



# Minutes

Howard & Sons Pyrotechnics Pty  
Ltd Community Liaison Committee  
Meeting 15 May 2013  
3:30 pm

Howard & Sons Pyrotechnics Pty Ltd Community Liaison Committee	
Item Number	Agenda
1	Welcome/present/ apologies
2	Terms of reference and role of the committee
3	General Business
4	Next Meeting

**HOWARD & SONS PYROTECHNICS COMMUNITY LIAISON COMMITTEE  
MEETING**

**MINUTES – 15.5.2013**

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**ITEM: 1 PRESENT AND APOLOGIES**

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**Present:** Mayor Maree Statham, Christian Howard, Rachel Nicoll, Owen Mayne, Barry Dowsett and David Turnbull

**Apologies:** Nil

**Officers:** Jim Nichols, Andrew Muir and Jessica Heath

**Declaration of Interests:** Nil

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**ITEM: 2 TERMS OF REFERENCE AND ROLE OF THE COMMITTEE**

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Andrew Muir gave an overview of the Terms of Reference and made it clear what the role of the committee was. Council's Code of Conduct and Code of Meeting Practice will apply. Copies will be provided and further Code of Conduct training is planned. It was also advised that the meeting minutes will get reported to the Council and the Draft minutes will be sent out to members to comment before they are reported back to the Council.

Christian Howard updated the committee on changes in the operations, the current operation and future operations

**COMMITTEE ACTION**

**THAT** the overview of the Terms of Reference and update on the operations of Howard and Sons Pyrotechnics be noted.

**RECOMMENDATION TO COUNCIL – Nil**

**MOVED:** David Turnbull

**SECONDED:** Owen Mayne

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**ITEM: 3 GENERAL BUSINESS**

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**COMMENTARY**

David Turnbull requested that the DA consent should be sent out so that committee members can get familiar with the conditions. He also requested clarification on how the committee was established. It was advised that the consent can be provided to all members and that the committee was formed as part of a condition of consent of 190/09DA. It was noted that this consent has not been activated and that the committee was formed with the support of Howard & Sons Pty Ltd.

Barry Dowsett asked if a complaint register was available for Howards & Sons as required by the consent conditions. It was stated by the Mayor that the company should comply with this requirement.

**COMMITTEE ACTION  
THAT**

- Howard & Sons be requested to develop a complaint register
- A copy of the Development Application and consent conditions be provided to the committee members for reference.

**RECOMMENDATION TO COUNCIL – Nil**

**MOVED:** David Turnbull

**SECONDED:** Owen Mayne

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**ITEM 4: NEXT MEETING:**

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**Next Meeting:** Howard & Sons Pyrotechnics Pty Ltd Community Liaison Committee Meeting proposed for 17 July 2013.

DRAFT