

## MINUTES OF THE STRATEGY AND ASSETS COMMITTEE

**Meeting Date:** Tuesday, 12 February 2019  
**Location:** Council Chambers, City Administrative Centre, Bridge Road, Nowra  
**Time:** 5.06pm

The following members were present:

Clr John Wells - Chairperson  
Clr Joanna Gash  
Clr Amanda Findley  
Clr Patricia White  
Clr Kaye Gartner  
Clr Nina Digiglio  
Clr Annette Alldrick  
Clr John Levett  
Clr Mitchell Pakes  
Clr Greg Watson  
Clr Mark Kitchener  
Clr Bob Proudfoot  
Russ Pigg - General Manager

### Apologies / Leave of Absence

An apology was received from Clr Guile.

### Confirmation of the Minutes

**RESOLVED** (Clr Digiglio / Clr Pakes) MIN19.52

That the Minutes of the Strategy and Assets Committee held on Tuesday 22 January 2019 be confirmed.

CARRIED

### Declarations of Interest

Clr Wells – SA19.8 Notice of Motion - “The Blockstars”! - FIRST Lego League –pecuniary interest declaration – Will leave the room and not take part in discussion or vote – his daughter is the team’s designated coach and two grandchildren are team members.

## MAYORAL MINUTES

### **MMS19.1 Mayoral Minute - Representation Shoalhaven River Bridge**

**HPERM Ref:  
D19/43673**

#### **Recommendation (Item to be determined under delegated authority)**

That Shoalhaven City Council partner with the Shoalhaven Business Chamber (SBC) and express its concern to the RMS, Member for South Coast, Member for Kiama, Minister for Roads, Premier for NSW and the Shadow Cabinet in respect to the lack of feedback from the December roundtable held with RMS and the local members held at the Shoalhaven Entertainment Centre.

Council affirms that grade separated intersections as part of an integrated road network upgrade for the Shoalhaven Bridge and its approaches are a priority.

Council requests how the RMS plans to upgrade and improve the road network in and around the North and South Intersections over a short, medium and long-term timeframe if grade separation is not in the current plan and has traffic modelling for the hospital improvements been considered, particularly for emergency vehicles.

Council in partnership with the Shoalhaven Business Chamber conduct a press conference expressing the joint position on grade separation.

Clr Findley raised a Point of Order against Clr Pakes. The Chairperson ruled as a point of order. Clr Pakes was asked to withdraw his imputation that Clr Findley had had opportunity to make representations to the RMS but had not done so.

Clr Pakes withdrew his comments.

#### **RESOLVED (Clr Findley / Clr Wells)**

**MIN19.53**

That Council

1. Partner with the Shoalhaven Business Chamber (SBC) and express its concern to the RMS, Member for South Coast, Member for Kiama, Minister for Roads, Premier for NSW and the Shadow Cabinet in respect to the lack of feedback from the December roundtable held with RMS and the local members held at the Shoalhaven Entertainment Centre.
2. Affirm that grade separated intersections as part of an integrated road network upgrade for the Shoalhaven Bridge and its approaches are a priority, as is the retention of a traffic light controlled intersection giving access from the highway to the Riverview Road and Lyrebird Drive precinct.
3. Request how the RMS plans to upgrade and improve the road network in and around the North and South Intersections over a short, medium and long-term timeframe if grade separation is not in the current plan and has traffic modelling for the hospital improvements been considered, particularly for emergency vehicles.
4. In partnership with the Shoalhaven Business Chamber conduct a press conference expressing the joint position on grade separation.

CARRIED

## DEPUTATIONS AND PRESENTATIONS

Nil.

## NOTICES OF MOTION / QUESTIONS ON NOTICE

**SA19.7 Notice of Motion - Shoalhaven Indoor Sports Centre – Provision of a Solar System HPERM Ref: D19/9623**

**Recommendation (Item to be determined under delegated authority)**

That upon the Shoalhaven Indoor Sports Centre being handed over to Council by the Contractor, Council proceed to call for Expressions of Interest for the installation, operation and future handover of a photovoltaic solar system at the Centre.

