree to the community of Port Stephens.

A distinguished person who is not a citizen of Port Stephens may be awarded an honorary medal.

##### **The Port Stephens Service Award**

The Port Stephens Service Award is awarded to individuals, organisations or groups for services to a specific locality, field of activity or group within the community.

#### **Honorary Citizen of Port Stephens**

This is a special award for persons who are not residents of Port Stephens and who have contributed to the Port Stephens Local Government Area in the areas of:

- Exercising community leadership;
- Promoting the principles of cultural diversity;
- Promotion of international understanding, world peace culture and sustainability.

#### **Judging Criteria and Conditions of Entry**

Outstanding achievement or contribution towards Port Stephens's community values will be the principle basis for the awards. The community values are:

- Honesty;
- Safety;
- Fairness;
- Community Spirit;
- Friendliness;
- Having a say;
- Support and connectedness;
- Tolerance of difference;
- Sustainability;
- Life choices;

Award recipients will be individuals or groups who through their efforts espouse these values and show that individually and together we can make a difference. Their contribution may be at a local, national or international level. They will be seen as role models for the community.

The awards will recognise people who contribute in any area of endeavour including social justice and welfare, arts and cultural activities, education and youth development, the environment, business and sustainable economic development, sport, science and technology and academic achievement.

Above all the recipients will be able to demonstrate their contribution through results, focus, determination, creativity, commitment, enthusiasm and the pursuit of excellence.

To be eligible for nomination nominees must be:

- 1) Residents of Port Stephens except in exceptional circumstances;
- 2) Nominated by others and not themselves;

**The Port Stephens Community Awards Panel**

The Port Stephens Community Awards Panel is comprised of The Mayor of Port Stephens, The General Manager of Port Stephens Council and three distinguished persons nominated by Council.

The role of the Panel is to receive and consider nominations in accordance with the criteria and to make recommendations to the Mayor in respect of each category of award.

**Mayor to Make Awards**

The Mayor has delegated authority under this policy to make the awards on the recommendation of the Community Awards Panel and after appropriate consultation with all Councillors.

**Presentation Ceremony**

The Port Stephens Community Awards will be presented annually at a civic function organised by the Council.

**RELATED POLICIES**

Nil

**REVIEW DATE**

November 2013

**RELEVANT LEGISLATIVE PROVISIONS**

Local Government Act, 1993

**IMPLEMENTATION RESPONSIBILITY**

Communications and Customer Relations section

ITEM NO. 2

FILE NO: PSC2013-05351

**EXTINGUISHMENT OF CURRENT EASEMENT AND ACQUISITION OF REPLACEMENT EASEMENT OVER LOT 3 DP834720 BEING 4133 NELSON BAY ROAD, ANNA BAY**

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

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**RECOMMENDATION IS THAT COUNCIL:**

- 1) Resolve to extinguish an existing Easement to Drain Water 3 wide over Lot 3 DP834720 benefiting Council;
- 2) Resolve to create a replacement Easement to Drain Water 6 wide as shown on DP1200992 benefiting Council;
- 3) Grants authority to affix Council Seal and Signatures to the Deposited Plan Administration Sheet and Transfer Granting Easement for Proposed Easement to Drain Water 6 wide over Lot 3 DP834720 prior to lodgement at Land & Property Information (LPI) in Sydney;
- 4) Authorises the General Manager or delegated officer to endorse the Cancellation or Extinguishment of Easement document prior to lodging at LPI.

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**ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015  
COMMITTEE OF THE WHOLE RECOMMENDATION**

	<b>Councillor John Morello</b> <b>Councillor Steve Tucker</b>
	That the recommendation be adopted.

**MOTION**

<b>028</b>	<b>Councillor Ken Jordan</b> <b>Councillor Chris Doohan</b>
	It was resolved that Council: <ol style="list-style-type: none"><li>1) Resolve to extinguish an existing Easement to Drain Water 3 wide over Lot 3 DP834720 benefiting Council;</li><li>2) Resolve to create a replacement Easement to Drain Water 6 wide as shown on DP1200992 benefiting Council;</li><li>3) Grants authority to affix Council Seal and Signatures to the Deposited Plan Administration Sheet and Transfer Granting Easement for Proposed Easement to Drain Water 6 wide over Lot 3 DP834720 prior to lodgement at Land &amp; Property Information (LPI) in Sydney;</li></ol>

## MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015

	4) Authorises the General Manager or delegated officer to endorse the Cancellation or Extinguishment of Easement document prior to lodging at LPI.
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### BACKGROUND

The purpose of this report is to extinguish an existing Easement to Drain Water over 4133 Nelson Bay Road, Anna Bay - Lot 3 DP834720 (**ATTACHMENT 1**) and create a replacement Easement to Drain Water over Lot 3 DP834720 at Anna Bay as requested by the property owners and agreed to by both Council and RMS.

To enable the upgrade of Nelson Bay Road by Roads & Maritime Services (RMS) it was realised that the pipes within the current 3 metre wide easement were no longer sufficient to carry stormwater from the new road, therefore an increase in pipe size was required, which also required an increase in the width of the easement.

While not formally confirmed by survey, anecdotal reports suggest that the landowner has constructed improvements over the current 3 metre wide easement. An agreement was reached between all parties (property owners, RMS and Council) to relocate the easement to the western boundary of the property and widen the easement to 6 metres as shown on DP1200992 (**ATTACHMENT 2**) rather than have the property owners remove any structures that may have been constructed over the current 3 metre wide easement.

Endorsement of the Deposited Plan Administration Sheet, Transfer Granting Easement (TGE) and Cancellation or Extinguishment of Easement by Council prior to lodgement at LPI is required to allow registration and notation on the Certificate of Title.

### FINANCIAL/RESOURCE IMPLICATIONS

Minimal cost to Council as no compensation is payable to the property owner - this was paid when the original easement was acquired (approx. 1993) and the property owner benefits from the easement being relocated from the centre to the side boundary of the property. As Council will be the benefiting party and RMS required the pipe enlargement, a Deed of Agreement was prepared which stipulates who is responsible for the associated costs for the relocation of the easement and pipes; Council to cover cost of - Certificate of Title production and registration of required documents at LPI and RMS to cover cost of - survey and construction works both of which are now complete.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes	1,600	LPI fees and charges, property owners' legal fees/mortgage discharge fees.

**MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015**

Reserve Funds	No		
Section 94	No		
External Grants	No		
Other	No		

**LEGAL, POLICY AND RISK IMPLICATIONS**

Actions fall under the *Local Government Act 1993*, *Roads Act 1993*, *Land Acquisition (Just Terms Compensation) Act 1991*, *Conveyancing Act 1919* and *Real Property Act 1990*. There are no Council policies involved.

<b>Risk</b>	<b><a href="#">Risk Ranking</a></b>	<b>Proposed Treatments</b>	<b>Within Existing Resources?</b>
There is a risk that if the new easement is not registered Council will not have access to the new infrastructure for necessary inspections and repairs.	Medium	Adopt the recommendations.	Yes
There is a risk that if the relocation of the easement is not agreed to by Council, delays and possible litigation by the property owner would be probable if they have to move structures.	Low	Adopt the recommendations.	Yes

**SUSTAINABILITY IMPLICATIONS**

Includes Social, Economic and Environmental Implications

The extinguishment and relocation of the easement will provide a benefit to this and surrounding properties with the controlled drainage of stormwater to reduce the possibility of inundation. It will also reduce impact on the property owner with possible building relocation/adjustment to avoid the current easement no longer required.

**CONSULTATION**

- 1) Civil Assets Engineer;
- 2) Senior Survey and Land Information Manager;
- 3) Land Acquisition and Development Manager;
- 4) Property Officer;
- 5) Roads & Maritime Services;
- 6) Legal Services Manager;
- 7) Council Drainage Engineer;
- 8) Property Owners.

**OPTIONS**

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

**ATTACHMENTS**

- 1) Deposited Plan 834720;
- 2) Deposited Plan 1200992;
- 3) Location Plan.

**COUNCILLORS ROOM**

Nil.

