**Shoalhaven City Council** 

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## **Strategy and Assets Committee**

Meeting Date:Tuesday, 10 September, 2019Location:Council Chambers, City Administrative Centre, Bridge Road, NowraTime:5.00pm

**Membership** (Quorum - 5) Clr John Wells - Chairperson Clr Bob Proudfoot All Councillors Chief Executive Officer or nominee

**Please note:** The proceedings of this meeting (including presentations, deputations and debate) will be webcast and may be recorded and broadcast under the provisions of the Code of Meeting Practice. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

## Agenda

1.	Apologies / Leave of Absence			
2.	Confirmation	on of Minutes		
	Strateg	y and Assets Committee - 13 August 2019	1	
3.	Declaration	ns of Interest		
4.	Call Over o	f the Business Paper		
5.	Mayoral Mi	nute		
6.	Deputation	s and Presentations		
7.	Notices of	Motion / Questions on Notice		
	Notices of N	Notion / Questions on Notice		
	SA19.131	Notice of Motion - Dog off Leash Area – Thurgate Oval	10	
8.	Reports			
	Finance Co	rporate & Community Services		
	SA19.132	June 2019 Quarterly Budget Review	12	
	SA19.133	Recycled Product - General Procurement Strategy	34	
	SA19.134	Shoalhaven Heads Tennis Courts - Future Use	38	
	SA19.135	Milton Ulladulla Croquet Club Facility Update	54	
	SA19.136	2019/2020 Conferences	59	



Assets	&	Work	s
100010	<u>~</u>	110110	5

0440 407	 Likes and Dealer Alexandric Liell	~~
SA19.137	Hyams Beach Community Hall	.63
SA19.138	Hyams Beach - Seamans Beach Carpark - Illegal Camping and Noise Complaints	.73
SA19.139	Hyams Beach Additional Parking - Long Term Solutions	.85
SA19.140	Hyams Beach - Pedestrian Access and Safety - Footpaths	95
SA19.141	Hyams Beach - Public Amenities (toilets)1	01
SA19.142	Ratepayers' Advance Kerb & Gutter Installation - 39 to 45 Basin View Parade Basin View1	50
SA19.143	NSW Government CPTIGS Program 2015-17 (Proposed Bus Shelter - Kangaroo Valley) - Request for Clear Direction1	52
SA19.144	Kinghorne Street and North Street Nowra Traffic lights – Proposed Time Parking Moss Street Nowra1	61
SA19.145	Shared User Path - Terara Rd - Shoalhaven Caravan Village to Ferry Lane1	67
Planning Env	vironment & Development	
SA19.146	Coastal Management Program Scoping Study - community engagement1	69
<u>Shoalhaven</u>	Water	
SA19.147	Grant of Electricity Easements to Endeavour Energy - Nowra Sewage Treatment Plant1	73
SA19.148	Berrara Creek and Nerrindillah Creek Crossing Update1	77
Confidentia	I Reports	

#### Reports

9.

CSA19.9 Berrara Creek & Nerrindillah Creek Crossing Tender Resolution Update

Local Government Act - Section 10A(2)(c) - Information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

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.



#### Strategy and Assets Committee

#### **Delegation**:

pursuant to s377 (1) of the *Local Government Act 1993* the Committee is delegated the functions conferred on Council by the *Local Government Act 1993* (LG Act) or any other Act or delegated to Council, as are specified in the Schedule, subject to the following limitations:

- i. The Committee cannot exercise any function delegated to the Council which by the terms of that delegation cannot be sub-delegated;
- ii. The Committee cannot exercise any function which s377(1) of the LG Act provides cannot be delegated by Council;
- iii. The Committee cannot exercise a function which is expressly required by the LG Act or any other Act to be exercised by resolution of the Council; and
- iv. The Committee cannot exercise any function which is a function of the General Manager under s335 of the LG Act.

#### SCHEDULE

- a. Make recommendations to Council and consider, formulate, review and adopt policies in relation to Councils corporate & community planning under Part 2 of Chapter 13 of the LG Act, asset management and in connection with the other functions listed in this Schedule and in particular to make recommendations to Council in respect of the content of Councils community strategic plan, delivery program, resourcing strategy and operational plan within the meaning of Part 2 of Chapter 13 of the LG Act;
- b. Make recommendations to Council and consider, formulate, review and adopt Council policies, plans and strategies other than those in respect of town planning and environmental, natural resources / assets, floodplain, estuary and coastal management and sustainability matters that are dealt with by the Development and Environment Committee.
- c. Make recommendations in respect of the introduction of new fees or charges or the alteration of existing fees and charges for inclusion in the Councils next operational plan within the meaning of s405 of the LG Act;
- d. Monitor, review and consider matters relating to the operations and strategic direction of Councils Holiday Haven Tourist Parks Group;
- e. All functions in respect of the management of, and facilities provided on Crown Land in respect of which Council is the 'Crown Land Manager' under Division 3.4 of the Crown Lands Management Act, 2016 and the making of recommendations to Council regarding such matters where the function is not dealt with under the delegations to the General Manager or cannot be delegated by Council;
- f. Provision of corporate direction to the Shoalhaven Water Group in respect of powers delegated to it by Council regarding the construction, alteration or maintenance of water and sewerage works, effluent works and pump out removal;
- g. Authorise the expenditure of funds raised under s64 of the LG Act within the limits outlined in, and in accordance with Councils adopted Development Servicing Plan and other relevant adopted Council policies;
- h. Make recommendations to Council in respect of fees and charges for water and wastewater services provided by Council;
- I. Develop, implement, review and adopt strategic policies for water, sewerage and effluent operations of Council;



- j. Undertake preliminary investigations (feasibility, cost benefit, risk analysis, etc.) into development opportunities for Councils strategic land holdings and make recommendations to Council.
- k. Review and make recommendations to Council in relation to:
- I. The sale prices of land in connection with residential and industrial Council subdivisions;
- m. The sale of Council property or the purchase or resumption of land;
- n. The compensation to be offered in respect of land resumed by Council; and
- Properties leased or rented by Council, other than those delegated to the General Manager for approval and execution in accordance with MIN14.912 and MIN15.237 of the Council.
- p. To determine and accept all tenders with a value of \$1 Million or more, except those tenders required by law to be determined by full Council (MIN17.334).



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# MINUTES OF THE STRATEGY AND ASSETS COMMITTEE

Meeting Date:Tuesday, 13 August 2019Location:Council Chambers, City Administrative Centre, Bridge Road, NowraTime:5.00pm

The following members were present:

Clr John Wells - Chairperson Clr Joanna Gash Clr Patricia White Clr Kaye Gartner – arrived 5.04pm Clr Nina Digiglio Clr John Levett Clr Mitchell Pakes Clr Mark Kitchener Clr Bob Proudfoot Mr Stephen Dunshea - Chief Executive Officer

#### **Apologies / Leave of Absence**

An apology was received from Clr Watson, Clr Findley, Clr Alldrick, Clr Guile.

#### **Declarations of Interest**

Nil

#### **Call Over of the Business Paper**

Note: Clr Gartner arrived at the meeting.

The following items were called up for debate: SA19.116, SA19.117, SA19.118, SA19.120, SA19.121, SA19.123, SA19.125, SA19.128, SA19.130.

The remaining items were resolved en-bloc (Clr White / Clr Gash) at this time. They are marked with an asterisk (\*) in these Minutes.

#### **Confirmation of the Minutes**

**RESOLVED** (Clr White / Clr Gartner)

That the Minutes of the Strategy and Assets Committee held on Tuesday 23 July 2019 be confirmed.

CARRIED

#### **MAYORAL MINUTES**

Nil

#### **DEPUTATIONS AND PRESENTATIONS**

#### SA19.117 - Milton Ulladulla Croquet Club Facility Update

Ms Dee Carrington, representing the Milton Ulladulla Croquet Club, addressed the meeting and spoke against the recommendation.

Mr Ken Leslie, representing the Milton Show Society, addressed the meeting and spoke in favour of the recommendation.

#### **Procedural Motion - Bring Item Forward**

**RESOLVED** (Clr Gartner / Clr White)

That the matter of item SA19.117 - Milton Ulladulla Croquet Club Facility Update be brought forward for consideration.

CARRIED

#### SA19.117 Milton Ulladulla Croquet Club Facility Update

#### Recommendation

That Council:

- 1. Accept the report for information.
- 2. Maintain status quo with the Milton Ulladulla Croquet Club continuing to use the court at the Milton Showground, whilst further investigating to confirm the possibility for 4 courts at the Ulladulla Sports Park.
- 3. Receive a further report on outcomes of environmental investigation at Ulladulla Sports Park with the aim to definitively confirm the possibility of 4 courts at the site under the current legislation requirements.

#### **RECOMMENDATION** (Clr Proudfoot / Clr White)

That Council:

- 1. Accept the report for information.
- 2. Maintain status quo with the Milton Ulladulla Croquet Club continuing to use the court at the

MIN19.546

MIN19.547

HPERM Ref: D19/97008



Milton Showground, whilst further investigating to confirm the possibility for 4 courts at the Ulladulla Sports Park, following an on-site meeting.

- 3. Council receive a further report on outcomes of environmental investigation at Ulladulla Sports Park with the aim to definitively confirm the possibility of 4 courts at the site under the current legislation requirements.
- 4. Subject to funding, Council commence the construction of courts 1 and 2 at the Ulladulla Sports Park without delay.
- 5. Subject to consultation with the Croquet Club and following the on-site meeting a report be submitted to the September Strategy and Assets meeting.

CARRIED

#### REPORTS

SA19.116 Quarterly Progress Report - Councillors' Notices of Motion HPERM Ref: D19/262044

#### Recommendation

That the Progress report on Councillors' Notices of Motion be received for information and given further consideration at the Ordinary Meeting, following the Councillor Briefing scheduled for 22 August 2019.

#### CARRIED

#### (MOTION) **RECOMMENDATION** (CIr Proudfoot / CIr Pakes)

That the Progress report on Councillors' Notices of Motion be received for information and given further consideration at the Ordinary Meeting, following the Councillor Briefing scheduled for 22 August 2019.

CARRIED

PROCEDURAL MOTION – MOTION BE PUT (Clr Gartner / Clr Digiglio)

That the MOTION be PUT.

FOR: Clr Gartner and Clr Digiglio

AGAINST: CIr Wells, CIr Gash, CIr White, CIr Levett, CIr Pakes, CIr Kitchener, CIr Proudfoot and Stephen Dunshea

PROCEDURAL MOTION LOST

#### MOTION PUT AND CARRIED

#### SA19.117 MILTON ULLADULLA CROQUET CLUB FACILITY UPDATE

HPERM REF: D19/97008

Item dealt with earlier in the meeting.

#### SA19.118 Council and local communities having greater access to School Facilities

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

That Council receive the report on investigation into the greater use of public-school facilities for broader community access for information.

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

That Council receive the report on investigation into the greater use of public-school facilities for broader community access for information.

#### CARRIED

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#### Items marked with an \* were resolved 'en bloc'.

SA19.119 Waiving & Discounting of Fees for Op	en Space & HPERM Ref:
Community Facilities	D19/226228

#### **RESOLVED\*** (Clr White / Clr Gash)

That Council note that a total of \$47,286.73 of fees were waived or discounted during the period of 1 July 2018 to 30 June 2019 for the use of Council's open space and community facilities.

CARRIED

#### SA19.120 Public adoption of Asset Accounting Policy

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

That Council adopt the Asset Accounting Policy provided as an attachment to the report as a public policy.

#### RESOLVED (CIr Proudfoot / CIr Gartner)

That Council adopt the Asset Accounting Policy provided as an attachment to the report as a public policy.

CARRIED

SA19.121 IPART Final Report on the Review of the Local	HPERM Ref:
Government Rating System	D19/224937

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

That Council approve the provision of the suggested feedback on the recommendations made by IPART via the feedback form on OLG's website and as presented as Attachment 5.

#### MOTION (RESOLVED) (CIr Proudfoot / CIr White)

That Council approve the provision of the suggested feedback on the recommendations made by IPART via the feedback form on OLG's website and as presented as Attachment 5.

