

## Ordinary Meeting

**Meeting Date:** Tuesday, 25 July, 2017  
**Location:** Council Chambers, City Administrative Building, Bridge Road, Nowra  
**Time:** 5.00pm

**Membership** (Quorum - 7)  
All Councillors

**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. **Acknowledgement of Traditional Custodians**
2. **Opening Prayer**
3. **Australian National Anthem**
4. **Apologies / Leave of Absence**
5. **Confirmation of Minutes**
  - Ordinary Meeting - 27 June 2017
6. **Declarations of Interest**
7. **Presentation of Petitions**
8. **Mayoral Minute**
9. **Deputations and Presentations**
10. **Notices of Motion / Questions on Notice**
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  - SA17.175 South Coast Regional Jobs Investment Package - Council Projects

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<u>Reports</u>		
CCL17.36	Shoalhaven Indoor Sports Centre – Trade Package No. 10 – Structural Steel Sub Contract	

*Local Government Act - Section 10A(2)(d)(i) - Commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.*

*There is a public interest consideration against disclosure of information as disclosure of the information could reasonably be expected to reveal commercial-in-confidence provisions of a contract, diminish the competitive commercial value of any information to any person and/or prejudice any person's legitimate business, commercial, professional or financial interests.*

## **CL17.189 Notice of Motion - Development Consent Amendment - 12 Currambene Street Huskisson**

**HPERM Ref:** D17/229312

**Submitted by:** Cllr John Levett

### **Purpose / Summary**

The following Notice of Motion, of which due notice has been given, is submitted for Council's consideration.

### **Recommendation**

That DS17/1233 for a S96 Amendment to a Development Consent at 12 Currambene Street, Huskisson be called in to Council for consideration because of the public interest.

### **Comment:**

The S96 Amendment seeks approval for an additional rooftop BBQ area, covered seating area and ancillary features.

CL17.189

## **CL17.190 Notice of Motion - Investigation of the future use of 179 Illaroo Road North Nowra – Formerly NSW Rural Fire Services Station**

**HPERM Ref:** D17/231128

**Submitted by:** Cllr Andrew Guile

### **Purpose / Summary**

The following Notice of Motion, of which due notice has been given, is submitted for Council's consideration.

### **Recommendation**

That

1. The General Manager report to Council on the suitability the premises at 179 Illaroo Road North Nowra to meet the interim needs of the NSW Surf Life Saving South Coast Branch.
2. The General Manager report suitable terms aligned with Council's policies for community use for any temporary agreement for the use of these facilities.

### **Background**

The South Coast Branch of Surf Life Saving seeks council support to utilise the currently vacant North Nowra Rural Fire Station as an interim measure until their HQ Building for administration, training and storage can be built on Site 9 at the Integrated Emergency Management Centre in Albatross Road. DA17/1251 is currently lodged with Council.

The Branch currently has a large variety of equipment in storage which is costing members rental expenses.

South Coast Branch is the governing body for nine Surf Life Saving clubs with a total branch membership of 3,074 persons, consisting of five Branch Directors; President, Dir. Administration, Dir. Lifesaving, Dir. Education & Dir. Surf Sports. Each director runs a home office on behalf of the Branch. They employ a part time Bookkeeper and also three casual Education Team members employed September to February each year to conduct schools and community education programs.

There are 1,047 Surf Lifesavers, 1,293 Junior's in the SLSA Junior Development Program, 97 Members who provide roles in Club Administration, Finance and Club Management Committee; 111 Members who provide Junior Activities support as Junior Activity Chair, Junior Age Managers and Water Safety and 526 general members and parents who support the clubs in various other roles. The role of the Branch is to Coordinate and oversee the Lifesaving operations of the nine surf lifesaving clubs. They negotiate and administer the Patrol Service Agreements with the clubs, provide support operations for 24/7 365 days for emergency callouts and related services.

The branch is funded entirely from major sponsorship and donations. The nine surf lifesaving clubs are spread throughout three Local Government Areas, 2 clubs in Shellharbour LGA 3 Clubs in Kiama LGA 4 Clubs in Shoalhaven LGA.

**Note by the General Manager**

NSW RFS vacated the property on or about February 2017, following which a number of community groups including; historical vintage car club; veterans motor cycle club and St John Ambulance all expressed an interest in occupying the property. In all of these instances the proposed use wasn't in-line with the buildings classification under the Building Code of Australia (BCA). The proposed change in use required a DA triggering the need to upgrade the building to current BCA standards. Indicative costs may be up to \$80,000 to achieve this and more investigation is needed. Council staff and the respective groups have not identified a funding source at this stage.

On the basis that NSW Surf Life Saving South Coast Branch (NSWSLSSCB) is interested and utilises the property for storage only, the property would be suitable for temporary occupation.

The land is classified "Operational" and as such a short term licence with an annual rent equivalent to the statutory minimum plus utilities and maintenance costs may be considered.

Given the above BCA issue and associated cost to bring up to standard the property has been identified it may be a suitable location for affordable housing. This will be further progressed upon the adoption of the affordable housing strategy currently before Council. These options all require further investigation and a report to council could be provided.

## **CL17.191 Notice of Motion - Donation - Berry Rotary's Small Farm Field Day**

**HPERM Ref:** D17/231379

**Submitted by:** Clr John Wells

### **Purpose / Summary**

The following Notice of Motion, of which due notice has been given, is submitted for Council's consideration.

### **Recommendation**

That Council support Berry Rotary's Small Farm Field Day event by voting \$2500 from the Unallocated Donations vote.

### **Background**

The Berry Small Farm Field Days (BSFFD) are a community initiative of the Rotary Club of Berry and will be held on Friday 8 and Saturday 9 September 2017 – this being the 6<sup>th</sup> year of this event with each year building on the successes of the previous years.

There are only four similar field day events conducted within NSW aimed specifically at the small landholder, and the BSFFD is the only event providing suppliers the opportunity to showcase their products and services direct to small landholders on the South Coast and Illawarra. Last year, the BSFFD attracted a crowd of over 3500 visitors, together with 100 exhibitors who travelled from as far away as Queensland, Victoria and various parts of NSW.

The South Coast is increasingly being populated by small acreage farmers...all of whom are looking for machinery, equipment, products, services and advice to assist them in carrying out the farming and agriculture pursuits they desire.

Each year the Berry Rotary aims to improve on the year before by introducing new exhibits and ideas. This time Rotary are adding a range of exhibits under the umbrella of "Eat Local" in order to showcase locally produced food and wine together with an enhanced program of demonstrations and talks to provide patrons with greater opportunity to learn new skills and gain experience. The "Eat Local" initiative will incur considerable extra cost as it will require a larger dedicated marquee providing personalised catering opportunities for exhibitors.

Rotary seek Council "Eat Local" initiative at a level of \$2500. In return, in addition to signage and advertising recognition, Rotary offer the recognition rights on the "Eat Local" marquee to Council. It will be recognised as:

"Eat Local – Supported by Shoalhaven City Council"

### **Note by the General Manager**

An amount of \$13,390 is available in the 2017/18 Unallocated Donations vote.

## **CL17.192 Notice of Motion - Community use of Public School Facilities**

**HPERM Ref:** D17/231582

**Submitted by:** Cllr Bob Proudfoot

### **Purpose / Summary**

The following Notice of Motion, of which due notice has been given, is submitted for Council's consideration.

### **Recommendation**

That

1. Council write to our local state members of parliament seeking their in-principle support for investigating ways that the wider community can have greater access to facilities in our public schools. This may include libraries, halls, meeting rooms and sporting fields
2. Our CCB's be asked to contribute to the discussion and offer any ideas they may have regarding possible duplication of facilities
3. A report be provided to Council on where any local communities have embarked up a similar project in their area.

### **Note by the General Manager**

The Department of Education provides the following information. From this it is clear that public schools are already available to the community to access and there are extensive resources to enable this to occur.

<http://www.dec.nsw.gov.au/our-services/schools/community-use-of-school-facilities>

## **Community use of school facilities toolkit**

**The Department of Education encourages members of the community and education groups to use school facilities when they are not required by the school.**

Schools are a community resource. Use of school facilities provides benefits through:

- access to services to support families and communities
- cooperation and goodwill between the school and the community
- provision of extracurricular learning opportunities
- access to state-of-the-art facilities
- opportunities for parents and the broader community to become better informed and participate in the school's operation and activities
- effective use of valuable school facilities
- opportunities for the community to play a positive part in school security through out-of-hours use of the facilities.

Principals can only support use of school facilities where it does not impinge on school requirements and where the use is in the school's best interests.

## **Resources for school principals and community users**

### [Policy and procedures](#)

Requirements for all agreements to use school facilities.

### **Community Users of School Facilities Selection Guide (PDF)**

Guide for selecting community users through a procurement process for all leases, licences and project deeds, including Out of School Hours Care.

### **Work health safety**

Resources for community use of school facilities.

### **General use of school facilities**

Resources for school principals and users on community use agreements, leases/licences and project deeds.

## CL17.193 Report of the Strategy & Assets Committee - 18 July 2017

HPERM Ref: D17/234053

### SA17.175 South Coast Regional Jobs Investment Package - Council Projects

HPERM Ref:  
D17/216330

#### Recommendation

That the following projects and Council funding commitments be submitted under the South Coast Regional Jobs Investment Package:

1. Woollamia Boat Lift and Shed – SCC contribution: \$200,000 (from Economic Development Reserve)
2. Greenwell Point Boating Facilities – SCC contribution: \$750,000 (from Economic Development Reserve)
3. Provision of electricity to Huskisson Business Precinct – SCC contribution: \$50,000 (from Economic Development Reserve and/or streetscape funding)
4. Former Ulladulla STP Industrial Land Subdivision – SCC contribution: \$2,219,000 (from Industrial Land Development Reserve);
5. And if possible, Defence Support Training Needs Analysis – SCC contribution: \$25,000 (from Economic Development Reserve)

### SA17.180 Bay & Basin Summer Shuttle Bus and Shoalhaven River Festival Accessible Shuttle Bus 2017 Funding Success

HPERM Ref:  
D17/199103

#### Recommendation

That Council:

1. Accept the grants of;
  - a. \$9,309 (excluding GST) to undertake the Bay & Basin Summer Shuttle Bus project and;
  - b. \$1,955 (excluding GST) to undertake the Shoalhaven River Festival Accessible Shuttle project.
2. Write and thank Transport for NSW.

CL17.193

**SA17.185 2017-2018 Path Construction Program**

**HPERM Ref:  
D17/180957**

**Recommendation**

That:

1. The Member for South Coast be thanked for the funding of \$1.89 million for path projects;
2. \$150,000 be allocated from General Fund (Local Road Repair Program) for the construction of a path in Page Avenue, North Nowra, from Judith Drive to Pitt Street;
3. \$100,000 be allocated from General Fund (Local Road Repair Program) for the construction of a path, and associated kerb and gutter, in Centaur Avenue, Sanctuary Point, from Idlewild Avenue to Francis Ryan Reserve;
4. \$250,000 be allocated to the 2017-2018 Local Road Repair Program from the 2018-2019 Roads to Recovery Program allocation.

**SA17.187 Classification of Operational Land - Part Shoalhaven  
Community & Recreational Precinct - 109, 111, 111A  
& 113 Cambewarra Road, Bomaderry**

**HPERM Ref:  
D17/184792**

**Recommendation**

That Council resolve to classify the land in the schedule below as Operational Land:

<b>Legal Description</b>	<b>Locality</b>
Lot 1 DP544264	109 Cambewarra Rd, Bomaderry
Lot 21 DP860849	111 Cambewarra Rd, Bomaderry
Lot 22 DP860849	111A Cambewarra Rd, Bomaderry
Lot 3 DP544264	113 Cambewarra Rd, Bomaderry

**SA17.188 Lease - 1 Mattes Way, Bomaderry - Kiama  
Community College**

**HPERM Ref:  
D17/196327**

**Recommendation**

That Council:

1. Enter into a lease agreement with Kiama Community College Incorporated for the continued use and occupation of 1 Mattes Way, Bomaderry (Lots 27, 29, 30 & 31 DP793122) for an initial term of three (3) years with two (2) option periods of three (3) years each (i.e. 3 x 3 x 3 year lease) at an initial annual rent of \$50,000 plus GST to be increased annually by CPI; and
2. Grant authority to affix the Common Seal of the Council to any documents required to be sealed and that the General Manager be authorised to sign any documents necessary to give effect to this resolution.