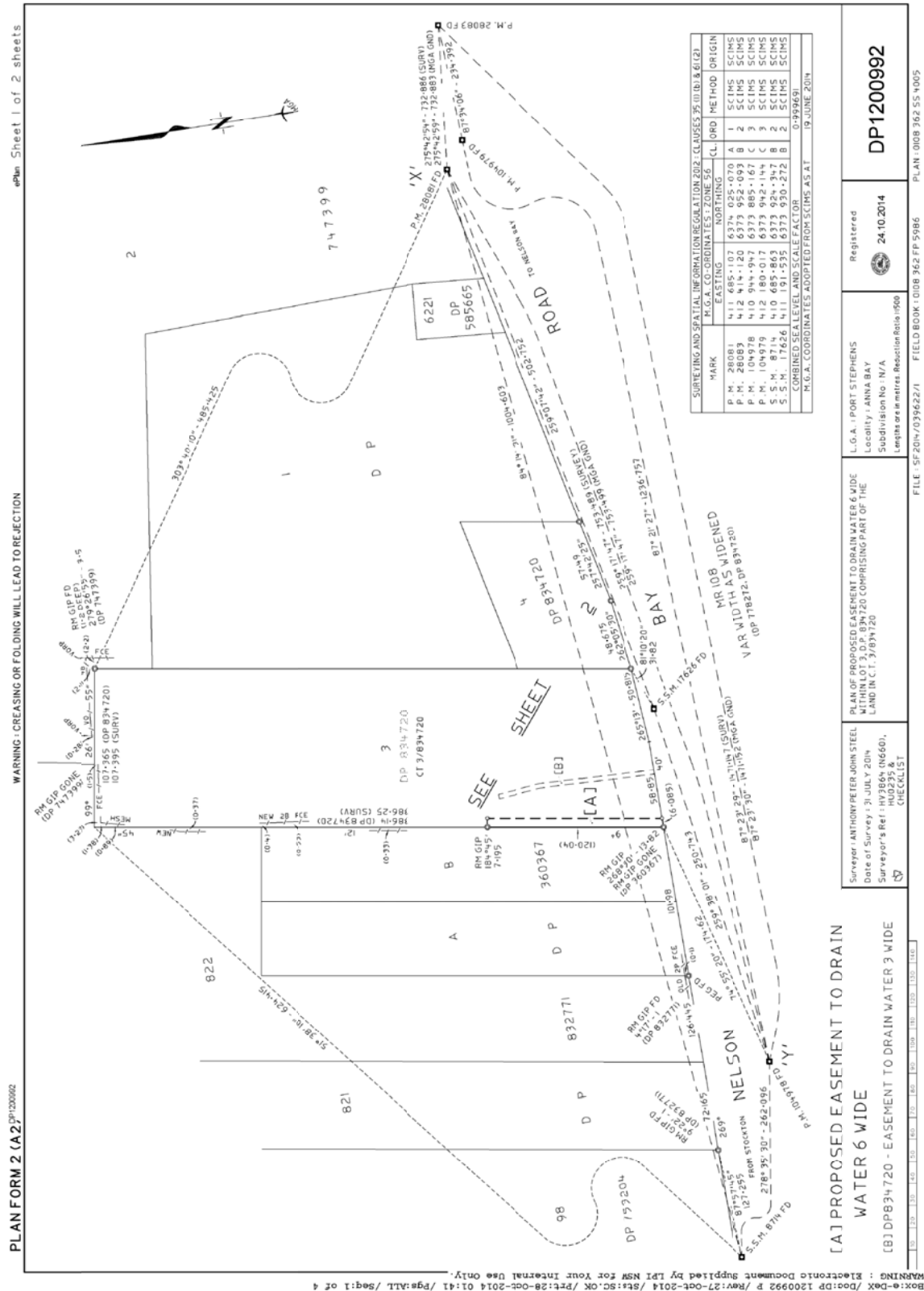
**TABLED DOCUMENTS**

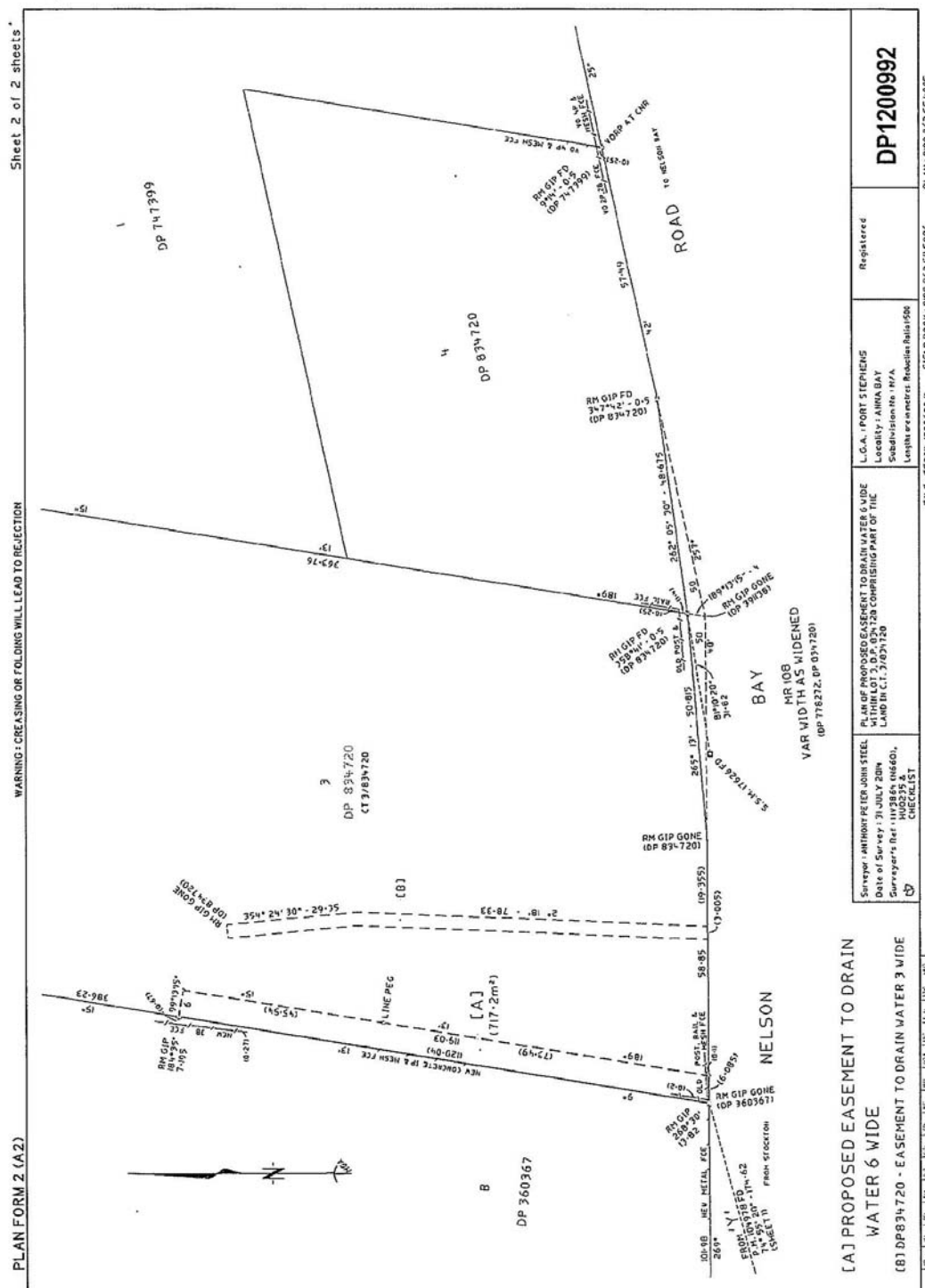
Nil.



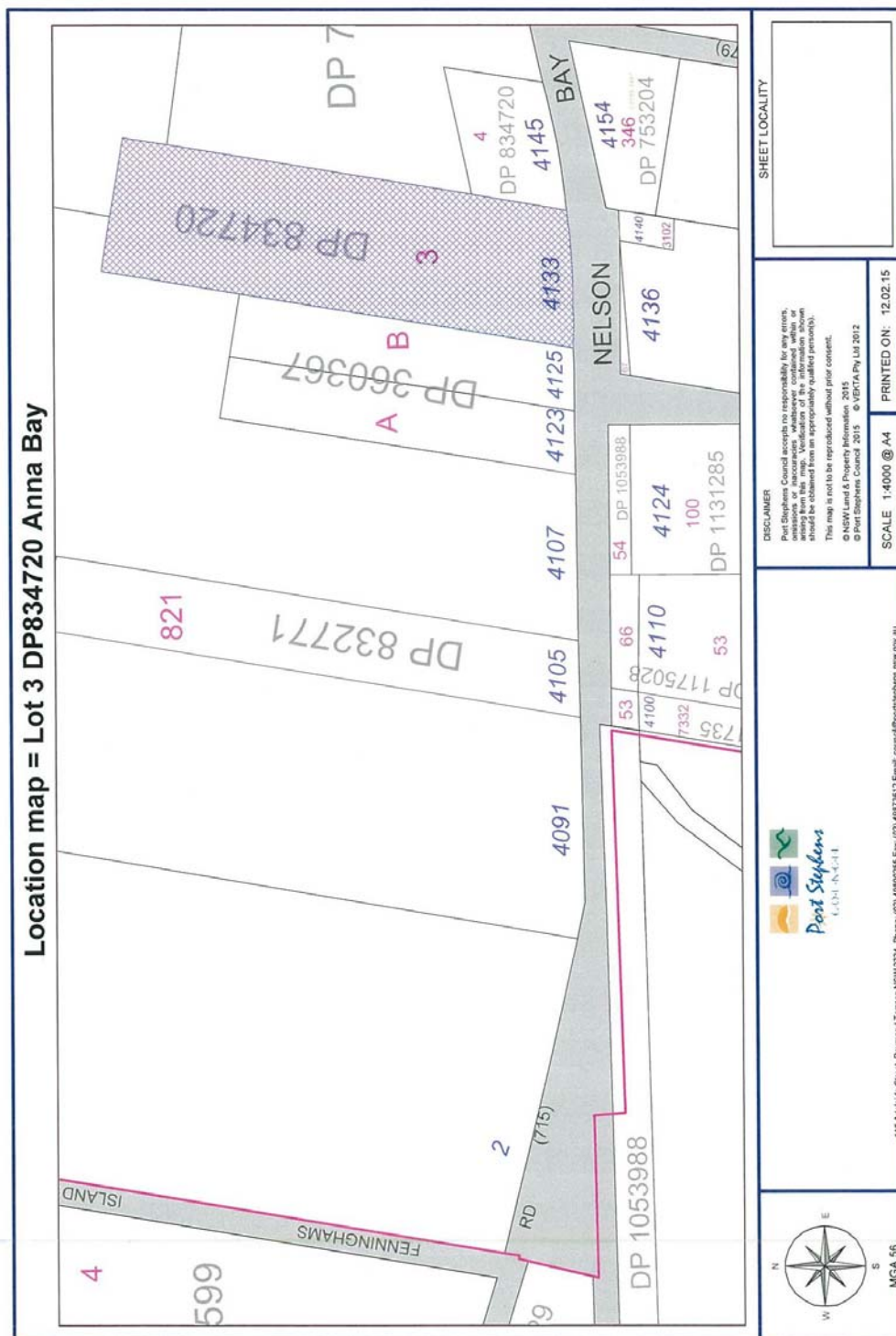
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ATTACHMENT 2





ATTACHMENT 3



ITEM NO. 3

FILE NO: A2004-0790

**REZONING OF COUNCIL OWNED LAND AT 795 MEDOWIE ROAD  
MEDOWIE****REPORT OF: CARMEL FOSTER – GROUP MANAGER CORPORATE SERVICES**  
**GROUP: CORPORATE SERVICES****RECOMMENDATION IS THAT COUNCIL:**

- 1) Resolve to formally submit a Planning Proposal for part of the Council owned site as identified and detailed in the body of this report, for Council's consideration as the land owner;
- 2) Resolve to approve funding required to prepare the Planning Proposal and the Rezoning Request as detailed in the body of this report.

**ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015  
COMMITTEE OF THE WHOLE RECOMMENDATION**

	<b>Councillor John Nell</b> <b>Councillor Steve Tucker</b>
	That the recommendation be adopted.

In accordance with Section 375 (A) of the Local Government Act 1993, a division is required for this item.

Those for the Motion: Mayor Bruce MacKenzie, Crs Peter Kafer, Ken Jordan, Chris Doohan, Steve Tucker, Geoff Dingle, John Nell, John Morello and Sally Dover.

Those against the Motion: Nil.

**MOTION**

029	<b>Councillor Ken Jordan</b> <b>Councillor Chris Doohan</b>
	It was resolved that Council: <ol style="list-style-type: none"><li>1) Resolve to formally submit a Planning Proposal for part of the Council owned site as identified and detailed in the body of this report, for Council's consideration as the land owner;</li><li>2) Resolve to approve funding required to prepare the Planning Proposal and the Rezoning Request as detailed in the body of this report.</li></ol>

## MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015

In accordance with Section 375 (A) of the Local Government Act 1993, a division is required for this item.

Those for the Motion: Mayor Bruce MacKenzie, Crs Peter Kafer, Ken Jordan, Chris Doohan, Steve Tucker, Geoff Dingle, John Nell, John Morello and Sally Dover.

Those against the Motion: Nil.

### BACKGROUND

The purpose of this report is to gain a Council resolution to fund and prepare a Planning Proposal and a Rezoning Request for the Council owned site (the Site) identified in this report.

Council owns the Site at 795 Medowie Rd Medowie being Lot 240 DP1027965 with an area of 5.99 hectares. The Site is classified as Operational Land and is currently zoned "R2 Low Density Residential" and "RE1 Public Recreation" under the Port Stephens Local Environmental Plan 2013, as amended (**ATTACHMENT 1**). The Site is irregular in shape with two frontages to Medowie Road and a frontage to the northern end of Peppertree Road.

The majority of the land to the south of the Site is zoned "B2 Local Centre". The B2 Local Centre land fronts the north side of Ferodale Road and both sides of Peppertree Road. The older Coles Supermarket and the more recent Woolworths Supermarket have access to and from Peppertree Road.

It is intended to rezone the Site to "B2 Local Centre".

The rezoning request is consistent with the Medowie Strategy (as amended in 2013) and the current strategy works being undertaken at the moment. The rezoning process will require a Planning Proposal to be developed and this can be undertaken concurrently with the Medowie Strategy development. The rezoning process could take up to two years therefore it is prudent to obtain Council endorsement to commence the process so that the outcomes will be achieved in a timely manner.

The commercial precinct of Medowie will make available to the market commercial land to meet anticipated growth for commercial services as Medowie continues population growth.

### FINANCIAL/RESOURCE IMPLICATIONS

Council will be liable for the payment of fees for the preparation of the Planning Proposal and the Rezoning Request.

The Planning Proposal will cost in the vicinity of \$5,000-\$10,000, to be prepared by an external consultant to be submitted to Council's Strategic Planning unit. There may be additional supporting studies required, however, the need for these and requisite cost is unknown at this time.

## MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015

The Rezoning Request will be a Category B request which attracts the following Council fees:-

- Stage 1 \$10,500
- Stage 2 \$21,500
- Stage 3 \$ 7,500
- Total \$39,500

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	No		
Reserve Funds	Yes	49,500	Funds are available in the Property Reserve to fund the planning proposal and Council fees.
Section 94	No		
External Grants	No		
Other	No		

### LEGAL, POLICY AND RISK IMPLICATIONS

This report seeks Council resolution to prepare a Planning Proposal along with funding to complete these actions. The proposed lodgement (as landowner) will be consistent with Council's adopted policy for the procedure for a request to amend Port Stephens LEP 2013. Upon completion of the Planning Proposal, a further report will be submitted to Council to consider the adoption of the Planning Proposal and forward to the Department of Planning and Environment to seek Gateway determination.

#### Lower Hunter Regional Strategy

This Strategy identifies Medowie as an urban release area. The boundaries of this urban release area are defined by the Medowie Strategy Structure Plan which includes the Site.

#### Port Stephens Planning Strategy 2011

This Strategy is the overarching strategic planning document that guides strategic land use with the Port Stephens LGA. The Strategy adopts the Medowie Strategy as a town with the potential to yield 3,105 residential dwelling lots over the next 20 to 25 years via new subdivisions and urban infill development. This Strategy forecasts an increase in demand for commercial/retail floor space with the Medowie Strategy proposing to add a further 12 hectares of commercial land.

#### Medowie Strategy

This revised Strategy was adopted by Council in April 2013 and provides a framework for considering rezoning requests in the area. The Site is identified as part of future commercial land requirements to support the proposed long term population growth of Medowie.

**MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015**

<b>Risk</b>	<b><a href="#">Risk Ranking</a></b>	<b>Proposed Treatments</b>	<b>Within Existing Resources?</b>
There is a risk that Medowie will have no retail/commercial land available for future development if the Planning Proposal/Rezoning does not proceed.	High	Adopt the recommendations.	Yes

**SUSTAINABILITY IMPLICATIONS**

Includes Social, Economic and Environmental Implications

Rezoning of part of the Site will enable the development of further retail/commercial uses anticipated as necessary to support the population growth of Medowie. These further retail/commercial uses will create jobs, reduce escape expenditure and further consolidate Medowie as a Town Centre.

The Site is noted as bush fire prone, however, is cleared to the east of Peppertree Rd where the rezoning is proposed. The Site is timbered to the west leading down to a local stormwater watercourse adjacent to Yulong Park. The western third of the Site is subject to flood planning requirements, koala habitat, Endangered Ecological Community. It is proposed that this western third will remain as currently zoned.

**CONSULTATION**

As part of the current review of the Medowie Strategy, Council has established a Community Panel as a reference group for this review process. The Panel will be briefed on this matter as it relates to the review of the Strategy, and in particular the master planning of the Medowie Town Centre.

- 1) Land Acquisition and Development Manager;
- 2) Property Development Coordinator;
- 3) Strategy & Environment Section Manager;
- 4) Strategic Planning Coordinator.

**OPTION**

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



**ATTACHMENTS**

- 1) Medowie 2013 Zoning Plan.

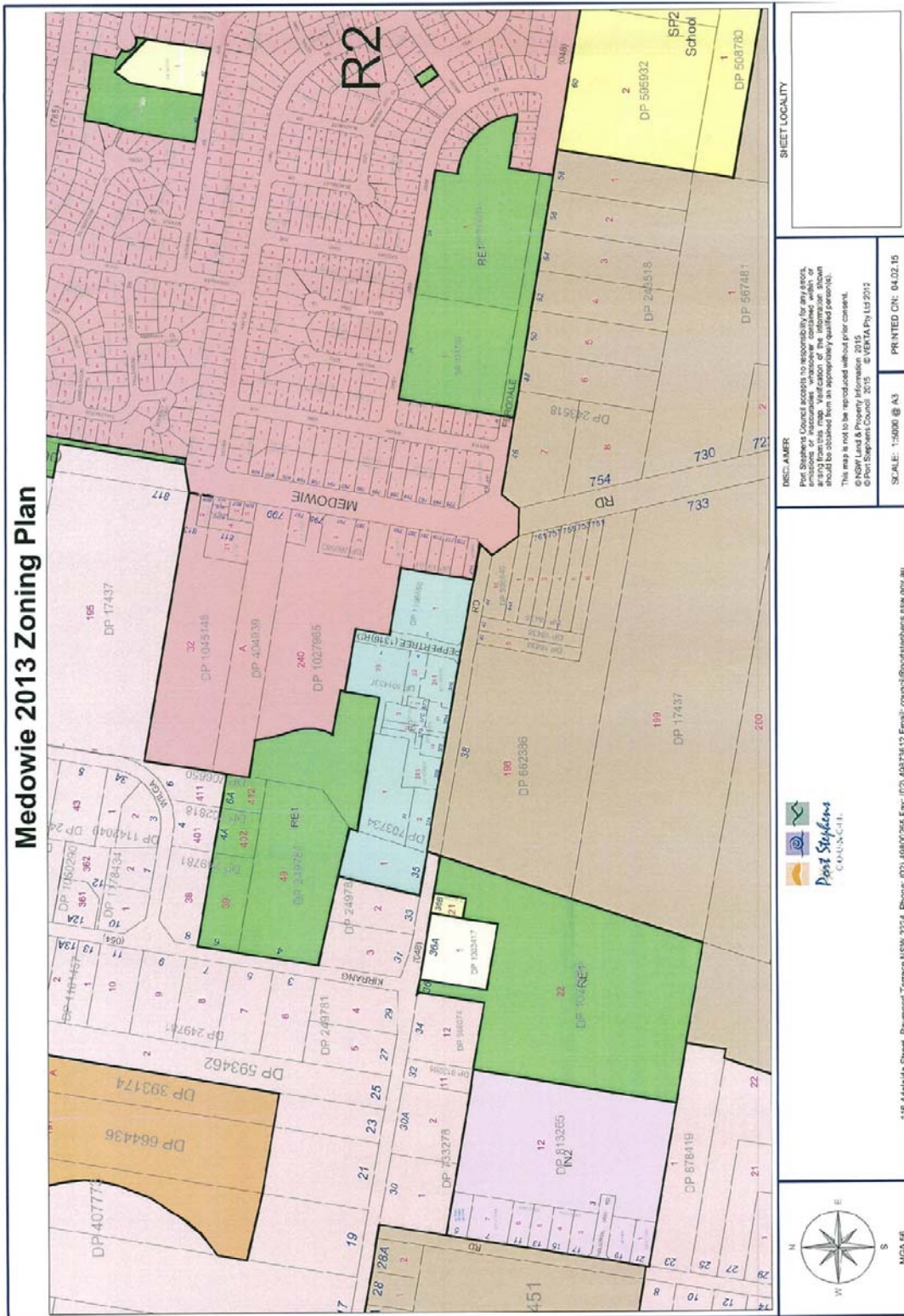
**COUNCILLORS ROOM**

Nil.

**TABLED DOCUMENTS**

Nil.

ATTACHMENT 1



ITEM NO. 4

FILE NO: T13-2014

**TENDER T13-2014 – HIRE OF PLANT & EQUIPMENT****REPORT OF: TIM HAZELL – FINANCIAL SERVICES SECTION MANAGER****GROUP: CORPORATE SERVICES****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 Item 4 Tender T13-2014 – Hire of Plant & Equipment on the Ordinary Council agenda namely Tender T13-2014 – Hire of Plant & Equipment.
- 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 Tender T13-2014 – Hire of Plant & Equipment.
- 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.
- 5) Accept all conforming tender submissions on a best fit for purpose basis as a panel source supplier for the tender period of fifteen (15) months from 1 April 2015 until 30 June 2016, with an option, in favour of Port Stephens Council, of further twelve (12) months by twelve (12) month extension.

**ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015  
COMMITTEE OF THE WHOLE RECOMMENDATION**

	Councillor John Nell Councillor Peter Kafer
	That the recommendation be adopted

**MOTION**

030	<b>Councillor Ken Jordan</b> <b>Councillor Chris Doohan</b>
	It was resolved that Council accept all conforming tender submissions on a best fit for purpose basis as a panel source supplier for the tender period of fifteen (15) months from 1 April 2015 until 30 June 2016, with an option, in favour of Port Stephens Council, of further twelve (12) months by twelve (12) month extension.

**BACKGROUND**

The purpose of this report is for Council to consider and determine the preferred panel of tenderers for the supply of supplementary plant and equipment.

Council requires the services of plant and equipment to supplement its own fleet and gain the use of specialised equipment to ensure efficient delivery of services. Entering into a fifteen (15) month contract with an option to renew for twelve (12) months by twelve (12) month period ensures Council will receive the best market rates and value for money for these services.

Submissions were evaluated using a "Value Selection" method which scores each submission based on a weighted score for each assessment criteria.

With a variety of plant and equipment included across all submissions it was determined to place emphasis on quality resources, experience and management systems enabling fair comparison between all submissions. While hire rates were not individually weighted under the evaluation criteria, each category of item was reviewed to ensure market comparison. The range of hire rates for each category of item are summarised in **(ATTACHMENT 1 – Hire Rates Summary)**.

Using these prices as a benchmark enables accurate costing of works while also presenting an opportunity to improve cost value ratios through use of quoting options.

A total of 46 tender submissions were received detailing over 2,000 plant items, a summary of which is included as **(ATTACHMENT 2)**. These tender submissions were assessed by Council staff.

The weightings agreed for this Tender evaluation were:

<b>Criteria</b>	<b>Weighting %</b>
Physical Resources	30
Management Systems includes WHS, Quality, Environmental	40
Experience (reference)	30

## FINANCIAL/RESOURCE IMPLICATIONS

This tender represents budget expenditure of approximately \$850,000 per annum for the Facilities and Services Group. The actual annual expenditure varies each year and is dependent on the extent of hired plant services required within the Capital Works and Public Domain and Services section. The procurement of the 'best value for money' services is critical in providing sustainable services to the community.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes	850,000	Works funded by existing budget.
Reserve Funds	No		
Section 94	No		
External Grants	No		
Other	No		

## LEGAL, POLICY AND RISK IMPLICATIONS

This tender process complies with the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*. Each conforming submission was assessed using weighted selection criteria consistent with Council's Value Selection method.

Assessment of each submission ensured required Insurances and Occupational Health & Safety Systems were in place reducing associated risks to Council. In addition, the availability of a pool of plant & equipment resources ensures a continued ability to respond rapidly to community/customer needs.

Management systems which received a low score were considered as opportunities to improve systems and related documentation. Working with these suppliers to make such improvements ensures a consistent approach to managing associated risks; enables continuation of service provision by local suppliers and creates strong business relationships.

Risk	<a href="#">Risk Ranking</a>	Proposed Treatments	Within Existing Resources?
There is a risk that supply and delivery of hired plant may not be available as required which may lead to works being delayed and/or cancelled.	Medium	Appoint multiple providers as part of the hired tender.	
There is a risk that provision of hired plant may not be completed	High	Appoint only suitable plant from the preferred tenders list.	

## MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015

to approved standards which may lead to work delays or costly rework.			
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### SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

A fifteen (15) month contract allows Council to program works with known hired plant costs and thereby provides for improved project scheduling, cost accuracy and budget management.

All supplied services are undertaken to current industry risk management standards and legislation to mitigate possible environmental impacts.

There are no economic implications from adopting this recommendation.

Community safety will be improved through the use of suitable hired plant providers.

### CONSULTATION

- 1) Procurement & Contracts Coordinator;
- 2) Section Manager Capital Works;
- 3) Project Manager Roads & Construction;
- 4) Section Manager Public Domain and Services;
- 5) Group Manager Facilities and Services.