#### CARRIED

MIN19.548

**HPERM Ref:** 

D19/77626

HPERM Ref: D19/254792

MIN19.550

MIN19.549

MIN19.551

PROCEDURAL MOTION – MOTION BE PUT (Clr Gartner / Clr Digiglio)

That the MOTION be PUT.

FOR: Clr Gartner and Clr Digiglio

AGAINST: Clr Wells, Clr Gash, Clr White, Clr Levett, Clr Pakes, Clr Kitchener, Clr Proudfoot and Stephen Dunshea

PROCEDURAL MOTION LOST

#### **MOTION PUT AND CARRIED**

SA19.122 Donation Request - Salt Care RE-BOOT Program -	HPERM Ref:
Training Costs	D19/200517

#### **RECOMMENDATION\*** (Clr White / Clr Gash)

That Council provide a donation of \$2,000 to Salt Care to contribute to travel and accommodation costs of training in the delivery of a community reintegration service for people who are homeless, from the Unallocated Donations Budget.

CARRIED

SA19.123	Traineeship, Apprenticeship and Cadetship Programs	HPERM Ref:
		D19/227953

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

That Council receive the report on Traineeship, Apprenticeship and Cadetship Programs for information.

#### **RESOLVED** (Clr Proudfoot / Clr Gash)

That:

- 1. Council receive the report on Traineeship, Apprenticeship and Cadetship Programs for information.
- 2. A report be submitted to Council on the implications of 10% of our workforces being made up of trainees, apprentices and cadets.

CARRIED

SA19.124 Local Government Parking Summit	HPERM Ref: D19/264137
RESOLVED* (CIr White / CIr Gash)	MIN19.553

That Council

- 1. Notes the details of the Local Government Parking Summit scheduled for 6-8 November 2019 in Sydney.
- 2. Authorises available Councillors to attend the conference and such attendance be deemed Council Business.
- Travel, registration fees, accommodation and all reasonable out-of-pocket expenses be met in 3. accordance with its adopted policy.
- 4. Request Councillors attending the conference to provide a written report within 30 days of returning from the conference.

MIN19.552



#### CARRIED

#### SA19.125 Comerong Island Ferry - Service Review

#### HPERM Ref: D19/176914

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

#### That

- 1. Council notes that the key aspects of the current Comerong Island Ferry arrangements are as follows:
  - a. The service operates between 6am and 10pm, 7 days a week, with afterhours call out service available to residents on the island. This call out fee is \$120/hour, and this charge is not in Council's "Fees and Charges Document".
  - b. The Ferry has a design load limit of 36 tonnes but, given its age, has been operating at a 20-tonne limit since 2010. This limit is sufficient to service the maintenance needs of Council, the response needs of the Rural Fire Service (RFS) and general truck needs of residents (i.e. water delivery). Loads larger than 20 tonnes need to be broken down or special punt arrangements need to be made by the entity requiring the larger load.
  - c. The current ferry is approaching the end of its life and is due for replacement, preferably before the next "out of water service" which his due in November 2020.
  - d. The service is operated via a contract with Tono Group Pty Ltd which commenced on 19 July 2017 and will conclude on the 30 June 2022. The cost to operate and maintain the Ferry is approximately \$420,000 per year (including depreciation).
  - e. The residents, their visitors and contractors travel at no cost. For other visitors to the island, the cost of a return ticket is \$10, payable by EFTPOS only.
  - f. The income generated from the return ticket arrangement is approximately \$19,000 (exc. GST) per year.
  - g. The residential property which used to be available to the operator at no cost is now available at "market rates", and if the operator wants to utilise the residence they were required to build that into their costing structure.
- 2. Council endorse the current Comerong Island Ferry operating arrangements (described by the contract with Tono Group Pty Ltd) as being the preferred arrangements to operate the ferry and that the Chief Executive Officer (Director Assets and Works) take the necessary steps to replace the existing Comerong Island Ferry with a vessel that has a load limit of 20t and dimensions capable of carrying at least two passenger vehicles or a council grader, or a tipper truck or a 13 tonne fire truck, prior to November 2020.
- 3. The CEO (Director Assets and Works) look to make savings by reviewing the operating times and usage costs and report back to Council.

#### **RESOLVED** (Clr Pakes / Clr White)

MIN19.554

That:

- 1. Council notes that the key aspects of the current Comerong Island Ferry arrangements are as follows:
  - a. The service operates between 6am and 10pm, 7 days a week, with afterhours call out service available to residents on the island. This call out fee is \$120/hour, and this charge is not in Council's "Fees and Charges Document".
  - b. The Ferry has a design load limit of 36 tonnes but, given its age, has been operating at a 20-tonne limit since 2010. This limit is sufficient to service the maintenance needs of

Council, the response needs of the Rural Fire Service (RFS) and general truck needs of residents (i.e. water delivery). Loads larger than 20 tonnes need to be broken down or special punt arrangements need to be made by the entity requiring the larger load.

- c. The current ferry is approaching the end of its life and is due for replacement, preferably before the next "out of water service" which his due in November 2020.
- d. The service is operated via a contract with Tono Group Pty Ltd which commenced on 19 July 2017 and will conclude on the 30 June 2022. The cost to operate and maintain the Ferry is approximately \$420,000 per year (including depreciation).
- e. The residents, their visitors and contractors travel at no cost. For other visitors to the island, the cost of a return ticket is \$10, payable by EFTPOS only.
- f. The income generated from the return ticket arrangement is approximately \$19,000 (exc. GST) per year.
- g. The residential property which used to be available to the operator at no cost is now available at "market rates", and if the operator wants to utilise the residence they were required to build that into their costing structure.
- 2. Council endorse the current Comerong Island Ferry operating arrangements (described by the contract with Tono Group Pty Ltd) as being the preferred arrangements to operate the ferry and that the Chief Executive Officer (Director Assets and Works) take the necessary steps to replace the existing Comerong Island Ferry with a vessel that has a load limit of 20t and dimensions capable of carrying at least two passenger vehicles or a council grader, or a tipper truck or a 13 tonne fire truck, prior to November 2020.
- 3. The CEO (Director Assets and Works) look to make savings by reviewing the operating times and usage costs and report back to Council.

CARRIED

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SA19.126 Far North Collector Road Network - Bangalee & Cambewarra	HPERM Ref: D19/249281
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**RESOLVED**\* (Clr White / Clr Gash)

That Council note:

- 1. The proposed Far North Collector Road preliminary alignment which provides for a 1 in 10year flood access and design speed of 80km/h (Preliminary Alignment Drawing 5505.06 - Far North Collector Road)
- 2. That at this stage there appears to be a \$0.5 million funding deficit, which will not be covered by the Commonwealth funding grant.
- 3. The detailed design, and thus a better assessment of the required budget, will be available in early 2020.

CARRIED

SA19.127	Classification of Land - Lot 1 DP797111, Lot 1 DP199958
	and Lot 2 DP199958, 39-43 Bridge Road Nowra

HPERM Ref: D19/172316

MIN19.555

#### **RECOMMENDATION**\* (Clr White / Clr Gash)

That Council resolve to classify the land described as Lot 1 DP767111, Lot 1 DP199958 and Lot 2 DP199958, 39-43 Bridge Road, Nowra as Operational Land.

CARRIED

#### SA19.128 Classification of Land - Proposed Lot 23 DP in SF10380, Matron Porter Drive, Narawallee

#### HPERM Ref: D19/215026

#### Recommendation

That Council resolve to classify the land described as proposed Lot 23 of SF10380 Matron Porter Drive, Narawallee as Community Land.

#### **RECOMMENDATION** (CIr Proudfoot / CIr White)

That Council resolve to classify the land described as proposed Lot 23 of SF10380 Matron Porter Drive, Narawallee as Community Land.

CARRIED

#### SA19.129 Classification of Land - Lot 1 DP 1128146 111 Taylors Lane Cambewarra

#### **RECOMMENDATION\*** (Clr White / Clr Gash)

That Council resolve to classify the land, Lot 1 DP 1128146, 111 Taylors Lane Cambewarra, as part Operational Land being 7604.41m<sup>2</sup> subject to survey, and part Community Land being 2,742m<sup>2</sup> identified as "open space", subject to survey.

CARRIED

#### SA19.130 Proposed Acquisition of Land - Moss Vale Road South Urban Release Area

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

That Council, in accordance with Section 10A(2)(c) of the Local Government Act 1993, consider a separate confidential report in relation to property acquisition matters associated with Moss Vale Road South Urban Release Area

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

That Council, in accordance with Section 10A(2)(c) of the Local Government Act 1993, consider a separate confidential report in relation to property acquisition matters associated with Moss Vale Road South Urban Release Area

CARRIED

### CONFIDENTIAL REPORTS

Pursuant to Section 10A(4) the public were invited to make representation to the meeting before any part of the meeting is closed, as to whether that part of the meeting should be closed.

No members of the public made representations.

#### **RESOLVED** (Clr Pakes / Clr White)

That the press and public be excluded from the Meeting, pursuant to section 10A(1)(a) of the Local Government Act, 1993, to consider the following items of a confidential nature.

Minutes Confirmed Tuesday 10 September 2019 – Chairperson .....

HPERM Ref: D19/251045

MIN19.556

HPERM Ref: D19/252567

MIN19.557

#### CSA19.8 Proposed Acquisition of Land - Moss Vale Road South Urban Release Area Information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. 10(A)(2)(c)

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.

CARRIED

The meeting moved into confidential the time being 6.46pm.

The meeting moved into open session, the time being 6.48pm.

There being no further business, the meeting concluded, the time being 6.48pm.

Cir Wells CHAIRPERSON

## SA19.131 Notice of Motion - Dog off Leash Area – Thurgate Oval

HPERM Ref: D19/299807

Submitted by: CIr Patricia White

#### **Purpose / Summary**

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

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

That Council

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- 1. Implement a 12 month trial for a designated 24/7 off leash dog area at Thurgate Oval Bomaderry.
- 2. Provide the appropriate signage and information for the trial area.
- 3. A further report be provided to Council on the outcomes and community feedback following the trial or as required.
- 4. CEO provide a report back to Council on fencing options available and costing to enable grant applications.
- 5. Senior staff meet with Bomaderry Community Inc to discuss options and way forward for this project.

#### Background

A request has been received from Kylie Knight of Bomaderry Community Inc. requesting a 'specific use' off leash dog area in the Bomaderry community. People want more places to exercise their dogs safely as dog ownership promotes health and wellbeing.

Currently the designated off-leash area for Bomaderry is on the cricket ground at the Bomaderry Sporting Complex. This is a partly fenced, shared allocation with sporting groups that may be viewed as unsafe for both dogs and other park patrons. There is poor accessibility, with no seating or shade for the elderly. The off leash hours have the same restrictions as our off leash beach areas. This area will not be available into the future with the redevelopment of Bomaderry Sporting Complex.

Bomaderry Community Inc. is a newly formed community group that consults with and advocates for the people of Bomaderry and its surrounds. Bomaderry Community Inc. is a not-for-profit, incorporated community association that aspires to building the future for Bomaderry by design. By leveraging off its strengths, activating empty spaces, and encouraging creative enterprise.

Bomaderry Community Inc. in collaboration with Council, wishes to work on strategic actions that benefit the people of Bomaderry and ensure the long-term viability of the township. The group is willing to take on the challenge of an off leash area and put in the hard work to attract stakeholders and funding for the project in order to transform an under-utilised public space into a thriving community nexus for dogs, their owners, tourists and visitors. This includes the provision of education and safety initiatives to promote responsible pet ownership in the township.

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Bomaderry Community Inc has already been successful in obtaining grant funding from WayAhead; the purpose of the grant is to assist in the promotion of the benefits of companion animals for people especially for their mental health and wellbeing.

Thurgate Oval is a brilliant space that is an opportunity just waiting to be taken up.

However, in its current form Thurgate Oval is predominantly an empty space; a wasted space subject to vandalism and crime. It is also no longer suitable for active recreation but is perfect for passive recreation and much of the infrastructure such as fencing is already there. The Oval is a large open space in an urban location with good frontage along Bolong Road, with a current zoning of RE1 – public recreation and no longer suitable for active sporting recreation due to subsidence. It offers off street parking, water facilities and waste bins.

