

Sustainable Futures Committee

Meeting Date: Thursday, 09 August, 2018
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 4:00pm

Addendum Agenda

Reports

SF18.31	Outstanding Action Table - Update	1
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SF18.31 Outstanding Action Table - Update

HPERM Ref: D18/264121

Group: Finance Corporate & Community Services Group
Section: HR, Governance & Customer Services

Attachments: 1. Outstanding Actions Table - August 2018 [↓](#)

Purpose / Summary

To advise the Sustainable Futures Committee of all resolutions/actions and provide an update.

Recommendation (Item to be determined under delegated authority)

That the Outstanding Action Table be received for information.

Options

1. As recommended

Implications: Nil

2. An alternative recommendation relevant to the content of the Table.

Implications: unknown

Background

It was requested by the Chair that a table be created and reported to each meeting on the outstanding actions/resolutions and updates be provided.

SUSTAINABLE FUTURES COMMITTEE OUTSTANDING ACTIONS TABLE 7 August 2018

PLEDGES

Pledges	Group	Comments
<p>Work Together and Influence Pledge: <i>Implement an education and behaviour change program to influence and build resilience and adaptive capacity of council officers, local residents and businesses within the municipality to drive the shift to renewable energy, energy efficiency and sustainable transport</i></p>	<p>General Managers Group</p>	<ul style="list-style-type: none"> • Discussions have been held with the Sustainable Futures Committee regarding the GM pledge. • This has included a workshop around communication options for the delivery of this pledge and other projects of the Committee. • At this time budget has not been allocated to the pledge however existing resources and budget with the Executive Strategy Section will be used to deliver various communications regarding renewable energy and sustainability • A draft communication plan has been developed. This plan will be finalised in discussion with the Committee in the next month. • The plan will be implemented over the coming months through the use of Councils existing communication tools such as Facebook and e-news. • Discussions have also been held with the RFS to develop collaborative communications regarding bushfire risk and extreme weather conditions. • Individual marketing strategies are also being developed for Council's Waste, Compliance and Environmental units. It is expected that these plans will also deliver increased communications with our community, about a range of environmental initiatives and sustainable practices.
<p>Work Together and Influence Pledge: <i>Set city-level renewable energy targets, emissions reduction targets and sustainable energy policies to provide a common goal and shared expectation for residents and businesses.</i></p>	<p>Corporate and Community</p>	<p>Comment – Director Finance Corporate and Community (23/01/2018)</p> <ul style="list-style-type: none"> • The Committee have decided to participate in the NSW OEH sustainability advantage program. As I understand this program will assist in council developing the base line data that will be needed for a discussion around what levels reductions etc. need to be set. <p>(7/8/2018)</p> <ul style="list-style-type: none"> • Through the Energy Management Coordinator, the DFCCS has provided input into the development of the draft Sustainable Energy Policy being presented to the Committee at the meeting on 9 August 2018. Adoption by Council of Sustainable Energy Policy is considered a precursor to the development of city-level renewable energy and emission reduction targets. • DFCCS and Council's CFO have also provided advice to the Energy Management Coordinator in the preparation of the report on the Revolving Energy Fund also being considered at the meeting on 9 August 2018.

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<p>Transport Pledge: <i>Encourage sustainable transport use (e.g. ride share / electric vehicles, public transport, walking and cycling) through Council transport planning and design – in the form of a PAMP review.</i></p>	<p>Assets and Works</p>	<p>MIN18.199, 27/03/2018 That Council 1. Support in principle the proposal received from the NRMA Pty Ltd (Bringing electric vehicle fast- charging to Berry – January 2018) and authorise the General Manager to work through its implementation and delivery with the NRMA Pty Ltd and relevant stakeholders; and 2. Prepare a policy position on the Electric Vehicle Charging facilities that seek to use public land, including public reserves, road reserves, car parks and other freehold land used as open space.</p>
<p>Energy Efficiency Pledge: <i>Investigate/recommend minimum energy efficiency benchmarks for all planning applications in consultation with the local developers forum</i></p>	<p>Planning, Environment and Development</p>	
<p>Renewable Energy Pledge: <i>Install renewable energy pilot plant on water/sewer assets where viable</i></p>	<p>Shoalhaven Water</p>	