**RESOLVED** (Clr Wells / Clr Pakes)

MIN19.54

That upon the Shoalhaven Indoor Sports Centre being handed over to Council by the Contractor, Council call for Expressions of Interest for a photovoltaic solar system at the Centre.

CARRIED

**SA19.8 Notice of Motion - “The Blockstars”! - FIRST Lego League HPERM Ref: D19/33603**

Declaration of Interest – Clr John Wells – his daughter is designated coach to the team and two grandchildren are team members – Pecuniary Interest – he left the room and did not participate in the discussion or vote.

Note: Clr Wells left the meeting at 5.44pm

Note: Clr Proudfoot assumed the Chair.

**Recommendation**

That Council

1. Provide the Blockstar students with a donation of \$5,000.00 from Council’s unallocated donations to assist with costs to attend and complete in the USA Open International Tournament in California in May 2019.
2. Write to the Blockstar students and congratulate them on their success in the FIRST Lego League during 2018.
3. Request the Blockstar Students to make a presentation to Council following their participation in the US Open International Tournament.

**RECOMMENDATION** (Clr White / Clr Gartner)

That Council

1. Provide the Blockstar students with a donation of \$5,000.00 from Council’s unallocated donations to assist with costs to attend and complete in the USA Open International Tournament in California in May 2019.
2. Write to the Blockstar students and congratulate them on their success in the FIRST Lego League during 2018.
3. Request the Blockstar Students to make a presentation to Council following their participation in the US Open International Tournament.

CARRIED

Note: Clr Wells returned to the meeting at 5.49pm

Note: Clr Wells resumed the Chair.

**SA19.9 Notice of Motion - Greenwell Point Boat Ramp - Public Toilets**

**HPERM Ref:  
D19/34881**

**Recommendation (Item to be determined under delegated authority)**

That the General Manager

1. Prepare a report on the costing of toilet facilities at the boat ramp in Greenwell Point.
2. The report advise:
  - a. Where this proposed facility, at this location, is, in the priority listing; and
  - b. The cost of porta loos in that location during the peak holiday periods.

**RESOLVED** (Clr Gartner / Clr Findley)

MIN19.55

That the General Manager

1. Prepare a report on the costing of toilet facilities at the boat ramp in Greenwell Point.
2. The report advise:
  - a. Where this proposed facility, at this location, is, in the priority listing; and
  - b. The cost of portaloos in that location during the peak holiday periods.

CARRIED

**SA19.10 Question on Notice - Hiring of Council Facilities / Venues**

**HPERM Ref:  
D19/36123**

**Background**

I have received a number of complaints from Volunteers who currently manage Council facilities (both 355 Committees and Lease/License) on the implementation of the new model for hiring council facilities.

**Question**

That Council receive an update report on the implementation of the new model for hiring Council facilities and venues.

**Response**

The development of the online booking system is progressing. This project has recently undergone a review following the appointment of the new Project Manager who is leading the implementation of Council's new suite of core Corporate Information Systems. This review has identified that the implementation of this system is far more complex and broader than initially anticipated; this is due to the number and varied types of facilities that Council provides, and the high level of functionality that the system offers.

To assist with this process, a specialist Business Analyst has been appointed on a fixed term basis to have oversight of the system development and implementation. This role is working very closely with the software providers to ensure Council can maximise the functional capability of the system. This will benefit all users, Council staff, and Management Committee Volunteers.

Council staff are aware that some Management Committee Volunteers have concerns about this new system and change in booking practices. The implementation is at a very early stage and key

stakeholders are being kept informed of progress.

The online booking system roll out will be undertaken on a staged basis, with a number of facilities directly managed by Council being those to go live in the first stage; this will allow for 'trouble-shooting' ahead of further roll out. Management Committee Volunteers, including Booking Officers, will be provided with training and support as this new online booking system is progressively introduced at facilities managed by Management Committees.