This project also aligns within Councils Community Strategic Plan (CSP) in the following areas:

- Priority 1.1 Build inclusive, safe and connected communities (1.1.02; 1.1.03)
- Priority 1.2 Activate communities through arts, culture and events (1.3.01; 1.3.02; 1.3.03)
- Priority 1.3 Support active, healthy, liveable environments

The location of Thurgate Oval close to the Princes Highway can be optimised by visitors and tourists travelling with their pets on their way to beach and other destinations. With good marketing of the location, people can have a quick stop just off the highway in a safe, secure, off leash area and not at highway rest stops which are now commonly utilised. Visit NSW.com comments: Dogs, cats and even horses can enjoy the facilities that make the South Coast one of New South Wales' leading pet friendly destinations. People remember Dr Katrina Warren visited the Shoalhaven area to celebrate the launch of Shoalhaven Tourism's PETS ON HOLIDAY guide.

Current dog-owner demographic in Bomaderry includes men and women, singles, couples, families, millennials, empty-nesters, the elderly, homeless, Indigenous, people with disability, veterans, people with PTSD, shift workers, and many other groups.

62% of Australian households have pets (RSPCA, 2018)(RSPCA, 2018). Of these, the most common pets are dogs. RSPCA estimates there are 20 dogs for every 100 people in Australia.

In Jan 2019, SCC Rangers report in excess of 3000 dogs registered in Bomaderry alone.

Studies show that pet ownership has positive impacts on mental health; crimes deterrence and community safety; health and wellbeing; loneliness. Pets provide companionship to the homelessness and disadvantaged. Pets strengthen the social fabric of community. Child-free families and single people use pets to connect; to meet people with similar interests and to make friends.

Currently many local residents already use Thurgate Oval informally to exercise their dogs; the Community group has already undertaken observations at the Oval and its usages. They have statistics for usages over months for different days of the week and hours, majority of people using the Oval were exercising their dogs.

The group has prepared a case study for the off leash area and have already had prelimiary discussions with Council staff.

Thurgate oval is a underutilised space but Bomaderry Community Inc. has the interest, the motivation, and the drive to reactivate this space for the betterment of Bomaderry.

This will be a great pilot trial for Council in the establishment of a community, fenced, off leash, 24/7 dog area not in competition with other user groups and run by a Community group.

I seek the support from Councillors to implement this important trial.

## SA19.132 June 2019 Quarterly Budget Review

HPERM Ref:	D19/275447
Group: Section:	Finance Corporate & Community Services Group Finance
Attachments:	1. Quarterly Budget Review Statement June 2019 (under separate cover) ⇒

#### **Purpose / Summary**

In accordance with Regulation 203(1) of the Local Government (General) Regulation (2005), the responsible accounting officer must prepare and submit to Council a budget review statement after the end of each quarter. This has been carried out for the fourth quarter of the 2018/19 financial year.

#### Recommendation

That Council:

- 1. Receive and endorse the June Quarterly Budget Review and budget carry forwards (Works In Progress)
- 2. Adopt the adjustments, including movements to and from Reserves, as outlined in the June Quarterly Budget Review Statement
- 3. Adopt the Revotes (Committed), as recommended in the June Quarterly Budget Review document
- 4. Adopt the Revotes (Uncommitted), as recommended in the June Quarterly Budget Review document

#### Options

1. Adopt the recommendation

Implications: Nil

2. Adopt parts 1-3 of the recommendation and change part 4 to critically review the uncommitted revotes to determine which projects are still required.

<u>Implications:</u> Staff will need to rework the quarterly budget review in accordance with the alternative resolution.

3. Not adopt the recommendation and make an alternative resolution

<u>Implications</u>: Staff will need to rework the quarterly budget review in accordance with the alternative resolution.

#### Introduction

The budget review involves an analysis of Council's annual budget for each Group to confirm the revoting of funds to 2019/20. This process has been undertaken for the period to 30 June 2019 and the results presented in this report and the attached Quarterly Budget Review Document.

The report also analyses the progress of each Group in achieving their financial objectives.



#### 2018/19 Budget Results

#### **General Fund**

The 2018/19 budget adopted by Council forecasted an operating profit of \$13.5M after capital grants, an operating deficit before Capital Grants and Contributions of \$2.9M, and a reduction in our cash and investments of \$11M.

The following table presents a high-level summary of the preliminary (un-audited) result for General Fund for 2018/19.

\$'000	Original Budget	March Quarterly Budget Review Projected Year End Result	Preliminary Actual Result 30 June 2019	Carry Forwards / Revotes	Adjusted Preliminary Year End Actual Result 30 June 2019
Operating Result	13,501	24,128	12,629		
Operating Result before Capital Grants and Contributions	(2,988)	(5,829)	(5,274)		
Net Cash & Investments movement	(11,216)	(26,304)	49,448	(27,760)	21,688
Unrestricted Cash Movement	0	(56)	17,233	(18,778)	(1,545)

The preliminary results for the June Quarterly Budget Review indicate a reduction in Council's unrestricted cash position for the year of \$1.545M. In reporting the March Quarterly Budget Review as at 31 March 2019, the projected result was an unrestricted cash deficit of \$56K at year end. This change in position is due to reduced operating income and additional operational expenditure due, predominantly, to the following factors:

- Additional electricity costs due to a change in contract negotiations
- Change in the timing of the contract managers payment in Holiday Haven
- Maintenance costs across Swim and Fitness were higher than originally forecast, with all sites requiring maintenance to be brought forward
- The season at the sea pools was also extended by Council Resolution.
- Reduced income for the Entertainment Centre, Shoalhaven Bereavement Services, Building and Compliance area and changes to the application of Floodlighting fees by Council resolution.

These and other factors are commented on in further detail in the Income and Operating Expenditure Summary below, and in the Group Overviews. Further detailed information is presented in the Quarterly Budget Review Document presented as Attachment 1.

#### Summary of General Fund - 2018/19 Adjusted Budget Result

The following table provides a summary of the preliminary (un-audited) 2018/19 results for:

- 1. Income Statement
- 2. Non-Operating (Capital)Expenditure
- 3. Movements for the year in Total Cash & Cash Equivalents

#### General Fund - Summary of Results

\$'000	Original Budget incl revotes	Adjusted Budget	2018/19 Actual YTD
Total Income from Continuing Operations	\$252,738	\$267,300	\$248,984
Total Expenses from Continuing Operations	\$235,122	\$237,999	\$236,355
Net Operating Result	\$17,616	\$29,301	\$12,629
Operating Result before Capital Grants and Contributions	-\$5,839	-\$1,967	-\$5,274
Non-Operating Expenditure	\$101,463	\$103,687	\$58,865
Cash & Cash Equivalents - start of year	\$12,553	\$12,553	\$12,553
Net Cash Movement:			
Operating Activities	\$58,467	\$71,958	\$59,955
Investing Activities	-\$68,314	-\$62,478	-\$13,877
Financing Activities	\$2,529	\$2,504	\$3,370
Cash & Cash Equivalents - end of year	\$5,235	\$24,537	\$62,001
Total Cash and Investments - end of year	\$84,852	\$95,154	\$118,004

It is important to note that the \$118M in total cash and investments at year-end presented in these preminary results includes provision for restricted reserves and the general fund component of the carry forwards and revotes. Final balances for these provisions and the resultant unrestricted cash position will be determine through the completion of the audit and presented to Council at a future meeting along with the Draft Financial Statements for 30 June 2019.

#### Income

As at 30 June, General Fund achieved 93.1% of the Adjusted Budget at June, after revotes and carry forwards. There are \$16M of Grants and Contributions that are being carried over to the 19/20 financial year, consistent with the Local Government Code of Accounting Practice.

Factors that have contributed to the lower than expected revenue result are as follows: patronage at the Entertainment Centre didn't increase (it was consistent with prior years) despite the increased offering of performances throughout the year. Increased competition relating to cremation services has impacted Bereavement Services. No longer charging for floodlight usage for Sports Groups has negatively impacted on the Parks result. The adoption by Regulatory Services of an increased educatory approach also led to a decrease in fine income, consistent with Council Resolutions.

#### **Operating Expenditure**

General Fund ended the year at 99.8% of the June Adjusted Budget, after revotes & carry forwards. Prior to revotes and carry forwards, the operating expenditure was at 101.1%.

A range of factors have contributed to this result, particularly a change in the timing of the contract managers payment in Holiday Haven, resulting in additional costs in the 2018/19 financial year that would normally have been paid the following year. This improvement in



accounting practice has resulted in payments for the year in which the activity was undertaken being reflected in the budget.

Electricity costs across the organisation were higher than forecast. This was due to a contractual dispute being resolved, and a number of sites experiencing 14 months' worth of electricity bills, when the normal forecast cycle was for 12 months.

Maintenance costs across Swim and Fitness were higher than originally forecast, with all sites requiring maintenance to be brought forward to ensure smooth operations of all facilities. The season at the sea pools was also extended by Council Resolution.

#### Non-Operating Expenditure

Capital Expenditure as at 30 June is 57% of the June Adjusted Budget (excluding commitments). A full listing of Capital Works is in the main Quarterly Budget Review document. This low completion percent is due to some larger projects being spread across financial years, they are listed below in Works and Progress and additional comments are in the Asset and Works Group.

#### Works in Progress – 2018/19

Carry forward projects are works spanning more than one financial year and that were substantially commenced in 2018/19. These projects only need to be noted by Council.

The net carry forwards for General Fund for 2018/19 total \$21.8M.

Some of the major projects being carried forward are:

Project	Carry forward \$	Comment
Acquisitions Funding	\$5M	Acquisition of proposed open space related to Moss Vale Road South URA
Shoalhaven Indoor Sports Centre Fitout	\$2.2M	Fitout has a number of commitments with an estimated completion of Q2 19/20.
Artie Smith Oval - Platform	\$1.18M	Platform - estimated completion of Q2
Jerberra Estate Construction	\$2.2M	Fire trail easement to be completed
Verons Estate Construction	\$1.4M	Construction to adjusted schedule, due to the outcome of the threatened orchids surveys, power lines & subsequent redesign
Shoalhaven Heads River Rock Protection	\$1.3M	MIN18.323 – Grant funded project continuing into 19/20
Ulladulla Harbour Berthing Facility	\$1.09M	Awaiting determination of NSW Grant under Growing Local Economies in order to progress works further
Crookhaven River Bridge Upgrade	\$1.03M	Tender was let in May 2019. Works have commenced in August 2019



Project	Carry forward \$	Comment
Greenwell Point Marina	\$1.03M	Awaiting advice from RMS regarding the future of existing wharf at Greenwell Point, in order to progress works further

A full list of the projects being carried forward can be found in the main Quarterly Budget Review document.

#### Asset Sales

Asset sales are at 100% of the June Adjusted Budget, with sales of industrial lands exceeding forecast but partly offset by less than expected asset sales associated with landfill and transfer station operations.

#### Revotes - 2018/19

Revoted projects are to be considered in two different categories. Revotes (Committed Projects) and Revotes (Uncommitted). The committed revotes are those projects with no (or minimal expenditure) where a contractual obligation has been entered into by Council. Minimal expenditure is due to plans and studies being carried out with the projects yet to transition to the construction stage.

SA19.132

Project	Committed \$	Comment
Huskisson Service Lanes	\$1.6M	Loan funded, to be recouped by future Developer Contributions per MIN16.1005
Boongaree Park	\$1.1M	Funding is from Council, two grants and community contributions. Community Consultation has taken place, and further designs undertaken. Delivery to begin in early 2020.
Berry Bypass Remediation Grant	\$1.1M	Fully grant funded from RMS
The Lake Circuit	\$747K	As at 30 June, project was out to tender, with physical works expected to commence Q1 19/20. Balance of project budget is in 2019/20
Sanctuary Point Library	\$700K	Concept plans are being created, to be returned to Council for further discussion. Funding is from Developer Contributions.
Bay and Basin Regional Skate Park	\$645K	Consultant is working on concept design as at 30 June, per MIN18.807.

The Uncommitted projects (below) do not have a contractual obligation. If Option 1 is chosen, all of these projects will be revoted into the 2019/20 financial year. If Option 2 is chosen, Council may determine which projects are still required and only these will be revoted into the 2019/20 financial year.