CL17.193

**SA17.191 Council Policy Review - Waste Services**

**HPERM Ref:  
D17/208199**

**Recommendation**

That Council:

1. Adopt the Disaster Recovery Policy – Waste Management (POL16/82).
2. Adopt the following policies with no or minor changes:
  - a. No charge tipping of storm damaged materials at waste depots Policy (POL16/168)
  - b. Garden Waste Mulch - Community Assistance Policy (POL16/170); and
  - c. Waste Minimisation and Management Guidelines (POL16/171)
3. Adopt the No Charge Tipping Vouchers Policy (POL16/169), noting commercial properties will no longer receive vouchers from FY18/19.

CL17.193

## CL17.194 Report of the Shoalhaven Traffic Committee - 11 July 2017

HPERM Ref: D17/222876

- Attachments:**
1. TRAF 2017-47 [↓](#)
  2. TRAF 2017-48 [↓](#)
  3. TRAF 2017-49 [↓](#)
  4. TRAF 2017/50 [↓](#)
  5. TRAF 2017-51 [↓](#)
  6. TRAF 2017-52 [↓](#)
  7. TRAF 2017-53 [↓](#)
  8. TRAF 2017-54 [↓](#)
  9. TRAF 2017-55 [↓](#)
  10. TRAF 2017-56 [↓](#)
  11. TRAF 2017-57 [↓](#)

*The Shoalhaven Traffic Committee is a technical review committee not a committee of Council under the Local Government Act, 1993.*

*The Roads and Maritime Services has delegated certain powers to Council under the Transport Administration Act 1988 (Section 50). A condition of this delegation is that Council must take into account the Traffic Committee recommendations.*

### **IMPORTANT NOTE:**

*Council cannot amend a Traffic Committee recommendation. The Council can only:*

1. *Adopt the Traffic Committee recommendation;*
2. *Not Adopt the Traffic Committee recommendation; or*
3. *Request the Traffic Committee reconsider the issue.*

*Other issues can be raised Additional Business at the Ordinary Meeting.*

*The full guide to the delegation to Council's for the regulation of traffic can be viewed at: [RMS Website](#)*

**TC17.46 Proposed Line Marking - Explorer Boulevard, Shoalhaven Heads (PN 3397)**

**HPERM Ref:  
D17/217648**

### **Recommendation:**

That the General Manager (Director Assets and Works) be requested to arrange for the installation of double barrier (BB) centre line marking and edge (E1) line marking in Explorer Boulevard, Shoalhaven Heads as detailed in the attached plan TRAF 2017/47.

**TC17.47 Parking Restriction Amendments - Beach Road, Mollymook Beach (PN 3412)**

**HPERM Ref:  
D17/217662**

### **Recommendation:**

That the General Manager (Director Assets and Works) be requested to arrange for the conversion of 20m of the existing No Stopping zone on the eastern side of Beach Road to a No Parking zone, Beach Road, Mollymook Beach as detailed in the attached plan TRAF 2017/48.

**TC17.48 No Stopping Zone - Meroo Street, Bomaderry (PN 3413)**

**HPERM Ref:  
D17/217769**

**Recommendation:**

That the General Manager (Director Assets and Works) be requested to arrange for the installation of a No Stopping zone (approx. 5m) across the driveway access of 69 Meroo Street, Bomaderry as detailed in the attached TRAF 2017/49.

**TC17.49 Raised Pedestrian Crossing - Meroo Street, Bomaderry (PN 3414)**

**HPERM Ref:  
D17/217785**

**Recommendation:**

That the General Manager (Director Assets and Works) be advised that the Shoalhaven Traffic Committee has no objection to the proposed signage and line marking plan associated with the proposed raised pedestrian crossing to be installed on Meroo Street, Bomaderry as detailed in the attached plan TRAF 2017/50.

**TC17.50 Line Marking - Meroo Road, Bomaderry (PN 3415)**

**HPERM Ref:  
D17/217806**

**Recommendation:**

That the General Manager (Director Assets and Works) be advised that the Shoalhaven Traffic Committee has no objection to the line marking plan associated with the rehabilitation road works on Meroo Road, Bomaderry as detailed in the attached plan TRAF 2017/51.

**TC17.51 Give Way Signage & Line Marking Amendments - Hillcrest Avenue, South Nowra (PN 3417)**

**HPERM Ref:  
D17/217827**

**Recommendation:**

That the General Manager (Director Assets and Works) be requested to arrange for the installation of the following line marking and signage on Hillcrest Avenue and Holloway Road, South Nowra as detailed in the attached plan TRAF 2017/52:

1. 950m (approx.) of centre line marking along Hillcrest Avenue, from its intersection with John Purcell Way to Old Southern Road.
2. Give Way Signage and associated hold line marking at the intersection of Hillcrest Avenue and Holloway Drive.
3. 20m of double barrier (BB) centre line marking on Holloway Road at its intersection with Hillcrest Avenue.

**TC17.52 Centre Line Marking - Currarong Road, Currarong**

**HPERM Ref:  
D17/217837**

**Recommendation:**

That the General Manager (Director Assets and Works) be requested to arrange for the installation of centre line marking changes as detailed in the attached plan TRAF 2017/53.

CL17.194

**TC17.53 Disabled Parking Space - Berrara Road, Berrara (PN 3419)**

**HPERM Ref:  
D17/217845**

**Recommendation:**

That the General Manager (Director Assets and Works) be advised that the Shoalhaven Traffic Committee has no objection to the previously installed disabled parking space in Berrara Road, Berrara adjacent to the toilet facilities as detailed in the attached plan TRAF 2017/54.

**TC17.54 Relocate Disabled Parking Space - Council Administration Building Car Park, Graham Street, Nowra (PN 3420)**

**HPERM Ref:  
D17/217854**

**Recommendation:**

That the General Manager (Director Assets and Works) be requested to arrange for the installation of the following changes within the Council Administration Building car park, Graham Street, Nowra as detailed in the attached plan TRAF 2017/55:

1. Remove the existing disabled space.
2. Extend the 30-minute (1/2P) time restricted parking zone.
3. Install a disabled space and associated shared zone in the existing 2-hour (2P) visitor restricted parking zone.

**TC17.55 Regulatory Signage and Line Marking - Aldi Store, Narang Road, Bomaderry (PN 3410)**

**HPERM Ref:  
D17/217866**

**Recommendation:**

That the General Manager (Director Assets and Works) be advised that the Shoalhaven Traffic Committee has No Objection to the proposed signage and line marking plan, Aldi Store, Narang Road, Bomaderry as detailed in the attached plan TRAF 2017/56, subject to the following items:

1. Amend the BB centre line marking, south of the proposed marked foot crossing, to provide a smooth transition by removing the kink.
2. Installing an R4-5 'End Shared Zone' sign for southbound traffic at the main exit to Narang Road.
3. Removal of redundant western L1 line marking (1 bar) and correction of connected C1 and L1 line marking.

**TC17.56 Signage and Line Marking Improvements - Rannoch Drive, West Nowra (PN 3379)**

**HPERM Ref:  
D17/219926**

**Recommendation:**

That the General Manager (Director Assets and Works) be requested to arrange for the following items, at the intersection of Yalwal Road and Rannoch Drive, West Nowra, as detailed in the attached plan TRAF 2017/57:

1. Extend the western No Stopping zone 9m south
2. Extend the eastern No Stopping zone 4.5m (approx.) south
3. Extend the existing double barrier (BB) centre line marking 3m (approx.) south
4. Install Give Way signage and associated (TB/TB1) hold line markings at the intersection of Yalwal Road and Rannoch Drive.

www.invarion.com

SCOTT ST

WELLS PL

GRAY CL

SHOALHAVEN HEADS RD

Explorer Boulevard  
5.5m travel lanes  
2.15m parking lanes

E1  
BB  
E1

Vic Zealand Oval

Install centre and edge line marking  
Explorer Boulevard, Shoalhaven Heads

TRAF 2017/47

CL17.194 - Attachment 1

www.invarion.com

Existing No Stopping zone

convert ~20m No Stopping zone to No Parking zone

BEACH RD

Beach

**Convert 20m of No Stopping to a No Parking zone  
Beach Road, Mollymook Beach**

TRAF 2017/48

www.invarion.com

Existing time restricted parking

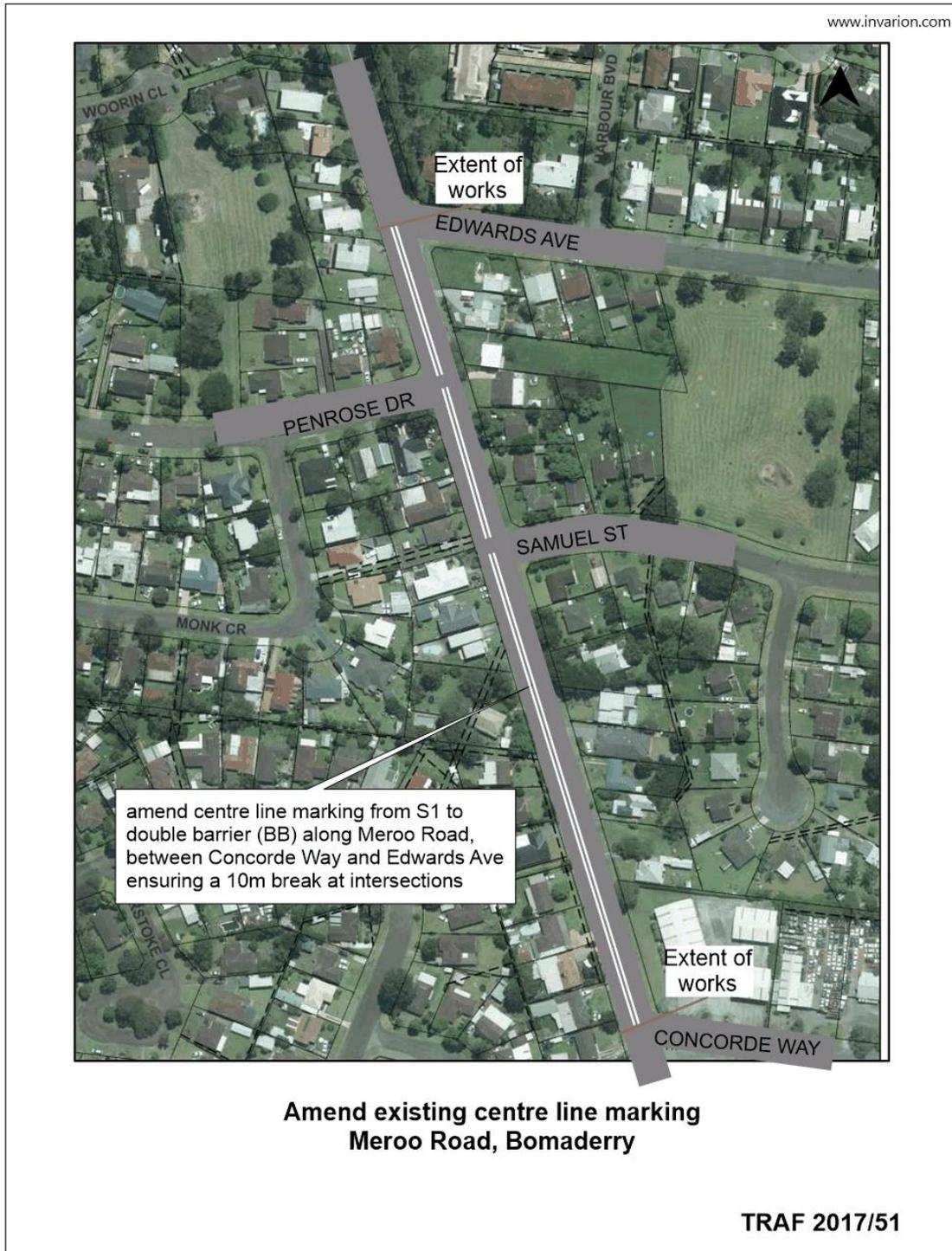
Install ~5m No Stopping zone across driveway

