

CONFIRMED MINUTES

OF THE POLICY REVIEW COMMITTEE MEETING OF PENRITH CITY COUNCIL HELD IN THE PASSADENA ROOM, PENRITH ON MONDAY 30 JULY 2007 AT 7:37PM

PRESENT

His Worship the Mayor Councillor Pat Sheehy AM, Councillors Jim Aitken OAM (arrived 7.42pm), Kaylene Allison, David Bradbury (arrived 7.42pm), Lexie Cettolin, Kevin Crameri OAM, Mark Davies, Ross Fowler, Jackie Greenow, Karen McKeown, Susan Page, Garry Rumble, Steve Simat (arrived 7.56pm) and John Thain.

APOLOGIES

PRC 63 RESOLVED on the MOTION of Councillor John Thain seconded Councillor Ross Fowler that apologies be received and accepted from Councillors Jim Aitken OAM, David Bradbury, Greg Davies and Steve Simat.

CONFIRMATION OF MINUTES - Policy Review Committee Meeting - 9 July 2007

PRC 64 RESOLVED on the MOTION of Councillor Ross Fowler seconded Councillor Kevin Crameri OAM that the minutes of the Policy Review Committee Meeting of 9 July 2007 be confirmed.

DECLARATIONS OF INTEREST

There were no declarations of interest.

MASTER PROGRAM REPORTS

LEADERSHIP AND ORGANISATION

Councillors Jim Aitken OAM and David Bradbury arrived, the time being 7:42pm.

1 Alignment of the Organisation

PRC 65 RESOLVED on the MOTION of Councillor Ross Fowler seconded Councillor Garry Rumble

That:

1. The information contained in the report on Alignment of the Organisation be received.
2. The initiatives and changes to the staff establishment as outlined in the report be endorsed.

THE CITY AS A SOCIAL PLACE

Councillor Steve Simat arrived, the time being 7:56pm.

2 Smoke Free Outdoor Areas Policy

PRC 66 RESOLVED on the MOTION of Councillor Garry Rumble seconded Councillor Mark Davies

That:

1. The information contained in the report on Smoke Free Outdoor Areas Policy be received.
2. Council adopt the proposed Smoke Free Outdoor Areas policy.
3. The range of activities outlined within this report be undertaken through the staged delivery of an implementation plan to support this policy position.
4. A further report be submitted to the Policy Review Committee on the location, wording and type of signs to be erected.

THE CITY IN ITS ENVIRONMENT

3 Environmental and Health impact of Solid Fuel Heaters

PRC 67 RESOLVED on the MOTION of Councillor Ross Fowler seconded Councillor Garry Rumble that the information contained in the report on the Environmental and Health impact of Solid Fuel Heaters be received.

LEADERSHIP AND ORGANISATION

4 Presentations to recognise staff with long service

PRC 68 RESOLVED on the MOTION of Councillor Jim Aitken OAM seconded Councillor Kaylene Allison

That:

1. The information contained in the report on recognising staff with long service be received
2. Existing Council policies on recognising long serving staff be repealed
3. The criteria for recognising long service be reduced from 25 and 30 years to 20 years, and that the achievement of this service milestone be recognised at an annual "Evening of Celebration"
4. This information be documented in a Policy for inclusion in Council's Workforce Development Policy Manual.

5 Service Adjustment - Building Approvals

PRC 69 RESOLVED on the MOTION of Councillor Garry Rumble seconded Councillor Jim Aitken OAM

That:

1. The information contained in the report on Service Adjustment - Building Approvals be received
2. The service and system improvements identified in this report be implemented and reviewed on a progressive basis
3. An additional Environmental Health and Building Surveyor (EHBS) be appointed in 2007-08 and an Senior EHBS position be upgraded to a Co-ordinators level and the departmental budgets be adjusted accordingly
4. The appointment of an additional EHBS in 2008-09 or earlier if development activity identifies the need for an earlier appointment.
5. A new Compliance officer be appointed in 2009-10 or earlier if the Fire Safety Program identifies the need for an earlier appointment
6. A Review of the service be undertaken within 12 months of implementation of the modified model. The review will analyse the benefits and costs of the continuation of the "*modified model*" and compare these to those of a "*Certification Unit*"
7. Prior to establishment of a "*Certification Unit*", a consultant be engaged to prepare a report detailing an implementation strategy for the Unit. A future report detailing the terms of reference and costs of the consultant shall be prepared and approval granted prior to appointment of a consultant
8. Feedback be sought from stakeholders in conjunction with any of the changes
9. A copy of the review report be circulated to participating organisations.

6 Service Specification Program

PRC 70 RESOLVED on the MOTION of Councillor Karen McKeown seconded Councillor Ross Fowler

That:

1. The information contained in the report on the Service Specification Program be received
2. The specification for the Corporate Development service be adopted.
3. The specification for the Sustainability Planning and Coordination Service be adopted.

There being no further business the Chairperson declared the meeting closed the time being 8.34pm.

I certify that these 3 pages are the Confirmed Minutes of the Policy Review Committee Meeting of Penrith City Council held on 30 July 2007.

Chairperson

Date