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ACTION TABLE

Meeting Name	Minute No:	Item No	Officer	Target Date
Sustainable Futures Committee 17/8/2017	MIN17.727	SF17.18	Kelie Clarke	21/9/17
Title				Completed
Cities Power Partnership - partner South East Coast Councils - meet Mayors & GMs - pledges				
Resolution			Notes	
<p>RESOLVED (Clr Gartner / Clr White)</p> <p>That Council</p> <ol style="list-style-type: none"> Decide to partner with other South East Coast Councils through this program i.e. Kiama, Eurobodalla and Bega Valley Call a meeting of Mayors and General Managers of these Councils, to take place by mid-November, to formalise this partnership. Staff establish formal liaisons with partner Councils for information exchange and joint project funding and management. To adopt the Cities Power Partnership Pledges (Attachment 1) <p>FOR: Clr Findley, Clr Gash, Clr Wells, Clr White, Clr Gartner, Clr Cheyne, Clr Alldrick, Clr Levett, Clr Pakes, Clr Kitchener and Clr Proudfoot</p> <p>AGAINST: Clr Guile</p> <p>CARRIED</p>			<p>MIN17.727</p> <p>Note from Infocouncil: 1,3 & 4 Completed. Meeting with Mayors to be arranged.</p> <p>Other notes:</p> <ol style="list-style-type: none"> & 2. Shoalhaven City Council along with Kiama, Eurobodalla and Bega Valley have all joined the Climate Council's Cities Power Partnership but who we are partnered with is unclear. Seeking clarification from CPP. CPP not discussed at last Mayors & GMs meeting. Staff have met with Bega and Kiama relevant staff and in contact our 3 coastal neighbouring councils re exchanging information. No formal agreements between staff but all happy to share information and knowledge freely. Environmental Planner and Sustainability Officer following up with Group Directors re Pledges for each group. <p>Corporate & Community Group – Director met with SFC members 22/5/2018.</p> <p>Asset & Works Group – Review of PAMP yet to occur due to staff shortages.</p> <p>PE&D Group – Energy efficiency benchmarks discuss at last developers forum where it was noted that the increased requirements of BASIX already set a high “benchmark” and creating problems for developers. Council’s DCP includes objectives related to ESD with specific objectives in section 5.13 (residential allotment layout) with criteria and acceptable solutions in P87 requiring solar access and north orientation for living areas.</p> <p>Shoalwater – Callala Treatment Plant solar project in planning stage and progressing.</p>	

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Meeting Date: 29/11/2017	Item No: SF17.26	Title: Global Covenant of Mayors for Climate and Energy - reconsider in November 2018	Target date: 25/01/2018
EDRMS No: D17/397825	Minute No:	Officer: Clarke, Kelie	Completed:
Resolution: RESOLVED (By consent) That the Sustainable Futures Committee receive the report - Global Covenant of Mayors for Climate and Energy for information and reconsider joining in 12months time. CARRIED		Notes Notes from Infocouncil Nil Other notes This matter will be reconsidered in November 2018	

Meeting Date: 29/11/2017	Item No: SF17.31	Title: Draft Shoalhaven City Council Sustainable Futures Committee Strategy Outcomes Hierarchy	Target date: 25/01/2018
EDRMS No: D17/397825	Minute No:	Officer: Clarke, Kelie	Completed:
Resolution: RESOLVED (By consent) That 1. The Sustainable Futures Committee accept the Draft Outcomes Hierarchy as a way of describing its strategy and use it as a point of reference for discussions within Shoalhaven City Council and externally with the broader Shoalhaven Community. 2. The Sustainable Futures Committee continue to update the draft as a result of engagement with the community or significant policy changes by federal or state governments impacting on the future of sustainable business practices.		Notes 13/12/2017 3:33:00 PM - parts 1 & 2 - Kelie Clarke part 3 - Craig Milburn Other notes Sustainable Futures Committee met on 12 Dec 2017 to discuss the budget Stephen Dunshea (FCCS Group Director) met with SFC members 22 May 2018	