### OPTIONS

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

### ATTACHMENTS (CONFIDENTIAL – provided under separate cover)

- 1) Hire Rates Summary;
- 2) Tender Evaluation Summary.

### COUNCILLORS ROOM

Nil.

### TABLED DOCUMENTS

Nil.

ITEM NO. 5

FILE NO: PSC2014-02032

**SUPPLY OF ELECTRICITY CONTRACT – LARGE SITES AND STREET LIGHTING**

**REPORT OF:** TIM HAZELL – FINANCIAL SERVICES SECTION MANAGER  
**GROUP:** CORPORATE SERVICES

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**RECOMMENDATION IS THAT COUNCIL:**

- 1) To delegate authority for the General Manager to act on behalf of Council if satisfied with the outcome of the reverse auction as conducted by Regional Procurement.
- 

**ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015  
COMMITTEE OF THE WHOLE RECOMMENDATION**

	<b>Councillor Chris Doohan</b> <b>Councillor John Nell</b>
	That the recommendation be adopted

**MOTION**

<b>031</b>	<b>Councillor Ken Jordan</b> <b>Councillor Chris Doohan</b>
	It was resolved that Council delegate authority for the General Manager to act on behalf of Council if satisfied with the outcome of the reverse auction as conducted by Regional Procurement.

**BACKGROUND**

The purpose of this report is Regional Procurement (division of Hunter Councils) has approached Council to consider participating in a reverse auction for street lighting and larger sites using greater than 100MWh (megawatt hours – unit of measure) of electricity per annum. The reverse auction process was performed with great success for Port Stephens Council's electricity supply for the period of 1 January 2013 through to 31 December 2015.

It is proposed to test the market by way of reverse auction with a view to obtaining the best possible result. The process of the reverse auction is discussed in greater detail later in the report.

There are two major components in the supply of electricity to any property, being the distribution network and retail supply. When electricity is generated it is distributed via network operators (e.g. Ausgrid). In effect, the same electricity is then purchased from any licensed retail electricity supplier. Since 1 January 2002, all

electricity customers in NSW have had the option to choose their retail electricity supplier and enter into a negotiated retail supply contract, or to remain with their standard retailer on a regulated tariff.

Factors which tend to increase market prices include weather patterns, drought, reduced generation, and instances when there are significant levels of business seeking renewal of energy contracts at the same time. Pre-purchasing energy up to 18 months in advance enables retail suppliers to take advantage of periods when the market is at an optimum level which in turn helps to even out market volatility.

Council currently purchases electricity for street lighting and larger sites using greater than 160 MWh of electricity per annum from Energy Australia via the previous reverse auction conducted by Regional Procurement in conjunction with Energy Action. These contracts will expire 31 December 2015. The electricity usage threshold for larger sites has been decreased to more than 100 MWh of electricity per annum.

In addition to street lighting (1956 MWh) the larger sites to be included are:

Works Depot Raymond Terrace, three (3) Aquatic Centres, five (5) Holiday Parks, Raymond Terrace Administration Centre, Raymond Terrace Community Care Centre, Tomaree Library and 437 Hunter Street Newcastle.

The review of Council's purchasing of electricity will allow the investigation of the benefits and cost implications of increasing the percentage of green energy purchased.

### **The Reverse Auction Process**

Regional Procurement have a formal partnership agreement with EnergyAction, an independent energy retailer which utilises a reverse auction platform and their knowledge of the ever volatile energy market, to ensure the best competitive price for the supply of electricity to their client.

In a reverse auction, the role of buyer and seller is reversed, with the buyer driving the auction, as opposed to the seller. Typically, a buyer contracts with a market intermediary, in this case EnergyAction, to conduct all the necessary preparations to conduct the reverse auction. This includes finding suppliers, organising the auction, managing the auction event, and providing auction data to buyers to facilitate decision making.

EnergyAction, on behalf of Council, issues a request for proposal (RFP) to purchase 'a lot' of electricity supply. At the designated date and time, several suppliers will log on to the auction site and input several quotes over a 10 minute period, if there is a bid placed within the last 3 minutes, the auction is extended for a further 5 minutes. This continues on until all retailers have reached their maximum. These quotes reflect the prices at which they are willing to supply the requested goods or services. The last few minutes of bidding can result in highly charged competition as bidders scramble to submit their best and final bids at the last possible moment.



## MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015

Quoting performed in real-time via the Internet results in dynamic bidding. This helps achieve rapid downward price pressure that is not normally attainable using traditional static three quote paper-based bidding processes.

Due to the nature of the electricity market, reverse auction prices can only be held for a very short time, needing formal acceptance within 5 – 7 days of reverse auction closure, hence providing insufficient time to follow normal reporting regime of Council.

The proposed length of the contracts for both the large sites and the street lighting is 24 months. There will be separate auctions for each and the recommendation will be to take which option offers the best overall outcome to Council. The contracts will be for:

1 January 2016 - 31 December 2017, term of 24 months.

Depending on the outcomes of this report the process would be;

- Step 1 Consideration of this report and delegation of authority to the General Manager to negotiate on behalf of Council.
- Step 2 Notify Regional Procurement of the outcome of this report.
- Step 3 Participate in the reverse auction process undertaken by EnergyAction.
- Step 4 Regional Procurement to provide the General Manager with the Reverse Auction Evaluation Report and recommended energy retailer/retailers. If satisfied with the outcomes the General Manager can then sign the client Service Agreement with the successful energy retailer/retailers.

### Reverse Auction Evaluation Methodology

The Reverse Auction for both the large sites and the street lighting will be based on several criteria. A key part of the review of the Reverse Auction Evaluation will be the retailer's conformity to the Australian Energy Regulator regulations.

The weightings agreed for this Reverse Auction evaluation were:

Criteria	Weighting %
Total Price offered	85
Quality Assurance – Conform/Not Conform Retailer conforms to the Australian Energy Regulator regulations	5
Customer Service – Dedicated Account Manager	5
ESD – Conform/Not Conform (Annual Greenhouse Gas Benchmark Statement)	5
<b>Total</b>	<b>100</b>

**FINANCIAL/RESOURCE IMPLICATIONS**

Regional Procurement advises that Energy Action has called over 5,500 reverse auctions with proven results. In recent Reverse Auctions performed in 2013-2014 the average reduction achieved versus a valid offer on the energy component was an average saving of 8.1% with the highest saving of 51% achieved.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes	900,000	Electricity charges are budgeted for in Council's operating budget.
Reserve Funds	No		
Section 94	No		
External Grants	No		
Other	No		

**LEGAL, POLICY AND RISK IMPLICATIONS**

Calling of this reverse auction meets the requirements of Local Government (General) Regulation 2005.

Risk	<a href="#">Risk Ranking</a>	Proposed Treatments	Within Existing Resources?
There is a risk that electricity prices could be cheaper in ten months' time.	Low	Council would need to sign up to an electricity supplier in the future.	Yes

**SUSTAINABILITY IMPLICATIONS**

Includes Social, Economic and Environmental Implications

The process will also give Council an option of assessing the economic impacts and environmental benefits of increasing the percentage of green power that is purchased by Council.

**CONSULTATION**

- 1) Regional Procurement;
- 2) Energy Action;
- 3) Procurement & Contracts Coordinator;
- 4) Civil Assets Engineer;
- 5) Environmental Education Officer;
- 6) Power Rangers.

**OPTIONS**

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

**ATTACHMENTS**

Nil.

**COUNCILLORS ROOM**

Nil.

**TABLED DOCUMENTS**

Nil.

ITEM NO. 6

FILE NO: A2004-0242

**QUARTERLY BUDGET REVIEW AS AT 30 DECEMBER 2014**

REPORT OF: TIM HAZELL – FINANCIAL SERVICES SECTION MANAGER

GROUP: CORPORATE SERVICES

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**RECOMMENDATION IS THAT COUNCIL:**

- 1) Approve the discretionary changes to the adopted budget as detailed under the separate cover **(TABLED DOCUMENT 1)** presented as the 2014-2015 Quarterly Budget Review Statement - December 2014.
- 

**ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015****COMMITTEE OF THE WHOLE RECOMMENDATION**

	<b>Councillor John Morello</b> <b>Councillor Steve Tucker</b>
	That the recommendation be adopted.

**MOTION**

<b>032</b>	<b>Councillor Ken Jordan</b> <b>Councillor Chris Doohan</b>
	It was resolved that Council approve the discretionary changes to the adopted budget as detailed under the separate cover <b>(TABLED DOCUMENT 1)</b> presented as the 2014-2015 Quarterly Budget Review Statement - December 2014.

**BACKGROUND**

The purpose of this report is to amend the budget by bringing to Council's attention the proposals and issues that have an impact on the 2014-2015 budget that are detailed in the Quarterly Budget Review Statement – December 2014. This statement sets out the details of variations between Council's original budget and the proposed budget as part of the December Quarterly Budget Review.

Council adopted its Integrated Strategic plans on 27 May 2014 (Minute No. 122) and these plans include the budget estimates for the 2014-2015 financial year.

## **FINANCIAL/RESOURCE IMPLICATIONS**

Council's anticipated underlying result is as follows:

	<b>Surplus (\$)</b>	<b>Deficit</b>
Budget 2014/2015	1.959M	
September Review	1.496M	
December Review	1.343M	

The net decline of \$0.153 million is primarily due to the additional legal expenses and bringing to account additional income from airport distribution.

<b>Source of Funds</b>	<b>Yes/No</b>	<b>Funding (\$)</b>	<b>Comment</b>
Existing budget	Yes	153,000	
Reserve Funds	No		
Section 94	No		
External Grants	No		
Other	No		

## **LEGAL, POLICY AND RISK IMPLICATIONS**

*Clause 203 (1) of the Local Government (General) Regulation 2005* requires Council's Responsible Accounting Officer to prepare and submit a Quarterly Budget Review Statement (QBRs) to Council.

<b>Risk</b>	<b><a href="#">Risk Ranking</a></b>	<b>Proposed Treatments</b>	<b>Within Existing Resources?</b>
There is a risk that underlying operating result may return to a deficit.	Low	Long Term Financial plan established to reach break-even point.	Yes

## **SUSTAINABILITY IMPLICATIONS**

Includes Social, Economic and Environmental Implications

Council's budget is fundamental for operational sustainability and to the provision of facilities and services to the community.

## **CONSULTATION**

- 1) Executive Leadership Team.

**OPTIONS**

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

**ATTACHMENTS**

Nil.

**COUNCILLORS ROOM**

Nil.

**TABLED DOCUMENTS**

- 1) 2014-2015 December Quarterly Budget Review Statement – December 2014.

**ITEM NO. 7**

**FILE NO: PSC2014-03898**

## **COMMUNITY GRANTS – DECEMBER 2014/JANUARY 2015**

**REPORT OF: TONY WICKHAM – GOVERNANCE MANAGER**

**GROUP: GENERAL MANAGER'S OFFICE**

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### **RECOMMENDATION IS THAT COUNCIL:**

- 1) Approves provision of financial assistance under Section 356 of the Local Government Act from Ward Funds as detailed below:

#### **EAST WARD**

- a) YMCA NSW Tomaree Aquatic Centre – contribution towards a new refrigerator - \$1,500.
- b) Rotary Club of Nelson Bay Inc. – contribution towards the Rotary Youth Driver program costs - \$1,500.
- c) Port Stephens Sports Taekwondo Association Inc. – contribution towards for local championships - \$1,000.
- d) Rotary Club of Nelson Bay Inc – contribution towards the Charity Golf Day - \$1,000.
- e) Integratedliving Australia Ltd – contribution towards a senior's event - \$496.25.
- f) Hunter Care Ltd. (Life Education) – contribution towards program costs - \$496.25.