There are five projects classified as Revotes (Uncommitted Projects). The projects and financial implications are as follows:

Project	Not	Comment
	Committed \$	
Resource Recovery Park	\$287K	As at 30 June, no contract had been entered into. Should a revote be rejected, the funds will be returned to the Waste Reserve.
Land Acquisitions	\$84K	Related to a Grant funded project. Source of funds is Developer Contributions and Property Reserve. Should a revote be rejected, the funds will be returned to reserves.
Administration Building – Computer Room	\$59K	A contract was entered into during July 2019, and the goods have been received into Council in August. This project is for Computer Safety Requirements. Should a revote be rejected, this will place strain on the IT budget.
Bicycle Racks	\$6K	MIN19.219 approves revote of funds into 2019/20. No contractual arrangement in place as at 30 June.
Kerb Ramps	\$5K	MIN19.219 approves revote of funds into 19/20. No contractual arrangement in place as at 30 June.

A full list of the projects being revoted (both committed and uncommitted) can be found in the main Quarterly Budget Review document.

#### Water Fund

#### Summary of Water Fund 2018/19 Budget Result

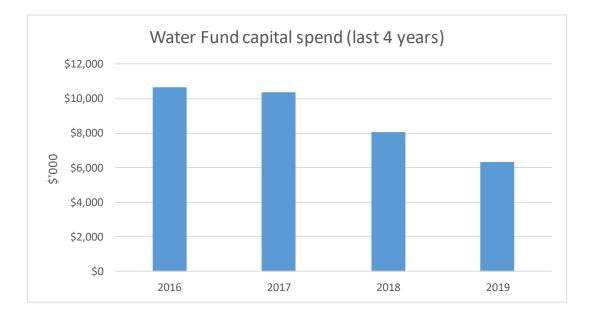
The budget adopted by Council produced an operating profit of \$2.4M, an operating profit before Capital Grants and Contributions of \$1.4M and a reduction in cash and investments of \$5.2M. The preliminary results at year end are favourable with the operating result exceeding original budget.



Water Fund - Summary of Results

\$'000	Original Budget incl revote	Adjusted Budget	2018/19 Actual YTD
Total Income from Continuing Operations	29,491	31,246	31,431
Total Expenses from Continuing Operations	27,070	27,769	28,496
Net Operating Result	2,421	3,477	2,935
Net Operating Result before grants and contributions provided for capital purposes	1,421	2,277	1,783
Non-Operating Expenditure	18,362	13,787	9,590
Cash & Cash Equivalents - start of year	5,265	5,265	5,265
Net Cash Movement:			
Operating Activities	10,149	11,584	13,797
Investing Activities	(1,149)	3,429	(5,552)
Financing Activities	(1,576)	(1,695)	(1,595)
Cash & Cash Equivalents - end of year	12,689	18,583	11,915
Total Cash and Investments - end of year	39,068	44,962	51,068

The Water Fund's actual spend on capital works has reduced in the current year. This is mainly due to new projects entering the design stage in preparation for construction in the following years and a focus of staff resources to the REMS project in the Sewer Fund.



#### Income

As at 30 June, the Water Fund has achieved 100% of the adjusted budget. The adjusted budget includes a June Quarterly Review adjustment of \$437K. This relates to interest income, section 64 and plant hire income exceeding forecast in the last quarter.

The variance of \$185K is mainly due to the drier weather conditions resulting in increased water usage.



#### **Operating Expenditure**

Water Fund is on target with operating expenditure at 102% of the revised budget. The adjustment relates to the return of budget to reserves.

#### Non-Operating Expenditure

Capital Expenditure as at 30 June is 70% of the revised budget (excluding commitments).

The original Water Fund capital budget was \$16.835M. This was revised during the year to \$13.787M. The final expenditure for the financial year was \$9.59M.

Large projects undertaken this year include: the upgrade of the digital telemetry & SCADA network; replacement of the Bolong Road TM7 water main and the mains replacement program.

#### Works in Progress – 2018-19

Carry forward projects are works spanning more than one financial year that were substantially commenced in 2018-19. The carry forwards for the Water Fund have been:

#### **2017/18 2018/19** \$1.527M \$3.194M

Non-Operating Expenditure

Some of the major projects being carried forward are:

Project	Amount	Comment
Bolong Road TM7 water main replacement	\$319K	Works nearing completion
Digital telemetry & SCADA network	\$601K	Multiple year contract
Water billing system	\$417K	Multiple year contract

A full list of projects being carried forward can be found in the main Quarterly Budget Review document.

#### Asset Sales

Asset sales is at 100% of the revised budget. A small adjustment of \$5K is recommended to the Water Fleet Reserve due to sale proceeds falling short of forecasts.

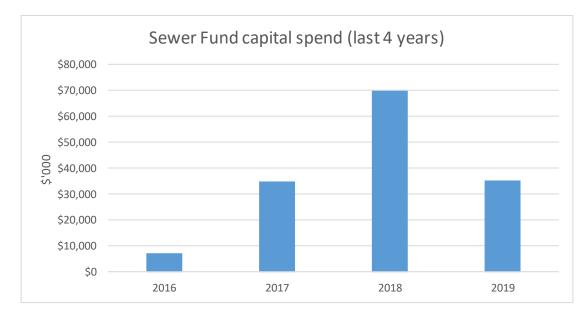
#### Sewer Fund

#### Summary of Sewer Fund 2018/19 Budget Result

The budget adopted by Council produced an operating profit of \$11M, an operating profit before Capital Grants and Contributions of \$9.5M and a reduction in cash and investments of \$27.5M. The preliminary results at year-end are favourable with the operating result exceeding the March adjusted budget.



Sewer Fund - Summary of Results \$'000	Original Budget incl revote	Adjusted Budget	2018/19 Actual YTD
Total Income from Continuing Operations	51,148	51,796	52,497
Total Expenses from Continuing Operations	40,071	39,347	38,001
Net Operating Result	11,077	12,449	14,496
Net Operating Result before grants and contributions provided for capital purposes	9,577	10,964	13,136
Non-Operating Expenditure	60,208	55,162	34,203
Cash & Cash Equivalents - start of year	7,038	7,038	7,038
Net Cash Movement:			
Operating Activities	21,427	22,124	26,546
Investing Activities	(17,988)	(13,060)	(11,981)
Financing Activities	(7,505)	(7,520)	(7,505)
Cash & Cash Equivalents - end of year	2,972	8,582	14,098
Total Cash and Investments - end of year	13,619	19,229	40,603



The Sewer Fund's actual spend on capital works has significantly decreased in the current year. This is mainly due to the substantial completion of the REMS project in 2018-19.

#### Income

As at 30 June, Sewer Fund has achieved 101% of the revised budget. This variance of \$701K is mainly due to an increase in availability income combined with an increase in usage, resulting from new assessments.

An increase of \$201K is recommended for this review. This adjustment mainly relates to interest income exceeding forecasts in the last quarter.



#### **Operating Expenditure**

Operating Expenditure as at 30 June is 97%. This variance of \$1.346M is largely reflected in the operations and maintenance of mains, pumping stations and treatment works.

#### Non-Operating Expenditure

Capital Expenditure as at 30 June is 62% of the revised budget (excluding commitments).

The original Sewer Fund capital budget was \$42.216M. This was revised during the year to \$55.162M. The final expenditure for the financial year was \$34.203M.

Large projects undertaken this year includes the REMS project.

#### Works in Progress – 2018-19

Carry forward projects are works spanning more than one financial year that were substantially commenced in 2018-19. The carry forwards for the Sewer Fund have been:

	2017/18	2018/19
Non-Operating Expenditure	\$17.992M	\$19.504M

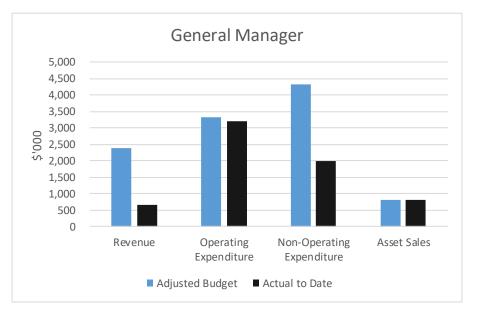
The major project being carried forward is REMS, in the amount of \$18.262M.

#### Asset Sales

Asset sales are at 100% of the revised budget. An adjustment of \$8K is recommended, to the Sewer Fleet Reserve as sales proceeds exceeded the forecast.

#### Council's Groups

#### **General Manager's Group**



The recommended budget changes, revised budget and result to date for the General Manager's Group are summarised below; details of the adjustments and variances are included in the June Quarterly Budget Review Statement.



	Adopted Budget	Adopted Incl. Revote	Current Budget	Recommended	Adjusted Budget	Actual to Date	%	Variance	Carry Forward	Balance	
Revenue	1,267	2,315	2,390	(5)	2,385	647	27%	(1,738)	(1,705)	(33)	
Operating Expenditure	4,127	4,530	3,887	(573)	3,314	3,195	96%	119	(11)	108	73
Non-Operating Expenditure	5,771	7,359	5,825	(1,506)	4,319	2,001	46%	2,318	(2,320)	(2)	/3
Asset Sales	1,600	1,600	1,600	(779)	821	821	100%	0	0	0	

#### **General Manager's Comments:**

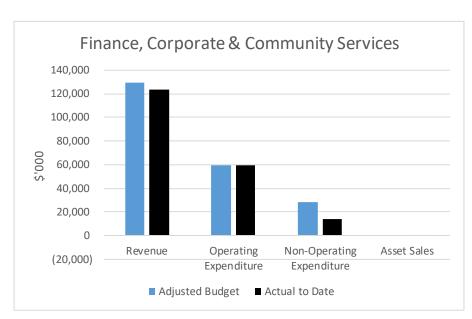
Significant projects proposed to carry forward to 19/20 include:

- Ulladulla Harbour Berthing Facility
- Woollamia Boat Lift Facility
- Greenwell Point Marina
- Economic Development Promotion Grant

Adjustments in the Quarterly Review primarily relate to Industrial Land.

Other variations to the 2018/19 budget are minimal

#### Finance, Corporate and Community Services



The recommended budget changes, revised budget and result to date for the Finance, Corporate and Community Services Group are summarised below; details of the adjustments and variances are included in the June Quarterly Budget Review Statement.

	Adopted Budget	Adopted Incl. Revote		Recommended	Adjusted Budget	Actual to Date	%	Variance	Carry Forward	Balance	
Revenue	122,383	122,411	123,303	6,043	129,346	123,306	100%	(6,040)	(6,329)	289	
Operating Expenditure	57,902	58,560	59,059	287	59,346	59,116	100%	230	(1,227)	(997)	(496)
Non-Operating Expenditure	13,856	20,483	27,925	166	28,091	14,231	196%	13,860	(13,640)	220	(490)
Asset Sales	0	0	0	0	0	(8)	0%	(8)	0	(8)	

#### **Group Director's Comments:**

Although the revenue target was realised, a number of unforeseen and one-off expenses occurred during 18/19 financial year, which have impacted on the Group's result.

The main areas impacted were Swim, Sport and Fitness, the Entertainment Centre and, to a lesser extent, the Shoalhaven Libraries. Staff training on new computer systems has

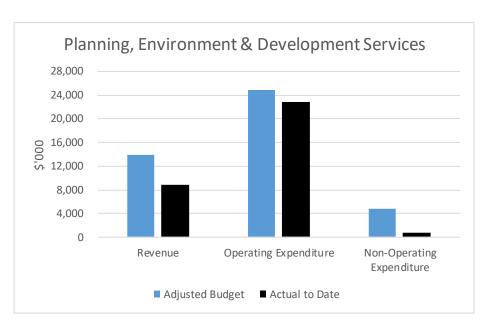
impacted on Swim, Sport and Fitness and corporate training has impacted on all front line centre operations, due to backfilling of front line staff along with the need to provide backfill for operational staff to maintain frontline services during periods of leave (sickness, injury and annual leave).

