

GEORGES RIVER COUNCIL

Administrator's Minute

Monday 4 July 2016

Minute Number 5

GEORGES RIVER COUNCIL 2016/2017 GRANTS PROGRAM

Georges River Council has received \$10 million from the Stronger Communities Fund provided by the NSW Government. These funds were allocated to Council to kick-start the delivery of community-oriented projects and initiatives that directly improve community infrastructure and services.

Of the \$10 million Stronger Communities funding provided to Georges River Council, \$1 million is available for local Georges River community groups who will be invited to apply for grants each worth up to \$50,000.

Georges River Council will continue to provide an annual Community Grants Program which will allocate \$200,000 to local community groups. Grants valued up to \$10,000 will be available.

Funding for both programs will be allocated across four key areas, including:

- Community development
- Culture and arts development
- Environment and conservation
- Sport and recreation

To be successful for funding, community projects must deliver social, cultural, economic or environmental benefits to local communities.

Council has developed the Georges River Council Grants Program Guidelines incorporating the Stronger Communities Fund and the Georges River Grants Program. These guidelines will be available from the Georges River Council website.

Under the Stronger Communities Fund Guidelines, Council is required to establish an Assessment Panel to assess each application and provide recommendations to fund projects. The panel will include:

- Administrator or delegate
- State Member(s) of Parliament, or a nominated representative
- Regional Coordinator of the Department of Premier and Cabinet, or their delegate

- General Manager or delegate
- An independent probity advisor
- One former Councillor from the former Hurstville Council and one former Councillor from the former Kogarah Council

Following the assessment by the Panel, a report with specific recommendations will be tabled to Council for determination.

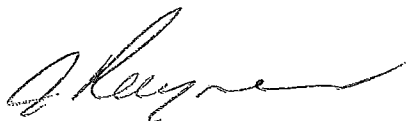
It is proposed to release the application process and guidelines to community groups in July 2016, with applications opening on 15 August 2016 and closing on 16 September 2016.

The Assessment Panel for Council's Community Grants Program will include

- General Manager or delegate (Chair)
- An independent probity advisor
- One former Councillor from the former Hurstville Council and one former Councillor from the former Kogarah Council

MOTION

1. That the Minute be received and noted.
2. That the proposed membership of the Stronger Communities Fund Assessment Panel for 2016/2017 be endorsed.
3. That the membership of Council's Community Grant Assessment Panel for be endorsed.



John Rayner PSM
Administrator

GEORGES RIVER COUNCIL

4 July 2016

Meeting of Council 4th July, 2016

Administrator's Minute No. 6

Hurstville Library, Museum & Gallery win National Award

I was delighted to learn that the Hurstville Library, Museum and Gallery was presented with a prestigious award as part of the Museums and Galleries National Awards (MAGNA).

Organised by Museums Australia, these awards recognise excellent work nationally in the categories of exhibition, programs and sustainability projects. The awards are open to all Australian cultural collecting institutions who are members of Museums Australia.

The Hurstville Library, Museum and Gallery took out the category 'Permanent Exhibition or Gallery Fitout – Level 1' for the exhibition, *St George Stories: People – Places – Community*.

The exhibition explores the history of the St George area and gives visitors an opportunity to learn about the local region and how it has changed over the years – it is a fantastic exhibition and very deserving of this award.

Also, the Hurstville Museum and Gallery received a Highly Commended award for the category 'Temporary or Travelling Exhibition – Level 1' for the exhibition, *Remembering them: People of St George & the First World War*.

This exhibition, which was on display from January to March 2015, was developed to commemorate the Anzac centenary.

The exhibition illustrated the experiences of men and women of the St George area during World War One and how we remember and honour them today.

I would like to take this opportunity to thank the Museum, Library and Gallery staff for their fantastic contributions in the management of these exhibits.

Council is proud to have won these awards and these are a testament to the hard work and commitment of Council staff who coordinate these exhibitions.

