



# Ordinary Council

## MAYORAL MINUTE

### Business Paper

**date of meeting:** Wednesday 18 April 2018

**location:** Council Chambers  
17 Burrawan Street  
Port Macquarie

**time:** 5.30pm

**Community Vision**

A sustainable high quality of life for all

**Community Mission**

Building the future together  
People Place Health Education Technology

**Council's Corporate Values**

- ★ Sustainability
- ★ Excellence in Service Delivery
- ★ Consultation and Communication
- ★ Openness and Accountability
- ★ Community Advocacy

**Community Themes**

- ★ Leadership and Governance
- ★ Your Community Life
- ★ Your Business and Industry
- ★ Your Natural and Built Environment

## How Members of the Public Can Have Their Say at Council Meetings

Council has a commitment to providing members of the public with an input into Council's decision making. The Council's Code of Meeting Practice provides two (2) avenues for members of the public to address Council on issues of interest or concern at the Ordinary Council Meeting.

These are:

- Addressing Council on an Agenda Item (if the matter **is** listed in the Council Business Paper)
- Addressing Council in the Public Forum (if the matter **is not** listed in the Council Business Paper)

You can request to address Council by completing the:

- 'Request to Speak on an Agenda Item' form
- 'Request to Speak in the Public Forum' form

These can be obtained from Council's Offices at Laurieton, Port Macquarie and Wauchope or by downloading it from Council's website.

Requests can also be lodged on-line at:

<http://www.pmhc.nsw.gov.au/About-Us/How-Council-Works/Council-Committee-Meetings/Request-to-speak-on-an-Agenda-Item>

<http://www.pmhc.nsw.gov.au/About-Us/How-Council-Works/Council-and-Committee-Meetings/Request-to-speak-in-a-Public-Forum>

**Your request to address Council must be received by Council no later than 4:30pm on the day prior to the Council Meeting.**

- Council will permit no more than two (2) speakers 'in support of' and two (2) speakers 'in opposition to' the recommendation on any one (1) Agenda Item.
- A maximum of five (5) speakers will be heard in the Public Forum.
- There is no automatic right under legislation for the public to participate in a Meeting of Council or a Committee of Council.
- For a member of the public to be considered to address Council they must agree to strictly adhere to all relevant adopted Council Codes, Policies and Procedures at all times.
- Consideration of items for which requests to address the Council Meeting have been received will commence at 5:30pm.
- When your name is called, please proceed to the Council Table and address Council.
- Each speaker will be allocated a maximum of five (5) minutes to address Council. This time is strictly enforced.
- Councillors may ask questions of a speaker following an address. Each answer, by the speaker to a question, is limited to two (2) minutes. A speaker cannot ask questions of Council.
- An Agenda Item will be debated by Council following the address.
- Council will not determine any matter raised in the Public Forum session, however Council may resolve to call for a future report.
- If you have any documentation to support your presentation, provide two (2) copies to Council by 12 noon on the day of the Meeting.
- If a speaker has an audio visual presentation, a copy of the presentation is to be provided to Council by 12 noon on the day of the Meeting.
- The following will **not** be considered in the Public Forum (in accordance with the Code of Meeting Practice, clause 2.14.14):
  - Proposed or current development and rezoning applications and related matters.
  - A third (3<sup>rd</sup>) or subsequent application by a single member of the public to address Council on the same issue in the same calendar year. Council, at its discretion, may elect to exempt representatives or members of community groups from this restriction.
  - Any formal procurement process, contract negotiation or dispute resolution being undertaken.
  - Any matter the General Manager (or their delegate) considers inappropriate for discussion in the Public Forum.
- Council accepts no responsibility for any defamatory statements made by speakers.
- Members of the public may quietly enter and leave the Meeting at any time.

# Ordinary Council Meeting

Wednesday, 18 April 2018

## MAYORAL MINUTE

### Items of Business

<b>Item</b>	<b>Subject</b>	<b>Page</b>
06.02	Compliments to Council Staff - Presentation to Port Macquarie Base Hospital Paediatric Unit.....	<u>5</u>

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**Item: 06.02**

**Subject: MAYORAL MINUTE - COMPLIMENTS TO COUNCIL STAFF -  
PRESENTATION TO PORT MACQUARIE BASE HOSPITAL  
PAEDIATRIC UNIT**

**Mayor, Peta Pinson**

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## **RECOMMENDATION**

**That Council:**

- 1. Compliment the General Manager, Executive Team and Council staff for their efforts in providing 100 Hospital Care Packs to the Port Macquarie Base Hospital Paediatric Unit, an initiative as part of the Employee Engagement Days.**
- 2. Note the kind donations towards the Care Packs from Priceline, K-Mart, Balmoor Distributors and Big W.**

## **Discussion**

Each year, Council holds an Employee Engagement Day where over two days, the whole organisation comes together as a key part of the Employee Engagement program. Staff learn more about what Council does and interact with people they may not get the opportunity to as part of their day-to-day work.

A key aim of the engagement days is for staff to work together to bring Council closer to our community. One of activities at this year's 2018 Employee Engagement Days that supported this initiative was creating care packs for the Paediatric Unit at the Port Macquarie Base Hospital.

All staff may have, in one way or another, been touched by or had contact with the Paediatric Unit at some stage in their lives or at the very least, know of a family member or friend involved with care provided by this part of the hospital.

This activity allowed staff to work together and use their creativity to produce something that will add value to our community and touch the lives of people when they need it most.

Staff worked together to create care packs, accessible clothing and crafts for children and their parents who stay in the Unit. More than 100 care packs were made and presented to Paediatric Unit on 16 April 2018.

Local businesses including Priceline, Bunnings, K-mart, Balmoor Distributors and Big W also provided products and/r financial donations to support the delivery of this staff community project which were greatly appreciated.

This was a wonderful initiative by Council staff and one that deserves due recognition.

## **Attachments**

Nil