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3. That the working party (Bob Hayward, Peter McVay, Cllr Gartner, Cllr White, Craig Milburn) evaluate the distribution of the budget, in line with the outcomes of the hierarchy and update the Sustainable Futures Committee at the next meeting.

CARRIED

Meeting Date:	Item No:	Title:	Target date:
29/11/2017	SF17.32	Proposed Street Tree Policy Amendments - submission - Streetscape Design Towns and Villages Policy	25/01/2018
EDRMS No:	Minute No:	Officer	Completed:
D17/397825		Clarke, Kelie	
Resolution:		Notes	
RESOLVED (By consent)			
That the Sustainable Futures Committee make a submission to Council in relation to the document on exhibition currently - Streetscape Design Towns and Villages Policy, which closes 12 January 2018.			
CARRIED			

Meeting Date:	Item No:	Title:	Target date:
29/11/2017	SF17.33	Climate Change - Impacts on Human Health - report Council - Briefing - Health Doctors	25/01/2018
EDRMS No:	Minute No:	Officer	Completed:
D17/397825		Clarke, Kelie	
Resolution:		Notes	
RESOLVED (By consent)			
That the Sustainable Futures Committee:			
1. Note the information provided by the attachment			

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<p>2. Staff submit a report to Council containing the following recommendation from the Sustainable Futures Committee: <i>Council undertakes to communicate the health impacts of climate change to the community through the planned communication strategy.</i></p> <p>3. Invite one of the Health Doctors to brief Councillors directly prior to the Council Ordinary Meeting that the report is being submitted to on the impacts of climate change on human health.</p> <p>Note: That this not be actioned until someone is available to brief the Council.</p> <p>CARRIED</p>	<p>Notes from Infocouncil Nil</p> <p>Other notes 3. Councillor Briefing took place on 24 July 2018.</p>
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Meeting Date:	Item No:	Title:	Target date:
29/11/2017	SF17.30	Nature-based solutions - urban ecology - options -Implementation - Sutherland Shire Council - selected audit - urban tree canopy - internal working group - report request	25/01/2018
EDRMS No:	Minute No:	Officer	Completed:
D17/397825		Clarke, Kelie	
Resolution:		Notes	
Note: The Committee thanked Kelie Clarke and Michael Smith on getting the report together in the time frame.		13/12/2017 3:33:00 PM - part 1 & 2 - Michael Smith Part 3 - Gordon Clark liaise with - Michael Smith, Kelie Clarke, Ros Holmes, Jane Lewis	
RESOLVED (By consent)		13/12/2017 3:35:00 PM - part 1 & 2 - Michael Smith Part 3 - Gordon Clark liaise with - Michael Smith, Kelie Clarke, Ros Holmes, Jane Lewis	
That the Committee		20/04/2018 9:56:55 AM - Kay Bowley	
1. Invite Sutherland Shire Council to present their award winning model for bringing back an indigenous tree canopy with a view to implementing such a model in the Shoalhaven; and		Action reassigned to Clarke, Kelie by: Bowley, Kay for the reason: Reassignment requested by Gordon Clark	
2. Undertake a selected audit of the urban tree canopy to help Council understand the economic and other values trees provide to the communities of the Shoalhaven; and			

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3. Establish an internal working group with representatives from Environmental Services, Recreation Community & Culture, City Design Unit and Strategic Planning to investigate options for amendments to the DCP to incorporate the practical retention of remnant vegetation generally and specifically in urban release areas and report and liaise with the Committee.