Finally, I would also like to take this opportunity to encourage all local residents to visit the Hurstville Library, Museum and Gallery to view local exhibitions.

MOTION:

That the staff involved in the projects which were recognised in the Museums and Galleries National Awards be thanked and congratulated on their achievements.


John Rayner PSM
Administrator

GEORGES RIVER COUNCIL

Date 4 July 2016

Meeting of Council 4 July 2016

Administrator's Minute No. 7

Vale Bernard 'Bernie' Holdsworth: 20 September, 1949 – 21 June, 2016

It is with regret that I advise of the sad passing of Mortdale resident and community leader, Mr Bernie Holdsworth.

Bernie was a devoted family man, who made an outstanding contribution to the St George area and beyond through his involvement in many community organisations. In recent times, he led the Illawarra Catholic Club, an organisation well known for its support of many charities and non-profit organisations.

Bernie built his career in the banking and financial industry for 34 years. Upon retiring, he was bored within two weeks of being home and needed a new challenge. Bernie had always harboured a desire to drive big wheels and made this a reality by driving buses for Telfords Bus and Coach Company. He worked by the philosophy that he had to leave home on time and arrive at his destination on time!

Bernie Holdsworth joined the Illawarra Catholic Club board in 2003, and was elected to the position of President in May 2007. Under Bernie's capable leadership, the Illawarra Catholic Club has donated a considerable amount to community organisations in the St George region area which is demonstrated by the list below.

CLUB GRANTS CATEGORY I: ST GEORGE REGION 2007-2016

RECIPIENT	AMOUNT
Asian Women at Work	\$72,618
Calvary Health Care	\$1,000,000 over 8 years
Calvary Health Care	\$48,245
Catholic Education Foundation	\$182,000 over 4 years
Chinese Parents Association	\$27,650
Enough is Enough Anti Bullying Campaign	\$180,350
Learning Links	\$134,143
Make A Wish Australia	\$10,000
Mortdale Community Services	\$49,538
Nurses on Wheels (Menai & Hurstville)	\$153,000 over 4 years
Resourceful Australian Indian Network	\$37,360
Recreation, Sports & Aquatics Club	\$16,800

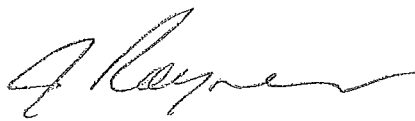
Sacred Heart Community	\$30,000
Salvation Army	\$8,980
St George Cancer Care Centre	\$1,000,000 over 2 years
St George Community Housing	\$32,160
SHINE for Kids	\$45,065
Special Children Services Centre	\$10,820
3Bridges Community	\$222,535
3Bridges Community	\$75,000 (2016)
3Bridges Community (Buses)	\$160,000
The Knights of St George Heart Association	\$60,000
The John Berne Education Foundation	\$162,100
Wesley Aunties & Uncles	\$71,169
Wesley Mission	\$32,000
Zonta Club of Botany Bay	\$6,500

Through its presence at Menai, the Club made similar grants. These included grants to Menai District Sporting Clubs in excess of \$1 million and \$400,000 to Sylvanvale.

Bernie is survived by his wife Laureen and children Mark, Tim, Karen and Luke. His family can be extremely proud of the achievements of this generous, outgoing, and popular man. Bernie's dedication to assisting others less fortunate in the community was always a driving motivation and passion in his life.

MOTION:

1. That Georges River Council express thanks and appreciation to the late Bernard Holdsworth for his outstanding contribution to the St George region through his involvement with Illawarra Catholic Club and other community organisations.
2. That Council's condolences be extended to the Holdsworth family.