## REPORTS

**SA19.11 Re-establishment of Alcohol Free Zones - Nowra CBD, Ulladulla, Sanctuary Point, Callala Beach, Basin View, St Georges Basin, Sussex Inlet**

**HPERM Ref:  
D19/15298**

### **Recommendation (Item to be determined under delegated authority)**

That:

1. Council proceed with the re-establishment process of the Alcohol Free Zones for a period of four (4) years in the areas of Nowra CBD, Nowra Foreshore, Ulladulla Sanctuary Point, Callala Beach, Basin View, St Georges Basin and Sussex Inlet including consultation with licensees in the surrounding areas;
2. Should no objections be received to the re-establishment of these zones, authority be given to staff to proceed with the declaration of the above areas as an Alcohol Free Zone, without further reference to Council.

**RESOLVED** (Clr Gartner / Clr Pakes)

MIN19.56

That:

1. Council proceed with the re-establishment process of the Alcohol Free Zones for a period of four (4) years in the areas of Nowra CBD, Nowra Foreshore, Ulladulla, Sanctuary Point, Callala Beach, Basin View, St Georges Basin and Sussex Inlet including consultation with licensees in the surrounding areas;
2. Should no objections be received to the re-establishment of these zones, authority be given to staff to proceed with the declaration of the above areas as an Alcohol Free Zone, without further reference to Council.

CARRIED

**SA19.12 December 2018 - Quarterly Budget Review**

**HPERM Ref:  
D19/29638**

### **Recommendation**

That Council

1. Receive the December Quarterly Budget Review information
2. Adopt the adjustments, as outlined in the December Quarterly Budget Review document

**RECOMMENDATION** (Clr Proudfoot / Clr Gartner)

That Council

1. Receive the December Quarterly Budget Review information
2. Adopt the adjustments, as outlined in the December Quarterly Budget Review document.

CARRIED

**SA19.13 Good Growth Housing Conference**

**HPERM Ref:  
D19/34672**

**Recommendation (Item to be determined under delegated authority)**

That Council

1. Notes the details of the Good Growth Housing Conference scheduled for Monday 15 April 2019 in Sydney.
2. Authorises available Councillors to attend the conference and such attendance be deemed Council Business.
3. Travel, registration fees, accommodation and all reasonable out-of-pocket expenses be met in accordance with its adopted policy.
4. Request Councillors attending the conference to provide a written report within 30 days of returning from the conference.

**RESOLVED** (Clr Proudfoot / Clr White)

MIN19.57

That

1. Council notes the details of the Good Growth Housing Conference scheduled for Monday 15 April 2019 in Sydney.
2. Council authorises available Councillors to attend the conference and such attendance be deemed Council Business.
3. Travel, registration fees, accommodation and all reasonable out-of-pocket expenses be met in accordance with its adopted policy.
4. Council request Councillors attending the conference to provide a written report within 30 days of returning from the conference.

CARRIED

**SA19.14 Response - MIN18.198 - Various Issues - Sanctuary Point & St Georges Basin**

**HPERM Ref:  
D18/205106**

**Recommendation (Item to be determined under delegated authority)**

That:

1. Council note the staff responses to MIN18.198 various issues at Sanctuary Point & St Georges Basin.
2. The General Manager (Director Assets and Works) include \$50,000 in the 2019-20 draft budget to complete all survey and design and costing of options for the following:
  - a. An Urban Area Entry threshold solution (north of the Cockrow Creek Bridge on Larmer Road) and a roundabout solution at the Park Drive and Larmer Road intersections (\$20,000).
  - b. A roundabout at the corner of Sanctuary Point Road and Larmer Avenue/ Paradise Beach Road, Sanctuary Point (\$20,000).

- c. A Local Area Traffic Management strategy for the local street network in the vicinity of Tahnee Street Sanctuary Point (\$10,000)
- 3. A further report be provided to Council once options have been designed and costed.

**RESOLVED** (Clr Proudfoot / Clr Gartner)

MIN19.58

That:

- 1. Council note the staff responses to MIN18.198 various issues at Sanctuary Point & St Georges Basin.
- 2. The General Manager (Director Assets and Works) include \$50,000 in the 2019-20 draft budget to complete all survey and design and costing of options for the following:
  - a. An Urban Area Entry threshold solution (north of the Cockrow Creek Bridge on Larmer Avenue) (\$20,000).
  - b. A roundabout at the corner of Sanctuary Point Road and Larmer Avenue/ Paradise Beach Road, Sanctuary Point (\$20,000).
  - c. A Local Area Traffic Management strategy for the local street network in the vicinity of Tahnee Street Sanctuary Point (\$10,000).
- 3. A further report be provided to Council once options have been designed and costed.

