

## Minutes of Neighbourhood Forum Convenors' Meeting with Administrators

Date	3 March 2009	Start Time: 2pm	Finish Time: 3.15pm	Location: Level 10
Meeting Purpose	The Neighbourhood Forum Convenors' Meeting with Administrators aims at facilitating open discussion between community leaders, Council Administrators and Senior Management staff by offering a regular community consultation opportunity in an informal setting.			
Attendees	Administrators: Colin Gellatly AO; Robert McGregor AM, Gabrielle Kibble AO, General Manager: David Farmer, Director of Planning and Enforcement: Andrew Carfield Area 1: Pauline Smith; Area 2: Heather Saville; Area 3: Alice Cartan; Area 4: Valerie Hussain; Area 5: Les Gapps, Jack Allen; Area 7: Peter Mair, Greg Hesse.			
Apologies	Area 5: Len Fares; Area 2: David Beswick, Noel Bottrell.			

### Actions and Agreements

No.	What	Who	When
1	Discussion around establishment of Neighbourhood Forums and details of charter. <ul style="list-style-type: none"> <li>Reconsider length of time a Chair or Co-Chair can hold office.</li> <li>Consider request for secretarial support by some Neighbourhood Forum groups.</li> </ul>	Administrators David Farmer	March 2009
2	Local Environmental Plan <ul style="list-style-type: none"> <li>Neighbourhood Forums to ensure that submissions clearly demonstrate concerns raised in this meeting. All submissions received will be formally considered by Council.</li> </ul>	Convenors and members	31 March 2009
3	Regulation and compliance issues <ul style="list-style-type: none"> <li>If the community are aware of structures that they feel may not be approved or not comply, then they are asked to bring them to Council's awareness through the Environment and Development Compliance Manager, phone 4227 7679.</li> <li>If there are problems with private certifiers then they can be raised with Council.</li> </ul>	All Convenors and community	Ongoing
4	Transport issues <ul style="list-style-type: none"> <li>Feedback on concerns raised in relation to bus services and the Keira Street bus stop to be forwarded to Infrastructure Strategy and Planning Manager, phone 4227 7621.</li> </ul>	Engagement Coordinator	March 2009  Completed

5	<p>Local Government Elections</p> <ul style="list-style-type: none"> <li>This is a matter for the State Government. No further action.</li> </ul>		
6	<p>Communication</p> <ul style="list-style-type: none"> <li>Wollongong City Council to continue to work on current program of improvements to communication processes, in particular timeframes for providing responses to community enquiries.</li> <li>Neighbourhood Forums to provide details of outstanding correspondence to Engagement team to allow review and improvement.</li> </ul>	<p>Wollongong City Council</p> <p>Neighbourhood Forum convenors and Engagement Coordinator</p>	<p>Ongoing</p>
<p>Next Meeting date: 2 June 2009, 2pm, Level 9, Wollongong City Council Administration Building</p>			