Larger one-off costs have occurred during the year related to system implementations; timing differences on large utility contracts have also occurred this financial year, support for volunteer management committees, the trial to extend the operation of the sea pools during the winter months, changes in charges for use of floodlighting at sports and showgrounds and changes in external contractual arrangements in the Finance area and prior years' billing from third parties for communication links.

Higher than expected reactive maintenance costs at all four major aquatic and leisure facilities, the Shoalhaven Entertainment Centre, and Nowra Youth Hall have also contributed to operational costs.

Additional projects costs have also been incurred in the Tourism area and land use planning which are supported by Council resolutions, for which funds have not yet been allocated and where work has commenced. Increase in workload has also resulted in increased costs in the corporate services area.

There are a number of key projects being carried forward where the works and funding are either spread across multiple financial years, or where grant funding has been received, some of which is late in the financial year. These projects are either in the planning or early commencement stage; they include the Corporate Software project, Learning Management System, Shoalhaven Indoor Sports Centre construction and fitout, Boongaree Park Berry, and Nowra Showground upgrades. A full listing of the projects is in the Attachment.



#### Planning, Environment and Development Services

The recommended budget changes, revised budget and result to date for the Planning, Environment and Development Services Group are summarised below; details of the adjustments and variances are included in the June Quarterly Budget Review Statement.

	Adopted Budget	Adopted Incl. Revote		Recommended	Adjusted Budget	Actual to Date	%	Variance	Carry Forward	Balance	
Revenue	9,474	11,165	12,850	1,052	13,902	8,841	64%	(5,061)	(3,184)	(1,877)	
Operating Expenditure	18,423	22,091	23,304	1,505	24,809	22,816	92%	1,993	(2,030)	(37)	(1,404)
Non-Operating Expenditure	3,766	4,361	4,578	171	4,749	716	15%	4,033	(3,523)	510	

#### Group Director's Comments:

There were a number of factors that have impacted on the revenue result for the Group.

A shortfall in car parking revenue of approx. \$160K was as a result of a shift to more cautions and a resourcing issue that stopped dedicated parking officers visiting the Ulladulla area. There was also a period where infringements could not be issued due to the Council resolution to reduce penalty notices for some offences and the automated system not recognising these reductions. There was an estimated loss of \$80K for this period.

The Building Section was down by \$300K, mainly attributable to the downturn in the number of applications received by Council's certifiers. Drainage and Plumbing was also down on revenue by \$210K. The increase was made to offset the additional staff required to complete drainage diagrams, which became mandatory under the Conveyancing Act. Building Compliance area was also down compared to previous years. Part of this is attributed to Council resolving to issue more cautions as opposed to penalties.

There are also 14 grant funded projects that are carrying forward to 2019/20, all at various stages of commencement and completion. Some grants are paid when milestones are reached, and others are paid at completion of the project. The largest grant funded project that was undertaken during the year was the Shoalhaven River Flood Levee Restoration project. This project commenced when Council resolved to proceed with MIN17.603. The project was to repair damages that occurred during flood damages in 2015 and 2016. There have been a number of reports to Council detailing the financial risks and implications of not proceeding with the project. To date, Council has provided funding of \$700K towards this project for costs that are not claimable from other agencies. The total project cost is \$2.46M. Council has received \$593K from other agencies and claims totalling \$1.23M are still pending.



#### **Small Lot Rural Subdivision**

REZONING INVES Updated 30th			
	Jerberra	Verons	Nebraska
Funding			
Loan Funded	350,000	150,000	200,000
Loan Funded (transferred from Road Design)		12,968	,
Special Rates (from construction)		6,626	
Special Rates (from construction) (returned)		-5,213	
Strategic Planning Consultants Budget		25,000	
Previous Contributions (Pre 1996)	0	2,571	0
Transfer to Road Construction	-55,049		
-	294,951	191,952	200,000
Expenditure			
Salaries	157,224	32,614	48,929
Consultants	123,636	157,396	63,401
Other	14,091	1,942	22,431
Commitments in 2019/20	0	0	0
-	294,951	101 052	134,760
=	294,951	191,952	134,700
Variance	0	0	65,240
ROAD DESIGN AND I Updated 30th		S	
	Jerberra	Verons	Nebraska
Funding			
Loan Funded	184,438	50,281	50,281
Transfer to road construction	-168,616	00,201	-22,800
Transfer to rezoning	0	-12,968	22,000
	15,822	37,313	27,481
Fune a diture			
Expenditure Salaries	0	0	0
Consultants	0 12,333	0 27 21 2	0 16 835
Other	12,333 3,488	37,313 0	16,835 0
	3,400	0	0
Commitments in 2019/20	0	0	0
-	15,821	37,313	16,835
Variance	0	0	10,646

	STRUCTION th June 2019		
	Jerberra	Verons	Nebraska
Funding			
Loan Funded (from investigations)	168,616	0	22,800
General Fund	0	3,000	0
Strategic Projects (2008/09)	82,020	41,738	11,750
Special Rate Funded	232,640	141,011	84,373
Infrastructure Special Rate (Loan)	7,200,000	2,130,000	0
Transfer to Estate Rezoning		-6,626	
Transfer to Estate Rezoning (returned)		5,213	
Transfer from Estate Rezoning	55,049		
	7,738,325	2,314,336	118,923
Expenditure			
Salaries	148,222	33,432	5,569
Consultants	11,662	0	12,575
Other	5,348,195	146,554	87,926
Commitments in 2019/20	17,896	863,123	0
	5,525,976	1,043,109	106,070
Variance	2,212,350	1,271,228	12,853
Notos			

#### Notes:

Expenditure details will be updated quarterly.

Upon completion of the rezoning investigations, any excess funding from rezoning investigations will be redirected to road investigations and construction for the relevant Estate at the appropriate time. Options to address any negative variance values will be considered in the future. If necessary, funding may be transferred between the rezoning investigation, road investigation and road construction budgets for each Estate. Funding will not be transferred from one Estate to another.

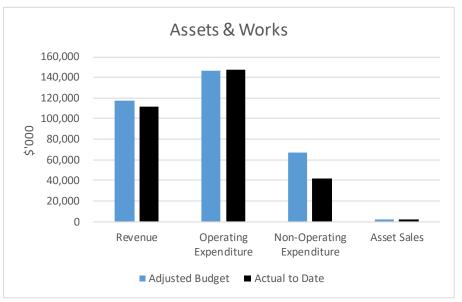
Nebraska Estate: \$65,240 remains for progressing rezoning investigations.

<u>Verons Estate</u>: The \$150,000 borrowed in 2006 to fund the rezoning investigations has been fully spent. A total of \$25,000 has now been transferred from the Strategic Planning Consultants budget. This will need to be recouped from the landowners at a later date. \$1,413 has also been transferred from road construction to rezoning investigations. Further transfer(s) may be necessary to complete the project.

<u>Road investigations and construction</u>: The balance of the roadwork design budget for Nebraska Estate for 2017/2018 is \$10,646. The balance of the construction budgets for Jerberra, Verons and Nebraska Estates for 2019/20 are \$2.2M, \$1.2M and \$12,853 respectively



#### Assets and Works



The recommended budget changes, revised budget and result to date for the Assets and Works Group are summarised below; details of the adjustments and variances are included in the June Quarterly Budget Review Statement.

	Adopted Budget	Adopted Incl. Revote		June Review Recommended Adjustment	Adjusted Budget	Actual to Date	%	Variance	Carry Forward	Balance	
Revenue	105,946	112,471	114,736	2,772	117,508	111,763	95%	(5,745)	(5,678)	(67)	
Operating Expenditure	145,006	145,451	146,541	(428)	146,113	147,133	101%	(1,020)	(311)	(1,331)	(742)
Non-Operating Expenditure	50,379	69,245	67,597	(1,073)	66,524	41,919	63%	24,605	(24,008)	597	(742)
Asset Sales	2,444	2,444	3,001	(786)	2,215	2,274	103%	59	0	59	

#### **Group Director's Comments:**

There were a number of factors that have impacted on the operational expenditure result for the Group.

Tree Management was 110% expended. The higher than forecast expenditure was due to a number of wind events throughout the year and the subsequent risk management that was undertaken.

There were one off expenses associated with the eviction of a tenant, with Council acting under instruction of the RSPCA. Subsequent expenses relating to restoration of property, costs associated with livestock, and legal fees have all been incurred. As the matter is currently before the courts, with Council seeking full costs, there are no further comments that can be made publicly at this time.

Cleaning expenses were also higher than forecast. This is due to a combination of using external contractors and out of hours cleaning associated with office refits and kitchen refurbishments.

Tourist Parks operational expenditure was 107% of forecast. A change in the timing relating to the treatment of Park Manager payments meant that two years' worth of contract adjustments were paid during the 2018/19 financial year (additional \$250K). The final contract payment had previously been calculated the following year, this change now brings the full contractor payment in line with the financial year that it is applicable to. Increases in payments to Department of Lands, combined with additional electricity expenses also contributed to this result.

Capital works are progressing in the Group. As at 30 June 2019, the expenditure percentage was at 62%. When adjusted for 'Special Projects' and larger projects that were awarded during the final quarter of the financial year, the Groups adjusted expenditure rate is 76%.



Assets and Works	Total Budget incl Revote (excl WIP)	Actual excl WIP	Budget Remaining	% of Budget Spent	To 19/20 budget	Orders Raised
All Projects	67,595,797	41,934,486	25,661,311	62%	24,564,247	5,610,392
Special Projects						
Acquisitions Funding (MV RD Urban Release)	6,370,000	1,332,106	5,037,894	21%	5,037,894	2,500
Berry Bypass Remediation Grant	1,100,000	-	1,100,000	0%	1,100,000	-
Fire Services Upgrade - Nowra Showground	400,000	-	400,000	0%	400,000	-
Land acquisitions - Far North Collector Rd	431,103	13,235	417,868	3%	417,868	1,500
Nowra Admin Building - Replace Chiller	450,000	24,325	425,675	5%	425,675	-
Nowra Admin Building Compliance (fire)	35,854	29,056	6,798	81%	6,798	6,224
Nowra CBD renewal	682,599	400	682,199	0%	682,199	-
Verons Estate Road Construction - Infrastructure	2,130,000	657,004	1,472,996	31%	1,472,996	1,137,614
Total of Special Projects	11,599,556	2,056,126	9,543,430	18%	9,543,430	1,147,838
Total of All Projects less Special Projects	55,996,241	39,878,360	16,117,881	71%	15,020,817	4,462,554
Larger projects where contracts were awarded duri	ng Q4					
Tannery Road, Cambewarra	601,754	17,880	583,874	3%	583,874	281,042
St Anns Street, Nowra	600,000	111,410	488,590	19%	479,060	226,999
Albert Street, Berry	519,202	206,361	312,841	40%	312,841	133,625
The Lake Circuit	765,527	3,466	762,061	0%	747,321	740,850
Edwards Street, Berry	328,013	28,129	299,884	9%	299,884	280,470
Crookhaven River Bridge upgrade	1,121,604	57,115	1,064,489	5%	1,037,365	806,000
Projects awarded in Quarter 4	3,936,100	424,361	3,511,739	11%	3,460,345	2,468,986
Total All Projects less Special & Quarter 4 Projects	52,060,141	39,453,999	12,606,142	76%	11,560,472	1,993,568

At the Shoalhaven Indoor Sporting Complex, all of the construction trade packages have been completed, bar some minor items. Completion of the integrated fit out is on track for a soft opening in October.

Construction of the adjacent platform to encapsulate asbestos containing material has commenced. There is an anticipated budget shortfall due to these additional works, which could be as high as \$825K.

The Chris Creek shared user path bridge contract is in the design stage. The pedestrian crossing component has been completed. The contract for Archgate Bridge has been awarded and detailed design is in progress. Road works on Tannery Road are 90% complete, delayed by water ingress. The roundabout at Illaroo Road and Page Avenue, North Nowra is complete and construction is in progress at the intersections of Green & Warden Street, Ulladulla and at Mitchell Parade & Donlan Avenue, Mollymook as at the end of June 2019.

The importation and stockpiling of embankment fill material has commenced at the Far North Collector Road. It is on track for adoption of preferred alignment during August 2019. Optioneering is in progress at Taylor's Lane, Cambewarra. ENSA Geotech, fauna and connections optioneering work is also in progress. Funding will be required to continue with the designs and investigations in the 2019/20 financial year. Further information on this will be reported to Council as work progresses.