John Rayner PSM
Administrator

GEORGES RIVER COUNCIL

Date 4 July 2016

Meeting of Council 4 July 2016

Administrator's Minute No. 8

Awards – Trainee Lee Fermor

I am pleased to record that Georges River Council's Management Information Systems (MIS) trainee, Lee Fermor, was recently awarded both the *Aboriginal and Torres Strait Islander Student of the Year Finalist Award* and the *Aboriginal and Torres Strait Islander Student of the Year Commendation Award* as part of the 2016 NSW Training Awards – Southern & South Western Sydney Region.

These awards recognise the achievements of Aboriginal or Torres Strait Islander students who display strong understanding and knowledge of vocational training systems and demonstrate an ongoing commitment to lifelong learning.

Lee has a positive 'can do' work ethic and he is committed to providing excellent customer service and information technology support.

Lee is a worthy recipient and I strongly congratulate him on this outstanding professional achievement.

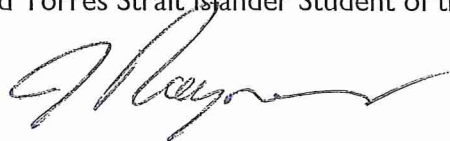
Lee was selected as one of three finalists from 12 candidates.

Lee's traineeship has been extended due to his outstanding work performance. He is undertaking work towards completing a Certificate IV in Networking.

Congratulations Lee.

MOTION

That Lee Fermor be congratulated on his outstanding achievement in being awarded the *Aboriginal and Torres Strait Islander Student of the Year Finalist Award* and the *Aboriginal and Torres Strait Islander Student of the Year Commendation Award*.



John Rayner PSM
Administrator

GEORGES RIVER COUNCIL

Date 4 July 2016

Meeting of Council 4 July 2016

Administrator's Minute No. 9

I. APPOINTMENT OF DELEGATES AND REPRESENTATIVES – EXTERNAL AND INTERNAL ORGANISATIONS AND ADVISORY COMMITTEES

MOTION

1. That report CCL037-16, "Establishment of the Georges River Council Economic Development Advisory Committee", be considered in conjunction with this Minute.
2. That the Terms of Reference for the Community Development Advisory Committee be adopted.
3. That an Economic Development Committee be established and the attached Charter adopted.
4. That local State Members of Parliament be invited to attend meetings of the Economic Development Committee.
5. That community representatives, as outlined in the report, be appointed to the committees, subject to their acceptance of the invitation.
6. That the Administrator be authorised to invite and/or appoint former Councillors and other community members to participate in the Committees, as outlined in the report or as required.
7. That the Administrator be authorised to set attendance fees for former Councillors should they participate in Advisory Committees and/or undertake roles on behalf of Council.

EXECUTIVE SUMMARY

This Minute proposes to establish a number of Advisory Committees.

BACKGROUND

Advisory Committees comprising community representatives have played an important role in policy making and community development and in ensuring the former local government areas of Kogarah and Hurstville City provide good services and lifestyles for residents.

Through its Advisory Committees, Council can engage with and draw on expertise from the community.

It is proposed that a number of the Advisory Committees, operating within the former local government areas be re-established, with some modifications, and a new Economic Development Committee be established.

At the meeting on 19 May, 2016 Council appointed delegates to a number of external bodies and the Georges River Local Traffic Committee.

This Minute proposes appointments to Advisory Committees, subject to acceptance by those persons proposed and further delegate appointments.

Where community representatives were members of the Committees of the former councils, they are recommended for appointment, pending their acceptance of the invitation.

2. PROPOSED CHANGES TO FORMER COMMITTEES

Community Development & Services Advisory Committee (CDAC)

Former Committees, Community Access & Safety and the Multicultural Advisory, will become the CDAC.

Kingsgrove Community Aid Centre, Mortdale Community Service Committee and 3Bridges Neighbour Centre

Staff will regularly meet with these Centres and representatives will be invited to participate on the CDAC.

