

## Shoalhaven Sports Board

**Meeting Date:** Wednesday, 14 December, 2016  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 5.00pm

**Please note:** Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

### Agenda

1. **Apologies**
2. **Confirmation of Minutes**  
3 August 2016
3. **Declarations of Interest**
4. **Reports**

SB16.1	Voluntary User Contribution Scheme - Round 2 Funding 2016/2017 .....	1
SB16.2	Shoalhaven Sports Board - Induction / Sporting Projects Status Update .....	5
5. **General Business**



**Membership**

Mr David Goodman – Chairperson  
Clr Amanda Findley  
Clr Jo Gash  
Clr Annette Alldrick  
Clr Nina Cheyne  
Clr Andrew Guile  
Clr John Wells  
Clr Patricia White  
Clr Greg Watson  
Clr Mark Kitchener  
Clr John Levett  
Clr Mitchell Pakes  
Clr Kaye Gartner  
Clr Bob Proudfoot  
Mr Russ Pigg or nominee  
Mr Andrew Johnstone  
Mr Syd Weller  
Mr Roger Walker  
Ms Elaine Caswell  
Mr Keith Wallace

Quorum – Seven (7)

**Purpose**

To coordinate sport in the Shoalhaven in accordance with the delegation set out below:

- To determine the strategic development of sports in the Shoalhaven to maximize the benefits to the people of Shoalhaven and make Recommendations to Council;
- Formulate Policies on the use of Grounds in the City of Shoalhaven;
- To determine and present recommendations to Council on the need for additional sporting facilities in the City;
- To establish priorities for the development of facilities in the City including both sport and recreation;
- To set priorities for Government Grants for sport and recreation facilities in the City;
- To provide recommendations to Council on strategic and financial matters relating to sport in the Shoalhaven;
- To promote the role and scope of sport and recreation to the Shoalhaven community.

**Delegated Authority**

To commit expenditure up to the budget limits determined by Council and allocated to the Sports Board.

**MINUTES OF THE SHOALHAVEN SPORTS BOARD MEETING HELD ON WEDNESDAY 3 AUGUST 2016 IN JERVIS BAY ROOM 1, CITY ADMINISTRATIVE CENTRE, BRIDGE ROAD, NOWRA, COMMENCING AT 5.00 PM.**

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The following members were present:

David Goodman – Chairperson  
Clr White  
Clr Watson  
Clr Kitchener  
David Chapple  
Syd Weller  
Ian Cockburn  
Elaine Caswell  
Roger Walker  
Malcolm Campbell  
Keith Wallace – NSW Sport and Recreation

Others present:

Clr Kearney  
James Harris – Unit Manager, Social & Infrastructure Planning  
Glen Elliott – Social Infrastructure Officer

Apologies:

Apologies were received from Clr Gash, Andrew Johnstone, Jane Lewis

1. Minutes of Previous Meeting

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MOTION: Moved: Roger Walker / Second: Clr Kitchener

RESOLVED that the Minutes of the meeting of the Shoalhaven Sports Board held on Thursday 19 May 2016 be adopted.

CARRIED

**GENERAL MANAGER**

2. Proposal to include Shoalhaven Sports Star of the Year Awards (currently hosted by Bernie Regan Memorial Sporting Trust) in the Shoalhaven Australia Day Medal Awards File 53061e

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It was noted that Council funding, previously allocated by the Shoalhaven Sports Board to the Bernie Regan Memorial Sporting Trust, would be administered by Council in the future.

MOTION: Moved: Clr Watson / Second: Clr White

RECOMMENDED that:

- a) Council accept the request from the Bernie Regan Memorial Sporting Trust to include a category for Sports Person in the annual Shoalhaven Australia Day Medal Awards;
- b) The Sports Person categories be determined by the Shoalhaven Australia Day Medal Awards Committee;
- c) A member of the Bernie Regan Memorial Sporting Trust be invited to be part of the Shoalhaven Australia Day Medal Awards Committee; and
- d) Bernie Regan Memorial Sporting Trust be thanked for their efforts in supporting young sporting prospects in the Shoalhaven through their annual grants program.

CARRIED

3. Tourism Events & Investment Specialist Update File 12623E

MOTION: Moved: Clr Watson / Second: Clr Kitchener

RESOLVED that the Shoalhaven Sports Board received the Tourism Events & Investment Report for information.

CARRIED

4. Voluntary User Contribution Scheme - Round 1 Funding 2016/2017  
File 24899E

James Harris, Unit Manager Social & Infrastructure Planning, provided an overview of the contents of the report noting that Shoalhaven United Football Club would be included in the Round 1 Funding, bringing the remaining VUCS funds to \$ 57,517.63. Note: The recommendation was amended to reflect this.