#### Stormwater Levy

Spending against the Stormwater Levy is 37% of budget.

#### Stormwater Levy Progress 2018/19

		Storm	water Levy B	udget					Budget	
	2017/18 unspent	2018/19	Adjustment	Adjustment Notes	Current	Actual	Commit	Total	Remaining	% Spent
Drainage Program										
Preliminary Works										
89 Sussex Inlet Road - Drainage	\$28,887	\$90,000	-\$50.000	17	\$68,887	\$9,465	\$0	\$9,465	\$59,422	14%
Forest Meadows Way Worrigee	¢20,007 \$0	\$40,000	<i>\\</i> 00,000	.,	\$40,000	\$11,421	\$0	\$11,421	\$28,579	29%
St Andrews Way C'gatta Stage 2	\$40,129	\$80,000	-\$93,560	1	\$26,569	\$12,143	\$0	\$12,143	\$14,426	46%
The Park Dr Sanctuary Pt	\$76,722	\$00,000 \$0	φ30,000	·	\$76,722	\$0	\$0	\$0	\$76,722	-0%
Total Preliminary Works	\$145,737	\$210,000			\$212,177	\$33,029	\$0 \$0	\$33,029	\$179,148	16%
Construction Stage										
Bendalong Point, Bendalong - Drainage		\$80,000			\$80,000	\$22,060	\$2,545	\$24,605	\$55,395	31%
Edwards Street Berry	\$0	\$58,000	\$182,196	2, 7	\$240,196	\$20,598	\$205,382	\$225,981	\$14,215	94%
Enterprise Ave & Browns Rd South Nowra	\$0	\$95,000			\$95,000	\$18,786	\$12,500	\$31,286	\$63,714	33%
Katela Avenue Bomaderry	\$0	\$80,000			\$80,000	\$38,252	\$909	\$39,161	\$40,839	49%
Lake Conjola Ent Rd - Culvert Upgrade - Drainage	\$0	\$40,000			\$40,000	\$0	\$4,294	\$4,294	\$35,706	11%
Meroo Road Bomaderry Drainage	\$0	\$80,000	-\$50,000	15	\$30,000	\$21,472	\$455	\$21,926	\$8,074	73%
Prince Edward Ave Culburra	\$0	\$125,000	-\$58,000	16	\$67,000	\$2,810	\$0	\$2,810	\$64,190	4%
River Road, Shoalhaven Heads - Drainage	\$347,618	\$0			\$347,618	\$7,419	\$15,830	\$23,249	\$324,368	7%
Reserve Road, Basin View - Drainage	\$6,926	\$80,000			\$86,926	\$27,949	\$10,361	\$38,310	\$48,615	44%
Waratah Crescent Sanctuary Point		\$0	\$40,000	14	\$40,000	\$28,163	\$0	\$28,163	\$11,837	70%
Total Construction Stage	\$354,543	\$638,000			\$1,106,739	\$187,509	\$252,276	\$439,786	\$666,953	17%
Completed Works										
Aries Place Narrawallee	\$0	\$75,000			\$75,000	\$75,000	\$0	\$75,000	\$0	100%
Boatharbour Drive, Sussex Inlet			\$24,108	9	\$24,108	\$24,108	\$0	\$24,108	\$0	100%
Elizabeth Drive, Vincentia			\$20,000	10	\$20,000	\$20,000	\$0	\$20,000	\$0	100%
Greville Ave Sanctuary Point	\$91,167	\$0	-\$81,507	6	\$9,660	\$9,659	\$0	\$9,659	\$0	100%
Pritchard Ave Huskisson Drainage	\$14,500	\$0	-\$184	11	\$14,316	\$14,316	\$0	\$14,316	\$0	100%
Prentice Ave, Old Erowal Bay - Drainage		\$80,000			\$80,000	\$80,000	\$0	\$80,000	\$0	100%
River Rd Sussex Inlet Drainage	\$2,695	\$0	-\$784	12	\$1,911	\$1,911	\$0	\$1,911	\$0	100%
Sunset Strip Manyana	\$12,626	\$0	-\$3,814	8	\$8,812	\$8,812	\$0	\$8,812	\$0	100%
The Park Drive easement piping	\$0	\$90,000	-\$63,828	3, 13	\$26,172	\$26,172	\$0	\$26,172	\$0	100%
Urgent Pipe Repairs - Southern Region		\$0	\$76,135	4, 5, 20	\$76,135	\$76,135	\$0	\$76,135	\$0	100%
Urgent Pipe Repairs - Northern Region		\$0	\$88,825	19, 20	\$88,825	\$88,825	\$0	\$88,825	\$0	100%
Total Completed Works	\$120,988	\$245,000			\$424,940	\$424,938	\$0	\$424,938	\$0	100%
Total Stormwater Levy	\$621,269	\$1,093,000	\$29,587		\$1,743,856	\$645,477	\$252,276	\$897,753	\$846,103	37%

Note: - The projects may have other additional funding, but only the Stormwater Levy is included in this table

1. September Quarterly Budget Review - transfer 1819 funding to Urgent Pipe Repairs Southern -\$43,560

March Quarterly Budget Review - transfer 50K to Urgent Pipe Repairs Northern

2. September Quarterly Budget Review - increase \$24,000 from The Park Drive

3. September Quarterly Budget Review - decrease \$24,000 to Edwards Street

4. September Quarterly Budget Review - increase \$21,400 additional stormwater levy received

5. September Quarterly Budget Review - increase \$43,560 from St Andrews Way

6. December Quarterly Budget Review - transfer to Edwards St -42K

March Quarterly Budget Review - transfer to Waratah Cres -40K

June Quarterly Budget Review - +493 - \$173 from additional levy received, \$318 transferred from River Road

7. December Quarterly Budget Review - transfer \$42K from Greville Avenue & \$184 from Pritchard Ave

8. December Quarterly Budget Review - transfer \$3,814 to Boatharbour Drive

9. December Quarterly Budget Review - transfer \$24,108 from The Park Drive, Sunset Strip & River Road (projects at or approaching completion)

10. December Quarterly Budget Review - transfer \$20,000 from The Park Drive (project completion)

11. December Quarterly Budget Review - transfer \$184 to Edwards Street

12. December Quarterly Budget Review - transfer \$466 to Boatharbour Drive

June Quarterly Budget Review - transfer \$318 to Greville Avenue

13. December Quarterly Budget Review - transfer \$19,828 to Boatharbour Drive

14. March Quarterly Budget Review - increase \$40K from Greville Avenue

15. March Quarterly Budget Review - transfer \$50K to Urgent Pipe Repairs Northern

16. March Quarterly Budget Review - transfer \$58K to Edwards Street

17. March Quarterly Budget Review - transfer \$50K to Edwards Street

18. March Quarterly Budget Review - Additional \$8,012 stormwater levy received.

Transfer \$50K from Sussex Inlet Road & Transfer 58K from Prince Edward Avenue

19. March Quarterly Budget Review - transfer \$50K from St Andrews Way & \$50K from Meroo Road

20. June Quarterly Budget Review - transfer \$11,175 from Northern to Southern Region

#### **Group Director's Comments:**

Expenditure of stormwater levy as at 30 June is 37%, and including commitments, is at 51% spent.

11 projects funded from the levy have been completed, with a further 10 projects now at the construction stage. There are four remaining projects at the preliminary stages, and land matters are a factor in these projects remaining in this stage.



#### Special Rate Variations

Spending & commitments against the Special Rate Variation from 2013/14 is 85% of budget. Special Rate Variation Progress 2018/19 - (2013/14 SRV)

		Specia	I Rate Variatio	on Budget					Budget	
	2017/18 unspent	2018/19	Adjustment	Adjustment Notes	Current	Actual	Commit	Total	Remaining	% Spent
Special Rate Variation Program	\$770 00F	\$0	\$270 00F	1. 2	¢207.000	¢207 000	<b>*</b> 0	\$207 000	\$0	100%
The Wool Rd Old Erowal Bay Ch 9.727-11.120 St Anns Street	\$776,805	\$0 \$600,000	-\$379,805	1, 2	\$397,000 \$600,000			\$397,000 \$347,939	• •	
Larmer Avenue		\$800,000	-\$250,977	3	\$549,023	\$298,046	\$0	\$298,046	\$0	100%
The Lake Circuit		\$381,196	\$250,977	3	\$632,173	\$21,410	\$740,850	\$762,260	\$861,740	86%
Murramarang Rd Bawley Pt		\$500,000	-\$119,528	4	\$380,472	\$260,944	\$0	\$260,944	\$0	100%
Local Road Resurface		\$280,000			\$280,000	\$280,000	\$0	\$280,000	\$0	100%
Intersection Paradise Beach Rd / Kingsford Smith			\$110,000	1	\$110,000	\$110,000	\$0	\$110,000	\$0	100%
Bolong Road - 800m Section East of Broughton Ck			\$269,805	2	\$269,805	\$269,805	\$0	\$269,805	\$0	100%
Woodhill Mountain Road			\$100,000	4	\$100,000	\$100,000	\$0	\$100,000	\$0	100%
Prince Edward Avenue			\$19,528	4	\$19,528	\$19,528	\$0	\$19,528	\$0	100%
Total Special Rate Levy	\$776,805	\$2,561,196	\$0		\$3,338,001	\$1,877,673	\$967,849	\$2,845,522	\$1,340,800	85%

Note: - The projects may have other additional funding, but only the Special Rate Levy is included in this table

1. September Quarterly Budget Review - transfer of \$100,000 from The Wool Road to Paradise Beach Road intersection

2. December Quarterly Budget Review - transfer of \$269,805 from The Wool Road to Bolong Road

3. June Quarterly Budget Review - transfer of \$250,977 from Larmer Avenue to The Lake Circuit

4. June Quarterly Budget Review - transfer of \$119,528 from Murramarang Road to Woodhill Mountain (\$100K) & Prince Edward Avenue (\$19,528)

#### **Group Director's Comments:**

All projects have been completed with the exception of St Anns Street, which commenced in May and The Lake Circuit which was tendered late in the financial year. These projects have been carried forward into the 2019/20 financial year.

Spending and commitments against the Special Rate Variation from 2018/19 is 85% of budget.

Special Rate Variation Progress 2018/19 - (2018/19 SRV)

	S	pecial Rate V	ariation Budg	et				Budget	
	2018/19	Adjustment	Adjustment Notes	Current	Actual	Commit	Total	Remaining	% Spent
Special Rate Variation Program									
SRV 2019 Additional Resources	\$1,000,000			\$1,000,000	\$1,000,000	\$0	\$1,000,000	\$0	100%
Interest Repayments - General Fund	\$73,899			\$73,899	\$73,899	\$0	\$73,899	\$0	100%
Public Halls Programmed Mtce	\$200,000			\$200,000	\$200,000	\$0	\$200,000	\$0	100%
Parks Core Maintenance	\$200,000			\$200,000	\$200,000	\$0	\$200,000	\$0	100%
Local Roads Routine Maintenance	\$600,000			\$600,000	\$600,000	\$0	\$600,000	\$0	100%
Principle Repayments - General Fund	\$75,082			\$75,082	\$75,082	\$0	\$75,082	\$0	100%
Nowra Showground buildings	\$600,000			\$600,000	\$822	\$0	\$822	\$599,178	0%
Public amenity - Cudmirrah - Errol Bond Reserve	\$200,000			\$200,000	\$11,399	\$0	\$11,399	\$188,601	6%
SRV 2019 Sports grounds upgrades	\$500,000			\$500,000	\$7,901	\$0	\$7,901	\$492,099	2%
SRV 2019 road renewal works	\$601,754			\$601,754	\$601,754	\$0	\$601,754	\$0	100%
SRV 2019 streetscape renewal	\$512,500			\$512,500	\$332,672	\$34,617	\$367,289	\$179,828	72%
Reduction to General Fund cash deficit	\$4,653,116			\$4,653,116	\$4,653,116	\$0	\$4,653,116	\$0	100%
Total Special Rate Levy	\$9,216,351	\$0		\$9,216,351	\$7,756,645	\$34,617	\$7,791,262	\$1,459,706	85%

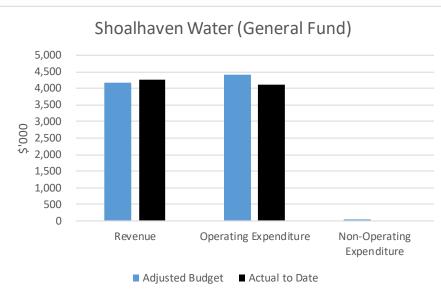
Note: - The projects may have other additional funding, but only the Special Rate Levy is included in this table

#### Group Director's Comments:

The Nowra Showground Buildings & the Sportsgrounds upgrades are being delivered as part of a wider grant funded package for delivery in the 2019/20 financial year. A range of projects are rolling out at Sports Grounds and SRV funding has been used to leverage additional grant funding for irrigation and drainage works which will be delivered in 2019/20. Weed treatments, fertilising, aeration, and top dressing are occurring at selected sports ground sites in the downtime between winter and summer sports.