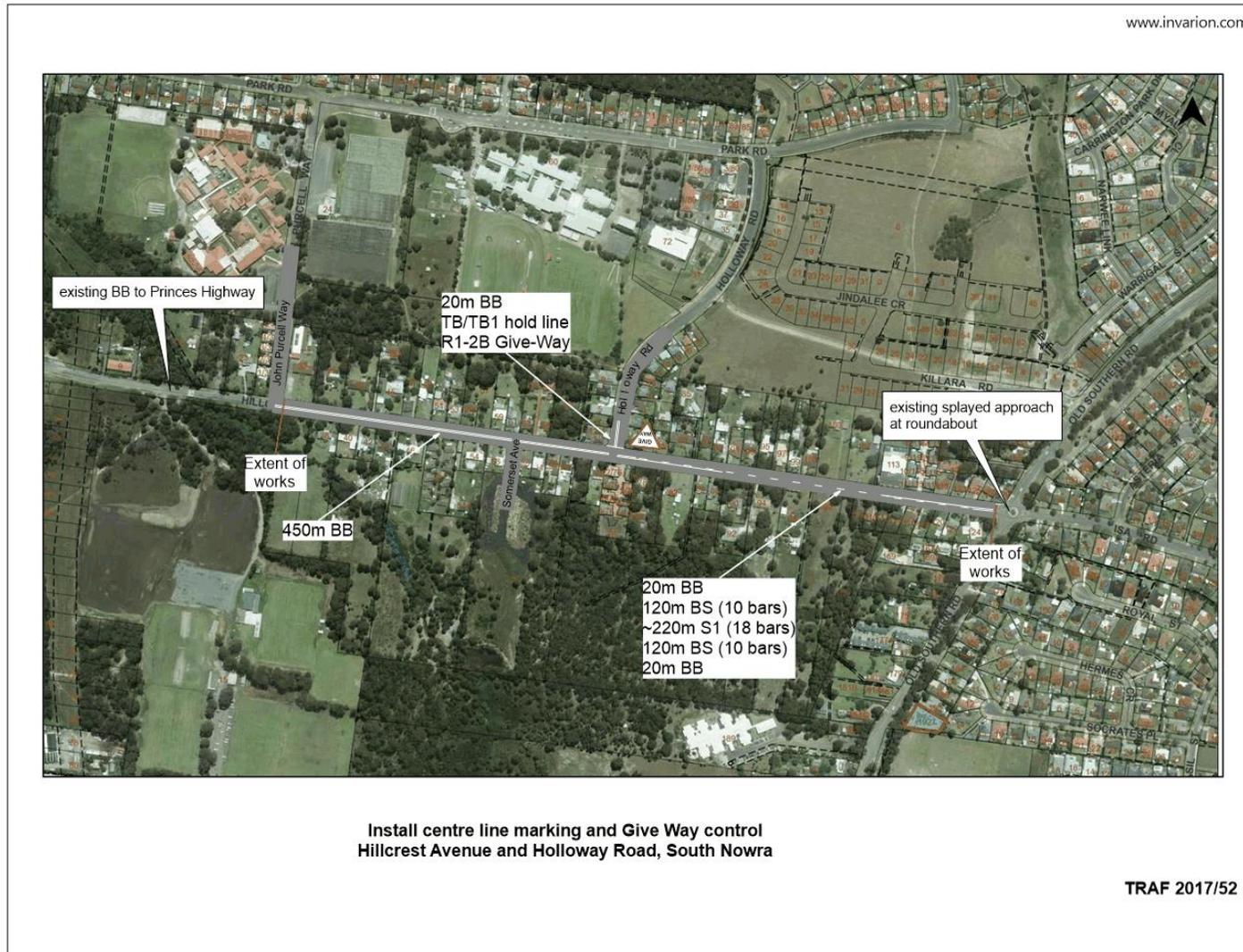
Existing time restricted loading zone

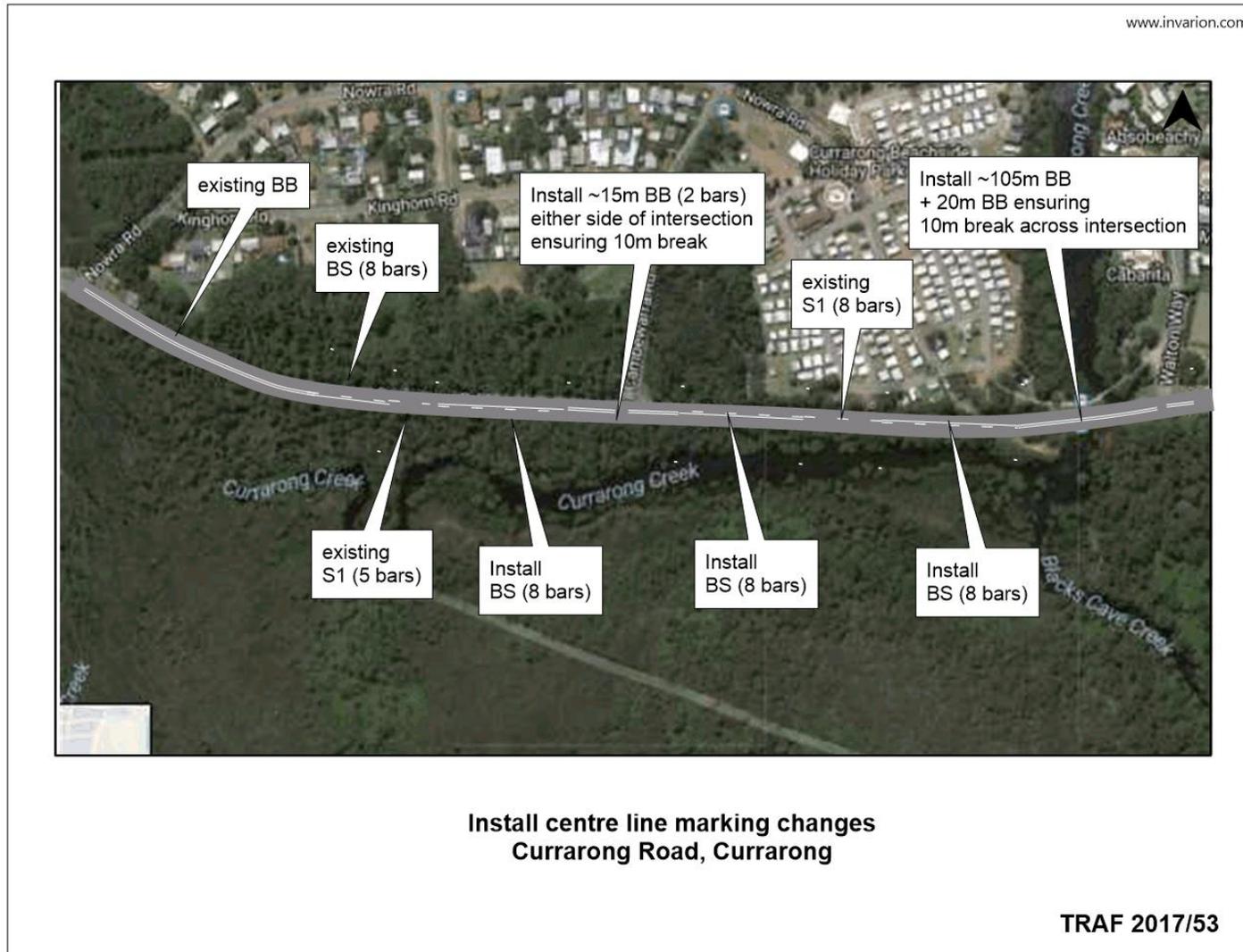
**Install No Stopping zone across driveway of 69 Meroo Street, Bomaderry**