CARRIED

Meeting Date: 22/01/2018	Item No: SF18.1	Title: Committee Budget - Allocation - NSW OEH Sustainability Advantage Program - Staff Resources - Selected Audit Urban Tree Canopy - Communications Plan	Target date: 21/02/2018
EDRMS No: D18/22965	Minute No:	Officer: Clarke, Kelie	Completed:
Resolution:		Notes	
RESOLVED (By consent)			
That the Committee			
1. Allocate \$4,000 from its budget to join the NSW OEH Sustainability Advantage Program; and		Notes from Infocouncil	
2. Allocate up to \$40,000 from its budget for staff resources to implement the Program; and		Nil	
3. Allocate \$6,000 from its budget to undertake a selected audit of the urban tree canopy; and		Other notes	
4. Should there be any remaining funds from the budget this be directed to the development of a communications plan.		Shane Pickering advised that the \$6,000 in part 3 would only cover phase 1 of the selected audit of the urban tree canopy.	
CARRIED		Council registered with the OEH Sustainability Advantage program in February 2018.	
Note: Cllr Levett did not vote on this item.			

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Meeting Date:	Item No:	Title:	Target date:
22/01/2018	SF18.2	Partnership with Griffith University - Workshops	21/02/2018
EDRMS No:	Minute No:	Officer	Completed:
D18/22965		Clarke, Kelie	26/06/2018
Resolution:		Notes	
RESOLVED (By consent)		15/03/2018 12:26:00 PM - Donna Hayden	
That		Item 1. Letter of support D18/85899 emailed to Dr Darryl Low-Choy - Griffith University	
1. Council partner in a research project with Griffith University funded by the Australian Research Council (ARC) Discovery grant titled "managing environmental change through planning for transformative pathways"; and		26/06/2018 3:02:14 PM - Kelie Clarke	
2. Interested Committee members participate in the project by attending workshops facilitated by Griffith University.		Action completed by: Clarke, Kelie Workshops organised and commenced. CCBs also invited to participate.	
CARRIED		Other notes	
		Item 1. Letter of support D18/85899 emailed to Dr Darryl Low-Choy - Griffith University	
		Item 2. There will be six full-day workshops over the next 12 months, starting 1 June 2018.	
		Introduction to project and briefing on process and methodology was held in April (already completed, was decided to invite a rep from each CCB to join)	
		1. Initial scoping, SWOT / Visioning / Community network analysis (1 June 2018)	
		2. Scenario Development (31 August 2018)	
		3. Assembly of policies and strategies to be tested (23 November 2019)	
		4. Testing of selected policies and strategies in scenarios developed	
		5. Backcasting of future policies and strategies	
		6. Development of Adaptation Pathways	

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Meeting Date:	Item No:	Title:	Target date:
01/02/2018	SF18.4	Sourcing Construction Materials - Recycled Plastics - report request - current usage - outdoor infrastructure (recycled plastics) - waste unit strategies	05/03/2018
EDRMS No:	Minute No:	Officer	Completed:
D18/32708		Fraser, Tony	
Resolution:	Notes		
RESOLVED (By consent)	12/02/2018 9:46:00 AM - Lynda Ho		
That the following reports be provided:	Action reassigned to Tony Fraser by: Lynda Ho		
1. The proposal for Councils current usage for fully recycled plastics in their outdoor infrastructure for such things as stairs, walkways, lookout platforms, benches, tables and bollards etc.	01/06/2018 12:03:51 PM - Kay Bowley		
2. A status report from the Waste Unit in relation to strategies for waste reduction and resource recovery	part 2 - reassigned to Tony Fraser		
CARRIED	08/02/2018 11:37:59 AM - Tony Fraser		
	part 1 - Lynda Ho to advise who appropriate officer is to reassign to part 2 - David Hojem		
	08/02/2018 11:38:00 AM - Janice Davidson		
	part 1 - Lynda Ho to advise who appropriate officer is to reassign to part 2 - David Hojem		
	08/02/2018 11:39:00 AM -		
	part 1 - Lynda Ho to advise who appropriate officer is to reassign to part 2 - David Hojem		
	01/03/2018 4:19:00 PM - Janice Davidson		
	Action reassigned to Roslyn Holmes by: Janice Davidson		
	01/03/2018 4:20:00 PM - Janice Davidson		
	Part 2 assigned to Ros Holmes because they can incorporate the use of recycled materials into their designs.		
	01/03/2018 4:34:00 PM - Janice Davidson		
	Action reassigned to Tony Fraser by: Janice Davidson		
	01/03/2018 4:34:00 PM - Janice Davidson		