CARRIED

**SA19.15 Proposed Lease of Part Lot 702 DP 1024852 - West Street Nowra - Nowra Tennis Clubhouse and Courts**

**HPERM Ref: D19/15632**

**Recommendation**

That Council resolve to:

- 1. Enter into a one (1) year lease agreement over Part Lot 702 DP 1024852, West Street Nowra, with a three (3) year option period with Schizophrenia Fellowship NSW Ltd trading as One Door Mental Health at a commencing rent of \$3,904.40 pa plus GST with annual CPI increases, and a court resurface contribution (2 tennis courts) of \$3,090.00 pa.
- 2. Approve the allocation of court resurface contribution (2 courts) of \$3,090.00 under the lease agreement into the Restricted Asset Account for this facility.
- 3. Approve that the Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed otherwise the General Manager be authorised to sign any documentation necessary to give effect to this resolution.

**RECOMMENDATION** (Clr Findley / Clr Digiglio)

That Council resolve to:

- 1. Enter into a one (1) year lease agreement over Part Lot 702 DP 1024852, West Street Nowra, with a three (3) year option period with Schizophrenia Fellowship NSW Ltd trading as One Door Mental Health at a commencing rent of \$3,904.40 pa plus GST with annual CPI increases, and a court resurface contribution (2 tennis courts) of \$3,090.00 pa.
- 2. Approve the allocation of court resurface contribution (2 courts) of \$3,090.00 under the lease agreement into the Restricted Asset Account for this facility.
- 3. Approve that the Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed otherwise the General Manager be authorised to sign any documentation necessary to give effect to this resolution.

CARRIED

Note: Clr Alldrick left the meeting at 6.34pm

**SA19.16 Ratepayer Advance - 29 - 33 Elizabeth Drive Vincentia**

**HPERM Ref:  
D19/25613**

**Recommendation**

That

1. Council enter into a Ratepayers Advance Agreement, executed under the Seal of Council, with:
  - a. D J Talbert, 29 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
  - b. A R & S L Smith, 31 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
  - c. F L Camm, 33 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
2. The Common Seal of Council of the City of Shoalhaven be affixed to any documentation required to be sealed otherwise the General Manager be authorised to sign any documentation necessary to give effect to the resolution.

**RECOMMENDATION (Clr Gartner / Clr White)**

That

1. Council enter into a Ratepayers Advance Agreement, executed under the Seal of Council, with:
  - a. D J Talbert, 29 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
  - b. A R & S L Smith, 31 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
  - c. F L Camm, 33 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
2. The Common Seal of Council of the City of Shoalhaven be affixed to any documentation required to be sealed otherwise the General Manager be authorised to sign any documentation necessary to give effect to the resolution.

CARRIED



**SA19.17 Shoalhaven Heads - River Road Foreshore Precinct Rehabilitation Project Progress**

**HPERM Ref:  
D19/25115**

**Recommendation (Item to be determined under delegated authority)**

That Council receive the Shoalhaven Heads - River Road Foreshore Precinct Rehabilitation Project Progress report for information.

**RESOLVED** (Clr Findley / Clr Digiglio)

MIN19.59

That Council receive the Shoalhaven Heads - River Road Foreshore Precinct Rehabilitation Project Progress report for information.

CARRIED

**SA19.18 Grant of Electricity Easements - Bomaderry Sewerage Treatment Plant**

**HPERM Ref:  
D19/15911**

**Recommendation**

That:

1. Council resolve to grant the following easements for electricity purposes over Council land Lot 1 DP572583 at Railway Street, Bomaderry:
  - An Easement for Underground Cables 3 wide, marked (E) on the attached plan.
  - An Easement for Padmount Substation 2.75 wide, marked (P) on the attached plan.
  - A Restriction on the use of land variable width, marked (R) on the attached plan.The easements are also highlighted yellow on the attached plan.
2. Costs associated with the transaction be met from Council's Sewer Fund. The Easement and Restriction are to be granted at \$nil consideration.
3. The Common Seal of the Council of the City of Shoalhaven be fixed to any document required to be sealed.