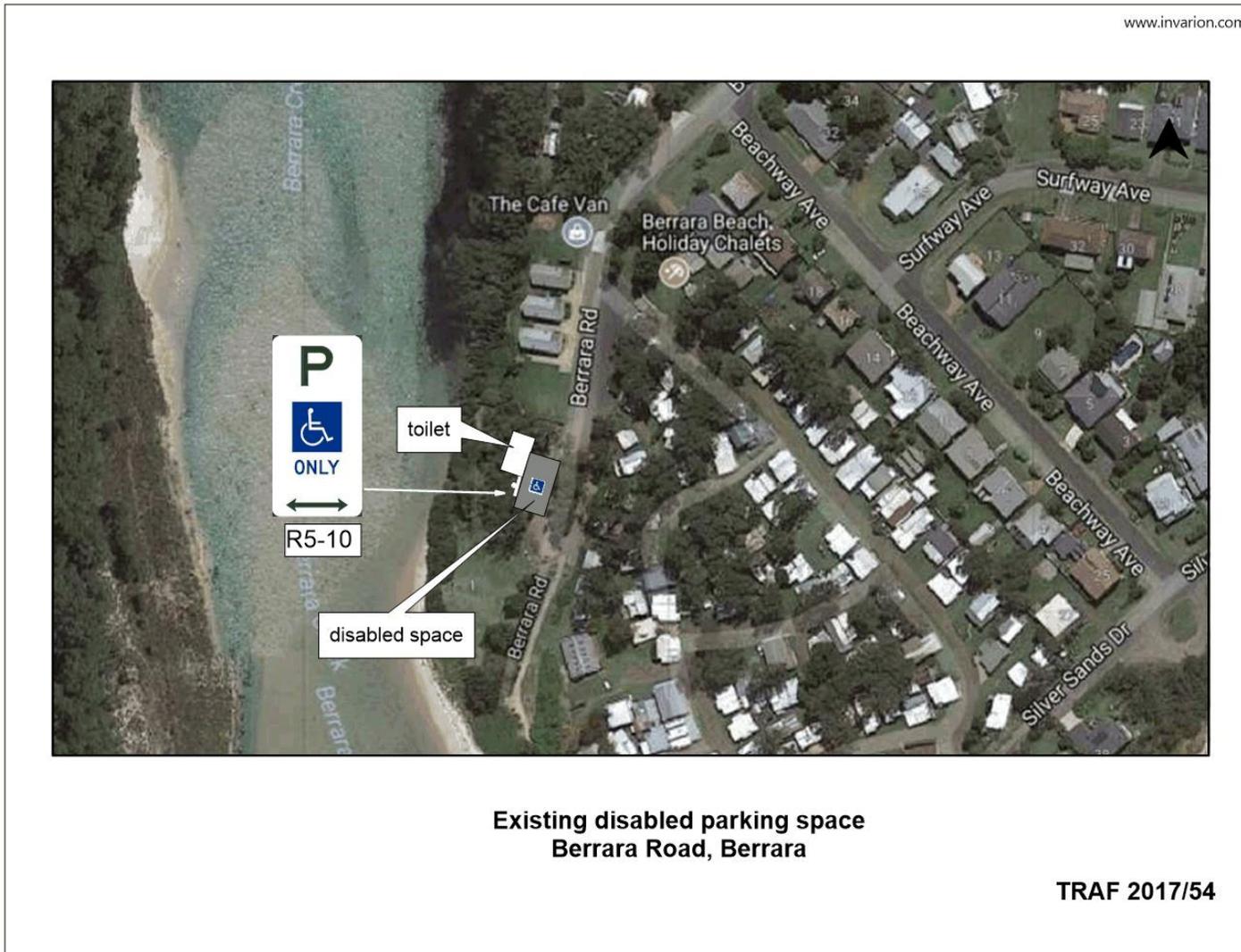
TRAF 2017/49











Existing disabled parking space  
Berrara Road, Berrara

TRAF 2017/54

www.invarion.com

**P ONLY**  
R5-10

**2P VISITOR PARKING**  
9am - 5pm MON-FRI  
R5-2

**1/2P VISITOR PARKING**  
9am - 5pm MON-FRI  
R5-16

existing disabled parking spaces to remain

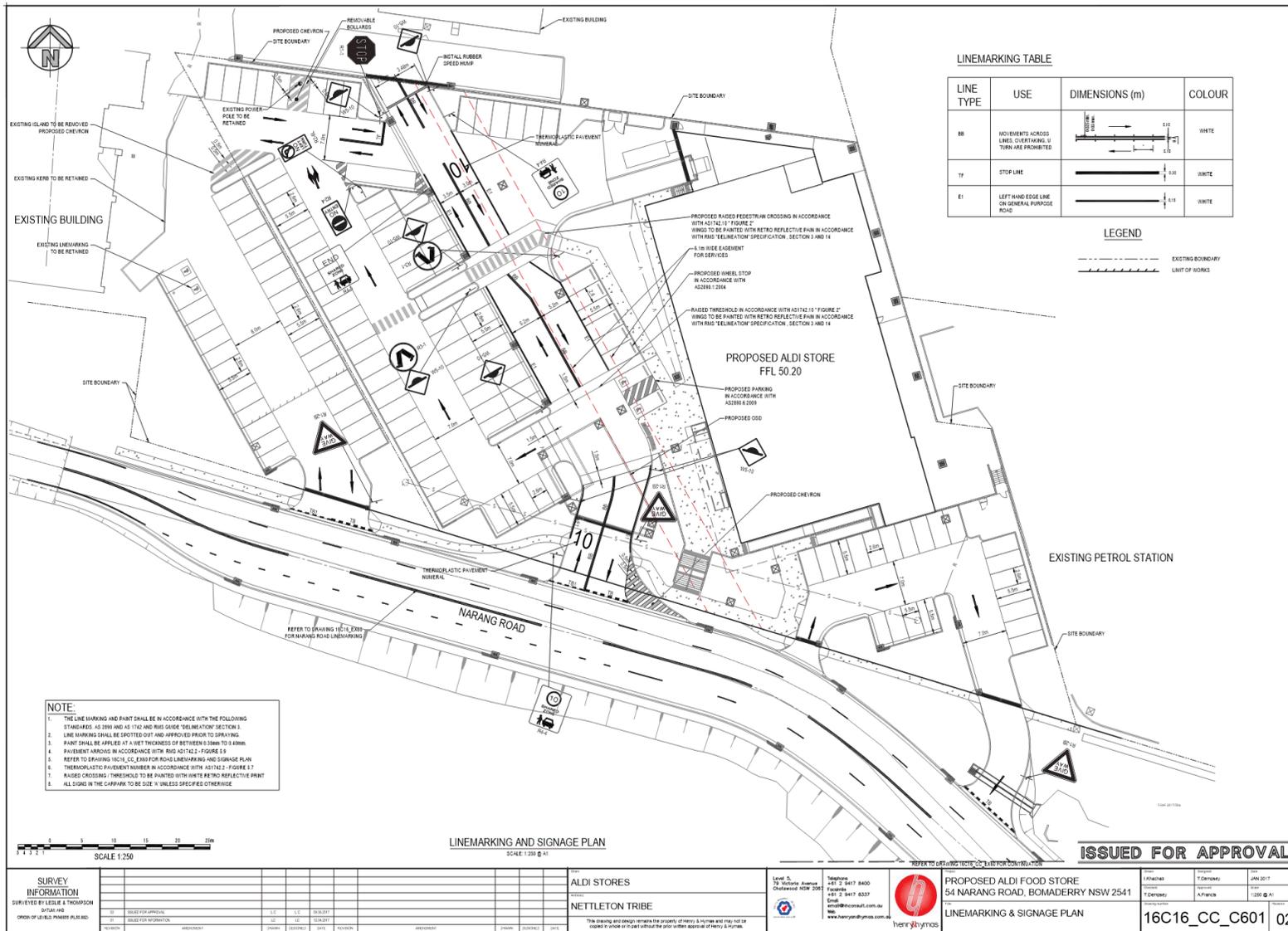
remove existing disabled space extend 30-minute (1/2P) parking zone

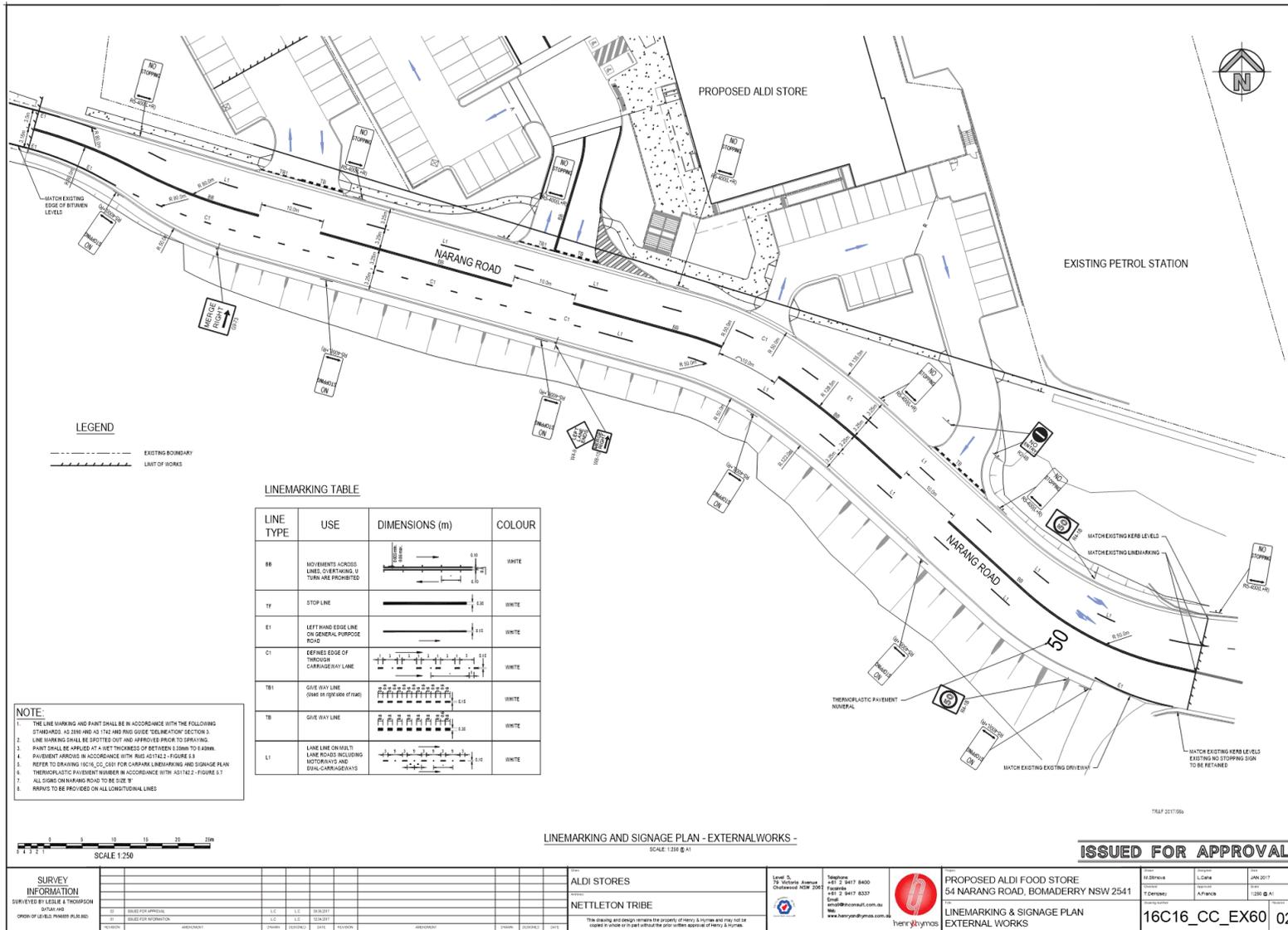
Install disabled parking and shared zone (R5-10)

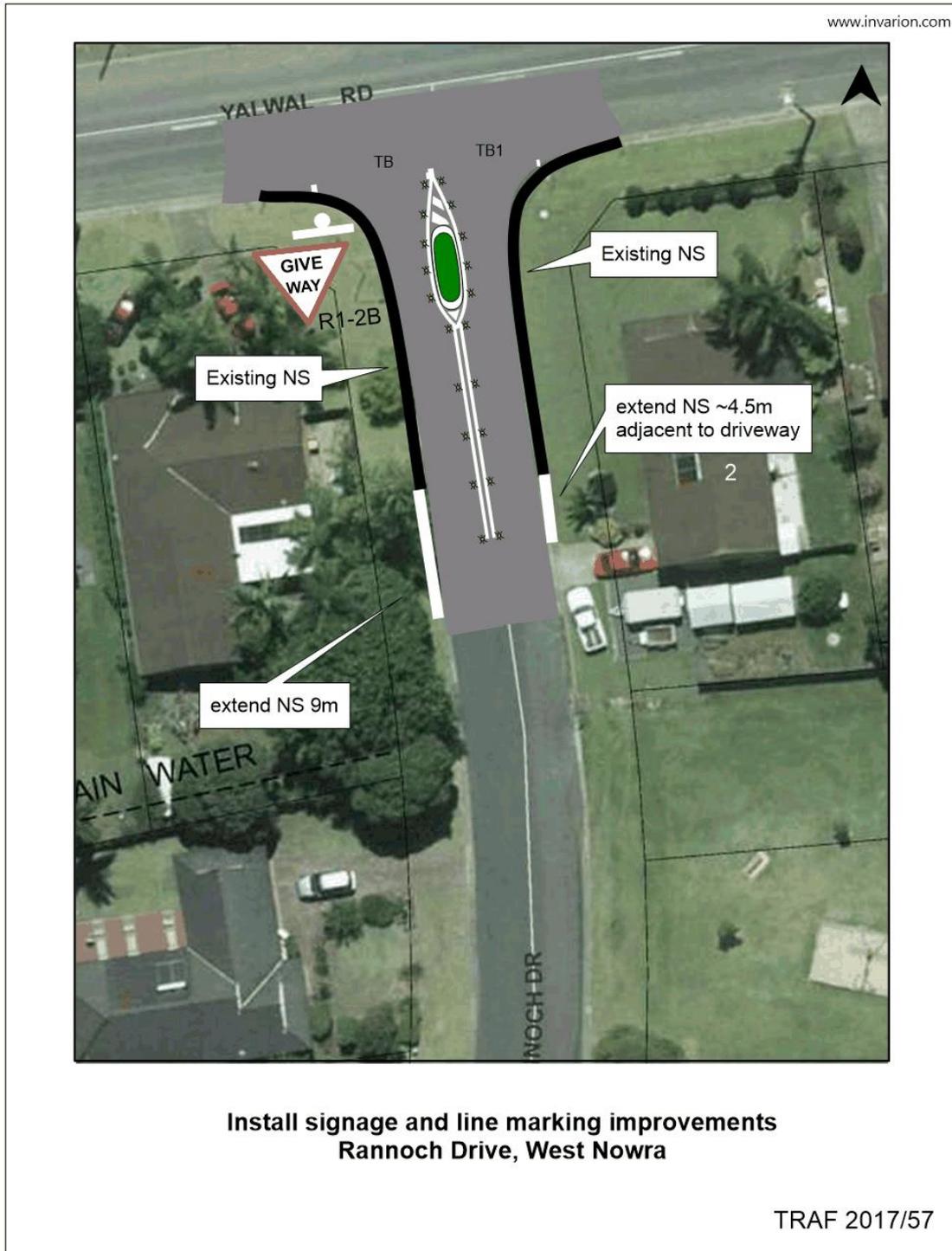
existing 2-hour (2P) parking zone

**Relocate disabled parking space and install shared zone  
Council Administration Building, Graham Street, Nowra**

TRAF 2017/55







## **CL17.195 Sale of Council Employment Land - Lot 105 DP 1096630, Cumberland Ave, South Nowra NSW**

**HPERM Ref:** D17/219902

**Group:** General Manager's Group  
**Section:** Economic Development

### **Purpose / Summary**

To confirm and approve the sale of Council land within the Flinders Industrial Estate.

### **Recommendation**

That

1. Council employment land (Lot 105 DP 1096630, Cumberland Ave, South Nowra) be sold for \$355,000 (plus GST) to Richard & Toni Hodges of Bomaderry
2. The General Manager be authorised to sign the Contracts for Sale, and
3. The Transfer to complete the Contracts for Sale be executed under the Seal of Council

### **Options**

1. To sell Lot 105 Cumberland Ave, South Nowra
2. Not to sell Lot 105 Cumberland Ave, Sth Nowra

### **Background**

The sale of Lot 105 DP 1096630, Cumberland Ave, South Nowra has been negotiated and is in accordance with Council resolution MIN17.546 which set the minimum sale price for this lot as part of Council's portfolio of industrial land holdings.

Special conditions applicable to this sale are:

- Buyback condition – 2 years to build a factory.



**Financial Implications**

The proceeds of the sale will be deposited into the Council's Industrial Land Development Reserve for reinvestment into future industrial land development

CL17.195

## **CL17.196 Sale of Council Employment Land - Lot 116 DP 1122371, Norfolk Ave, South Nowra NSW**

**HPERM Ref:** D17/227579

**Group:** General Manager's Group  
**Section:** Economic Development

### **Purpose / Summary**

To confirm and approve the sale of Council land within the Flinders Industrial Estate.

### **Recommendation**

That

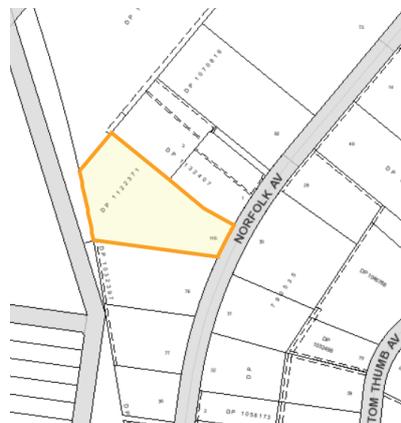
1. Council employment land (Lot 116 DP 1122371, 17 Norfolk Ave, South Nowra) be sold for \$950,000 (plus GST) to Civil Project Management Group Pty Ltd of South Nowra
2. The General Manager be authorised to sign the Contracts for Sale, and
3. The Transfer to complete the Contracts for Sale be executed under the Seal of Council

### **Options**

1. To sell Lot 116 Norfolk Ave, South Nowra
2. Not to sell Lot 116 Norfolk Ave, Sth Nowra

### **Background**

The sale of Lot 116 DP 1122371, Norfolk Ave, South Nowra has been negotiated and is in accordance with Council resolution MIN17.546 which set the minimum sale price for this lot as part of Council's portfolio of industrial land holdings.