MOTION: Moved: Clr Watson / Second: Clr White

RECOMMENDED that:

- a) The Voluntary User Contribution Scheme – Round 1 Funding - 2016/2017, be approved for:
  - Milton Ulladulla RLFC (Inc) – Electronic Scoreboard (\$4,077.00)
  - Huskisson Vincentia Football Club – Subsoil drainage Field 2 (\$24,896.67)
  - St Georges Basin RLFC – Upgrade reserves bench, officials shelters & shipping container storage (\$26,320.30)
  - Illaroo Football Club – Install canteen steel shutter & shipping container storage (\$4,550.40)
  - Milton Ulladulla Athletics Club – Cement runways, supply & install synthetic turf (\$10,333.00)

- Shoalhaven United Football Club – Top dress fields 3 & 4 Lyrebird Park (\$12,305)
- b) Remaining VUCS funds of \$ 57,517.63 be made available for second round applications in 2016/17.

CARRIED

5. Shoalhaven Sports Board - Sporting Projects Status Update  
File 12623e, 1783e, 30436e, 52005e, 52153e, 48794e,  
49929e, 38429e, 2525e, 52027e, 35382e
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MOTION: Moved: Clr Watson / Second: Roger Walker

RESOLVED that:

- a) The report of the General Manager (Corporate & Community Services) concerning the status of various sporting projects detailed in the Sporting Projects Status Update report be received for information.
- b) Council staff discuss with the Ulladulla Sports Park User Group the proposal of naming a field and/or building at the Sports Park after Mr Turley and Mr Blundell and also seek feedback from all sporting users at the Sports Park before reporting this feedback to the next Sports Board meeting.

CARRIED

Keith Wallace, NSW Sport and Recreation provided a verbal update on child protection in sport.

6. Shoalhaven Sports Board Community Membership Update File 12623e
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MOTION: Moved: Clr Watson / Second: Ian Cockburn

RECOMMENDED that:

The Shoalhaven Sports Board Terms of Reference be amended to include a membership comprised of nine (9) community membership positions, three (3) Councillors and the General Manager (or Nominee).

CARRIED

MOTION: Moved: Clr Watson / Second: Elaine Caswell

RECOMMENDED that:

- a) The Shoalhaven Sports Board Terms of Reference be amended so the quorum for each meeting will be seven (7) members of the Board.
- b) The Shoalhaven Sports Board Terms of Reference be amended so the Chairperson be elected by the Board, the position be limited by a two (2) year term and be open to all Board members.

CARRIED

MOTION:

Moved: Clr White / Second: Roger Walker

RECOMMENDED that

- a) The following five (5) current Sports Board members be retained for another 2 years
  - Andrew Johnson
  - Syd Weller
  - Roger Walker
  - Elaine Caswell
  - David Goodman.
- b) Council advertise the remaining four (4) community membership positions on the Sports Board for a four (4) year appointment.
- c) Council formally thank those Sports Board community members who's positions are not renewed, for their contribution on the Sports Board.

CARRIED

## **GENERAL BUSINESS**

### 7. Additional Item – West Ulladulla AFL Grounds

Issues with regard to drainage of the grounds and the access road of the West Ulladulla AFL grounds was raised.

James Harris noted that:

- The grounds are expected to be ready for the new season.
- The access road has been repaired and a secondary access may be considered in the future.

Clr White advised she will raise this issue at the next Shoalhaven Traffic Committee meeting.

### 8. Additional Item – Ulladulla Leisure Centre 50 metre Pool

The Committee discussed the benefits of covering the 50 metre pool at the Ulladulla Leisure Centre, and installing solar power to heat it.

MOTION: Moved: David Goodman / Second: Malcolm Campbell

RESOLVED that Staff prepare a brief report for the Shoalhaven Sports Board to explore the feasibility and cost of covering the Ulladulla Leisure Centre 50 metre pool and installing solar panels on the roof for heating.

CARRIED

9. Additional Item – Thank you

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Clr White thanked the Sports Board members at this time as it is the last term of the current Council. Clr White also thanked staff for their hard work in providing reports and their contribution to the meetings.

The Chair also thanked the Committee, Councillors and staff.

There being no further business, the meeting concluded, the time being 6.18 pm.

David Goodman  
CHAIRPERSON



## SB16.1 Voluntary User Contribution Scheme - Round 2 Funding 2016/2017

**HPERM Ref:** D16/361809

**Group:** Corporate & Community Services Group  
**Section:** Recreation Community & Culture

**Attachments:**

1. Project Nomination Form - Voluntary User Contributions Policy - Construct 2nd Court Adjacent to Court 1 - Milton Showground - Milton Ulladulla Croquet Club Inc (under separate cover) [⇒](#)
2. Project Nomination Form - Voluntary User Contributions Policy - Construct 2nd Court Adjacent to Court 1 - Milton Showground - Milton Ulladulla Croquet Club Inc (under separate cover) [⇒](#)
3. Project Nomination Form - Voluntary User Contributions Policy 2016 2017 - Improved Drainage & Quality of Playing Surfaces - Bill Andriski Oval - Milton Ulladulla Rugby League Football Club Inc (MURLFC) (under separate cover) [⇒](#)

### Purpose / Summary

To advise the Sports Board of Round 2 funding applications for the Voluntary User Contributions Scheme (VUCS) 2016/2017 and to seek Council approval for allocating funding to the recommended applications.