#### **CENTRAL WARD**

- a) Lemon Tree Passage 355C Committee – contribution towards CCTV security system - \$1,500.
- b) 1<sup>st</sup> Tilligerry Scouts – contribution towards the purchase of a chest freezer - \$750.
- c) Medowie Assembly of God Inc. - Foodway – contribution towards operating costs - \$2,000.
- d) Salt Ash Pony Club – contribution towards equipment - \$500.
- e) Port Stephens Veterans Golfers Association – contribution towards a golf tournament - \$ 500.
- f) Integratedliving Australia Ltd – contribution towards a senior's event - \$375.
- g) Hunter Care Ltd. (Life Education) – contribution towards program costs - \$375.

#### **WEST WARD**

- a) St.Brigid's P& F – contribution towards production costs for a historical publication for the school - \$1,400.
- b) Port Hunter Touch Football Association – contribution towards equipment and clothing - \$1,000.

**MINUTES ORDINARY COUNCIL – 24 FEBRUARY 2015**

- c) Hinton Wallalong Pony Club – contribution towards purchase and installation of a generator - \$2,000.
  - d) Integratedliving Australia Ltd – contribution towards a seniors event - \$496.25
  - e) Hunter Care Ltd. (Life Education) – contribution towards program costs - \$496.25.
- 

**ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015  
COMMITTEE OF THE WHOLE RECOMMENDATION**

	<b>Councillor Ken Jordan</b> <b>Councillor John Nell</b>
	That the recommendation be adopted.

**MOTION**

<b>033</b>	<b>Councillor Ken Jordan</b> <b>Councillor Chris Doohan</b>
	It was resolved that Council approve provision of financial assistance under Section 356 of the Local Government Act from Ward Funds as detailed below:  <b>EAST WARD</b>  <ul style="list-style-type: none"><li>a) YMCA NSW Tomaree Aquatic Centre – contribution towards a new refrigerator - \$1,500.</li><li>b) Rotary Club of Nelson Bay Inc. – contribution towards the Rotary Youth Driver program costs - \$1,500.</li><li>c) Port Stephens Sports Taekwondo Association Inc. – contribution towards for local championships - \$1,000.</li><li>d) Rotary Club of Nelson Bay Inc – contribution towards the Charity Golf Day - \$1,000.</li><li>e) Integratedliving Australia Ltd – contribution towards a senior's event - \$496.25.</li><li>f) Hunter Care Ltd. (Life Education) – contribution towards program costs - \$496.25.</li></ul> <b>CENTRAL WARD</b>  <ul style="list-style-type: none"><li>a) Lemon Tree Passage 355C Committee – contribution towards CCTV security system - \$1,500.</li><li>b) 1<sup>st</sup> Tilligerry Scouts – contribution towards the purchase of a chest freezer - \$750.</li><li>c) Medowie Assembly of God Inc. - Foodway – contribution towards operating costs - \$2,000.</li><li>d) Salt Ash Pony Club – contribution towards equipment - \$500.</li><li>e) Port Stephens Veterans Golfers Association – contribution towards a golf tournament - \$ 500.</li></ul>



	<p>f) Integratedliving Australia Ltd – contribution towards a senior's event - \$375.</p> <p>g) Hunter Care Ltd. (Life Education) – contribution towards program costs - \$375.</p> <p><b>WEST WARD</b></p> <p>a) St.Brigid's P&amp; F – contribution towards production costs for a historical publication for the school - \$1,400.</p> <p>b) Port Hunter Touch Football Association – contribution towards equipment and clothing - \$1,000.</p> <p>c) Hinton Wallalong Pony Club – contribution towards purchase and installation of a generator - \$2,000.</p> <p>d) Integratedliving Australia Ltd – contribution towards a seniors event - \$496.25</p> <p>e) Hunter Care Ltd. (Life Education) – contribution towards program costs - \$496.25.</p>
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## **BACKGROUND**

Council's Financial Assistance Policy provides for Community Grants to be called in July and January each year.

Council called for Community Grant applications from 27 November 2014 to 19 January 2015. All applications received are shown at **(ATTACHMENT 1)**. A total of 19 applications were received.

The total value of the Grants received is:

East Ward	\$ 11,600 – shown in blue in attachment
Central Ward	\$ 13,750 – shown in yellow in attachment
West Ward	\$ 6,000 - shown in green in attachment
Whole of LGA	<u>\$ 4,735</u> – shown in white in attachment
	\$ 36,085

The applications received were assessed by the panel comprising of Councillors Nell, Doohan, Jordan, in accordance with the criteria under the Financial Assistance Policy.

Council is unable to grant approval of financial assistance to individuals unless it is performed in accordance with the *Local Government Act 1993*. This would mean that the financial assistance would need to be included in the Community Strategic Plan or Council would need to advertise for 28 days of its intent to grant approval. Council can make donations to community groups.

## FINANCIAL/RESOURCE IMPLICATIONS

Council Ward Funds are the funding source for all financial assistance. Council has provided for \$36,000 per year, with \$18,000 being available on each occasion Grants are called. These Grants are limited to \$2,000 per grant.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	No		
Reserve Funds	Yes	17,385	
Section 94	No		
External Grants	No		
Other	No		

## LEGAL, POLICY AND RISK IMPLICATIONS

To qualify for assistance under Section 356(1) of the Local Government Act, 1993, the purpose must assist the Council in the exercise of its functions. Functions under the Act include the provision of community, culture, health, sport and recreation services and facilities.

The policy interpretation required is whether the Council believes that:

- a) applicants are carrying out a function which it, the Council, would otherwise undertake;
- b) the funding will directly benefit the community of Port Stephens;
- c) applicants do not act for private gain.

Risk	<a href="#">Risk Ranking</a>	Proposed Treatments	Within Existing Resources?
There is a risk that Council may be liable for capital projects on land other than community land should Council provide funding for such works.	Low	Council's current policy restricts such provision of funding.	Yes
There is a risk that Council will not comply with Section 356 of the <i>Local Government Act 1993</i> .	Low	Council's current policy provides specific requirements for compliance.	Yes

**SUSTAINABILITY IMPLICATIONS**

Includes Social, Economic and Environmental Implications

The provision of the Community Grants allows organisations and groups to build relationships and provide events to the local community whilst further developing the cultural, social and economic aspects of the local government area.

**CONSULTATION**

- 1) Mayor;
- 2) Councillors;
- 3) General Manager;
- 4) Council staff;
- 5) Port Stephens community.

**OPTIONS**

- 1) Adopt the recommendation;
- 2) Vary the dollar amount before granting each or any request;
- 3) Decline to fund all the requests.

**ATTACHMENTS**

- 1) Community Grants applications.

**COUNCILLORS ROOM**

Nil.

**TABLED DOCUMENTS**

Nil.

## ATTACHMENT 1

Item No. & Page No.	Organisation Name	Your Name	What is the total amount of your request (exclusive of GST)?	What is the total cost of the project (exclusive of GST)?	Please provide details of how you and/or your organisation intends to expend the funds.
1 - Page 1	St. Brigid's P&F	Kristen Jones	2000	4500	St. Brigid's School has a long and rich history in Raymond Terrace. We have recently uncovered evidence that would show that our school has been operating in Raymond Terrace for the past 165 years. 2015 will see our school celebrate a remarkable achievement not only in the history of Catholic education, but also in the history of Raymond Terrace and the surrounding Shire. Initially it is our hope to put together a publication which will share with the wider community the long association the school has had with the town, from its early days under the care of the Sisters of Mercy, through to today in the capable hands of lay teachers. This publication would become an historical reflection of the growth of St. Brigid's School, and as a part of the town of Raymond Terrace.
2- Page 5	Port Hunter Touch Football Association	Daniel Szarkun	2000	3000	It is envisaged that the main expend of the funds will be on Clothing and equipment for the upcoming Peter Wilson Memorial. Singlets, Shorts and Socks - \$1050.00 Balls, Hats, Tarps, Training Equipment - \$950.00 Registrations - \$1000.00
3-Page 9	Hinton Wallalong District Pony Club Inc	Paula Garratt	2000	\$7,100 plus installation	See page 11 of applications.

ORDINARY COUNCIL – 24 FEBRUARY 2015

Item No. & Page No.	Organisation Name	Your Name	What is the total amount of your request (exclusive of GST)?	What is the total cost of the project (exclusive of GST)?	Please provide details of how you and/or your organisation intends to expend the funds.
4-page 14	Lemon Tree Passage 355C Committee	Diane Kiernan	2000	\$4 200	To contribute towards the supply and installation of the CCTV security system, cameras and protective cages.
5-page 17	1st Tilligerry Scout Group	Ross Kalie	750	750	For the purchase of new chest Freezer and the balance of funding to be used on kitchen equipment if any.
6 - page 20	Medowie Assembly of God Inc - Food Way	Arthur Kevin Magrath	2000	\$10900 p.a.	We will place your donation of welcomed cash into an account that only is to be used for Food Way to meet its ongoing costs which we are happy to supply an acquittal to you when required. Expenses such as food purchases and containers for distributing free meals, utility costs, petrol, stationery and printing etc.
7-page 23	Salt Ash Pony Club	Melissa Lintott	2000	4550	The funds will be used to replace the show jumping equipment and to purchase extra jumps. Some of the show jumps are quite old and do not meet Pony Club NSW standards any more and can therefore not be used.
8-page 27	Port Stephens Veteran Golfers Association	Murray Black	2000	24000	Advertising the Tournament to previous and prospective players involves printing, stationery, postage, phone calls, transport and emails
9 - page 31	Tilligerry Festival Arts, Craft and Quilting Show	Liz Meadley	5000	25000	Withdrawn

ORDINARY COUNCIL – 24 FEBRUARY 2015

Item No. & Page No.	Organisation Name	Your Name	What is the total amount of your request (exclusive of GST)?	What is the total cost of the project (exclusive of GST)?	Please provide details of how you and/or your organisation intends to expend the funds.
10-page 34	YMCA NSW - Tomaree Aquatic Centre	Suellen Goyne	1500	15116	The grant will purchase a refrigerator for the YMCA Tomaree Breakfast Club and housed at Tomaree High School.
11-page 38	Rotary Club of Nelson Bay Inc	Judi Priestley (Youth Director )	1500	6500	Costs to conduct this program Employment of presenters[ including travel expenses] \$ 1,500 Wrist bands suitably branded] and other requisites \$ 750 Room dividers & other equipment \$2,400 Sound equipment hire \$750 Meals for students [ approx. 200] \$ 1000 Total \$6500
12-page page 42	Liam Kelly	Brian Kelly	2000	10000	To help provide specialised localised training, purchasing of personilised sporting equipment and clothing from local suppliers, as well as travel to and from representative competitions.
13-page 46	Port Stephens Sports Taekwondo Association Inc.	Ronald Bergan	2000	35000	We are writing on behalf of Port Stephens Sports Tae Kwon Do Association, a "non-profit organization". We are inviting you to participate in the annual Port Stephens Tae Kwon Do Championships, this high exposure event will be held on the 21st and 22nd of February 2015 at Tomaree Educational Centre Multipurpose Complex, Salamander Bay 2317. We expect to attract over 200 competitors. This tournament will allow clubs from across Australia to compete at all levels, from beginner to elite, with local, national and international competitors attending. We envisage numerous competitors, with their accompanying spectators as well as the general public to attend. Port Stephens Taekwondo Championships has been sanctioned by the governing body of Sports Taekwondo Australia with support by multiple state governing bodies. At present we have confirmation of multiple Tae Kwon Do competitors from local, National and International clubs attending this event. Confirmed clubs attending this event at present include: Queensland, Victoria, New South Wales as well as Ethiopia, Nepal, India & Korea. Event costing below: Expenditure - total approx \$18000 (annually) + \$17,175 (one off- purchase Scoring equipment & flooring for event) - Venue Hire- 2 days at the Tomaree Multi Purpose