3. PROPOSED COMMITTEES

Aboriginal Advisory Committee (AAC)

- The AAC meets quarterly.
- The Chair of the AAC to be appointed by the Aboriginal Advisory Committee in accordance with the Terms of Reference for this committee.
- Council officers, Director Community and Culture and other staff, as nominated by the General Manager.
- Community representatives: Jo Love; Louise Durmush; Tracie McNealy; Megan Ridgeway; Bianca Warner; Brooke Joy; Samantha Knight; Sarah Bilbao; Leanne Trindall; Lisa Gall and Paul Ryan.

Community Development and Services Advisory Committee (CDAC)

- It is proposed to combine the Committees of the former Hurstville and Kogarah Councils, including the Community Access and Safety Committees and the Multicultural Advisory Committee to become the Community Development Advisory Committee (CDAC).
- Committee to meet bi-monthly.
- Former Councillors of Kogarah and Hurstville Councils will be invited to participate on this Committee.
- The Director Community and Culture is proposed as the chair of this committee. The draft terms of reference are also recommended for approval and are attached.
- The following community representatives or their delegate, are recommended to be appointed to the CDAC: Rosemary Bishop CEO 3Bridges; Dragica Sinikoski Outreach Coordinator TAFE NSW; Antoinette Chow Executive Officer St George Migrant Resource Centre Inc; Oonagh McCallan Kogarah Community Services Inc; Ray Kerridge NSW Police – St George Local Area Command, Representative from Kingsgrove Community Aid Centre and Representative from Mortdale Community Services Committee.
- Staff attendance as nominated by the General Manager.

Lunar New Year Advisory Committee (LNYAC)

- Former Councillors of Kogarah and Hurstville councils will be invited to participate in this committee.
- The Chair of the LNYAC to be appointed by the Administrator.
- Staff attendance as nominated by the General Manager.

Youth Advisory Committee

- It is proposed to combine the Committees of the former Hurstville and Kogarah Councils Youth Advisory Committees.
- Youth Officers will support this Committee, as nominated by the General Manager.

Australia Day Botany Bay Regatta Committee

- One representative to be appointed from the former Councillors.

Business Enterprise Centre (BEC)

- One representative to be appointed from the former Councillors.

Georges River Combined Councils Committee (GRCCC)

- Two delegates to be appointed from the former Councillors of Kogarah and Hurstville.
- Two non-voting Council officers are recommended, as nominated by the General Manager; Manager Environmental Services and Manager Parks and Waterways.

Municipal Public Libraries Association (MPLA)

- One delegate to be appointed from the former Councillors of Kogarah and Hurstville.

Economic Development Committee (EDC)

As outlined in CCL037-16, it is proposed to establish the Georges River Council Economic Development Committee. The Committee will develop an Economic Development Strategy and work co-operatively with the business community as well as the broader community of Georges River.

It is also proposed to invite local State Members of Parliament to attend meetings of the Committee.

Operational Plan Budget

There is no budget impact for this report.

APPENDICES

Appendix I - Terms of Reference – Community Development and Services Advisory Committee.

Appendix II – Terms of Reference - Economic Development Committee.



John Rayner PSM

Administrator

GEORGES RIVER COUNCIL

Terms of Reference

Community Development and Services Advisory Committee

Objective

To consider issues relating to community and cultural development, and Councils community services.

Membership

The Working Party will be chaired by Director Community and Culture.

The Advisory Committee will comprise of the following:

- Former Councillors of Hurstville and Kogarah councils as appointed by the Administrator
- Representatives of community organisations appointed by the Administrator
- Director of Community and Culture (or representative)
- Staff as required

Quorum

In quorum for any meeting of the Community Development Advisory Committee shall be two (2) community members.

Role

- To act as a consultative mechanism for the development of Council's strategies and plans in community and cultural development and Council's community services.
- To monitor the changing needs of the community and advocate on how Council may address these needs.

Advisory Committee Meetings

Dates

The working party generally meets bi-monthly on the second Monday of the month at 6.00pm in the Council Chambers or as designated by the Chair of the Committee.