### Recommendation

That Council support the Voluntary User Contributions Scheme – Round 2 Funding – 2016/2017, to be approved for:

1. Milton Ulladulla Croquet Club – Construct new croquet court Milton Showground (\$50,000) subject to Council considering feedback after the 2017 Milton Show and supporting the expansion of the croquet facilities on the Showground site.
2. Culburra Soccer Club – Subsoil drainage, Soccer ground Crookhaven Oval (\$18,000)
3. Project funds to be allocated from VUCS budget with a total of \$68,060.50
4. Milton Ulladulla RLFC – Partial sub surface drainage of field and warm up area renovation including removal of one eucalyptus paniculata – Grey Iron Bark (\$10,586) project be considered for VUCS funding in the 2017/2018 financial year.

### Options

1. As recommended (preferred option).

Implication: This will allow the balance of VUCS funding to be allocated for FY 2016/17 and for the Round 2 projects to proceed.

2. Provide an alternative recommendation which provides direction to staff.

Implication: Unknown until advice received – this will delay the VUCS program and may result in funding not being spent.

## Background

The purpose of the VUCS is to assist Shoalhaven sporting groups to undertake new works or improvements to existing fixed assets at sporting facilities on Council managed land. It is not for maintenance activities.

As per the VUCS Policy (POL12/315), applications for funding occur twice each year. Letters were sent to all sporting clubs on Council's database reminding clubs of the scheme and requesting that clubs make Round 2 application prior to 1 November 2016.

## Applications Received

Three (3) applications were received for Round 2 funding totalling funding requests of \$78,586.00. The total available remaining funds from Round 2 this financial year is \$68,060.50. Two (2) applications which were not determined in VUCS Round 1, Milton Croquet Club (Inc.) – the construction of a second croquet court & Culburra Soccer Club – install sub surface drainage. These have been considered in Round 2 along with one (1) new application from Milton Ulladulla Rugby League Football Club as detailed below.

A summary of three (3) conforming applications for Round 2 are summarised in Table 1.

**Table 1 - Summary of Conforming VUCS Applications – Round 2**

Club	Ground	Project	Est. Cost of Project without In-Kind Labour	Funds Requested	Club Contribution
Milton Ulladulla Croquet Club (Inc.)	Milton Showground	Construct new Croquet Court	\$121,979.14	\$50,000.00	\$67,325.12
Milton Ulladulla RLFC (Inc.)	Bill Andriski Oval	Install partial sub surface drainage & warm up area renovation including removal of Grey Iron Bark	\$15,879.00	\$10,586.00	\$5,093.00
Culburra Soccer Club	Crookhaven Oval Soccer Field	Install Sub Surface drainage	\$48,000.00	\$18,000.00	\$30,000.00
<b>Total</b>			<b>\$185,858.14</b>	<b>\$78,586.00</b>	<b>\$102,418.12</b>

## Status of Milton Ulladulla Croquet Court

Council at its meeting of Strategy and Assets Committee on Tuesday 11 October 2016 considered a report on this matter. See MIN16.767C ([http://shoalhaven.infocouncil.biz/Open/2016/10/SA\\_20161011\\_MIN\\_607\\_WEB.htm](http://shoalhaven.infocouncil.biz/Open/2016/10/SA_20161011_MIN_607_WEB.htm)) and resolved that:

**RESOLVED**

MIN16.767C

*That:*

SB16.1

1. Council further investigate the acquisition of property adjacent to the Milton Showground allotment
2. The resolution remain confidential in accordance with Section 10A(2)(c) of the Local Government Act 1993.  
**CARRIED**

### Assessment of projects recommended for funding consideration

The details by project for funding in Round 2 were assessed against the criteria in the VUCS policy to prioritise allocations. These are summarised in Table 2.

**Table 2 - Assessment of Projects**

Club Project	Compliance with Strategic & other Plans of Council - 50%	Value of additional in-kind labour to contribute - 15%	VUCS funding received by applicant over last 4 years - 10%	Percentage of funding club is contributing - 15%	The apparent "readiness" of the project to proceed - 5%	Benefit to other users of the reserve	Total Score using Selection Criteria
Milton Ulladulla RLFC Subsurface drainage, warm-up area renovation & tree removal	30%	15%	5%	15%	5%	0%	70%
Culburra Soccer Club Sub-surface drainage	50%	0%	10%	15%	5%	5%	85%
Milton Ulladulla Croquet Club construct new croquet court	50%	5%	10%	15%	5%	0%	85%

- Milton Ulladulla RLFC & Milton Ulladulla Croquet Club have committed labour in kind to the projects
- Culburra Soccer Club have not committed labour in kind to the project
- Milton Ulladulla RLFC received VUCS funding in Round 1 2016/17 financial year
- Culburra Soccer Club & Milton Ulladulla RLFC have not received recent VUCS funding

### Financial Implications

Upon receiving the application, it is recommended that the following projects be allocated VUCS from the available \$68,060.50 and in the 2016/17 financial year.

Club (Project)	Funding
Culburra Soccer Club (Sub surface drainage to Soccer Field)	\$18,000
Milton Ulladulla Croquet Club Inc.	\$50,000
<b>Total</b>	<b>\$76,000</b>

It is recognised that release of funding to the Milton Ulladulla Croquet Club is dependent on Council considering feedback and agreeing to approve the project. This matter will be reported to Council for further consideration after the 2017 Milton Show.