The streetscape renewal works identified six locations for either project design, or project works. Works on Jervis Bay and Wool Roads have been completed, with the concrete apron and planting. Owen Street design will be going out to public consultation. Works at Boree Street are nearing completion and works at Vincentia Burton Street Mall are tied with Grant funding from Building Better Regions. The funding from the Special Rate will enable Council to continue to liaise with the community, shopkeepers and consultants and for the Grant funding to be, ultimately, expended in line with project milestones.



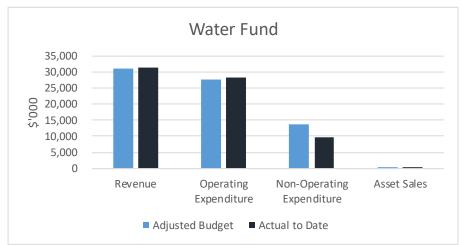
#### Shoalhaven Water

The recommended budget changes, revised budget and result to date for the Shoalhaven Water (General Fund) Group are summarised below; details of the adjustments and variances are included in the June Quarterly Budget Review Statement.

	Adopted Budget	Adopted Incl. Revote	Current Budget	Recommended	Adjusted Budget	Actual to Date	%	Variance	Carry Forward	Balance	
Revenue	4,376	4,376	4,232	(76)	4,156	4,269	103%	113	0	113	
Operating Expenditure	4,490	4,490	4,718	(299)	4,419	4,096	93%	323	0	323	444
Non-Operating Expenditure	18	18	18	(10)	8	0	0%	8	0	8	

The Shoalhaven Water General Group is operating on target, with revenue at 103% of budget and operational expenditure at 93% of budget. The recommended adjustments relate to the return of budget to the tower reserves.

Water Fund



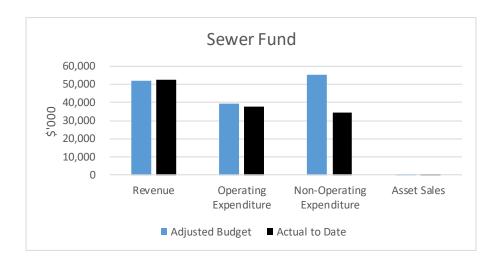
The recommended budget changes, revised budget and result to date for the Shoalhaven Water (Water Fund) Group are summarised below; details of the adjustments and variances are included in the June Quarterly Budget Review Statement.

	Adopted Budget	Adopted Incl. Revote	Current Budget	Recommended	Adjusted	Actual to Date	%	Variance	Carry Forward	Balance	
Revenue	29,490	29,490	30,808	437	31,245	31,430	101%	185	0	185	
Operating Expenditure	27,070	27,070	27,585	184	27,769	28,345	102%	(576)	0	(576)	612
Non-Operating Expenditure	16,835	18,362	13,808	(21)	13,787	9,590	70%	4,197	(3,194)	1,003	012
Asset Sales	120	120	132	(5)	127	127	100%	0	0	0	

#### **Group Director's Comments:**

The Water Fund result was positive for Council, with the operational expenditure at 102% and revenue at 101% of the projected year end result. The adjustment to revenue relates to Section 64 income tracking higher than expected with the increased developer activity and interest income higher due to the timing of capital expenditure. The variance in income of \$185K is reflective of the increased water usage due to drier weather conditions this year. The capital program is at 70% of budget and requires an adjustment of \$21K this quarter. This adjustment mainly relates to the transfer of funds to the plant reserve. A carry forward of \$3.194M is required.

#### Sewer Fund



The recommended budget changes, revised budget and result to date for the Shoalhaven Water (Sewer Fund) Group are summarised below; details of the adjustments and variances are included in the June Quarterly Budget Review Statement.

	Adopted Budget	Adopted Incl. Revote		Recommended	Adjusted Budget	Actual to Date	%	Variance	Carry Forward	Balance	
Revenue	51,149	51,149	51,597	201	51,798	52,496	101%	698	0	698	
Operating Expenditure	40,072	40,072	39,381	(33)	39,348	37,676	96%	1,672	0	1,672	3.825
Non-Operating Expenditure	42,216	60,208	55,873	(711)	55,162	34,203	62%	20,959	(19,504)	1,455	5,625
Asset Sales	120	120	138	8	146	146	100%	0	0	0	

Group Director's Comments:

The Sewer Fund result was positive for Council, with operational expenditure at 96% of budget and revenue slightly above the projected year end result. The adjustment to revenue relates mainly to interest income tracking higher than expected due to the timing of capital projects. The variance in income of \$698K is mainly due to the increase in assessments resulting in higher usage and availability income. The capital program is at 62% of budget and requires a downwards adjustment of \$711K this quarter. This adjustment mainly relates to the transfer of funds to the Sewer Fund plant reserve. A carry forward of \$19.504M is required.

## **Current status of Council Resolution Project Funding Requests**

The following Council resolutions and reports are noted as priority items for consideration / inclusion in future budgets and quarterly budget reviews as funds become available:

Minute /	Group	Title	Requested	Funding	Comment	Outstanding
Report			Amount	Obtained		
MIN17.797	Planning & Development	Hoarding & Domestic Squalor	\$50,000			\$50,000
MIN18.204	Finance & Corporate	Warden Head Lighthouse Ulladulla co-	\$75,000			\$75,000
		contribution				
MIN18.92	Finance & Corporate	Old Erowal Bay - Playground, BBQ Area &	\$100,000	\$100,000	Included in 19/20	\$0
		Amenities			Budget	
MIN17.739	Planning & Development	LP406 - Falls Ck / Woollamia Deferred	\$400,000			\$400,000
		areas planning proposal				
MIN18.290	Assets & Works	Huskisson Traffic Control - roundabout	\$800,000	\$25,000	June 2018 QBR - for	\$775,000
		intersection Owen/Sydney/Tomerong			development design	
		Streets			of roundabout	
CL18.123		Repay Land Decontamination Reserve	\$400,000			\$400,000
		(Berry RFS)				
MIN18.303	Assets & Works	Public Toilets - Tomerong	\$170,000	\$170,000	Included in 19/20 Draft	\$0
					Budget	
MIN18.695		Berry Heritage Investigation Project	\$40,000			\$40,000
MIN18.982	Finance & Corporate	Bomaderry Basketball Stadium -	\$30,000		Budget \$30K allocated	\$0
		Investigation & Consultation re future use				
MIN18.982	Finance & Corporate	SCARP - Amend Master Plan & develop	\$150,000		Work has commenced	\$150,000
		preliminary Quantity survey, cost benefit			in accordance with the	
		analysis & business case			minute	
			\$2,215,000			\$1,890,000

# Conclusion

This report has presented the preliminary (un-audited) year-end budget results to Council in order for consideration to be given to the carry forward and re-votes from 2018/19 into the 2019/20 budget.

A further report will be presented following the completion of the audit which will include presentation of the 30 June 2019 Financial Statements to Council.

# SA19.133 Recycled Product - General Procurement Strategy

HPERM Ref: D19/276914

Group:Finance Corporate & Community Services GroupSection:Finance

## **Purpose / Summary**

To report to Council how sustainability is included in Council's corporate Procurement Policy (POL18/74) and Procurement Procedure (PRD17/8) and provide Council with suggestions to encourage the incorporation of more recycled product into Council's general procurement.

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

That Council:

- 1. Receive and note the report in response to MIN18.560.
- 2. Request the CEO (Finance, Corporate and Community Services) develop and include a Sustainable Procurement Strategy as an appendix to the corporate Procurement Procedure (PRD17/8) to provide guidance and resources for staff to consider recycled products and services in organisational procurement.

## Options

1. As recommended.

<u>Implications</u>: The Sustainable Procurement Strategy will provide staff with a consistent and structured approach to the identification, evaluation and procurement of sustainable products and services.

2. The recommendation is adopted with amendments.

<u>Implications</u>: Staff will need to rework the Sustainable Procurement Strategy in accordance with the alternative resolution.

3. Not adopt the recommendation.

<u>Implications</u>: Without a sustainable procurement strategy Council will continue to purchase in accordance with current procurement policies and procedures

# Background

At its Ordinary Meeting of 31 July 2018, Council adopted a Mayoral Minute18.14/ MIN18.560:

That the General Manager:

- 1. Report back to Council on a process for incorporating more recycled product into Council's general procurement.
- 2. Discuss with Hume Council the success of using 10% recycled product in bitumen (plastic and rubber crumb reportedly providing 'better' surfaces) and the cost difference between regular and recycled product and report back on the cost differentiation to Council.

# Response (Part 1)

The latest review of Council's corporate Procurement Policy (POL18/74) and Procurement Procedure (PRD17/8) in 2018 identified *Responsible Procurement (social, sustainable and ethical sourcing)* as one of six core procurement principles. The Procurement Procedure elaborates on this principle, as follows:

## Sustainable and Ethical Sourcing

Council is committed to continually measure and reduce the environmental impact of its supply chain and encourages its service providers to have similar objectives. It is committed to protecting the environment and doing business with ethical and socially responsible suppliers.

When buying goods, services, infrastructure and capital works, Council officers will evaluate (subject to costs and other considerations):

- Strategies to avoid unnecessary consumption and manage demand
- Minimising environmental impacts of the goods and services over the whole-of-life of the goods and services
- Suppliers' socially responsible practices including compliance with legislative obligations to employees
- Value for money over the whole-of-life of the goods and services, rather than just initial cost

As stated, Council is committed to continually measure and reduce the environmental impact of its supply chain and encourages its service providers to have similar objectives. These impacts must be considered from a whole-of-life perspective, including considering the sourcing of raw materials, manufacturing processes, packaging, distribution and transport, storage, operation and maintenance, disposal and potential for life extension through reuse or recycling. In addition to sustainability impacts directly associated with the good or service, the sustainability credentials of the supplier organisation must also be considered to ensure that they are ethically, socially and environmentally responsible.

The use of recycled-content material is included in the Social and Sustainable Procurement Checklist included as an Attachment to the Procurement Procedure.

To support staff in achieving best practice, Council is a member of 'Sustainable Choice', a membership-based program administered by Local Government Procurement (a wholly owned subsidiary of LGNSW). Membership of Sustainable Choice provides Council officers with the ability to access suppliers under Panel Contracts, as well as attend sustainability workshops and training and information sessions, and access online product/service databases and other resources/references.

Sustainable Choice has published short-form 'Tendering Sustainability Guidelines' for Councils and developed templates for inclusion in tendering documentation. These templates are now embedded into Council's suite of documents for tendering and provide the framework by which information can be collected from suppliers and can be considered as part of the tender evaluation.

As part of the 2019 update to the NSW Government Resource Efficiency Policy,

*"[agencies] are encouraged to help drive growth and innovation in the market for recycled and sustainably sourced material by purchasing:* 

 Construction materials with recycled content to comply with relevant EPA exemptions and reference design specifications for re-use (such as the specifications from the Institute of Public Works Engineering Australasia for pavements, earthworks and drainage)



- Copy, stationery and print publication paper with post-consumer recycled content as defined under AS14021 or certified as lifecycle carbon reduced under the National Carbon Offset Standard
- Non-recycled paper from sustainable sources accredited under the Programme for the Endorsement of Forest Certification (PEFC), Forest Stewardship Council (FSC) or equivalent"

Though not an agency captured by this policy, the proposals listed above provide some guidance as to how Council can enhance its use of recycled product.