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	Other notes
	Part 1 assigned to Tony Fraser because they can incorporate the use of recycled materials into their designs. Tony requested MIN be assigned to him.

Meeting Date:	Item No:	Title:	Target date:
01/02/2018	SF18.9	NSW Regional Forest Agreements Review - request extension - committee draft submission - Report Request	05/03/2018
EDRMS No:	Minute No:	Officer	Completed:
D18/32708		Clarke, Kelie	
Resolution:		Notes	
RESOLVED (By consent)			
That.			
1. Council staff request an extension to the consultation period due to the size of the report and the tight timeframe (February 23 rd) given the absence of staff over the holiday season		20/04/2018 9:59:42 AM - Kay Bowley Action reassigned to Clarke, Kelie by: Bowley, Kay for the reason: Reassignment requested by Gordon Clark	
2. Provided the extension is granted, the Committee draft a submission			
3. Oisin Sweeney report to the Sustainable Futures Committee prior to submitting this submission to Council to be resolved.			
CARRIED			

Meeting Date:	Item No:	Title:	Target date:
01/05/2018	SF18.11	Representatives from Atlas of Life in the Coastal Wilderness, NatureMapr, and Milton Rural Landcare Nursery - Atlas of Coastal Wilderness/Nature Mapr - Implementation in the Shoalhaven	31/05/2018
EDRMS No:	Minute No:	Officer	Completed:
D18/141385		Bell, Coralie	20/07/2018
Resolution:		Notes	

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RESOLVED (By consent) *17/05/2018 11:47:54 AM - Janice Cormie*
 That the committee recommend to Shoalhaven Tourism Advisory Group that they receive a presentation from NatureMapr and Atlas of Life in the Coast Wilderness with a view to bringing this into SCC and enhance the tourism experience, and to co-fund implementation in the Shoalhaven. Please do not action yet - possibility this may be rescinded at 7 June SF meeting.
CARRIED *21/05/2018 10:45:22 AM - Claire Andriske*
Action reassigned to Bell, Coralie by: Andriske, Claire for the reason: Tourism Manager to determine an Agenda Item for this topic
28/05/2018 2:09:43 PM - Coralie Bell
D18/177742 report written to STAG meeting June.
20/07/2018 9:39:53 AM - Coralie Bell
Action completed by: Bell, Coralie
STAG report and recommendation made, June meeting 2018.

Meeting Date:	Item No:	Title:	Target date:
01/05/2018	SF18.15	SolarHaven - Shoalhaven Solar Farm - Report Received - Further analysis on possible sites	31/05/2018
EDRMS No:	Minute No:	Officer	Completed:
D18/141385		Krogh, Carmel	18/06/2018
Resolution:	Notes		
RESOLVED (Peter McVay / Lorraine Larri)			
That the Committee determine that:			
1. The report be received for information	<i>18/06/2018 11:15:46 AM - Carmel Krogh</i>		
2. Further analysis and discussion be undertaken on other possible sites and the Callala site be further considered in the preparation for the new electricity contracts.	Resolution noted and work in progress to assess possible sites		
	<i>18/06/2018 11:16:52 AM - Carmel Krogh</i>		
	Action completed by: Krogh, Carmel		
	Resolution noted and work in progress to assess possible sites		
CARRIED			

