

## Ordinary Meeting

**Meeting Date:** Monday, 28 October, 2024

**Location:** Council Chambers, City Administrative Building, Bridge Road, Nowra

## Attachments (Under Separate Cover)

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**a. Senior Staff Contractual Matters Committee**

<p><u>Meetings per year</u> – As required No set commencement time</p>	<p><u>Quorum</u> – Three (3) (5001E)</p>
<p><b>Purpose and Delegated Authority</b></p> <p>The Committee be delegated authority under Section 377 of the Local Government Act to consider information and advice from the Chief Executive Officer (CEO) with respect to organisational structure and related topics.</p> <p><b><u>CEO Appointment and Performance Review Sub- Committee</u></b></p> <p>In accordance with the ‘Guidelines for the Appointment and Oversight of General Managers 2022’:</p> <ol style="list-style-type: none"> <li>1. Undertake recruitment for the position of the CEO in the circumstance that the position becomes vacant.</li> <li>2. Undertake performance reviews of the CEO including:             <ol style="list-style-type: none"> <li>a. inviting non- member Councillors to contribute to the performance review process by providing feedback to the mayor on the CEO’s performance relevant to the agreed performance criteria.</li> <li>b. conducting performance reviews</li> <li>c. reporting the findings and recommendations of reviews to the council in closed session for determination, and</li> <li>d. development of the performance agreement.</li> </ol> </li> </ol> <p>Note: Section 377(1)(a) of the Local Government Act provides that the appointment of a Chief Executive Officer (General Manager) can only be determined by resolution of the Elected Council.</p>	
<p><b>Chairperson</b> – Mayor</p>	
<p><b>2023-2024 Councillor / Staff Membership</b> Mayor Clr Findley - Chairperson All Councillors CEO</p> <p><u>Sub- Committee to undertake Delegations 1&amp;2:</u> Mayor - Clr Findley (Chairperson) Deputy Mayor – Clr Norris Clr White Clr Gray Clr Copley</p>	<p><b>2024-2025 Councillor / Staff Membership</b> Mayor – Clr White - Chairperson All Councillors CEO</p> <p><u>Sub- Committee to undertake Delegations 1&amp;2:</u> Mayor – Clr White Deputy Mayor – Clr Wilkins Clr</p> <p>Appointed External Professional Facilitator (Observer) Clr Nominated by CEO</p>

Note: This committee operates as a confidential committee under the *Local Government Act - Section 10A(2)(a) - Personnel matters concerning particular individuals (other than Councillors)*.

## b. Aboriginal Advisory Committee

<p><u>Meetings per year</u> – Four (4) &amp; others as required Commencement time – 4pm</p>	<p>Quorum – Five (5) local Aboriginal community members Terms of Reference: <a href="#">POL23/35</a> (1209E) Amended: 17 July 2023</p>
<p><b>Purpose</b></p> <p>The purpose of the Aboriginal Advisory Committee, hereby known as the Committee, is to provide cultural advice to Council on its Strategies and Plans.</p> <p>The Committee will also seek to gain Council’s support in achieving the objectives for the current Statement of Commitment 2010 (SoC), the Shoalhaven City Council (SCC) Community Strategic Plan 2027 (SCCSP) and endorsement of the Uluru Statement of the Heart June 2020.</p>	
<p><b>Role of the Committee</b></p> <p>The role of the Committee is to:</p> <ul style="list-style-type: none"> <li>• Advise SCC on matters relating to Aboriginal communities in the LGA.</li> <li>• Promote and increase knowledge and understanding of Aboriginal society, history and culture throughout SCC and in the Community.</li> <li>• Advocate and support Council’s plan to promote inclusive and accessible services and facilities for Aboriginal people.</li> <li>• Provide advice towards and monitor the implementation of relevant Council plans and strategies with respect to the needs, issues and interests of Aboriginal people and communities.</li> <li>• To support and work with Aboriginal and other organisations committed to increasing respect for Aboriginal culture and history, past and present.</li> <li>• Foster and safeguard a spirit of mutual trust and respect which allows the Aboriginal Advisory Committee (AAC) and SCC to work together in their commitment towards well-informed decision-making processes that are culturally respectful.</li> <li>• Support the recognition and preservation of past and present local cultural heritage and its place in future Council planning and strategies.</li> <li>• Offers a reciprocal platform for the communication of information from Aboriginal community voices and others that identify local needs for services, facilities and activities.</li> <li>• Work together with Council to develop and promote appropriate commemorations and celebrations of Aboriginal culture including, but not limited to Sorry Day and NAIDOC Week.</li> <li>• Provide relevant information to other Committees of Council when needed or requested.</li> </ul>	
<p><b>Delegation</b> – NIL</p>	
<p><b>Chairperson &amp; Co-Chairperson</b> – Appointed by Committee</p>	
<p><b>2023-2024 Councillor / Staff Membership</b> All Councillors CEO or nominee</p>	<p><b>2024-2025 Councillor / Staff Membership</b> All Councillors CEO or Nominee</p>
<p>Note: Any non-voting Councillor in attendance at any of the above Committees may act as an alternate voting member in circumstances where achievement of a quorum is required, noting that this doesn’t apply when quorum specifies the quorum to require community member attendance.</p>	
<p><b>Community / Organisational Representatives</b> Up to thirteen (13) local Aboriginal community representatives including Elders, Youth (including 2 Youth, aged 18 – 25 years, members). Nowra LALC Jerrinja LALC Ulladulla LALC</p>	