**RECOMMENDATION** (Clr Proudfoot / Clr Gartner)

That:

1. Council resolve to grant the following easements for electricity purposes over Council land Lot 1 DP572583 at Railway Street, Bomaderry:
  - An Easement for Underground Cables 3 wide, marked (E) on the attached plan.
  - An Easement for Padmount Substation 2.75 wide, marked (P) on the attached plan.
  - A Restriction on the use of land variable width, marked (R) on the attached plan.The easements are also highlighted yellow on the attached plan.
2. Costs associated with the transaction be met from Council's Sewer Fund. The Easement and Restriction are to be granted at \$nil consideration.
3. The Common Seal of the Council of the City of Shoalhaven be fixed to any document required to be sealed.

CARRIED

### Introduction of Items as Matters of Urgency

**RESOLVED** (Clr Findley / Clr Pakes)

MIN19.60

That the following addendum reports be introduced as matters of urgency:

1. SA19.19 Grant funding offer from Infrastructure NSW - Restart NSW, for Improvement to the Cattle Exhibition Precinct at Nowra Showground
2. SA19.20 Acceptance of Grant Funding - Shoalhaven Regional Gallery - Environmental Management System

CARRIED

The Chairperson ruled the matters as ones of urgency as they relate to urgent business of Council and allowed their introduction.

### ADDENDUM REPORTS

**SA19.19 Grant funding offer from Infrastructure NSW - Restart NSW, for Improvement to the Cattle Exhibition Precinct at Nowra Showground**

**HPERM Ref:  
D19/30407**

#### **Recommendation (Item to be determined under delegated authority)**

That the General Manager be authorised:

1. To accept the grant of \$919,105 from Infrastructure NSW under the Restart NSW – Environment & Tourism program to upgrade facilities in the cattle exhibition precinct at the Nowra Showground,
2. To report to Council as part of the next Quarterly Budget Review the funding options for the Council contribution to the Project.
3. To write to the Member for South Coast thanking the NSW Government for the funding grant from Restart NSW – Environment & Tourism program

**RESOLVED** (Clr Findley / Clr Pakes)

MIN19.61

That the General Manager be authorised:

1. To accept the grant of \$919,105 from Infrastructure NSW under the Restart NSW – Environment & Tourism program to upgrade facilities in the cattle exhibition precinct at the Nowra Showground,
2. To report to Council as part of the next Quarterly Budget Review the funding options for the Council contribution to the Project.
3. To write to the Member for South Coast thanking the NSW Government for the funding grant from Restart NSW – Environment & Tourism program

CARRIED

Note: Clr Alldrick returned to the meeting at 6.36pm

**SA19.20 Acceptance of Grant Funding - Shoalhaven Regional Gallery - Environmental Management System**

**HPERM Ref:  
D19/12064**

**Recommendation (Item to be determined under delegated authority)**

That the General Manager be authorised to:

1. Accept the grant funding of \$600,000 (excl GST) from the NSW Regional Cultural Fund, with the monies being used to install industry standard climate control system for the Shoalhaven Regional Gallery;
2. Write to Department of Planning & Environment and The Honourable Don Harwin MLC, Minister for the Arts, to thank them for the grant.

**RESOLVED** (Clr Findley / Clr Pakes)

MIN19.62

That the General Manager be authorised to:

1. Accept the grant funding of \$600,000 (excl GST) from the NSW Regional Cultural Fund, with the monies being used to install industry standard climate control system for the Shoalhaven Regional Gallery;
2. Write to Department of Planning & Environment and The Honourable Don Harwin MLC, Minister for the Arts, to thank them for the grant.

CARRIED

There being no further business, the meeting concluded, the time being 6.45pm.

Clr Wells  
CHAIRPERSON