Minutes

Resolutions relating to items considered by the Advisory Committee are posted on the Georges River Council's website following adoption by Council.

GEORGES RIVER COUNCIL

**(Draft) Terms of Reference
Economic Development Advisory
Committee 2017**

Trim or other reference

Georges River Council - Ordinary Council Meeting – Monday, 4 July 2016
CCL037-16 ESTABLISHMENT OF THE GEORGES RIVER COUNCIL ECONOMIC DEVELOPMENT
ADVISORY COMMITTEE
[Appendix 1] Terms of Reference - Economic Development Committee 2017 - 4 July 2016

Version Control	Date	Details
1.0	July 2016	Original document

TABLE OF CONTENTS

1. Introduction.....	4
2. Name	4
3. Status of the Committee	4
4. Delegations.....	4
5. Roles and Objectives.....	4
6. Membership	5
7. Council Staff.....	5
8. Term of Office	5
9. Chairperson	5
10. Alternates.....	6
11. Vacancies.....	6
12. Meetings.....	6
13. Voting	6
14. Quorum	6
15. Proxy	7
16. Communication and Reporting	7
17. Code of Meeting Practice and Code of Conduct.....	7

INTRODUCTION

On 12 May 2016 Hurstville City and Kogarah City Councils were amalgamated to form a new entity – Georges River Council. The new council area is 38 square kilometres and has a population of approximately 147,000 people. In 2014/15 the Gross Regional Product of the Georges River Council area was estimated to be \$6.8 billion. In order to support the local economy, Council has identified the need to appoint an Economic Development Advisory Committee.

NAME

Georges River Council Economic Development Advisory Committee.

STATUS OF THE COMMITTEE

This Committee is an Advisory Committee of Council.

DELEGATIONS

The following delegations will apply to the Economic Development Advisory Committee:

- The Committee does not have the authority to incur expenditure;
- The Committee does not have the authority to bind Georges River Council without approval from Council;
- The Committee may make recommendations to Council on all relevant business presented before it;
- Such recommendations will be presented to Council in a report prepared by nominated Council Officers;
- Recommendations made by the Committee may or may not be adopted by Council; and
- Members of the Committee are not permitted to speak to the media or social media in the guise of a representative of Council unless approved by the General Manager.

PURPOSE

The purpose of the Georges River Economic Development Advisory Committee is to advise on the development, implementation, monitoring and review of the Georges River Economic Development Strategy.

ROLE AND OBJECTIVES

The Georges River Economic Development Advisory Committee will provide a link between Council and key and emerging industry sectors, with the aim of encouraging economic growth in the region.

The Committee's role will be to:

- Act as a link between Council and key industry sectors to encourage open communication to respond to issues that may impact on the business community;
- Develop and promote partnerships and business networks in the local area;
- Identify economic development projects, opportunities and actions;
- Assist with the commissioning and implementation of an Economic Development Strategy and other relevant plans, policies or initiatives for the Georges River Council area;
- Partner with Georges River Council to attract new businesses, investment and jobs to the local area.

MEMBERSHIP

Membership of the Georges River Economic Advisory Committee will be sought on the basis of broad interest, understanding and commitment to advancing economic growth in the local area and shall comprise the following membership structure:

- The Administrator of Georges River Council or their authorised representatives;
- Following election of the Council in 2017, no less than one (1) Councillor and one alternate Councillor appointed annually;
- One representative and one alternate from the Georges River Chamber of Commerce;
- One representative and one alternate from the Southern Sydney Chinese Business Association;
- One representative from each key industry - Health, Manufacturing, Finance, Property, Education, Hospitality, and Retail;
- One community representative; and
- Other members who may be invited by the Administrator, from time to time, to assist the Committee to achieve its objectives, including former Councillors from the Hurstville and Kogarah Councils.