Special conditions applicable to this sale are:

- Buyback condition – 2 years to build a factory.
- Deferred settlement to be 12 months after Contract exchange

**Financial Implications**

The proceeds of the sale will be deposited into the Council's Industrial Land Development Reserve for reinvestment into future industrial land development

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## CL17.197 Investment Report June 2017

**HPERM Ref:** D17/224277

**Group:** Finance Corporate & Community Services Group  
**Section:** Finance

**Attachments:** 1. Shoalhaven Monthly Investment Report - June 2017 (under separate cover) [⇒](#)

### Purpose / Summary

Under Section 625 of the Local Government Act 1993 and Clause 212 of the Local Government (General) Regulation, it is a requirement to provide a written report to Council on a monthly basis setting out details of all money that Council has invested.

### Recommendation

That the Report of the General Manager (Finance Corporate and Community Services Group) on the Record of Investments for the period to 30 June 2017 be received for information.

### Options

1. The report on the Record of Investments for the period to 30 June 2017 be received for information  
Implications: Nil
2. Further information regarding the Record of Investments for the period to 30 June 2017 be requested  
Implications: Staff will need to prepare a further report to provide any information that is required.
3. The report on the Record of Investments for the period to 30 June 2017 be received for information with any changes requested for the Record of Investments to be reflected in the report for the period to 31 July 2017  
Implications: Nil

### Background

Please refer to the attached monthly report provided by Council's Investment Adviser – CPG Research and Advisory Pty Ltd. Late in May, there was a downgrade of some financial institutions' credit rating from AA to BBB. This has caused our investments in the BBB category to be above the policy limit (see page 6). There is no breach of policy because, at the time the investments were purchased, they were within the policy. Council will not be reinvesting or purchasing new investments with these BBB institutions until this category is back with the policy limit.

CPG Research and Advisory Pty Ltd have included a section on Council's investment in institutions who lend to fossil fuels (see page 8).

Further comparisons and budget review is found below:

The interest earned for the month of June was \$530,017, which was \$26,532 above budget.

**RECORD OF INVESTMENTS  
Cash and Investment Balances**

	June 2017	May 2017
<b>Cash And Investments Held</b>		
Cash at Bank - Transactional Account	\$7,672,322	\$7,535,688
Cash at Bank - Trust Fund	\$1,240	\$1,240
Cash on Hand	\$62,050	\$49,350
Other Cash and Investments	\$196,374,682	\$206,520,481
	<u>\$204,110,294</u>	<u>\$214,106,759</u>
Fair Value Adjustment	\$199,443	\$181,029
Bank Reconciliation	\$180,560	\$263,136
	<u>\$380,003</u>	<u>\$444,164</u>
<b>Book Value of Cash and Investments</b>	<u><b>\$204,490,297</b></u>	<u><b>\$214,550,923</b></u>
<b>Less Cash &amp; Investments Held In Relation To Restricted Assets</b>		
Employee Leave Entitlements	\$8,620,913	\$8,620,913
Land Decontamination	\$1,562,941	\$1,567,386
Critical Asset Compliance	\$2,381,347	\$2,392,311
North Nowra Link Road	\$650,735	\$656,096
Other Internal Reserves	\$3,369,139	\$3,468,033
Section 94 Matching Funds	\$341,200	\$335,199
Strategic Projects General	\$6,044,434	\$6,798,330
Industrial Land Development Reserve	\$5,173,779	\$3,519,169
Plant Replacement	\$2,024,664	\$3,025,502
S94 Recoupment	\$1,733,604	\$1,853,433
Commitment To Capital Works	\$6,355,013	\$6,492,323
Property Reserve	\$3,230,516	\$3,250,431
<b>Total Internally Restricted</b>	<u><b>\$41,488,285</b></u>	<u><b>\$41,979,126</b></u>
Loans - General Fund	\$9,515,817	\$6,833,239
Self Insurance Liability	\$1,392,727	\$1,346,473
Grant reserve	\$0	\$0
Section 94	\$29,735,801	\$28,781,769
Storm Water Levy	\$458,972	\$539,820
Trust - Mayors Relief Fund	\$81,123	\$95,347
Trust - General Trust	\$5,336,886	\$5,255,078
Waste Disposal	\$7,400,895	\$8,220,615
Sewer Fund	\$59,687,232	\$64,578,045
Sewer Plant Fund	\$1,768,506	\$1,595,236
Section 64 Water	\$16,205,782	\$15,624,210
Water Fund	\$22,779,983	\$22,521,585
Water Communication Towers	\$1,356,254	\$1,103,729
Water Plant Fund	\$1,004,654	\$1,085,990
<b>Total Externally Restricted</b>	<u><b>\$156,724,632</b></u>	<u><b>\$157,581,136</b></u>
<b>Total Restricted</b>	<u><b>\$198,212,918</b></u>	<u><b>\$199,560,262</b></u>
<b>Unrestricted Cash And Investments</b>		
General Fund	\$6,277,379	\$14,990,661

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The table below lists the major movements:

Total Cash and Investments	- \$10,060,627	
Unrestricted General Fund Cash	- \$8,713,282	Large loan repayments including the payout of a bullet loan \$4.7m
Strategic Projects Reserve	- \$753,896	Expenditure on projects
Industrial Land Development Reserve	+ \$1,654,610	Land sales
Plant Replacement Reserve	- \$1,000,838	Expenditure occurring on projects that were recently funded during the March QBR
Loans	+ \$2,682,578	Receipt of a loan
Waste Disposal	- \$819,720	Expenditure on projects
Sewer Fund	- \$4,890,814	Expenditure on REMS
Water Fund	+ \$258,398	Expenditure on projects

Certification – Responsible Accounting Officer:

I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulations 2005 and Council's Investments Policy number POL15/51.



Michael Pennisi  
Chief Financial Officer

### Financial Implications

It is important for Council to be informed in regard to its investments on a regular basis. Revenue from interest on investments forms a vital part of Council's revenue stream.

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## **CL17.198 Shoalhaven Indoor Sports Centre - Trade Package No. 10 - Structural Steel Sub Contract**

**HPERM Ref:** D17/232745

**Group:** Assets & Works Group

### **Purpose / Summary**

To inform Council of the process for the Shoalhaven Indoor Sports Centre – Structural Steel sub contract managed by Zauner Construction.

In accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, some information should remain confidential as it would, if disclosed, prejudice the commercial position of the person who supplied it. It is not in the public interest to disclose this information as it may reveal commercial-in-confidence provisions of a contract, diminish the competitive commercial value of any information to any person and/or prejudice any person's legitimate business, commercial, professional or financial interests. This information will be considered under a separate confidential report.

### **Recommendation**

That Council consider a separate confidential report in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993.

### **Options**

1. Council accept the recommendation as presented.

Implications: A separate report will consider commercial information.

2. Council amend the recommendation.

Implications: This may delay these important works.

### **Details**

To inform Council of the process for the Shoalhaven Indoor Sports Centre – Structural Steel sub contract under Zauner construction

The Shoalhaven Indoor Sports Centre – Structural Steel sub contract package were advertised by Zauner on 26 April 2017 and closed at 10:00am on 13 June 2017. The package was advertised in both local and metropolitan newspapers, and tenderers were directed to access the tender documents using the Zauner portal on Tenderlink and 3 offers were received.

The 3 proposals were considered and their details relating to the evaluation are contained in the confidential report.

### **Community Engagement:**

The effect on the public during construction is managed by the project communication plan through written notification, electronic media and provision of contact details for any

concerns during the construction phase; these works will not impede the existing basketball stadium operations.

Regional Development Consent (RA15/1001) is approved for the Shoalhaven Indoor Sports Centre; community consultation consistent with that process has been undertaken.

**Financial Implications:**

Sufficient funds have been allocated in the Shoalhaven Indoor Sports Centre Capital Project budget for the years 2017/18. Funding is available to cover the project costs for structural steel.

## CL17.199 Bush Fire Hazard Reduction

**HPERM Ref:** D17/212555

**Group:** Planning Environment & Development Group  
**Section:** Environmental Services

**Attachments:** 1. National Research Priorities - Bushfire, 2017 [↓](#)  
2. Review of performance targets for bushfire fuel management on public land - Executive Summary [↓](#)

### Purpose / Summary

This report is in response to the adopted Notice of Motion (Min17.325) from Council's Ordinary Meeting on 26 April 2017 that required:

1. *Staff prepare a report on hazard reduction which is currently occurring in the Shoalhaven, aimed at minimising the impact of bushfires on our community. The report would need to address the latest assessment announced by the scientific fraternity where the assertion was made, that with global warming and climate change both the number and the ferocity of fire storms will increase markedly. In addition, the report would include all possible ways of reducing the fuel load as well as the effectiveness of back-burning in this regard.*
2. *Write to the NSW Rural Fire Service Shoalhaven District and ask them to provide a report to Council outlining the full list of hazard reductions (both fire and mechanical hazard reductions) within the Shoalhaven for the next 12 months.*

### Recommendation

Council receive the report regarding Bush Fire Hazard Reduction for information.

### Options

1. Receive for information.

Implications: Council is informed of the current situation in relation to bushfire management on public land.

2. Council adopt an alternative recommendation.

Implications: Unknown

### Issues

#### *Climate Change*

Under the Australian Government climate change projections, increases in extreme heat days i.e. temperatures over 35°C, will contribute to an increase in the number of extreme bushfire days. For our region, the number of extreme fire danger days could rise from the current 9 days per year to up to 15 in 2050.

The Australian Government's website [Climate Change in Australia](#) includes a tool (the *Regional Climate Change Explorer*) that provides summaries of climate change projections for Australian regions. The Shoalhaven LGA is included in the '[southern Australia - southern slopes Victoria east sub-cluster](#)'. The key messages provided are:

- *Average temperatures will continue to increase in all seasons (very high confidence).*
- *More hot days and warm spells are projected with very high confidence. Fewer frosts are projected with high confidence.*
- *Generally less rainfall in the cool season is projected with high confidence. Changes to summer and autumn rainfall are possible but less clear. For the near future, natural variability is projected to dominate any projected changes.*
- *Increased intensity of extreme rainfall events is projected, with high confidence.*
- *Mean sea level will continue to rise and height of extreme sea-level events will also increase (very high confidence).*
- *A harsher fire-weather climate in the future (high confidence).*
- *On annual and decadal basis, natural variability in the climate system can act to either mask or enhance any long-term human induced trend, particularly in the next 20 years and for rainfall.*

Examining the data more closely highlights that there is, 'a **low confidence** in the magnitude of the change to fire weather', as this depends on the rainfall projection and its seasonal variation. Of course, other factors such as evaporation, humidity and solar radiation all potentially affect fire weather and each of these have their own climate change projections.

The majority of information about bushfire and climate change is provided through the [Collaboration for Australian Weather and Climate Research](#) (a research partnership between CSIRO and the Australian BOM) and the [Bushfire and Natural Hazards Cooperative Research Centre](#) (BNHCRC). For example, [The National Research Priorities](#) were launched through the BNHCRC this month, setting the agenda to address the major issues in relation to natural hazards, including bushfires. and to support the uptake of research through to implementation.

The Issues, Priorities & Direction paper for bushfires is provided as attachment 1.

#### *Bushfire Hazard Reduction*

Fuel management can reduce fire behaviour and severity, improve firefighter safety, increase the probability of suppression and reduce the impacts of bushfires on natural and built assets. Bushfire fuels are generally managed by reduction, removal and conversion to a less flammable type, and are most often achieved by slashing, physical removal, and/or prescribed burns.

Slashing and physical removal of potential fuels to create a fuel reduced zone adjacent assets are the main hazard reduction types used in Council's annual bushfire mitigation program. The program starts as grass grows and cures and continues until the cooler months to ensure grass heights stay within the threshold height.

Prescribed burning is the most problematic of the types of fuel management for Council to achieve as it must rely on others to undertake it's burns. Because Council's parcels of land are small and often isolated from other large tracts of bushland they are a lower priority than other, higher-risk areas.

Fuels can also be reduced by physically removing them. This can be done using machinery such as tractor-mulchers where access is available to manually removing fuels using physical labour. When necessary and appropriate, tree trimming and/or complete removal is done. The physical removal of fuels is often expensive however it is used to create a vegetation structure where ongoing maintenance and management is possible using cheaper methods such as mowing/slashing.

Physical removal is also used to create and/or maintain access for fire fighting operations as well as maintenance activities. This includes the crown-raising of trees, removal of obstacles and installation of signage and barriers and maintenance of vegetation along Council owned fire trails.