**ORDINARY COUNCIL – 24 FEBRUARY 2015**

					Complex - approx \$350 a day = \$700 - Security Guard \$300/day = \$600 - Referee fees (in order to be sanctioned under our governing body Sports Tae Kwon Do Australia we require qualified affiliates to run the events) - 12 at \$120 & 10 at \$200 = \$3440 - First Aid - St Johns- donation \$150 - Catering for Officials/Volunteers- approx 50 = \$1000 - Dadeo Electronic Scoring system & electronic equipment- \$ 4000 plus Daedo \$12,379 - Mats - 2 courts to run the event- \$4,796 - Volunteer shirts/ Spectator wristbands \$395 - Weight Scales required for Weigh ins at beginning of event for competitors - \$ 300 - Communication costs- \$100 - Advertising & Marketing- \$1200 - Wooden Boards for Board Breaking Event \$350 - Printing of Program (ink & paper)- \$300 - Trophies & Medallions - \$6500 - MC for the 2 days \$300 - WIFI for event - required to run electronic scoring system & results computer - Accommodation for officials/refs/guests - \$2000 - as a sanctioned event we are required to supply accommodation for traveling officials (this can be shared accommodation for Saturday night)
14-page 51	Nelson Bay Pistol Club INC	Dan Thistleton	1600	1600	To erect two road signs to direct people to our community orientated club.
15-page 55	Rotary Club of Nelson Bay Inc	Chris Bartlett (President)	1000	8500	Costs for this event include the hiring of the Nelson Bay Golf Course for the Day, which are substantial. The event has to be promoted both prior to the event & then on the day which obviously incurs costs. We also have printing & additional set up costs. As a Club we strive to keep our costs as low as possible.
16-page 59	NELSON BAY AUSTRALIAN RULES FOOTBALL CLUB INC	Gary Wood	2000	1244	Funding will be used to purchase a portable public address system to be used during sporting events that are held at Dick Burwell Oval.

Item No. & Page No.	Organisation Name	Your Name	What is the total amount of your request (exclusive of GST)?	What is the total cost of the project (exclusive of GST)?	Please provide details of how you and/or your organisation intends to expend the funds.
17- page 63	integratedliving Australia Limited	Jeannine Harrington	1000	2300	integratedliving Australia Ltd will be hosting and Old-time dance at the Nelson Bay Bowling Club for the seniors of Port Stephens. It will be held on the 17th March, so we are having a St Patricks Day theme this year. There will be a band playing the type of music that they love to dance to, decorated tables, a luncheon for the seniors and lucky door prizes for the participants. We are also having a silent expo and expect to attract around 12 stallholders to the event to help the seniors become aware of all the help, activities and exercise options that are available to them in Port Stephens. All senior citizens from Port Stephens will be invited and welcome. The meal supplied will be healthy and nutritious and information available in the gift packs we will distribute will assist the seniors by highlighting the importance of good nutrition and regular exercise. This has almost become an annual event and last year's Black and White Ball was nominated for best event in Port Stephens for 2014 and we are thrilled about the nomination. The day will be all about the senior citizens having a good time, doing a little light exercise, and getting information about available services while they do it. The event will be held during daylight hours, simply because most of the seniors prefer this option. The tables and chairs will be decorated and the venue will be an outstanding example of their own time. This type of day for the seniors, coupled with the information content, gives them some strategies to help them to remain in their own homes for as long as possible. The main activity involved in the project will of course be the dancing. Many of these seniors come from an era where dancing every Saturday night was the norm. Dancing is widely acknowledged to be one of the best and most enjoyable forms of exercise, and by holding an event of this kind we hope to encourage the seniors to not only embrace the nostalgia of the dancing, but to encourage them to take any and all opportunity to bring this form of exercise back in to their lives on a more regular basis.



ORDINARY COUNCIL – 24 FEBRUARY 2015

Item No. & Page No.	Organisation Name	Your Name	What is the total amount of your request (exclusive of GST)?	What is the total cost of the project (exclusive of GST)?	Please provide details of how you and/or your organisation intends to expend the funds.
18-page 68	Hunter Life Education	Sally Coddington	1735	1735	We are seeking assistance to provide a take-home workbook for each child in the Port Stephens who participates in Life Education in 2015 from a school with Index of Community Socio-Educational Advantage (ICSEA) score below average. The ICSEA was developed to enable fair and meaningful comparisons between schools on the basis of the performance of their students in literacy and numeracy as estimated by the National Assessment Program- Literacy and Numeracy (NAPLAN). It is a scale of socio-educational advantage that is computed for each school and not a rating of the school, of its staff or teaching programs. The median ICSEA score is 1000. Schools with scores below 1000 are below the median and are relatively educationally disadvantaged compare with schools above 1000. Seven of the schools we visit in Port Stephens have an ICSEA under 1000. This constitutes approx. 1,700 students. These schools are: Karuah Public School Irrawang Public School Clarence Town Public School Millers Forest Public School Anna Bay Public School Shoal Bay Public School Tomaree Public School

**ORDINARY COUNCIL – 24 FEBRUARY 2015**

Item No. & Page No.	Organisation Name	Your Name	What is the total amount of your request (exclusi ve of GST)?	What is the total cost of the project (exclusive of GST)?	Please provide details of how you and/or your organisation intends to expend the funds.
19 - page 73	Penrith Skills for Jobs Ltd trading as JobQuest	Andrew Tipping	2000	2000	<p>• JobQuest plans to use the funds in partnership with Port Stephens Library to deliver the “Gadget Gurus” initiative. For 6 months now JobQuest has partnered with Tomaree Library and Tomaree High to facilitate the delivery of such a program that allows disengaged young people from the local community to become leaders by assisting library users to access the e-library (Ebooks). • Since the program began last year, the school has reported that students involved have engaged better at school and grown in confidence in their own abilities to be positive role models in their community. • Technology is a language all young people speak so this program harnesses their knowledge and expertise to assist the general public and promote a sense of community and social cohesion. • Recent Federal and State budget cuts to youth initiatives means that this program needs other funding sources to continue. The program has no funding for term 1 2015 and \$1000 from this community grant would allow us to continue the program in 2015 at Tomaree Library (with 4 students), and continue discussions with Tomaree High regarding funding opportunities to assist delivery of the program beyond that. Sue Heenan has acknowledged the positive contribution the program has made to Tomaree Library and the community in terms of intergenerational communication, learning and positive outcomes for all involved , and supports this application. Sue would like to program to continue next year in order that the library can continue to provide the one-on-one support people require in downloading e-books. Library staff do not have the intensive blocks of time available that individuals often require to understand the processes involved. • The program in term 1 would be a two hour session run once a week for 6 weeks. • JobQuest would also like to use \$1000 to deliver the same program (two hour session run once a week for 6 weeks with 4 students) at Raymond Terrace Library in term 1, 2015. • Donna Lloyd has expressed interest in having the program delivered there with Hunter River High students. Beyond term one, we would continue discussions with Hunter River High about possible avenues for funding to continue the program. • The \$2000 funding would allow a JobQuest staff member to facilitate the program in partnership with library staff and the schools. JobQuest is a non for profit organisation that delivers community based projects that develops a sense of community for young people at risk, that provide valuable services for communities and supports schools and parents that are in need of such programs.</p>

ITEM NO. 8

FILE NO: PSC2010-03190

**LGMA NATIONAL CONFERENCE & BUSINESS EXPO. – DARWIN- APRIL 2015**

REPORT OF: WAYNE WALLIS – GENERAL MANAGER  
GROUP: GENERAL MANAGER'S OFFICE

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**RECOMMENDATION IS THAT COUNCIL:**

- 1) Endorse the attendance of Mayor Bruce MacKenzie, Cr Ken Jordan, Cr John Morello, Cr Chris Doohan, Cr Steve Tucker, Cr Sally Dover and Cr Paul Le Mottee at the LGMA National Conference & Business Expo, Darwin, April 2015;
  - 2) Allow a "one-off" increase of the Conference allowance under the Policy for Mayor Bruce MacKenzie, Cr Ken Jordan, Cr John Morello, Cr Chris Doohan, Cr Steve Tucker, Cr Sally Dover and Cr Paul Le Mottee to attend the Conference.
- 

**ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015  
COMMITTEE OF THE WHOLE RECOMMENDATION**

	<b>Councillor Ken Jordan</b> <b>Councillor Sally Dover</b>
	That the recommendation be adopted.

**MOTION**

<b>034</b>	<b>Councillor</b> <b>Councillor</b>
	It was resolved that Council:  <ol style="list-style-type: none"><li>1) Endorse the attendance of Mayor Bruce MacKenzie, Cr Ken Jordan, Cr John Morello, Cr Chris Doohan, Cr Steve Tucker, Cr Sally Dover and Cr Paul Le Mottee at the LGMA National Conference &amp; Business Expo, Darwin, April 2015;</li><li>2) Allow a "one-off" increase of the Conference allowance under the Policy for Mayor Bruce MacKenzie, Cr Ken Jordan, Cr John Morello, Cr Chris Doohan, Cr Steve Tucker, Cr Sally Dover and Cr Paul Le Mottee to attend the Conference.</li></ol>

**BACKGROUND**

The purpose of this report is to inform Council of the Local Government Management Association's National Congress & Business Expo 2015.

The National conference will be held from 29 April – 1 May 2015 in Darwin.

The Conference Program is shown at **(ATTACHMENT 1)**.

The Conference is open to all Councillors.

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, subject to an individual Councillor not exceed the conference budget limits in the Policy.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes	1,575	Registration costs. These costs are covered under the policy and the existing budget. Travel and accommodation shall be additional.
Reserve Funds	No		
Section 94	No		
External Grants	No		
Other	No		

### **LEGAL, POLICY AND RISK IMPLICATIONS**

The Payment of Expenses and Provision of Facilities to Councillors Policy requires Council to approve all Councillor conference attendances outside the Hunter Region. Councillors' conference costs are limited to \$3,500 per year under the Policy.

Risk	<a href="#">Risk Ranking</a>	Proposed Treatments	Within Existing Resources?
There is a risk that Port Stephens may not have relevant representation at a State level on matters affecting local government.	Low	That the Mayor and Councillors represent the Port Stephens local government area by attending.	Yes

**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**

- 1) Adopt the recommendation;
- 2) Amend the recommendation;
- 3) Reject the recommendation.

**ATTACHMENTS**

- 1) Conference Program.

**COUNCILLORS ROOM**

Nil.

**TABLED DOCUMENTS**

Nil.

ATTACHMENT 1



LOCAL GOVERNMENT:  
THE VALUE PROPOSITION

 NATIONAL CONGRESS  
& BUSINESS EXPO

DARWIN CONVENTION CENTRE  
2015 29 APRIL - 1 MAY

"A value proposition is a collection of reasons why a person or company should engage with your organisation"

While ensuring a strong value proposition has always been critical in the corporate world, it's also something that should be squarely on the public sector agenda. Council CEOs and Mayors worldwide are grappling with the need to operate effectively and remain relevant in a complex and inter-dependent world. Internationally, some local governments have started to embrace new models in a response to these challenges, from broking innovative solutions with the corporate world, through to creating new hubs for people to connect and explore collaborative learning and business development.

The 2015 LGMA Congress & Business Expo will explore some of these key trends and draw upon examples where local governments have had successes in creating new value propositions in their communities through leadership, partnerships and collaboration. We will bring together thought leaders and practitioners in this space to help you determine your council's value proposition.

