

# Meeting minutes

## Local Representative Committee

Date	14 December 2016	Time	9am
Venue	Committee Room – Taree	Note-taker	Jane Ree
Present	Jan McWilliams, Kathryn Bell, Jim Henderson, Karen Hutchinson, Trent Jennison, Robyn Jenkins, Carol McCaskie, Katheryn Smith, Leigh Vaughan, Len Roberts, David West and John Turner.		
Apologies	Frank Hooke		
In attendance	Steve Embry (Director Corporate & Business Systems), Jane Ree (Manager Communication & Engagement), Glenn Handford (Interim General Manager), Paul De Szell (Director Community Spaces and Services) and Lisa Schiff (Director Planning & Natural Systems)		

### Meeting Items6.1

Item	Key Points / Actions	
1	Open meeting	
2	Acknowledgement of Country	
3	Apologies	
4	Declaration of Interest	Glenn Handford declared a non pecuniary interest in relation to item 12 - Fame Cove and advised he would leave the room for this item.

		Karen Hutchinson declared a non pecuniary less than significant conflict in relation to item 6.1 - Vibrant Spaces, as she is a member of the Stroud business community. She advised that she would remain in the room for the discussion on the matter.
5	Confirmation of previous minutes.	Minutes of 9 November 2016 confirmed.
6	Matters arising from previous minutes	<p>6.1 Vibrant spaces update</p> <p>Council resolved to implement Vibrant Spaces approach and staff have been visiting businesses across the region to discuss implementation strategies. LRC members who have accompanied staff noted the friendly and professional approach and members requested they be advised when staff were visiting business.</p>
7	Reports on status of priority actions	NA
8	Flying Fox Camp Management – Hunter & Central Coast Regional Environmental Strategy	Presentation from Brad Nolan from Hunter Councils Environment Division on the regional approach to Flying-fox/human conflict management, and development of the local Camp Management Plan. Council has recently received funding from the NSW Office of Environment and Heritage through a joint submission with Hunter Councils Environment Division to develop a Camp Management Plan for the Karloo Reserve Flying fox camp.
9	IGM update	<p>9.1 Structure presentation to DPC</p> <p>The Interim General Manager provided background to his approach to prioritising the implementation of new structure in MidCoast Council.</p> <p>9.2 SRV community survey results</p> <p>Overview of the findings from the recent Jetty research undertaken was presented</p> <p>9.3 Rate harmonisation and SRV timing</p> <p>Advised that rate harmonisation remains a priority for community but will be addressed after the new Council established.</p>

10	MidCoast Implementation Status update – Project Management Office	<p>Overview of discussions with Department of Premier and Cabinet regarding procurement processes for software.</p> <p>Policies &amp; Procedures - An interest in assisting with policy development ahead of the new Council was expressed by members of the LRC but noted that operationally, people integration has been the priority over policy integration.</p> <p>Service reviews – a consultant has been engaged to commence structured approach to service review.</p>
11	Overview of NSW Local Government Community Satisfaction Survey	<p>Overview of the results of the NSW Local Government Community Satisfaction survey was provided. The focus areas for engagement and communication for the next 12 months are as follows:</p> <ol style="list-style-type: none"> <li>1. Condition of local streets &amp; footpaths</li> <li>2. Being a well-run &amp; managed council</li> <li>3. Providing value for money for my rates</li> <li>4. Decisions made in the interest of community</li> <li>5. Community consultation &amp; engagement</li> </ol>
12	Fame Cove update and overview	<p>Update on current action in Land and Environment Court provided by Lisa Schiff, Director of Planning &amp; Natural Systems.</p> <p>Noted that there has been strong interest from media and that the court has upheld interlocutory injunction until March 2016.</p>
13	LRC member questions	<p>13.1 Gloucester Aged Care land update</p> <p>The identified drainage and easement issues have been addressed and anticipate that the draft plan of subdivision will be signed off prior to end of this year.</p> <p>13.2 Gloucester Library update</p> <ul style="list-style-type: none"> <li>• Business as usual in Gloucester with library remaining under the auspice of Newcastle library.</li> <li>• Staff recently applied for grant valued at \$175K for upgrade and refurbishment.</li> <li>• Software systems will merge. Currently Manning and Great Lakes use the same software so current focus is on merging use of the Libero system used in Manning &amp; Great Lakes libraries prior to implementing in Gloucester.</li> </ul>

		<p>13.3 Budgets – managing budget v actual</p> <p>Discussion regarding future reporting systems. Focus at this stage is on implementing software that enables managers to have visibility across all three former budgets within one view and report.</p>
14	General business	<ul style="list-style-type: none"> <li>• Stronger communities applications assessed on merit by DPC appointed committee.</li> <li>• Rural Fire Service boundary changes may impact on ways that we work</li> <li>• Biosecurity Act will have impact on Council's weed strategy. Comprehensive community consultation will occur around this</li> <li>• Possum Brush Quarry community meeting recently attended by David West.</li> <li>• Hawks Nest State lifesaving championships held and noted the need for capacity building for supporting events of this scale</li> <li>• Forster Civic Centre – extraordinary Council meeting next Wednesday to consider response to EOI which is being assessed by evaluation panel.</li> </ul>
15	Meeting closed	1pm
16	Next meeting	8 February 2017