COUNCIL STAFF

The following Georges River Council Staff will attend Committee meetings but are not considered members of the Committee:

- Director of Environment and Planning (or their authorised representative);
- Economic Development Officer
- Committee Facilitator / Secretariat

The role of Council staff will be to provide professional advice, administrative and technical support. It must be noted that Council staff are not subject to the direction of the Committee Chairperson, or any Committee members thereof.

TERM OF OFFICE

Members of the Committee will be appointed for a two (2) year term with the option of a further two years at the discretion of Council or the Administrator. The Administrator may also, from time to time, appoint additional members for a lesser period, to assist the Committee to achieve its objectives.

Membership of the Committee will be confirmed by a resolution of Council in the first instance and on an annual basis prior to September each year. Membership of the Committee can be altered or withdrawn by a resolution of Council. Council staff will be appointed to the Committee by the General Manager.

CHAIRPERSON

The initial Chairperson may be appointed by the Administrator. Thereafter the members of the Committee will elect the Chairperson. All remarks and recommendations made by the Committee will be made by the Chairperson. In the absence of the Chairperson, the Committee will elect a Chairperson.

ALTERNATES

The General Manager may from time to time appoint a person to be the alternative to a member and may revoke such an appointment. While acting in the place of a member the alternative member has all the functions of a member and is taken to be a member.

VACANCIES

The office of a member becomes vacant if the member:

- Dies, or
- Completes a term of office and is not reappointed, or;
- Resigns from office in writing addressed to the General Manager, or;
- Is removed by the General Manager from office for any or no reason and without notice.

MEETINGS

The following procedures will apply with regard to Committee meetings:

- Meetings will be held on a Quarterly basis and will be open to the public;
- Extraordinary meetings may be called by the Chairperson in consultation with the General Manager;
- The agenda and meeting documents will be circulated to Committee Members at least one week prior to the meeting;
- Each meeting shall be properly recorded by the taking of minutes;
- Members of the public and the media may attend the meeting as observers;
- Members of the public can not address the meeting unless prior arrangements are made with the meeting facilitator;
- Presentations will be restricted to a maximum of five minutes.

VOTING

As the Committee has an advisory role, its recommendations are made by consensus and no recommendation is deemed to be a decision of Council unless the matter is referred to Council for determination. If consensus is not achieved and is required, the matter will be referred to Council for determination.

QUORUM

As the membership of the Committee operates in an advisory capacity only, no quorum is required however; the Chairperson will use their discretion to determine if any item should be deferred to a future meeting if it is considered that there are insufficient Committee members present to fully consider the item.

PROXY

No voting by proxy is permitted. Only members in attendance at the meeting shall be entitled to participate. If a member is unable to attend the meeting but wishes to be in attendance for discussion of a particular item, the member can notify the Chairperson to request a deferral of the item to a subsequent meeting. Deferral of any item is at the discretion of the Chairperson.

COMMUNICATION AND REPORTING

The agendas and minutes of the Committee will be stored as a permanent record of Council as determined by the General Manager. Meeting agendas and minutes will be placed on Council's website. The minutes of each meeting will be circulated to Committee members within one week of the meeting. Any questions regarding the minutes will be referred to the Committee Facilitator.

Georges River Council - Ordinary Council Meeting – Monday, 4 July 2016

CCL037-16 ESTABLISHMENT OF THE GEORGES RIVER COUNCIL ECONOMIC DEVELOPMENT ADVISORY
COMMITTEE

[Appendix 1] Terms of Reference - Economic Development Committee 2017 - 4 July 2016

Where recommendations by the Committee exceed the delegations by Council officers, or if a resolution of Council is required with regards to the allocation of funds, resources or amendments to Council policy, a report will be prepared for the next available Council meeting.

CODE OF CONDUCT AND CODE OF MEETING PRACTICE

Each Committee member shall be provided with the Georges River Code of Conduct and Code of Meeting Practice.