FOR MORE INFORMATION AND TO REGISTER ONLINE, VISIT [WWW.LGMA.ORG.AU](http://WWW.LGMA.ORG.AU)

PRESENTED BY  LOCAL GOVERNMENT MANAGERS AUSTRALIA NATIONAL OFFICE

PRINCIPAL PARTNER 



Thank you to our 2015 Principal Partner CIVICA –  
be sure to visit them in the Business Expo

**CIVICA**

## KEYNOTE SPEAKERS



**TIM COSTELLO AO**

One of Australia's leading voices on social justice issues and the former Mayor of St.Kilda, Mr Costello is the perfect candidate to challenge delegates to consider what the community experience of councils is, and the many possible roles councils can play in communities. Drawing on his prolific experience across the range of social issues, Mr Costello will deliver a keynote presentation that is relevant to every type of council, compelling to any thinking individual and challenging to the concept of understanding local governments' value proposition.



**JANE CARO**

Jane Caro is one of Australia's most formidable commentators. A prolific talent with a gift for writing, a passion for education and a guiding light for many women young and old, she appears regularly on the ABC's Gruen Transfer, as well as a host of other programs including Channel 7's Sunrise, Sky News Late Agenda and Political Forum with Richard Glover. With 30 years of experience in the advertising world under her belt, Ms Caro remains in high demand by advertising agencies thanks to her award-winning writing. It is this experience we will ask Ms Caro to draw on to address the image problem some councils face and consider ways to present their value proposition.



**DR BARRY JONES AC**

The writer, lawyer, broadcaster and former Labor Minister has been invited to Congress to share his views on leadership in government. Dr Jones has plenty to draw on. He is a polymath and one of Australia's leading intellectuals. Among his many achievements he is a former Labor Minister, and was Australia's longest serving Science Minister in the Hawke government. He has written a number of books and was awarded the 2014 Companion of the Order of Australia for 'eminent service to the community as a leading intellectual in Australian public life.'



**DID YOU KNOW.** The new 2015 LGMA National Council Membership allows up to five staff to attend Congress at a heavily discounted rate. Offer the ultimate professional development experience to your hard-working team today. Visit [www.lgma.org.au](http://www.lgma.org.au) for details.



EMCEE  
**KARLA GRANT**

Guiding you through these heady questions will be Karla Grant, host and executive producer of Australia's premier indigenous news and current affairs program, *Living Black*. Ms Grant is an esteemed journalist with a long history covering major issues such as reconciliation and land rights, for news and feature documentaries.



## LOCAL GOVERNMENT: THE VALUE PROPOSITION

How do councils define their value proposition?

The Congress program has been designed to map out the steps council's need to go through, to understand their value proposition.

- > What is the community's experience?
- > What is the alternative to councils?
- > Have you got proof?
- > What are you offering?
- > What are the real benefits?

### BIG IDEAS WORLD CAFÉ

It's a very big world out there with billions of ideas, and we will attempt to bring you as many as we can by continuing the main stage Big Ideas forum in a World Café break out session. Presenters will be given seven minutes to share one idea on the theme, Local Government: The Value Proposition.

### Indigenous Employment and Leadership in Local Government – a two-way Value Proposition

Come and be part of the conversation and develop an action plan regarding:

- > The Value Proposition for LG regarding increasing Indigenous workforce participation
- > The Value Proposition for Indigenous people to work in LG, eg place-based employment and diverse career pathways
- > What are the opportunities?
- > How we can support more Indigenous employees into supervisory, management and leadership pathways?

Register your interest by emailing Alex Kats on [alexkats@lgma.org.au](mailto:alexkats@lgma.org.au) or 03 9682 9222

More information will be available from December 2014

Introducing ... the inaugural **National LGMA Federation Awards**. For the first time, winners of the state LGMA awards will be given the chance to vie for national honours. Go to [www.lgma.org.au](http://www.lgma.org.au) for details.



# CONGRESS PLUS

Darwin ... what a destination!

As Australia's gateway to Asia, Darwin City has strategic access to the world's most exciting new economies. Australia's only tropical capital, Darwin is perfectly situated across the Timor Sea, and a community melting pot of people and cultures that prides itself on diversity and culture.

Take advantage of the **CONGRESSPLUS** deals to make the most of Darwin.

## PARTNERS TOURS

**Day 1 - Darwin highlights**, including a jumping crocodiles river cruise, Fog Dam and Windows of the Wetland.



**Day 2 - Aboriginal cultural highlight tour**, featuring art, Dreamtime stories, history, clapstick painting and basket weaving.



## WELCOME RECEPTION

We are heading off-site in 2015, and holding the Welcome Reception at Crocosaurus Cove, located in the heart of Darwin city. Get up close and personal with Australia's iconic saltwater crocodiles, while reconnecting with colleagues and exhibitors.



## SOCIAL EVENING

Taste the flavours of the famous sunset Mindil Beach Night Markets. Soak up the tropical night air and enjoy the exotic food the Top End has to offer.



## CIVICA BREAKFAST

Principal Partner Civica will once again host the popular Women in Local Government Networking Breakfast.

## ICMA INTERNATIONAL BREAKFAST

For those who have travelled internationally to attend Congress, as well as those with an interest in international issues in local government – this breakfast is not to be missed.

## GALA DINNER

The Convention Centre will come alive at night for the Gala Dinner. Some very special entertainment is in store for delegates, as well as the official handing over of the LGMA National Presidency, and the inaugural National LGMA Federation Awards.

## STUDY TOUR



This year's study tour will cater to a range of interests, from major infrastructure and economic developments through to historical landmarks and wetlands and biodiversity management. The itinerary includes includes Cullen Bay, Mindil Beach and Fannie Bay, East Arm Industrial Precinct, Sanctuary Lakes in Palmerston, Lyons Community Centre and the Larrakeyah Naval Base.

## CONGRESS WILL BE HELD AT THE DARWIN CONVENTION CENTRE

FOR MORE INFORMATION AND TO REGISTER ONLINE, VISIT [WWW.LGMA.ORG.AU](http://WWW.LGMA.ORG.AU)

ITEM NO. 9

FILE NO: 1190-001

**REQUEST FOR FINANCIAL ASSISTANCE**

REPORT OF: WAYNE WALLIS – GENERAL MANAGER

GROUP: GENERAL MANAGER'S OFFICE

**RECOMMENDATION IS THAT COUNCIL:**

- 1) Approves provision of financial assistance under Section 356 of the Local Government Act from the respective Mayor and Ward Funds to the following:-
- a) Mayoral Funds – Mayor Bruce MacKenzie – Rotary Club of Nelson Bay – Donation toward Pride of Workmanship Awards 2015 - \$500.00;
  - b) Central Ward Funds – Cr Steve Tucker - KU Peninsula Preschool – Reimbursement towards costs of temporary closure – Central Ward Funds - \$334.15;
  - c) Central Ward Funds – Cr Geoff Dingle - Nelson Bay Girl Guides – Reimbursement for building and contents insurance - \$500.00;
  - d) Central Ward Funds – Cr Geoff Dingle – YMCA Lakeside Leisure Centre – Donation toward 2015 Annual Fundraiser Swimability - \$500.00.

**ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015  
COMMITTEE OF THE WHOLE RECOMMENDATION**

	<b>Councillor Ken Jordan</b>
	<b>Councillor Chris Doohan</b>
	That the recommendation be adopted.

**MOTION**

035	<b>Councillor Ken Jordan</b>
	<b>Councillor Chris Doohan</b>
	It was resolved that Council approve provision of financial assistance under Section 356 of the Local Government Act from the respective Mayor and Ward Funds to the following:-
	<ul style="list-style-type: none"><li>a) Mayoral Funds – Mayor Bruce MacKenzie – Rotary Club of Nelson Bay – Donation toward Pride of Workmanship Awards 2015 - \$500.00;</li><li>b) Central Ward Funds – Cr Steve Tucker - KU Peninsula Preschool – Reimbursement towards costs of temporary closure – Central Ward Funds - \$334.15;</li><li>c) Central Ward Funds – Cr Geoff Dingle - Nelson Bay Girl Guides – Reimbursement for building and contents insurance - \$500.00;</li></ul>

**ORDINARY COUNCIL – 24 FEBRUARY 2015**

	d) Central Ward Funds – Cr Geoff Dingle – YMCA Lakeside Leisure Centre – Donation toward 2015 Annual Fundraiser Swimability - \$500.00.
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The purpose of this report is to determine and, where required, authorise payment of financial assistance to recipients judged by Councillors as deserving of public funding. The Financial Assistance Policy gives Councillors a wide discretion to either grant or to refuse any requests.

The new Financial Assistance Policy provides the community and Councillors with a number of options when seeking financial assistance from Council. Those options being:

1. Mayoral Funds
2. Rapid Response
3. Community Financial Assistance Grants – (bi-annually)
4. Community Capacity Building

Council is unable to grant approval of financial assistance to individuals unless it is performed in accordance with the Local Government Act. This would mean that the financial assistance would need to be included in the Management Plan or Council would need to advertise for 28 days of its intent to grant approval. Council can make donations to community groups.

The requests for financial assistance are shown below is provide through Mayoral Funds, Rapid Response or Community Capacity Building:-

**CENTRAL WARD – Councillors Dingle, Doohan & Tucker**

KU Peninsula Preschool	Reimbursement towards costs of temporary closure.	\$334.15
Nelson Bay Girl Guides	Reimbursement for building and contents insurance.	\$500.00
YMCA Lakeside Leisure Centre	Donation toward 2015 Annual Fundraiser Swimability.	\$500.00

**MAYORAL FUNDS – Mayor MacKenzie**

Rotary Club of Nelson Bay	Donation toward Pride of Workmanship Awards.	\$500.00
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**FINANCIAL/RESOURCE IMPLICATIONS**

Council Ward, Minor Works and Mayoral Funds are the funding source for all financial assistance.

Source of Funds	Yes/No	Funding (\$)	Comment
Existing budget	Yes	1,834.15	\$1,334.15 Central Ward funds. \$500.00 Mayoral funds.
Reserve Funds	No		
Section 94	No		
External Grants	No		
Other	No		

## LEGAL AND POLICY IMPLICATIONS

To qualify for assistance under Section 356(1) of the *Local Government Act, 1993*, the purpose must assist the Council in the exercise of its functions. Functions under the Act include the provision of community, culture, health, sport and recreation services and facilities.

The policy interpretation required is whether the Council believes that:

- a) applicants are carrying out a function which it, the Council, would otherwise undertake;
- b) the funding will directly benefit the community of Port Stephens;
- c) applicants do not act for private gain.

Risk	<a href="#">Risk Ranking</a>	Proposed Treatments	Within Existing Resources?
There is a risk that Council may set a precedent when allocating funds to the community and an expectation those funds will always be available.	Low	Adopt the recommendation	Yes

## SUSTAINABILITY IMPLICATIONS

Includes Social, Economic and Environmental Implications

Nil.

## CONSULTATION

- 1) Mayor;
- 2) Councillors;
- 3) Port Stephens Community.

**OPTIONS**

- 1) Adopt the recommendation;
- 2) Vary the dollar amount before granting each or any request;
- 3) Decline to fund all the requests.

**ATTACHMENTS**

Nil.

**COUNCILLORS ROOM**

Nil.

**TABLED DOCUMENTS**

Nil.

ITEM NO. 10

## INFORMATION PAPERS

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

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### RECOMMENDATION IS THAT COUNCIL:

Receives and notes the Information Papers listed below being presented to Council on 24 February, 2015.

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No:	Report Title	Page:
1	Birubi Headland Tourism Interchange	72
2	Cash and Investments Held at 31 January 2015	73

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### ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015 COMMITTEE OF THE WHOLE RECOMMENDATION

	<b>Councillor Sally Dover</b> <b>Councillor Steve Tucker</b>
	That the recommendation be adopted.