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Meeting Date:	Item No:	Title:	Target date:
07/06/2018	SF18.20	Sustainable Futures - Communications Materials - Circulate to Committee	09/07/2018
EDRMS No:	Minute No:	Officer	Completed:
D18/191848		Rippon, Jessica	
Resolution:	Notes		
<p>Pledges:</p> <p>General Manager's Group: Jessica Rippon (Executive Manager, Communications) agreed to circulate the communications material about sustainable futures to the Committee before its release.</p> <p>She described the Get Involved platform on the website, and offered to set up a section for this Committee. This could host all the Committee's videos and presentations to date. Filming of presentations is also possible, as are live feeds and Facebook posts with short videos.</p> <p>Assets & Works: Michael Smith (Environmental Planning & Assessment) reported the Electric Vehicles working group is preparing the draft policy, where charging stations should be located, etc. Ride Sharing – also progressing.</p> <p>Corporate & Community: Deferred to give time for the new Director, Stephen Dunshea, to familiarise himself with the initiatives.</p> <p>Planning, Environment & Development: Energy efficiency had been addressed earlier.</p> <p>Kelie Clarke advised that Council's Building Design Awards may be reintroduced for sustainable architecture. Colin Wood and Kelie are looking at revamping the awards, possibly in March next year. This will help to generate interest in the area.</p> <p>The Committee expressed its appreciation of the ongoing passive solar work.</p> <p>Action: Jessica Rippon to circulate communications materials to Sustainable Futures Committee members for feedback.</p> <p>RESOLVED (Robert Hayward / Peter McVay)</p> <p>That the Outstanding Action Table be received for information.</p> <p>CARRIED</p>			
		<p><i>7/08/2018 – Stephen Dunshea</i></p> <p>Since commencing on 30/04/2018, the DFCCS has met on a number of occasions with the Director Shoalhaven Water and Energy Management Coordinator to discuss the development of the draft Sustainable Energy Policy. It has been agreed in those discussions that the adoption by Council of the Sustainable Energy Policy should be the precursor to the establishment of city-level renewable energy and emissions reduction targets.</p> <p><i>14/06/2018 11:56:33 AM - Janice Cormie</i></p> <p>Part 1 Communications Materials - Jessica Rippon</p>	

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Meeting Date: 07/06/2018	Item No: SF18.22	Title: Progress Update - Energy Management Coordinator - Report Received - Green Revolving Funds Information	Target date: 09/07/2018
EDRMS No: D18/191848	Minute No:	Officer Andre, Cathy	Completed: 18/06/2018
Resolution:		Notes	
RESOLVED (Clr Gartner / Peter McVay)			
That		<i>14/06/2018 11:40:06 AM - Janice Cormie</i>	
1. The update be received for information.		Part 2 - Darren O'Connell	
2. Darren O'Connell add information on green revolving funds to the project update, to bring to the next meeting of the Sustainable Futures Committee.		<i>18/06/2018 12:11:43 PM - Cathy Andre</i>	
CARRIED		Action completed by: Andre, Cathy Darren O'Connell's Report received.	

Meeting Date: 07/06/2018	Item No: SF18.23	Title: Implementation of NatureMapr in the Shoalhaven - Allocation of Funds - Sustainable Futures Budget	Target date: 09/07/2018
EDRMS No: D18/191848	Minute No:	Officer Clarke, Kelie	Completed: 26/06/2018
Resolution:		Notes	
RESOLVED (Robert Hayward / Lorraine Larri)			
That any funds remaining unallocated in the 2017/18 Sustainable Futures Budget along with any additional funds required from the 2018/19 budget (to a maximum of \$20,000) be allocated for implementation of the NatureMapr scheme in the Shoalhaven.		<i>26/06/2018 3:06:27 PM - Kelie Clarke</i>	
CARRIED		Action completed by: Clarke, Kelie Action completed - Council \$20,000 contribution to purchase of Nature Mapper for Shoalhaven from remaining 2017/18 funds.	