Council's Bushfire Mitigation Officer continually monitors and reviews new and emerging information and, where possible, implements changes and improvements to ensure Council's annual mitigation program meets legislative requirements and continues to contribute to the development of more resilient communities throughout the Shoalhaven.

#### *Backburning*

The effectiveness or otherwise of backburning has been the subject of several studies, most recently summarised in the '*Review of performance targets for bushfire fuel management on public land*' prepared for The Victorian Government by the Inspection-General for Emergency Management (IGEM). The Executive Summary from this report is provided as Attachment 2 while the link to the entire report is:

<http://www.igem.vic.gov.au/home/reports+and+publications/reports/review+of+performance+targets+for+bushfire+fuel+management+on+public+land+report>

#### *Letter to RFS*

A letter has been forwarded to the NSW Rural Fire Service Shoalhaven District asking them to provide a report to Council outlining the full list of hazard reductions (both fire and mechanical hazard reductions) within the Shoalhaven for the next 12 months in accordance with Council's resolution.

#### **Policy Implications**

Policy for bushfire management is directed by the Shoalhaven District Bush Fire Risk Management Plan and any updates to the plan are made following amendments to the Rural Fire Act and/or its various supporting documents. Amendments and their likely implications are reported to Council such as the recent proposed amendments to the *Bushfire Environmental Assessment Code* and *Planning for Bushfire Protection* documents (see CL17.180 Ordinary Meeting 27/06/2017 – D17/179434).

ISSUES, PRIORITIES, DIRECTIONS

**BUSHFIRE**

A STATEMENT ON RESEARCH PRIORITIES FOR  
NATURAL HAZARDS EMERGENCY MANAGEMENT IN AUSTRALIA

Successive bushfires have significantly affected the lives, wellbeing and livelihoods of communities living within or near fire-prone forests and rangelands. Drought (made worse by climate change) and bushfire have also negatively affected the health and productivity of these ecosystems. Climate change will further increase bushfire risk and stress on human and natural communities.

Reducing the occurrence, severity and impact of bushfires, and enhancing the resilience of our natural ecosystems by managing fire in our forests and rangelands are core objectives of bushfire management. Local and regional actions contribute to the broader outcomes across the entire landscape. These outcomes need to reflect community values and expectations including:

- community protection
- the conservation of natural biodiversity (plant and animal species, habitat)
- the production of water, carbon, and timber
- the provision of tourism and recreation opportunities.

Developments in science and technology supporting fire behaviour modelling, fuel monitoring and weather prediction have led to significant improvements in the ability to provide predictive services support to communities, emergency services, land management agencies and business.

Predictive services is a key contributor to:

- effective mitigation activities, such as fuel reduction burns
- community warning and information activities, such as issuing fire danger ratings
- response activities, such as fire behaviour analysis and issuing of emergency warnings and information.

Ensuring the availability of accurate input data, such as weather observations and fuel loads, is essential to the utility of any predictive modelling approach. The data covers an expanse greater than the entire land area of Australia and consequently accurate, affordable and timely technologies are required to gather this information if modelling approaches are to be effective.

**Throughout 2015-2017, emergency service agencies around Australia participated in workshops hosted by the Bushfire and Natural Hazards CRC to consider the major issues in natural hazards emergency management.**

**This publication on bushfire summarises the outcomes of two of these workshops and poses questions as a guide for a national research agenda in natural hazard emergency management.**

COMMUNICATING RISK  
AND MANAGING EXPECTATIONS

Land management agencies operate in the highly urbanised and politicised environment. The community has a range of beliefs concerning land management and it does not necessarily share an understanding of, and support for, management activities such as the use of prescribed fire with land management agencies. Community engagement is essential to ensure that the community understands risk and risk reduction activities carried out by land management agencies and are able to use community information programs.

- **What are the expectations of the community from land management agencies, and how should those expectations be addressed?**
- **How can information that inherently contains uncertainty be best provided to the community, and how can the community make best use of that information?**
- **Are there ramifications for the providers of the information if the information is misinterpreted by the community and bad things happen as a result?**
- **How do we provide confidence to decision-makers and the community in a world of uncertainty?**

UNDERSTANDING THE ECONOMICS

Better understanding of the economic costs of disasters and their risks, and the risk-reducing benefits of treatments can build a more convincing case that improves the likelihood of risk treatments being resourced and implemented.

- **How can we quantify the long-term benefit of mitigation investments across different hazards?**
- **How can emergency events and climate change be used as an opportunity**
  - **to further develop and expand the emergency management narrative when there is a heightened level of interest, to government, business and community, to prepare for and mitigate disasters?**
  - **to build mitigation activity directly into recovery processes?**
- **How does investment in changing behaviour at different levels, including political, government agency, business, community and individual support improving disaster resilience?**

KEEPING PACE WITH TECHNOLOGY

Technologies supporting the provision of predictive services are advancing rapidly, and predictive services must evolve rapidly itself to absorb and exploit those advances. These include:

- remote sensor systems for data collection, such as satellite, manned and unmanned aerial vehicles, permanent land based systems
- supercomputer facilities for processing of data and advanced model computation
- platforms for communicating information to control centres, field personnel and the community.

At the same time, the body of research available for enhancing predictive services capabilities continues to grow, and this is likely to accelerate as greater amounts of data become publically available.

- **How can a nationally consistent predictive services capability be delivered and maintained?**
- **How can technology as a tool contribute to community and emergency management effectiveness and efficiency?**
- **How can predictive service capabilities be used to drive organisational change and improvement, and how should that be managed?**
- **How do we assimilate rapidly evolving technology and a growing body of research and translate this knowledge into operational practices?**

MEETING DEMANDS AND EXPECTATIONS

There is a growing demand from community and government for an advanced, reliable and accurate bushfire predictive services capability. These services are valuable over a range of timescales and a variety of purposes including:

- years-in support of long-term emergency services and land management planning
- months-through seasonal outlooks that assist fire authorities to make strategic decisions on resource planning and prescribed fire management for the upcoming fire season
- weeks and days-to support warnings to the community and businesses, decision-making on total fire bans, and potentially response to large-scale fires
- days and hours-to support operational response to running fires.

As demand for information grows, expectations will also grow, in terms of accuracy, availability to community, and ensuring that it is clearly and appropriately communicated to all potential users.

- **What are the appropriate measures of accuracy for bushfire predictive services and what level of accuracy is needed for different purposes?**
- **What are the expectations of the community from bushfire predictive services, and how should those expectations be addressed?**
- **How can we validate fire behaviour models when there is a limited, albeit growing, archive of data collected during the most dangerous and extreme conditions?**
- **Are our fire behaviour models good enough?**

EXPLAINING UNCERTAINTY

Predictive services must inherently deal with uncertainty from a number of sources, including:

- How accurate and precise is the data?
- How good are the models? How much variability is there in climate and weather?

An important approach to dealing with this uncertainty is the use of ensemble forecasting. Ensemble forecasting relies on performing repeated model runs using slightly different conditions for each run, within the expected range of variation that the input data might be expected to exhibit. Ensemble forecasting can also be applied through the use of multiple models that might be applicable to a given situation. The output of the approach can, for instance be a map highlighting the probability that a fire front reaches a particular point within a given length of time, or the likelihood that a severe fire will start tomorrow and destroy a certain number of homes. Ideally, the actual circumstances fall within the spread of the ensemble forecast.

- **How can information that inherently contains uncertainty be best provided to the community, and how can the community make best use of that information?**
- **How can information that inherently contains uncertainty be best provided to emergency management organisations, and how can they make best use of that information?**
- **Are there ramifications for the providers of the information if the information is misinterpreted by the community and bad things happen as a result?**
- **How do we provide confidence to decision-makers and community in a world of uncertainty?**



### National research priorities for natural hazards emergency management

*What are the most significant natural hazard emergency management issues Australia faces over the next 10 years?*

This was the question posed to emergency service agencies around Australia in a series of workshops hosted by the Bushfire and Natural Hazards CRC from 2015-2017.

This publication is an outcome of one of these workshops and part of a broader national research agenda in natural hazards emergency management being developed by the CRC.

The workshops provided an exploration of major issues that would benefit from the support of research at a national level. There was no attempt to solve any of the issues or problems raised nor was there any discussion on the details of specific research projects. The participants discussed the issues they believed were relevant to the specific topic under discussion, the relative importance of the issues and the reasons underpinning their relative importance.

This series of publications summarises the outcomes of the workshops conducted so far – more will take place in 2017. They provide a guide for future research activities by identifying national priorities across major themes. The workshop outcomes have also influenced the evolving research agenda of the CRC.

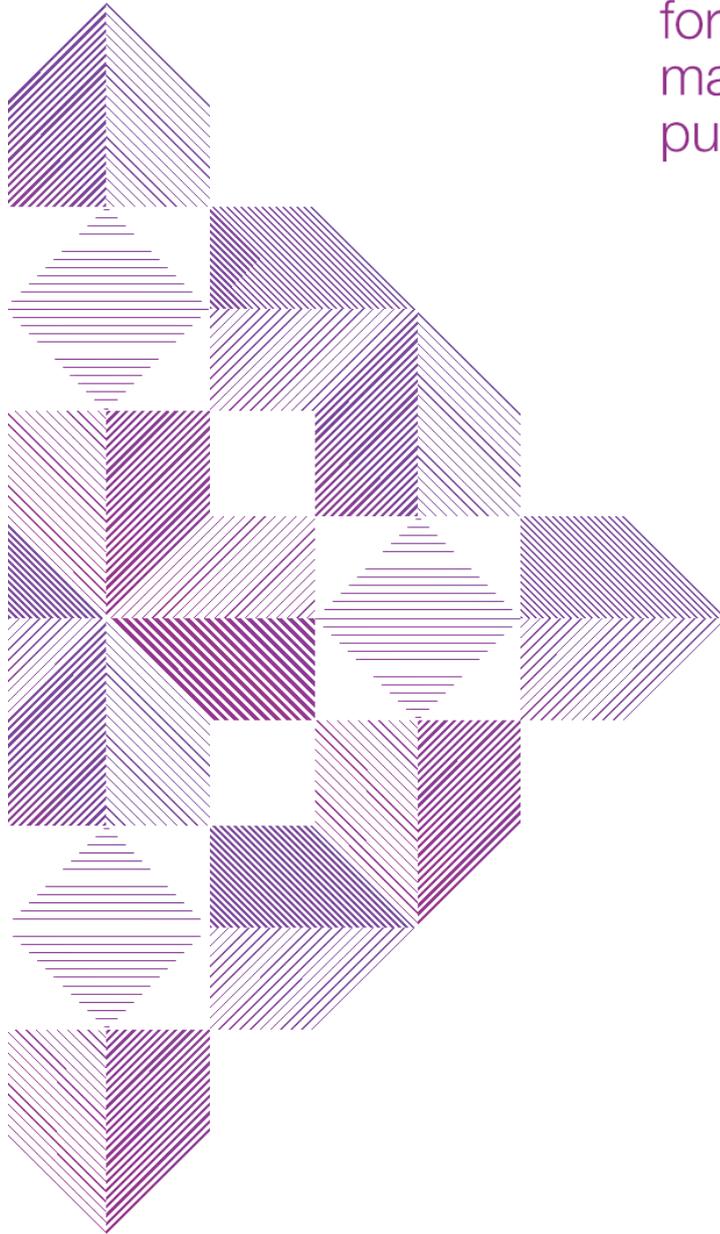
This statement has been developed with the assistance of the Australasian Fire and Emergency Service Authorities Council (AFAC) Predictive Services Group, the Forest Fire Management Group and the Rural and Land Management Group, which hosted workshops with key natural hazard stakeholders in Melbourne and by video conference in all other Australian states on 27 April 2016 and 5 May 2016 respectively.