### c. Inclusion and Access Advisory Committee

<p><u>Meetings per year</u> – Four (4) Commencement time – 11.00 am</p>	<p>Quorum – Seven (one (1) Councillor with voting rights and six (6) community representatives are present. Terms of Reference: <a href="#">POL23/42</a> (1228E) Amended: 14 August 2023</p>
<p><b>Purpose:</b> Guided by lived experience and expertise, provide advice and guidance to Shoalhaven City Council to promote an accessible, inclusive and welcoming community that respects independence and human dignity by:</p> <ul style="list-style-type: none"> <li>Ensuring that all residents can participate actively in all aspects of community and civic life and ensure that Council recognises and values the diversity of its community.</li> <li>Identifying and addressing barriers preventing people from participating in programs, services and facilities across the City.</li> </ul> <p>And advocate for:</p> <ul style="list-style-type: none"> <li>Adherence to the principles of the Disability Discrimination Act 1992 and the NSW Disability Inclusion Act 2014 which will benefit the community.</li> <li>Inclusion in our community through recommendations to improve the built environment, changes in community attitudes and behaviours, and creating better systems and processes for meaningful participation of people of all abilities.</li> </ul> <p><b>Strategic Plan Alignment</b> <u>Disability Inclusion Action Plan (2022-26)</u> Create positive attitudes and behaviours within community Create accessible and liveable communities Improve access to our systems and processes Support access to meaningful employment.</p> <p><u>Community Strategic Plan 2032</u> Resilient, Safe, Accessible and Inclusive Communities 1.1 - Support inclusive, safe and connected communities 1.2 - Preserve, support and develop cultural and creative vitality across our communities 1.3 - Support community wellbeing through fostering active and healthy communities</p> <p><b>Role</b> To receive and disseminate information and updates to and from the community about regarding issues of accessibility and inclusion in the Shoalhaven. To provide and receive information to Council staff and Councillors regarding the reports and presentations made to the Committee.</p>	
<p><b>Delegation</b> – NIL</p>	
<p><b>Chairperson</b> – Appointed by Committee for each meeting</p>	
<p><b>2023-2024 Councillor / Staff Membership</b> Clr White Clr Ell (Alternate) All other Councillors (Non-voting members) CEO or Nominee</p>	<p><b>2024-2025 Councillor / Staff Membership</b> <b>1 Nominated Councillor</b> Clr – Clr – (Alternate) All other Councillors may attend as observers CEO or Nominee</p>
<p>Note: Any non-voting Councillor in attendance at any of the above Committees may act as an alternate voting member in circumstances where achievement of a quorum is required, noting that this doesn't apply when quorum specifies the quorum to require community member attendance.</p>	

CL24.289 - Attachment 1

**Community / Organisational Representatives**

A maximum of twelve (12) community members which includes:

- Five (5) community members who live with disability (with representation from across the Shoalhaven).
- A maximum of five (5) family, friends and/or carers of people living with disability who have an interest in advocating for improved access and inclusion for all.
- An Aboriginal representative living with disability or their family, friends and/or carer of a person living with disability
- A Youth representative (18 – 25 years) living with disability

A maximum of thirteen (13) non-voting Government and Non-Government Organisations which includes:

- Relevant Government Agencies ((e.g., DCJ, NSW Health, NDIA, Service NSW)
- Service providers/community organisations that support a broad range of people with disabilities (e.g., Flagstaff, Autism NSW, First Peoples Disability Network Australia and Multicultural Disability Advocacy Association).
- One representative for each of the Federal Member for Gilmore and the State Members for South Coast and Kiama



































































































































































































































































































































































































































































































































































































































































































































































































































































































































































