There is not sufficient VUCS funding in the current financial year to cover all 3 applications submitted, it is recommended that the Milton Ulladulla RLFC (Inc.) be considered for funding in Round 1 in the 2017/2018 financial year.

**Community Engagement**

Council wrote to all sports clubs in the Shoalhaven in August 2016 advising applications for VUCS Round 2 funding would be considered at this Sports Board meeting.

## SB16.2 Shoalhaven Sports Board - Induction / Sporting Projects Status Update

**HPERM Ref:** D16/367011

**Group:** Corporate & Community Services Group  
**Section:** Recreation Community & Culture

**Attachments:** 1. Shoalhaven Sports Board - Terms of Reference [↓](#)

### Purpose / Summary

The purpose of this report is to cover the following items:

1. Vacant Sports Board Community Member Appointments
2. Induction (Governance / Code of conduct)
3. Chairperson Election
4. Confirmation of Terms of Reference
5. Confirmation of Term of Office
6. Allocation of Sports Board Portfolios
7. Sports Board profile / Uniform for community members
8. Strategic Planning Context
9. Facilities Context
10. Report from the Department of Sport and Recreation representative
11. A brief project update of current projects (acknowledging the above points will take most of the meeting time)

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### Recommendation that:

1. Council appoint the following Shoalhaven Sports Board community member positions for a period of four (4) years (expiring December 2020)
  - a. Tony Hardman
  - b. Elizabeth Tooley
  - c. Lisa Kennedy
  - d. Phil Newlyn
2. Council approve the Chairperson elected by the Shoalhaven Sport Board, being (name to be inserted at the meeting) for an appointment term limited to two (2) years.
3. Council reaffirm the Shoalhaven Sports Board Terms of Reference (POL16/108)
4. Council endorse the following expiry time frames of December 2018 for existing community members on the Sports Board:
  - a. Andrew Johnson
  - b. Syd Weller
  - c. Roger Walker
  - d. Elaine Caswell
  - e. David Goodman

5. Council endorse the following portfolio appointments for its community members being:
  - a. Sporting governance (names to be inserted at the meeting)
  - b. Communication and Marketing (names to be inserted at the meeting)
  - c. Grass Roots Club Development (names to be inserted at the meeting)
  - d. Grants and Funding (names to be inserted at the meeting)
  - e. Sports Tourism, Programs and Events (names to be inserted at the meeting)
  - f. Facility Development (names to be inserted at the meeting)
  - g. Talent Programs (names to be inserted at the meeting)
6. The entry road to Ulladulla Sports Park from the end of Camden Street (i.e. the entrance to the old Ulladulla Sewerage Treatment site) to the commencement of the Car Park be named Turley Blundell Drive.
7. Council erect a sign 'Turley Blundell Drive' at the entry road to Ulladulla Sports Park.
8. Council staff continue to negotiate with individual sporting clubs at Ulladulla Sports Park regarding the naming of ovals and facilities.
9. The report of the General Manager (Corporate & Community Services) concerning the status of various sporting projects detailed in this report be received for information.

### Options

1. Adopt the recommendation and continue progressing the status of various sporting administration processes and projects detailed in this report.

Implication: This will enable staff to progress and implement the recommendations as further discussed in the report.
2. Not adopt the recommendation and provide an alternative resolution with direction for staff.

Implication: Unknown until Board identify alternatives.

### DETAILS

#### Vacant Sports Board Community Member Appointments

In accordance with the Sports Board Terms of Reference (see <http://doc.shoalhaven.nsw.gov.au/displaydoc.aspx?record=POL16/129>), nine (9) community members are appointed on the Shoalhaven Sports Board. Currently the Sports Board has four (4) vacant community member positions for a period of 4 years.

Through advertising in local papers and writing to all Shoalhaven sporting groups and community consultative bodies, Council received the following nominations:

1. Tony Hardman
2. Elizabeth Tooley
3. Lisa Kennedy
4. Phil Newlyn

The Sports Board Chairperson from the previous Council term (David Goodman) and Council staff have interviewed the above nominees and recognise the values, strengths and established networks that these nominees have in contributing to the role of the Shoalhaven Sports Board. It is therefore proposed that all four (4) nominations are recommended to be appointed on the Shoalhaven Sports Board for a four (4) year term until December 2020.

The Sports Board Terms of Reference requires the existing Sports Board to endorse the above nominees before they are appointed to the Sports Board.

To streamline today's induction process for new Councillors on the Sports Board, and to allow the appointment of Sports Board portfolios to occur all in one meeting of the Sports Board (recognising that the above new appointments will require this), it is recommended that the Sports Board endorse these new community member appointments at the commencement of today's meeting.

These nominations will be made final at the upcoming Ordinary Council meeting so the new Community Member appointments will be unable to vote or induct general business items to the meeting until their positions are made final.

### **Induction**

As part of this meeting an induction presentation will be provided by Council staff which will include items such as introduction, governance, code of conduct, etc.