♦ ♦ ♦  
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## Review of performance targets for bushfire fuel management on public land

CL17.199 - Attachment 2

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April 2015

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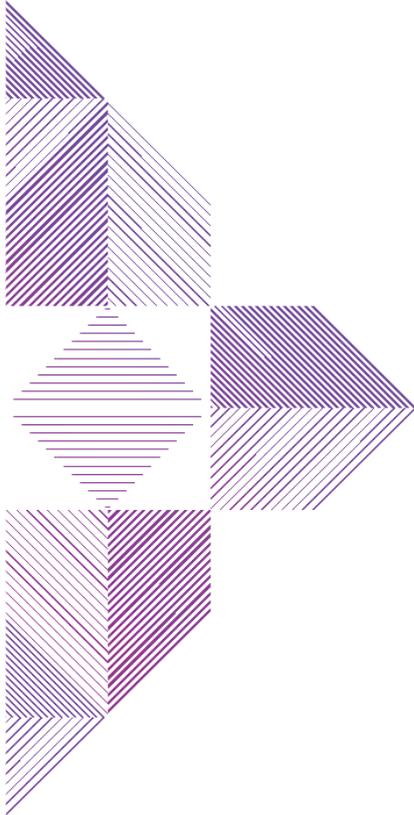
## Acronyms

AFAC	Australasian Fire and Emergency Service Authorities Council
ANAO	Australian National Audit Office
AS/NZS	Australian Standard/New Zealand Standard
BRCIM	Bushfires Royal Commission Implementation Monitor
CFA	Country Fire Authority
COAG	Council of Australian Governments
CRC	Cooperative Research Centre
CRCS	Centre for Risk and Community Safety
CSIRO	Commonwealth Scientific and Industrial Research Organisation
DELWP	Department of Environment, Land, Water and Planning
DEPI	Department of Environment and Primary Industries
DHHS	Department of Health & Human Services
DJR	Department of Justice & Regulation
DSE	Department of Sustainability and Environment
DTF	Department of Treasury and Finance
EMA	Emergency Management Australia
EMV	Emergency Management Victoria
ENRC	Environment and Natural Resources Committee
EPA	Environment Protection Authority Victoria
ERG	Expert Reference Group
FMZ	Fire Management Zone
GMA	Geometric Mean Abundance
IGEM	Inspector-General for Emergency Management
ISO	International Organisation for Standardisation
RMIT	Royal Melbourne Institute of Technology University
TFI	Tolerable Fire Interval
VBRC	Victorian Bushfires Royal Commission
VGSS	Vegetation Growth Stage Structure

## Glossary

Assurance	Assurance is an expression or statement designed to increase the confidence of government and the community in the ability of the emergency management system to plan for, respond to and recover from emergencies.
Community engagement	Engagement covers a range of interactions, from communication, information delivery, consultation, involvement and collaboration in decision making. (Department of Environment and Primary Industries 2014a, p. 5). Community engagement about managing bushfires may include these forms of engagement and will cover a broad range of activities.
Cost-effectiveness	The case of achieving the maximum level of output for a stated level of inputs or costs (Productivity Commission 2013, p. 8).
Ecosystem services	Ecosystem services are the benefits provided to humans through the transformations of resources (or environmental assets, including land, water, vegetation and atmosphere) into a flow of essential goods and services e.g. clean air, water, and food (Constanza et al. 1997).
Effectiveness	Effectiveness means the achievement of the objectives or other intended effects of activities at a program or entity level (Auditing and Assurance Standards Board 2008, p. 15).
Efficiency	Efficiency means the use of resources such that output is optimised for any given set of resource inputs, or input is minimalised for any given quantity and quality of output (Auditing and Assurance Standards Board 2008, p. 15).
Mitigation	Measures taken in advance of a disaster aimed at decreasing or eliminating its impact on society and environment.
Planned burning	The Australasian Fire and Emergency Service Authorities Council [AFAC] (2012) defines planned burning as <i>"The controlled application of fire under specified environmental conditions to a predetermined area and at the time, intensity, and rate of spread required to attain planned resource management objectives"</i> .
Risk	In emergency management, risk is a concept used to describe the likelihood of harmful consequences arising from the interaction of hazards, communities and the environment (Emergency Management Australia 1998). More generically, the <i>Australian/New Zealand Risk Management Standard</i> (Standards Australia 2009, p. 1) defines risk as the "effect of uncertainty on objectives", and is measured in terms of consequence and likelihood.
Risk-based approach	A risk-based approach refers to the application of a risk management approach and risk management processes as outlined in AS/NZS ISO 31000:2009 (Standards Australia 2009).
Risk reduction performance target	In relation to the Bushfire Fuel Management Program, a risk reduction performance target refers to a performance objective specifying the level of risk remaining after fuel management activities have been taken into account.
Shared responsibility	The 2009 Victorian Bushfires Royal Commission (2010, Vol 2 p. 352) define shared responsibility as <i>"...increased responsibility for all. It recommends that State agencies and municipal councils adopt increased or improved protective, emergency management and advisory roles. In turn, communities, individuals and households need to take greater responsibility for their own safety and to act on advice and other cues given to them before and on the day of a bushfire"</i> .

## 1. Executive summary



### 1.1 Background

Planned burning is defined as the “[t]he controlled application of fire under specified environmental conditions to a predetermined area and at the time, intensity, and rate of spread required to attain planned resource management objectives” (AFAC 2012). The term is used interchangeably with prescribed burning and the practice has a long history in Victoria, across Australia and internationally (Figure 1, p. 11–12). It is considered the most efficient and effective approach for managing fuel hazard over large areas and is one activity in the Department of Environment, Land, Water and Planning’s (DELWP) Bushfire Fuel Management Program on Public Land (Bushfire Fuel Management Program).

Planned burning is only one approach to managing bushfire risk. Other fuel management activities listed in the *Code of Practice for Bushfire Management on Public Land 2012 (the Code)* include ploughing, mulching, herbicide application, chain rolling, grazing, mowing and slashing. Fuel management activities can reduce risk from bushfires, but they cannot eliminate it. Planned burning is the largest fuel reduction activity, by area, in the DELWP Bushfire Fuel Management Program.

There are many complementary activities to reduce bushfire risk across the prevention, preparedness, response and recovery spectrum. Bushfire risk sits across multiple land tenures, both public and private, and the management of this risk is a shared responsibility between a number of emergency management agencies and the community.

DELWP’s legislative responsibility extends only to public land. Under Section 62(2) of the *Forests Act 1958* the Secretary of DELWP has a statutory responsibility to, among other things, carry out proper and sufficient work for the planned prevention of fire on public land.

The Inspector-General for Emergency Management (IGEM) acknowledges that the practice of planned burning on public land takes place in this broader context.

Following the 2009 Victorian bushfires, the Victorian Bushfires Royal Commission (VBRC) made a number of recommendations on fuel management including Recommendation 56:

*“The State fund and commit to implementing a long-term program of prescribed burning based on an annual rolling target of 5 per cent minimum of public land”* (VBRC 2010 Vol 2, p. 295).

The overarching emphasis of the VBRC’s recommendations was the primacy of life.

VBRC discussed the merits and limitations of a hectare-based performance target. The statewide target was useful in providing a guide to the overall scale of burn required to achieve risk reduction, but had limitations; namely that hectares burnt are not of equal value and were location dependant with respect to risk reduction (VBRC 2010 Vol 2, p. 294).

The then government agreed to implement Recommendation 56 and successive governments have committed to a staged increase of planned burns, with an annual hectare-based target forming part of government policy at the time this review was conducted.

Reference to the 5 per cent target is made in the context of the VBRC Recommendation 56, which explicitly refers to public land and remains silent on whether that land is treatable or untreatable with respect to planned burning. Any exception to this context will be noted at the time of reference.

The 2012 Code provides a strong foundation for land and bushfire management by outlining strategies and actions and codifies the primacy of life (Department of Sustainability and Environment [DSE] 2012).

The Code has two primary objectives:

- To minimise the impact of major bushfires on human life, communities, essential and community infrastructure, industries, the economy and the environment. Human life will be afforded priority over all other considerations.
- To maintain or improve the resilience of natural ecosystems and their ability to deliver services such as biodiversity, water, carbon storage and forest products.

In 2010, government appointed Mr Neil Comrie AO APM as Bushfires Royal Commission Implementation Monitor (BRCIM) to monitor, review and report on the progress of agencies in carrying out the government's response to the VBRC's Final Report recommendations. In doing so, BRCIM considered the effectiveness of the methods used and the efficacy of their implementation.

The BRCIM functions and independence were formalised in the *Bushfires Royal Commission Implementation Monitor [BRCIM] Act 2011*. In 2013, BRCIM concluded that the planned burning target of 5 per cent of public land was not achievable, affordable or sustainable and advocated for the government to reconsider the hectare-based target (BRCIM 2013).

## 1.2 Scope

In February 2015, the Minister for Environment, Climate Change and Water and Minister for Emergency Services requested the IGEM to:

- Review the commentary and findings of the Bushfires Royal Commission Implementation Monitor in respect of hectare-based performance targets for fuel management on public land and DELWP's risk-based approach to bushfire management.
- Consider other relevant reports on these matters, including the Expert Reference Group (ERG) – Bushfire Management Reform Program.
- Provide recommendations regarding the form of future performance targets for the Bushfire Fuel Management Program, specifically the continuation of a hectare-based target or the adoption of a bushfire risk reduction target, such as that developed by DELWP as part of its risk-based approach to bushfire management.
- Provide recommendations on any other complementary measures of performance for the Bushfire Fuel Management Program.

Undertaking such a review is consistent with IGEM's legislative role to provide assurance to government and community in respect of the emergency management arrangements.

In undertaking this review, IGEM was asked to consider the form of performance target that best supports delivery of a fuel management program that both meets the intent of the VBRC recommendations and the achievement of the objectives in the Code.

The review was to specifically exclude the following as out of scope:

- expert technical review of DELWP's Bushfire Fuel Management Program
- advice on what the recommended performance targets should be.

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### 1.3 IGEM's approach

IGEM considered a number of information sources in developing recommendations including:

- A dedicated policy options analysis undertaken by the Centre for Risk and Community Safety (CRCS), RMIT University, Melbourne.
- Review of documents (VBRC and BRCIM reports; previous audits; parliamentary inquiries and Bushfire Fuel Management Program reports by DELWP and its predecessors).
- Interviews with people selected for their specialised first hand knowledge and unique perspectives about planned burning policy, planning and delivery.
- Written submissions from individuals and organisations with expertise and knowledge of bushfire fuel management on public land.

### 1.4 The VBRC, DELWP's response, ERG and BRCIM

In arriving at the recommendations on the future form of performance target for the Bushfire Fuel Management Program, IGEM considered:

- the perspective of the VBRC and its recommendations
- changes in DELWP's capacity and capability
- BRCIM findings
- the views of interviewees
- written submissions.

The intent of VBRC's Recommendation 56 was primarily the protection of human life. This continues to be one of the objectives of the DELWP's Bushfire Fuel Management Program, with the overarching priority being the protection of human life.

The VBRC's intent was to reduce risk to human life from bushfires and the 5 per cent planned burn target was considered to be commensurate with an acceptable risk reduction. The 5 per cent target was equivalent to a three-fold increase in the annual area burned. The VBRC also recognised that not all hectares were equal in terms of the potential risk reduction from planned burning, however at the time, there was not the capability to easily relate area burnt to risk reduced.

BRCIM concluded that the 5 per cent target was not achievable, affordable or sustainable and advocated that the government reconsider the hectare-based target in favour of a risk-based approach. In arriving at this position, BRCIM considered advances in DELWP's capabilities (BRCIM 2014).

Since the VBRC made its recommendations, DELWP has significantly increased its capacity to deliver planned burns. As part of DELWP's risk-based approach, it has significantly enhanced capability to measure risk and the planned burn effectiveness on reducing risk through development of a decision support tool based on computer simulation of bushfire behaviour across the landscape.

The tool enables DELWP to understand how planned burning contributes to levels of bushfire risk and provides the capability to support the setting of a bushfire risk reduction target.

### 1.5 Recommended form of performance target for Bushfire Fuel Management on Public Land

IGEM commissioned the Centre for Risk and Community Safety, RMIT University, to evaluate the merit of a policy based on a hectare-based performance target compared to the merit of a policy based on a risk reduction performance target.

The evaluation found that, compared to a hectare-based target, a policy that adopts a risk reduction target:

- is more effective at achieving the objectives of the Bushfire Fuel Management Program (including the primacy of life)
- provides the right kinds of incentives
- more easily allows adaptive management
- is more transparent, more efficient and more equitable.

A risk reduction target allows DELWP to optimise risk reduction effort across the suite of potential activities to manage fuel load on public land. Under a hectare-based target, there is insufficient incentive to adopt alternative risk reduction activities when planned burns cannot take place.

The benefits of a risk reduction target are not limited to the Bushfire Fuel Management Program. A risk reduction target also encourages shared responsibility for bushfire risks; and promotes engagement with communities to address these risks regardless of whether they sit on private or public lands. A risk reduction target further supports efforts to integrate planning and investment across the spectrum of bushfire management activities.

DELWP currently uses risk-based planning to respond to its hectare-based target. However, shifting DELWP's measure of performance to risk reduction, will more effectively focus the attention of planners, communities and emergency management stakeholders on the varying contributions to bushfire risk, how best to reduce them, and nature of tradeoffs between bushfire risk and other values.

**RECOMMENDATION 1:**

IGEM recommends a risk reduction target as the most effective form of performance target for bushfire fuel management on public land to protect life and property and guide investments in fuel reduction burning.

An effective form of risk reduction target should clearly communicate the objectives and effectiveness of the Bushfire Fuel Management Program and is essential in managing bushfire risk.