026	<b>Councillor Steve Tucker</b> <b>Councillor John Morello</b>
	It was resolved that Council move out Committee of the Whole.

036	<b>Councillor Ken Jordan</b> <b>Councillor Chris Doohan</b>
	It was resolved that Council receive and notes the Information Papers listed below being presented to Council on 24 February, 2015.

# INFORMATION PAPERS



**INFORMATION ITEM NO. 1**

**BIRUBI HEADLAND TOURISM INTERCHANGE**

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**REPORT OF:** STEVEN BERNASCONI – COMMUNITY SERVICES SECTION MANAGER  
**GROUP:** FACILITIES AND SERVICES

**FILE:** PSC2009-00878

**BACKGROUND**

The purpose of this report is to respond to Council Minute 26 of Council meeting 11 February 2014 relating to the cost, feasibility and timing of a tourist coach drop off and pick up area at Anna Bay Lot 312 DP753204 (known as 98 Gan Gan Road Anna Bay).

Council responded to the call for expressions of interest from the Hunter Infrastructure and Investment Fund in July 2014. One of the projects proposed was a \$1.832M tourism infrastructure project at Anna Bay that would create a tourism transport hub for the ever increasing tourism demands of Birubi Point and Worimi Conservation Lands.

The proposal includes development of:

- 1) A centralised tourist coach parking and tourism operator interchange at Lot 312 DP753204 (known as 98 Gan Gan Road Anna Bay) in order to alleviate traffic congestion on Birubi Headland; and
- 2) The redesign of small vehicle parking spaces at Birubi headland and James Paterson Street Anna Bay.

The proposed project has the support of NSW Crown Lands as the land owner and is also supported in principle by Worimi Conservation Lands, Worimi Local Aboriginal Land Council, Birubi Point Surf Life Saving Club and the National Parks and Wildlife Service.

The benefits to the Hunter Region and Port Stephens Council area cannot be understated. Birubi Point Aboriginal Place, the headland, the beach and Worimi Conservation Lands are a major tourism draw card for the region and as such there are significant demands placed on the local infrastructure that supports that industry.

Council received advice in December 2014 that the initial Hunter Infrastructure and Investment Fund expression of interest for this project had been successful. The project is now eligible to proceed to the more formal Call for Proposal process expected to be announced prior to May 2015. Upon announcement of the Call for Proposals, staff will be preparing a more detailed project plan including further consultation on design, cost and future site management arrangements.

**ATTACHMENTS**

Nil.



## CASH AND INVESTMENTS HELD AT 31 JANUARY 2015

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REPORT OF: TIM HAZELL – FINANCIAL SERVICES SECTION MANAGER  
GROUP: CORPORATE SERVICES

FILE: PSC2006-6531

### BACKGROUND

The purpose of this report is to present Council's schedule of cash and investments held at 31 January 2015.

### ATTACHMENTS

- 1) Cash and investments held at 31 January 2015;
- 2) Monthly cash and investments balance January 2014 to January 2015;
- 3) Monthly Australian term deposit index January 2014 to January 2015.

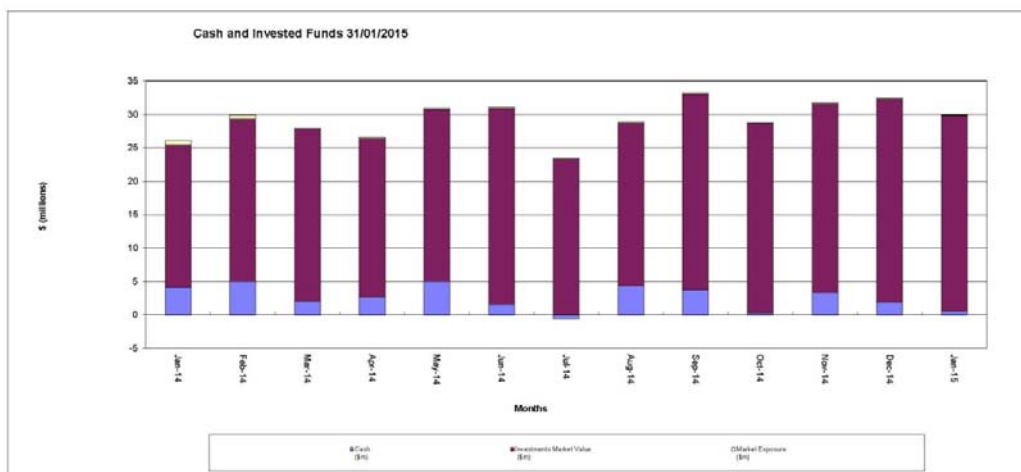
## ATTACHMENT 1

CASH AND INVESTMENTS HELD AS AT 31 JANUARY 2015								
ISSUER	BROKER	RATING*	DESC.	YIELD %	TERM DAYS	MATURITY	AMOUNT INVESTED	MARKET VALUE
TERM DEPOSITS								
NATIONAL AUSTRALIA BANK LTD	NAB	AA-	TD	3.65%	182	11-Feb-15	1,000,000	1,000,000
ING BANK (AUSTRALIA)	FIIG	A	TD	3.56%	182	25-Feb-15	1,000,000	1,000,000
ARAB BANK AUSTRALIA LTD	RIM	BB+	TD	3.90%	271	11-Mar-15	1,500,000	1,500,000
NATIONAL AUSTRALIA BANK LTD	NAB	AA-	TD	3.58%	182	25-Mar-15	2,000,000	2,000,000
NATIONAL AUSTRALIA BANK LTD	NAB	AA-	TD	3.58%	182	8-Apr-15	2,000,000	2,000,000
SUNCORP	SUNCORP	A+	TD	3.45%	126	22-Apr-15	2,000,000	2,000,000
ARAB BANK AUSTRALIA LTD	RIM	BB+	TD	3.85%	266	6-May-15	500,000	500,000
ING BANK (AUSTRALIA)	ING	A-	TD	3.52%	182	20-May-15	2,000,000	2,000,000
AMP BANK LTD	FARQUHARSON	A+	TD	3.50%	275	29-May-15	1,000,000	1,000,000
BANK OF QUEENSLAND LTD	BOQ	A-	TD	3.60%	266	3-Jun-15	2,500,000	2,500,000
AMP BANK LTD	CURVE	A+	TD	3.50%	266	3-Jun-15	1,000,000	1,000,000
BANK OF QUEENSLAND LTD	BOQ	A-	TD	3.60%	196	17-Jun-15	1,500,000	1,500,000
NATIONAL AUSTRALIA BANK LTD	NAB	AA-	TD	3.58%	182	17-Jun-15	2,000,000	2,000,000
WAW CREDIT UNION CO-OPERATIVE	CURVE	N/R	TD	3.65%	301	1-Jul-15	2,000,000	2,000,000
BANK OF SYDNEY LTD	RIM	N/R	TD	3.58%	182	15-Jul-15	2,000,000	2,000,000
NATIONAL AUSTRALIA BANK LTD	NAB	AA-	TD	3.50%	182	29-Jul-15	1,000,000	1,000,000
ME BANK	ME	BBB+	TD	3.45%	182	29-Jul-15	1,000,000	1,000,000
AMP BANK LTD	FARQUHARSON	A+	TD	3.50%	266	12-Aug-15	2,000,000	2,000,000
SUB TOTAL (\$)							28,000,000	28,000,000
OTHER INVESTMENTS								
NEXUS BONDS LTD "TOPAZ AA-"	GRANGE	A	CDO	0.00%	10yrs	23-Jun-15	412,500	373,317
ANZ ZERO COUPON BOND	ANZ	AA-	BOND	0.00%	9yrs	1-Jun-17	1,017,877	949,944
SUB TOTAL (\$)							1,430,377	1,323,261
INVESTMENTS TOTAL (\$)							29,430,377	29,323,261
CASH AT BANK (\$)							526,848	526,848
TOTAL CASH AND INVESTMENTS (\$)							29,957,225	29,850,109
CASH AT BANK INTEREST RATE				2.45%				
BBSW FOR PREVIOUS 3 MONTHS				2.78%				
AVG. INVESTMENT RATE OF RETURN				3.41%				
TD = TERM DEPOSIT				FRN = FLOATING RATE NOTE				
CDO = COLLATERALISED DEBT OBLIGATION				FRSD = FLOATING RATE SUBORDINATED DEBT				
*STANDARD AND POORS LONG TERM RATING								
CERTIFICATE OF RESPONSIBLE ACCOUNTING OFFICER								
I HEREBY CERTIFY THAT THE INVESTMENTS LISTED ABOVE HAVE BEEN MADE IN ACCORDANCE WITH SECTION 625 OF THE LOCAL GOVERNMENT ACT 1993, CLAUSE 212 OF THE LOCAL GOVERNMENT (GENERAL) REGULATION 2005 AND COUNCIL'S CASH INVESTMENT POLICY								
W WALLIS								

ATTACHMENT 2

Cash and Investments Held

Date	Cash (\$m)	Investments Market Value (\$m)	Market Exposure (\$m)	Total Funds (\$m)
Jan-14	4.122	21.271	0.659	26.052
Feb-14	5.006	24.274	0.656	29.936
Mar-14	2.048	25.759	0.171	27.978
Apr-14	2.692	23.761	0.169	26.622
May-14	4.964	25.775	0.156	30.895
Jun-14	1.572	29.276	0.155	31.002
Jul-14	0.532	23.290	0.147	22.905
Aug-14	4.375	24.305	0.132	28.811
Sep-14	3.793	29.310	0.126	33.230
Oct-14	0.350	28.313	0.123	28.786
Nov-14	3.293	28.313	0.123	31.729
Dec-14	1.959	30.317	0.113	32.389
Jan-15	0.527	29.323	0.107	29.957



## ATTACHMENT 3

## Australian Term Deposit Accumulation Index

Date	90 Day Term Deposit Index	PSC
Jan-14	3.2797	3.63
Feb-14	3.2527	3.64
Mar-14	3.2397	3.62
Apr-14	3.2216	3.61
May-14	3.1931	3.62
Jun-14	3.1897	3.62
Jul-14	3.1389	3.58
Aug-14	3.1182	3.55
Sep-14	3.1082	3.51
Oct-14	3.0955	3.49
Nov-14	3.0886	3.46
Dec-14	3.0832	3.42
Jan-15	3.0697	3.41



# NOTICES OF MOTION

# NOTICE OF MOTION

ITEM NO. 1

FILE NO: A2004-0217/PSC2011-02312

## FLY POINT BEACH – SIGNAGE FOR SWIMMING, BOATING & JET SKI ZONES

COUNCILLOR: SALLY DOVER

### THAT COUNCIL:

- 1) Investigate and prepare signage to indicate swimming zones, boating and jet-ski zones on Fly Point beach.

### BACKGROUND REPORT OF: JASON LINNANE – FACILITIES AND SERVICES GROUP MANAGER

### ORDINARY COUNCIL MEETING – 24 FEBRUARY 2015 MOTION

037	Councillor Sally Dover Councillor John Nell
	It was resolved that Council investigate and prepare signage to indicate swimming zones, boating and jet-ski zones on Fly Point beach.

### BACKGROUND

Roads and Maritime Services (RMS) is the lead agency for the regulation of "on water" activities in NSW.

Council staff will organise an on-site meeting with staff of RMS to discuss the above mentioned issues and how we can work together to improve safety for all.

An invitation to the meeting will be made to all Councillors. As a matter of course, staff will provide an update back to all Councillors via standard weekly correspondence.

There being no further business the meeting closed at 6.12pm.