### **Chairperson Election**

The current term of the Chairperson appointment has expired, the Shoalhaven Sport Board is required to elect its chairperson for an appointment term limited to two (2) years. This appointment will be made final at the upcoming Ordinary Council meeting.

### **Confirmation of Terms of Reference**

The Terms of Reference for the Shoalhaven Sports Board (POL16/108) were recently updated following an extensive review and consultation period undertaken by Consultants 'The Strategic Edge', and adopted in June 2016. A copy of these are provided Attachment 1. This is Council's policy document to guide the operations of the Sports Board and can only be amended at an Ordinary Council meeting. The Policy has been updated in Section 3.3 Membership to include All Councillors following the election of the Council in September 2016 and the appointment of Councillors at the "Call Meeting".

The Terms of Reference for the Shoalhaven Sports Board are presented to the Board for endorsement and subsequent re-affirming by Council.

### **Confirmation of Term of Office for Existing Community Members**

As recommended at the Sports Board meeting of 3 August 2016, the following existing community members on the Sports Board term of appointment will expire after a further two (2) year term in December 2018:

1. Andrew Johnson
2. Syd Weller
3. Roger Walker
4. Elaine Caswell
5. David Goodman

## **Allocation of Sports Board Portfolios**

In accordance with the Sports Board Terms of Reference the following portfolios are to be shared amongst all Board members:

1. Sporting Governance
2. Communication & Marketing
3. Gross Roots Club Development
4. Grants & Funding
5. Sports Tourism, Programs & Events
6. Facility Development
7. Talent Programs

As a part of this meeting, the nine (9) community representatives are requested to nominate and cover at least one (1) of the above portfolios.

## **Sports Board Profile / Uniform for Community members**

It is important that community member, both as ambassadors and representatives of the Shoalhaven Sports Board, are easily identifiable when representing Council and attending sporting activities within the Shoalhaven. To assist in this identification it is proposed to purchase hats and polo tops with embroidered Sports Board logo for the nine (9) Sport Board Community members, funding will be sourced from within existing budgets.

## **Strategic Planning and Facilities Context**

A brief presentation will be undertaken by Council staff of the key Strategic Planning documents that apply to sports facility planning across the city.

In upcoming Sports Board meetings key strategic objectives for the Sports Board which aligns with the elected Councillor Term and Council strategy are proposed to be endorsed by the Board for the next four (4) years.

## **Report from the Department of Sport and Recreation**

The Department of Sport and Recreation representative in attendance at this meeting is invited to provide a verbal report to the meeting.

## **Cost to Cover the Outdoor Pool 50 metre pool at Ulladulla Leisure Centre and installing solar panels on the roof for heating**

At its meeting held on 3 August 2016, the Shoalhaven Sports Board recommended that:

*Staff prepare a brief report for the Shoalhaven Sports Board to explore the feasibility and cost of covering the Ulladulla Leisure Centre 50 metre pool and installing solar panels on the roof for heating.*

For completeness, staff have provided the Board with two (2) options with associated costs for each:

1. Covering the outdoor 50 metre pool – this would consist of providing a roof with additional solar heating over the pool, however, no walls and continued operation of six (6) months per year - \$2,431,250.
2. Completely enclosing the 50 metre pool to create an indoor facility, effectively allowing for twelve month operation - \$6,382,500.



Costs have been provided based on recent projects and identified best practice construction methodology. It is important to note, however, that these costs should be viewed as estimates only. Should Council proceed with further investigations, a more detailed investigation would be required to be undertaken by qualified quantity surveyors.

### **Option 1 – Covering the 50 metre Outdoor Pool**

Covering the outdoor 50 metre pool – this would consist of providing a roof with additional solar heating over the pool, however, no walls and continued operation of six (6) months per year.

This option would provide swimmers with little additional benefit other than UV protection. Whilst a dedicated solar heating unit would contribute to improving swimming temperatures during warmer months, increases in solar fields will not produce enough heat or energy to raise water temperature sufficiently to accommodate winter swimming. It is unlikely that the option to cover the 50.0 pool would deliver improved swimming conditions or see an incentive to greater swimming patronage.

The visual appearance of a covered pool with no walls may not provide a great deal in the way of architectural appeal.

### **Option 2 – Completely enclosing the 50 metre Outdoor Pool**

Completely enclosing the 50 metre pool to create an indoor facility, effectively allowing for twelve month operation.

It is also important to note that the operational requirements for an indoor heated pool provide added complexities to that of an outdoor pool. Should Council decide to cover the outdoor 50 metre pool this would need to be funded from an allocation of capital, additionally consideration will also need to be given to retrofitting in the following areas:

#### Capital Requirements

- Power supply - the current power supply is limited and will require extensive power upgrades to allow for running of additional heating and ventilation systems.
- Heating & Ventilation systems (HVAC) - the heating of a 50 metre pool hall will require extensive heating and ventilation upgrades, designed to not only increase bather comfort through cooler months but are also designed to regulate humidity in order to protect the building fabric.
- Filtration - the filtration system accommodating the existing outdoor 50 metre pool was designed and constructed in the 1970s, and was based on the requirements of a seasonal outdoor 50 metre pool. The increased water temperature and bather loads would require extensive retrofitting to comply with NSW State Government Public Health Regulations for water quality and requirements pertaining to a heated 50 metre pool therein.
- Solar Heating – Ulladulla Leisure Centre currently has extensive solar systems for water heating and power generation. A solar system is not capable of delivering the thermal or electrical load required to heat a 50 metre outdoor pool all year round. The current solar system provides a reduction in energy costs during the warmer and shoulder periods only and is not capable of heating through the winter period.
- Increased operational costs:

- Electricity - it is estimated that this proposal would cost an additional \$80,000 per annum in energy costs.
- Wages - given that the indoor 50 metre pool will require a dedicated lifeguard, is estimated that the proposal would cost \$80,000 in additional wages per annum.
- Chemicals – the new indoor 50 metre pool will require additional chemicals, as indoor heated pools require higher prescriptive chemicals than are required by outdoor pools – approximately \$10,000 per annum.

Operational costs are based on estimates and would require a more detailed analysis, should Council decided to proceed.

	<b>Cover only 6 month operation</b>	<b>Fully enclosed 12 month operation</b>
<b>Preliminary Assessment Work</b>		
Design Services - Stage 1 - Assessment & Report	10,000	10,000
Design Services - Stage 2 - Preliminary / Detail Design & Technical Specification	50,000	50,000
Civil / Structural Design Consultant	10,000	10,000
Project Management - Design Stage 1 & 2, Contract Documents / Construction	50,000	50,000
Site Supervision	15,000	15,000
<b>Sub Total</b>	<b>\$135,000</b>	<b>\$135,000</b>
<b>Construction Costs</b>		
Pool Hall	1,750,000	2,225,000
Filtration	N/A	500,000
Electrical Upgrade / BMS	N/A	150,000
Building Works - New Plant Room	N/A	300,000
Mechanical Ventilation & Heat Pumps	N/A	600,000
Pool Structural Enhancement	N/A	1,000,000
Pool Blanket – Auto reel	60,000	60,000
<b>Sub Total</b>	<b>\$1,810,000</b>	<b>\$4,835,000</b>
Cumulative	1,945,000	4,970,000
Contingency @ 25%	486,250	1,242,500
<b>Project Total Costs</b>	<b>2,431,250</b>	<b>\$6,212,500</b>
<b>Operational costs – per annum (recurrent funding required)</b>		
Electricity	N/A	80,000
Wages	N/A	80,000
Chemicals	N/A	10,000
<b>Sub Total</b>	<b>Nil</b>	<b>\$170,000</b>
<b>Project Total Costs including Y1 Operational</b>	<b>\$2,431,250</b>	<b>\$6,382,500</b>

This project is not currently identified in the Long Term Financial Plan, Council's Delivery or Operations Program. To date there has been no articulated demand or anecdotal feedback on the provision of a covered 50m pool at Ulladulla.

SB16.2

There is no business case to support investing in this project and it is not a requirement identified in the draft Community Infrastructure Strategic Plan which identifies the need for, and prioritises investment in social infrastructure in the Shoalhaven for the next 30 years.

Future demand may lead to an increased requirement for heated water space in the southern Shoalhaven. A preferred way forward would be to install electrical heat pumps similar to those at Nowra Aquatics Park and Bomaderry Aquatics Centre, along with pool blankets and wind deflectors if required. This would provide an all-round outdoor heated 50 metre pool facility commensurate with the northern Shoalhaven.

Based on recent similar projects, the cost would be in the vicinity of \$700,000. This would require further investigation and design and costing to be scoped.

### **A brief project update of current projects**

The following is a brief project update of current projects under development

#### Request to Change Name of Ulladulla Sports Park (File No. 1783E)

Upon presenting a report to the Sports Board meeting of 3 August 2016 it was recommended that:

*“Council staff discuss with Ulladulla Sports Park Users Group the proposal of naming a field or building at the sports Park after Mr Turley and Mr Blundell and also seek feedback from all sporting user groups at the sports park before reporting this back to the next Sports Board Meeting.”*

Below is a summary of feedback received.

#### Ulladulla United Cricket Club

- Prefer the name the entrance road from the bottom of Camden Street after Mr Turley and Mr Blundell
- The club also requested that AFL / Cricket Amenities Building be named after Fred Carriage which AFL has agreed to

#### Ulladulla Sports Park User Group

- The Group wish to have the Entry Road named Turley/Blundell Drive.

#### Ulladulla Dockers Juniors

- The club recognises it would be good to acknowledge Mr Turley and Blundell so as to give them due appreciation in the historical context of Ulladulla
- They also suggested AFL oval be named the John Dyball Oval in recognition of his 30 years of driving AFL in Ulladulla

#### ALF Association

- Support the idea of naming something after Mr Turley and Blundell

#### Ulladulla and Districts Netball Association

- The Association fully supports the Ulladulla Sports Park Users Group proposal that “the Entry Road from the end of Camden Street to the commencement of the Car Park be named Turley Blundell Drive

Based on the above feedback, it is recommended that:

- Entry road to Ulladulla Sports Park from the end of Camden Street (i.e. the entrance to the old Ulladulla Sewerage Treatment site) to the commencement of the Car Park be named Turley Blundell Drive, and that Council erect a sign ‘Turley Blundell Drive’ at the entry road to Ulladulla Sports Park
- Council staff continue to negotiate with individual sporting clubs at Ulladulla Sports Park regarding the naming of ovals and facilities

#### Shoalhaven Indoor Multipurpose Sporting Centre (File 30436E)

Construction of this Centre is due to commence in the new year and a verbal update will be provided at the meeting.