DELWP has proposed 'major bushfires mitigated' as the form of the risk reduction performance target for the Bushfire Fuel Management Program. A target set using this form would be expressed as the number of bushfires mitigated (e.g. '300 major bushfires mitigated'). DELWP has indicated that residual bushfire risk is an alternative form that this performance target could take. A target set using this form would be expressed as a percentage reduction in bushfire risk compared to the scenario of maximum fuel loads (e.g. 30 per cent reduction in bushfire risk).

The 'major bushfires mitigated' and the 'residual bushfire risk' are currently adopted as performance measures for the program (Department of Environment and Primary Industries [DEPI] 2014b; 2014c) and both are indicators of property damage.

These performance targets will:

- effectively drive investment and delivery of the Bushfire Fuel Management Program toward risk reduction
- best position the role of fuel management in a broader approach to bushfire management that considers the full range of options to manage bushfire risk, across land tenures and across the spectrum of prevention, preparedness, response and recovery.

Ensuring that the performance target and DELWP's actual delivery against the performance target is effectively communicated is critical to public confidence in the program. The expression of a risk reduction performance target:

- needs to be easy to comprehend
- needs to adequately communicate the extent to which the fuel management program had reduced risk, while supporting shared responsibility by conveying that planned burning and other fuel reduction activities only reduce risk - they do not eliminate it
- needs DELWP to be held to account for its performance
- should be able to be aggregated, enabling the combined effect of planned burning and other actions taken by government to reduce risk to be communicated.

Expressing a performance target for planned burning in terms of risk reduction, and as the number of 'major bushfires mitigated', represents a significant step forward. However, concepts of bushfire risk and risk mitigation can be difficult for communities and individuals to understand. One important test of the effectiveness of 'major bushfires mitigated' as a risk reduction target will be whether or not the community understands this as a performance target. DELWP's approach to program monitoring, evaluation and review presents an opportunity to explore this effectiveness.

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## 1.6 DELWP's readiness to transition to a risk reduction target

While satisfied that a risk reduction target is the most effective form of performance target for the Bushfire Fuel Management Program, IGEM notes the following issues associated with transition to this form of performance target:

- Development of measures of ecosystem resilience has progressed, however only one measure – Tolerable Fire Interval (DEPI 2014b) – has been fully implemented. In addition to protecting life and property, a primary objective stated in the Code is to maintain or improve the resilience of natural ecosystems. Ecosystem resilience measures are required to monitor progress against this objective and these measures are still in development.
- DELWP is continuing to improve its capability to engage with communities across Victoria on costs and benefits of planned burning in terms of its effect on bushfire risk.
- Managing communities' perceptions of bushfire risk, and the role of the Bushfire Fuel Management Program in reducing this risk, will be a key challenge for DELWP.

To address these issues IGEM recognises that DELWP will continue to develop its capability in these areas.

### RECOMMENDATION 2:

In the event that government adopts a risk reduction target:

- DELWP transitions to this target through a defined program of activities and milestones. Effective transitioning will require DELWP to enhance their capacity and capability to implement risk-based planning and needs to be supported by appropriate performance measures and dedicated monitoring, evaluation and review.
- Government supports DELWP in making this transition.

## 1.7 Complementary performance measures

IGEM considers that appropriate and carefully developed performance measures are central to the good management of programs for bushfire fuel management on public land.

Core measures of performance are required to enable target setting and monitoring against the two primary objectives of the fuel management program. Measures available for this purpose, residual bushfire risk and ecosystem resilience, are routinely reported on by DELWP in its annual report on the Bushfire Fuel Management Program. These measures estimate the extent to which these objectives are being achieved.

However, such measures are unlikely to be meaningful to communities, other stakeholders and government as the key users of performance information. Similarly, measures of ecosystem resilience do not relate directly to some of the observable results of fire, particularly on water and air quality and their potential impacts on human health and well-being.

Planned burning is one of the main causes of poor air quality in regional Victoria (Commissioner of Environmental Sustainability 2013). DELWP has invested in research aimed at improving capability to predict the smoke effects of planned burning and it is important that this developing capability is integrated in DELWP's planning processes. As the government develops a State Smoke Plan in response to the Hazelwood Mine Fire Inquiry report (2014), it is important that DELWP's planned burning procedures, community information and warnings remain consistent with the framework this plan will provide.

Further, such measures do not capture the quality of engagement with communities that is required to encourage wider acceptance of shared responsibility for bushfire risk.

IGEM notes that additional measures of performance should be included within a broad suite of performance measures for the Bushfire Fuel Management Program. Such measures would complement those required to establish the primary outcomes.

DELWP has developed the capability to estimate the cost effectiveness of risk reduction from planned burning. Improving the reliability of cost estimates will facilitate comparisons with alternative fuel reduction strategies. It will also facilitate comparisons with broader bushfire risk reduction alternatives across the areas of prevention, preparedness, response and recovery as they relate to bushfire risk management such as initial attack, evacuation or community preparedness.

#### RECOMMENDATION 3:

IGEM recommends that DELWP:

- continue to develop and employ its capability to predict the smoke effects of planned burning, ensuring its planned burning processes remain consistent with the State Smoke Plan
- adopt performance measures to monitor the quality and effectiveness of community engagement activities
- continue to develop the reliability of its estimates of unit risk reduction costs. The availability of such estimates will be required to enable comparison and prioritisation of options for bushfire risk reduction across the areas of prevention, preparedness, response and recovery, and would involve contributions of other emergency management agencies.

### 1.8 Assurance

Transition to risk-based planning and performance measurement for DELWP's fuel reduction program would represent a key step in Victoria's emergency management reform.

Communities play a central role in this reform. Communities will more effectively recover after major emergencies when they understand the risks that affect them, take steps to mitigate their risks, and work in partnership with emergency management agencies to plan and prepare (Council of Australian Governments [COAG] 2011).

However, communities are sensitive to bushfire risk and at the same time, have strong interest in the natural environments affected by fuel reduction. Many feel that communication and consultation around planned burning could be improved and express a wish for greater transparency in decision making and planning for fuel reduction.

IGEM notes that in this environment, a focus on accountability through clear performance information and regular internal and external reviews will play an important role in maintaining community trust and confidence.

Introduction of a risk reduction performance target for fuel reduction represents a shift in focus from activity to outcome. A risk reduction performance target best supports government's two objectives for the bushfire fuel reduction program. However, a measure of overall bushfire risk is more complex, requiring more robust accountability measures.

#### RECOMMENDATION 4:

IGEM recommends that:

- DELWP report clear, publicly accessible information on bushfire risk and ecosystem resilience, and report on the key activities required to achieve outcomes for the community in these areas.
- DELWP's transition to risk-based planning and performance measurement be supported by a program of internal and external reviews.

### 1.9 Concluding remarks

IGEM recommends a risk reduction target as the future form of performance target for DELWP's Bushfire Fuel Management Program.

IGEM also provides a number of complementary recommendations in order to provide assurance to the community in transitioning to this form of performance target.

The suite of tools and approaches DELWP has developed to support decision making (including computer simulation of bushfire behaviour and then incorporating community values through engagement) are likely to have broader benefits to the emergency management sector and to the community.

The risk-based approach and associated tools support comparisons between bushfire risk reduction strategies across the prevention, preparedness, response and recovery spectrum and across land tenures. The approach also goes some way to supporting implementation of the principle of shared responsibility.

DELWP's risk-based approach provides a platform for strategic planning and could allow DELWP to partner with other emergency management agencies and organisations, and the community to identify the most effective combination of bushfire risk reduction strategies. Realising these benefits will require cross-sector investment. IGEM sees this as an opportunity for the sector to explore and suggests further work is required here.

## CL17.200 Diversion of Internal Sewer Drainage - Lot B DP 156987

**HPERM Ref:** D17/226535

**Group:** Shoalhaven Water Group  
**Section:** Water Asset Planning & Development

**Attachments:** 1. Plan of Sewer Lines [↓](#)

### Purpose / Summary

This report seeks Council's endorsement to divert internal sewer drainage from the rear of Lot B DP 156987 Nowra to the designated sewer junction in Plunkett Street.

### Recommendation

That Council organise the diversion of the internal sewage drainage pipes to the designated junction for the property at no cost to the owner.

### Options

1. As recommended.
2. Council can choose not to divert the internal drainage at Council's cost and require the property owner to undertake the works. This is not recommended.  
Implications: The disconnection of the facility was not carried out by the current or previous owner of the property and was the responsibility of Council
3. Council could negotiate with the property owners of the relevant property in East Street Nowra for a sewer easement and install an additional junction to the rear of the property. This is not recommended.  
Implications: This option would delay further the resolution of the problem and would also be more costly than the recommended option.

### Background

The owner of Lot B DP156987 in Plunkett Street Nowra contacted Council due to the toilet in rear building on the property no longer able to drain. Shoalhaven Water staff and the owners' plumber have investigated the issue and have found that the internal sewage drainage lines drained to an alternative sewer main located in the adjoining property in East Street Nowra. The plan and details are provided in the attachment.

The sewer main that traverses East Street was relined several years ago and at that time appears to have eliminated the connection from the rear of the subject building.

There are no records or plans of a sewer junction from this sewer main to serve the rear toilet.

The building at the rear of the property has not been used by the tenants. Recently they have requested use and the problem has been highlighted.

It would be difficult to install a junction in the East Street sewer main property as it is in private property with no easement and the works would significantly affect the existing lot. The cost of this arrangement would also be substantial.

**Proposal**

It is proposed to request quotes from licenced plumbers to divert the drainage pipes from the rear building into the internal drainage pipes associated with the dwelling. This will ensure that there is only one sewer junction that serves the entire property.

The works will include trenching, fence removal, concrete cutting, driveway reinstatement and testing of the pipework.

We have received an indicative quote from a licenced plumber for approximately \$10,000.00.

**Community Engagement**

Discussions with the landowner have been undertaken and will continue if the proposal is approved.

**Financial Implications**

The project will be funded from the sewer maintenance budget and cost should be approximately \$10,000.00.

CL17.200



## LOCAL GOVERNMENT AMENDMENT (GOVERNANCE & PLANNING) ACT 2016

### Chapter 3, Section 8A Guiding principles for councils

#### (1) Exercise of functions generally

The following general principles apply to the exercise of functions by councils:

- (a) Councils should provide strong and effective representation, leadership, planning and decision-making.
- (b) Councils should carry out functions in a way that provides the best possible value for residents and ratepayers.
- (c) Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
- (d) Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
- (e) Councils should work co-operatively with other councils and the State government to achieve desired outcomes for the local community.
- (f) Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way.
- (g) Councils should work with others to secure appropriate services for local community needs.
- (h) Councils should act fairly, ethically and without bias in the interests of the local community.
- (i) Councils should be responsible employers and provide a consultative and supportive working environment for staff.

#### (2) Decision-making

The following principles apply to decision-making by councils (subject to any other applicable law):

- (a) Councils should recognise diverse local community needs and interests.
- (b) Councils should consider social justice principles.
- (c) Councils should consider the long term and cumulative effects of actions on future generations.
- (d) Councils should consider the principles of ecologically sustainable development.
- (e) Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.

#### (3) Community participation

Councils should actively engage with their local communities, through the use of the integrated planning and reporting framework and other measures.

### Chapter 3, Section 8B Principles of sound financial management

The following principles of sound financial management apply to councils:

- (a) Council spending should be responsible and sustainable, aligning general revenue and expenses.
- (b) Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.
- (c) Councils should have effective financial and asset management, including sound policies and processes for the following:
  - (i) performance management and reporting,
  - (ii) asset maintenance and enhancement,
  - (iii) funding decisions,
  - (iv) risk management practices.
- (d) Councils should have regard to achieving intergenerational equity, including ensuring the following:
  - (i) policy decisions are made after considering their financial effects on future generations,
  - (ii) the current generation funds the cost of its services

### **Chapter 3, 8C Integrated planning and reporting principles that apply to councils**

The following principles for strategic planning apply to the development of the integrated planning and reporting framework by councils:

- (a) Councils should identify and prioritise key local community needs and aspirations and consider regional priorities.
- (b) Councils should identify strategic goals to meet those needs and aspirations.
- (c) Councils should develop activities, and prioritise actions, to work towards the strategic goals.
- (d) Councils should ensure that the strategic goals and activities to work towards them may be achieved within council resources.
- (e) Councils should regularly review and evaluate progress towards achieving strategic goals.
- (f) Councils should maintain an integrated approach to planning, delivering, monitoring and reporting on strategic goals.
- (g) Councils should collaborate with others to maximise achievement of strategic goals.
- (h) Councils should manage risks to the local community or area or to the council effectively and proactively.
- (i) Councils should make appropriate evidence-based adaptations to meet changing needs and circumstances.