#### Draft Bomaderry Nowra Regional Sporting & Community Hub Master Plan Investigations (File 52005E)

A briefing was provided to Councillors on the 28 November 2016 and a report is going to Ordinary on the 20 December 2016, the report outlines the submissions received during the exhibition period and requests the finalisation and adoption of the plan, along with requesting allocation of funding to undertake further studies and concept design.

#### Draft Bay & Basin Community Hub Master Plan (File 52153E)

The consultants have been working on a design in line with the community users and Council’s feedback. This design is to incorporate additions to the core library and community facilities which will include a gymnasium along with a regional skate park, netball courts and associated amenities and car parking. This draft plan is anticipated to be presented to Council in the new year and request for formal community consultation to be undertaken.

#### Shoalhaven Equestrian Centre of Excellence (File 48794E)

Stage 1 of the construction of an equestrian facility is on a ‘like to like’ basis. On ground earthworks has commenced and the construction work is estimate to be completed in late January 2017.

#### South Nowra Soccer Fields Amenities Building (File 38429E)

Council is working with Shoalhaven District Football Association to explore additional sources of funding to complete this project. Preliminary discussion have been had with the Association and Football NSW to explore the potential of grant funding through the Asian Cup 2015 Legacy Fund.

#### Frogs Holla Sporting Complex - Wastewater Upgrade (File 2525E)

Costs have been obtained for rock boring the sewerage line up to the mains at Milton. This is in excess of the preliminary budget so alternative solutions are being explored.

#### Future of Ulladulla Future Park (File 1783E)

A verbal update of this project will be provided at the meeting.

Fees & Charges review (File 52027E)

Consultants LKS Quaero are continuing to work closely with Council staff to complete the consolidated hierarchy model outlining the underlying principles and decision points. This will enable a costing methodology to be determined.

A draft document will be provided early in the new year for review with Councillors.

Draft Community Infrastructure Strategic Plan (File 35382E)

Council considered a report to accept the Community Infrastructure Strategic Plan in November, it was resolved to defer until a detailed workshop has been held for Councillors on this matter.

**Other Projects**

<b>Brief Summary of Other Projects Under Development Project</b>	<b>Comment</b>
Non-Motorised Watersports Master Plan – Paringa Park	Project required funding to advance project detailed design
Mollymook Beach Reserve	Seeking tenders for construction in upcoming months
All Inclusive Playground	Completed
Mollymook Beach Basketball Half Court	Preparing detailed design
Culburra Skate Park	Seeking quotations to commence construction
Sussex Inlet Learn to ride	Finalising design for tender
Ulladulla Sports Park Netball Courts	

**Community Engagement**

As required, community engagement will be undertaken for the various sporting administration processes and projects detailed in this report.



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Website: [www.shoalhaven.nsw.gov.au](http://www.shoalhaven.nsw.gov.au)

For more information contact the Corporate & Community Services Group

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## Shoalhaven Sports Board - Terms of Reference

**Policy Number:** POL16/108 • **Adopted:** 28/06/2016 • **Amended:** 16/08/2016 • **Minute Number:** MIN16.499, MIN16.654, MIN16.703 • **File:** 12623E • **Produced By:** Corporate & Community Services Group • **Review Date:** Thursday, 1 December 2016

### 1. PURPOSE

The Shoalhaven Sports Board (Board) is to provide advocacy for the sporting community on policy, direction and strategic planning related to Council's objectives. To achieve this policy and strategic objective, the Board will be strategic in nature and focus on appointments to achieve this outcome.

### 2. STATEMENT

Council encourages and recognises the value of community participation in guiding the strategic development of both sport facilities and participation within the Shoalhaven Local Government Area. To guide sports development each Board member will be responsible for maintaining and reporting on a specific portfolio.

### 3. TERMS OF REFERENCE

#### 3.1. RELATIONSHIP TO COUNCIL

The Shoalhaven Sports Board is a strategic advisory committee to advocate for and inform Council's decision making processes related to improving Shoalhaven sporting facilities and sports participation.

#### 3.2. ROLE OF THE SHOALHAVEN SPORTS BOARD

- Represent the whole Shoalhaven Sporting Community (all sports)
- Provide ongoing, high level policy and planning advice to Council.
- Make recommendations to the Council on all relevant business presented before it
- Advocate and maintain specific sports related portfolios.
- Advocate and promote Board recommendations.

#### 3.3. MEMBERSHIP

Board membership is to have a range of strategic capability, expertise and advice to cover specific sports related portfolios.

The Board will have a total membership consisting of the following:

- Nine (9) local community members.
- All Councillors.

*Shoalhaven City Council – Shoalhaven Sports Board – Terms of Reference*

- General Manager (or nominee)

In addition a member of NSW Sport & Recreation will be invited to attend Board meetings but will have no voting privilege.

#### **3.4. COMMUNITY MEMBER APPOINTMENTS**

- Nominations should be advertised throughout the community.
- Appointment to the Board can be for a maximum four (4) years with a set commencement and finish date.
- Vacancies will be advertised locally via media and Council communication networks.
- Council will manage the application process.
- An interview panel consisting of a Council staff member, the Chairperson of the Board and one (1) suitably qualified independent representative will assess the applications and make recommendations for appointments to the Board.

#### **3.5. TERM OF OFFICE**

- Community membership will be renewed every 4 years and ideally during the midterm of the elected Council.
- Councillor membership will be renewed at following normal Council elections.
- Should there be a casual Community membership vacancy it may be filled upon the resignation of a Community member and will align with set fixed finish dates.

#### **3.6. BOARD MEMBERSHIP WITH SPECIFIC PORTFOLIOS**

All Board members will have specific portfolios which cover the following areas of focus:

##### ***Sporting Governance***

- Sports Association liaison
- Sports Management Training
- Marketing & Advertising
- Induction for members
- Governance
- Strategic planning
- Stakeholders

##### ***Communication and Marketing***

- Systems & Processes;
- How to interact with Council links with:
  - Grass roots sports
  - Elite sports
  - Peak sporting bodies
  - Indigenous sports
- sports tourism

##### ***Grass Roots Club Development***

- Volunteers educated/supported
- Volunteer Succession Planning
- Evaluate programs

**Grants and Funding**

- Identify grant and other funding opportunities
- Assist with preparation of funding submissions working with Council staff and other stakeholders

**Sports Tourism, Programs and Events**

- Advocate for sports tourism opportunities
- Represent Sports Community Advisory Group at programs and events

**Facility Development**

- Ensure consistent with adopted Council Policies / position
- Alignment with strategic direction

**Talent Programs**

- Linkages, facilitation and liaison between grass root sport clubs / organisations and elite training programs / opportunities

**3.7. MEETING PRACTICES AND PROCEDURES**

- The administrative provisions of Council's adopted Code of Meeting shall apply subject to any amendment by this Terms of Reference.
- The chairperson will be appointed by the Board, the position will be limited to a two (2) year term and be open to all members.
- Each Board meeting shall be properly recorded by the taking of minutes by Governance Unit.
- The minutes of the Board meeting will be submitted to the next available Council Meeting.
- The quorum for each meeting will be seven (7) members of the Board.
- If a quorum is not present within 30 minutes of the time appointed for the commencement of the Board meeting, the meeting shall lapse.
- In the event of a tied vote, the Chair can exercise a casting vote.
- Formal Board meetings will be held quarterly.
- Agenda and minutes from previous Board meetings will be circulated to members at least seven (7) days prior to the meeting.
- Board members must declare in writing any interest in any report tabled at the meeting covered by the Code of Conduct and Pecuniary Interest.
- Informal Board meetings, special meetings that may discuss specific portfolio matters will be held as and when required or set by the Board
- Planning and costs associated with conducting meetings will be borne by Council.
- Board recommendations which are determined to be purely or substantially 'operational' in nature, will be dealt with by the relevant council officer and any action or lack thereof reported to the Board.

**3.8. CODE OF CONDUCT**

- All members of the Board are required to observe the provisions of the Council's Code of Conduct.
- Board members should act in a professional and responsible manner with the information they obtain as a member, as the Board require openness and honesty to function well.
- Board members should feel free to express their opinions and views without fear of recrimination.
- It is essential for Board members to accept collective responsibility, and remain loyal to decisions of the Board, even where they may not have agreed with the final decision.



**3.9. CONFIDENTIALITY AND PRIVACY**

Members may have contact with confidential or personal information retained by Council. If so, members are required to maintain the security of any confidential or personal information and not access, use or remove any information, unless the member is authorised to do so.

**3.10. COMMUNICATION**

- Members of the Board are not permitted to speak to the media as Committee of Council representatives of the Board unless approved by the Chairperson.
- Where approval has been given by the Chairperson, views and opinions expressed are those of the Board and not of Shoalhaven City Council.
- Where endorsement is required from Shoalhaven City Council, approval must be sought through the formal processes.
- The Chair of the Board is the point of contact for communication between Board members and Council staff.

**3.11. COUNCIL STAFF ATTENDANCE**

Executive Council staff are normally required to attend the meetings of the Board. Other staff at the relevant Group Directors' discretion or at the Board's request can attend meetings as required. Staff have no voting privileges.

Council will provide secretarial support to arrange meetings and take minutes and provide professional office support where required.

**3.12. EXPECTATIONS OF BOARD MEMBERS**

- Board members will undertake the prescribed Induction process.
- Pecuniary Interest Returns are required on appointment and annually as required by the Office of Local Government and Council.

**3.13. RESPONSIBILITY OF COUNCIL**

Council at its discretion may review and change the Terms of Reference, Role and Structure of the Board.