Some recent examples of how Council officers are incorporating sustainable and ethical sourcing into our operations are noted below:

- At present, streetscaping and landscaping projects consider sustainable products where they are suited to design and performance requirements. Seating, decking and bollards incorporating recycled products, which are in high exposure areas like beach fronts and coastal parks, provide greater durability and resistance to the environment in comparison to traditional timber furniture.
- In the first quarter of 2019/2020, 35% of Council's purchased office supplies and equipment was on products with an EarthSaver classification, that is, products that are carbon neutral, biodegradable, ethically sourced and include recycled content.

However, Council does not have a standalone sustainable procurement strategy to provide guidance and resources for staff to consider recycled products and services in general procurement. To address this gap, Council staff propose that:

- 1. A sustainable procurement strategy be developed to support the existing corporate Procurement Policy and Procedure. This strategy will commit Council to progressing to a strategic organisational whole-of-life approach in its procurement decisions
- 2. Council staff be engaged through the implementation of an organisational education program supporting the adopted sustainable procurement strategy and identifying the tools and resources available

It is intended to incorporate the development of the sustainable procurement strategy with the review of the Procurement Policy and Procurement Procedures documents. These documents are currently being reviewed to address recent changes in the NSW Local Government Act and the actions identified from the Audit Office of NSW Management Letter July 2019. The Sustainable Procurement Strategy will be presented to Council in early 2020.

## Response Part 2

Discussion with Hume Council about their use of plastic and rubber crumb in bitumen reveals that they, like Shoalhaven, have been using both crumbed rubber and plastic for some time in sprayed bitumen surfacing and asphalt works.

The plastic and crumbed rubber improves the durability of the bitumen (as determined in laboratory tests) which extends its life or makes it more resilient when applying over cracked surfaces. The extra benefit however is very difficult to quantify in terms of dollars.

The cost difference varies pending a series of factors but for sprayed bitumen seal the additional cost is approximately 30% while for asphalt it is approximately 20%.

Currently practice of Shoalhaven Council:

- Utilises plastic addition for asphalt surfacing of roundabouts and high stress areas
- Plastic in 'high stress' seals such as over cracked pavements or in areas such as tight curves
- Crumbed rubber as a small percentage when sealing weather is not ideal to improve stone retention



This current year it is planned to trial the use of a proprietary product (Recnophalt) from the Downer company which utilises a higher % of recycled plastic (printer cartridges, bottles and hard plastics) in pavement replacement works in Plunkett Street. This trial will be pre-empted with a detailed briefing to Councillors.

#### **Policy Implications**

The current Procurement Policy and Procurement Procedure provide principles/guidelines for staff to follow to meet legislative requirements and best practice. It is proposed to develop a Sustainable Procurement Strategy as an appendix to the Procurement Procedure to support and formalise Council's approach to the use of recycled products and best value procurement.

#### **Financial Implications**

The implementation of a Sustainable Procurement Strategy is not expected to place additional financial burden on Council. In the procurement process, Council needs to address the quadruple bottom line – social, environmental, economic and governance. A successful procurement strategy will be measured through best value for money and this may not necessarily be based exclusively on the lowest price.

#### **Risk Implications**

The procurement function is a high risk in terms of corruption. The adopted corporate Procurement Policy and Procedure address governance requirements by containing strict rules and processes to minimise risk and guide staff in correct behaviour and practice. Council's procurement is an opportunity to meet the needs of the community by delivering goods and services that are sustainable fiscally, environmentally and socially.

# SA19.134 Shoalhaven Heads Tennis Courts - Future Use

**HPERM Ref:** D19/216182

Group:Finance Corporate & Community Services GroupSection:Recreation Community & Culture

Attachments: 1. Community Survey Results - Future use of the Tennis Courts <u>J</u>

- 2. Additional Feedback Received Prior to Community Consultation Period
- 3. Grant Application Form Community Sport Infrastructure 2018 Sport Aus - Shoalhaven Heads Tennis Courts 3 & 4 - Shoalhaven Heads Chamber of Commerce & Tourism Inc (councillors information folder) ⇒
- 4. Grant Sponsor Endorsement My Community Project Application (councillors information folder) ⇒
- 5. Financial Report Estimated Costings (councillors information folder) ⇒

#### **Purpose / Summary**

To report outcomes of the community consultation and seek direction regarding the future use of Shoalhaven Heads Tennis Courts 3 and 4.

#### Recommendation

That the Chief Executive Officer (Finance Corporate & Community Services) undertake the following action for Shoalhaven Heads Tennis Courts 3 and 4:

- 1. As the concrete slab does not require reinstallation for synthetic resurfacing, Council support the local community to install and manage synthetic grass multipurpose courts on Shoalhaven Heads Tennis Courts 3 and 4, conditional on available grant funding.
- 2. Council and the Shoalhaven Heads Tennis Court Management Committee work with the Shoalhaven Heads Chamber of Commerce & Tourism Inc. to develop new procedures for operation of the multipurpose facility.
- 3. Council invite respondents to the recent Community Survey to join the Shoalhaven Heads Tennis Courts Management Committee.

## Options

1. Resurface courts in multipurpose synthetic grass – as recommended

As the concrete slab does not require reinstallation for synthetic surfacing, Council support the local community to install and manage synthetic grass multipurpose courts on Shoalhaven Heads Tennis Courts 3 and 4, conditional on available grant funding.

#### Implications:

- Multipurpose activation of the facility aligns with Council's Community Infrastructure Strategic Plan, and supports local tourism and business
- Aligns with feedback from the community survey
- Provides additional recreational space for basketball, netball and tennis in the local community



- Aligns with grant funding applications submitted by the Shoalhaven Heads Chamber of Commerce & Tourism Inc (The Chamber) currently in progress
- Works will progress once The Chamber and Community have secured enough funding to undertake the works
- 2. Resurface courts in multipurpose acrylic hard court

Reinstall Shoalhaven Heads Tennis Courts 3 and 4 concrete slabs in order to resurface for acrylic hard courts, when funding becomes available. This has a greater cost to undertake and complete. Investigation be undertaken to identify costings to undertake the work, and funding opportunities be sought in partnership with The Chamber and Community.

Implications:

- High-cost capital option with lowest ongoing operational costs
- An additional budget allocation would be required for this project either through an allocation from Council or successfully securing additional grant funding
- Multipurpose activation of the facility aligns with Council's Community Infrastructure Strategic Plan and supports local tourism and business
- Aligns with feedback from the recent Community Survey
- Acrylic surface is more resilient to water damage
- Acrylic surface will enable local competition tennis to be played across all four (4) courts
- Increases overall longevity of the asset
- A time delay in bringing the courts back into service until funding is sourced
- 3. Courts remain decommissioned and made into open hard surface space

Council proceed with status quo and in accordance with the current resolution / adopted position of Council. This will leave the Shoalhaven Heads Tennis Courts 3 and 4 decommissioned: Council will remove fencing and tennis net posts, and repair surface cracks for use of the hard surface area by the public.

#### Implications:

- Minimal cost to remove fencing and make safe
- Not within expectations of some of community members
- Lowest ongoing operational cost
- This can proceed straight away
- The grant funding already received by The Chamber cannot be used for this purpose
- 4. Courts are upgraded to be tennis courts only

The Shoalhaven Heads Tennis Courts Management Committee and Shoalhaven Heads Tennis Club's expressed preference for tennis only courts.

Implications:

- Unlikely to receive grant funding
- Does not align with Council's Community Infrastructure Strategic Plan as multipurpose is identified as a priority. Currently the facility has low usage and does not warrant increase of infrastructure

- This option aligns with majority feedback from the recent Community Survey
- This is the preference of the existing Management Committee, which has advised it is happy to continue volunteering with this option
- The grant funding already received by The Chamber cannot be used for this purpose
- 5. Council provide alternative direction.

#### Background

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City Council

Councillors will recall that, in 2018, the Shoalhaven Heads Tennis Courts 3 and 4 were identified as unsafe and, therefore, closed. Subsequently, a report was presented to Council's Strategy & Assets Meeting held on 16 October 2018. The report advised that no comments had been received regarding the closure and recommended that Shoalhaven Heads Tennis Courts 3 and 4 be decommissioned. Council subsequently resolved (MIN18.854):

"That Council

- 1. Waive the outstanding loan amount of \$7,500 to Shoalhaven Heads Tennis Courts Management Committee
- 2. Proceed to decommission Courts 3 & 4 at Shoalhaven Heads Tennis Courts
- 3. That community consultation be undertaken regarding the future use of the site"

Council resolved to decommission Courts 3 and 4 at this location and to waive the outstanding loan balance of \$7,500 used to resurface the courts in 2009, as the asset's condition was placing an undue financial burden on the Shoalhaven Heads Tennis Courts Management Committee. The Resolution also included that community consultation be undertaken regarding future use of the site.

In September 2018, Shoalhaven Heads Tennis Courts Management Committee advised that usage rates were unlikely to provide enough income to fund ongoing maintenance of 4 courts.

Shoalhaven Heads Tennis Courts 1 and 2 were used on average for a total usage across the two (2) courts for seven (7) hours per week during the 2017/18 financial year. During 2018/19, the tennis courts have had one (1) additional booking for one (1) to two (2) hours for two (2) days per week, resulting in an overall increase to nine (9) to ten (10) hours per week.

Tennis NSW has advised that Shoalhaven Heads Tennis Courts is not identified as a competition venue, with the competition needs of the Shoalhaven being sufficiently met by Berry, Bomaderry and Ulladulla Tennis Complexes.

Tennis NSW further advises they require a minimum of six (6) courts for accredited competitions, and competitions cannot be played on mixed surfaces (i.e., three (3) hard, three (3) synthetic) or on multipurpose courts; however, the competition needs of the Shoalhaven are being sufficiently met by Berry, Bomaderry and Ulladulla Tennis Complexes.

The Shoalhaven Heads Tennis Club currently has thirty-five (35) active members. There are currently ten (10) volunteers on the Shoalhaven Heads Tennis Courts Management Committee.

Currently, there is one (1) multipurpose tennis / netball court at Shoalhaven Heads Primary School (this is not made available for public use by the Education Department), and a half-court basketball hoop at Jerry Bailey Reserve. There is no Shoalhaven Heads team in either basketball or netball competition currently.



## **Future Use**

Community consultation was conducted during May / June 2019 regarding the future use of Shoalhaven Heads Tennis Courts 3 and 4. An overview of this consultation is provided below. Please refer Attachment 1 for the full community consultation summary. Whilst not part of the recent consultation process, additional unsolicited feedback was received from the community prior to the consultation period this is included in Attachment 2.

## Council Survey Outcomes - May / June 2019

The community consultation indicates a strong preference that these courts be reinstated for use as tennis courts (103 responses) or for basketball / netball / tennis multipurpose courts (62 responses).

Shoalhaven Heads Tennis Courts Management Committee and Shoalhaven Heads Tennis Club have formally responded, stating that a multipurpose option is not preferred, some of the reasons being:

- Increase in work required of volunteers the existing Management Committee is happy to continue to manage Courts 3 and 4 as tennis courts only, but feels that it is not resourced to manage multipurpose courts – the existing tennis courts have comparatively low work requirements in contrast to the multipurpose option which may require additional co-ordination
- Concerns were raised that players would find the additional line marking visually confusing and that the non-removable goal posts would be a risk to tennis players, as they are not removable for tennis matches
- Synthetic court maintenance costs are greater than for hard courts the extra potential income may be insufficient for ongoing maintenance requirements

An increased number of sports may attract additional volunteers for the Shoalhaven Heads Tennis Courts Management Committee. The community consultation indicates strong support for the multipurpose option, and twenty-eight (28) respondents identified that they would be willing to volunteer to fundraise or to assist in multipurpose court management.

With regard to safety / accessibility concerns about multipurpose courts, the proposed layout is identified as an appropriate option for low-usage facilities by Tennis NSW and will comply with Australian Standards for operational safety.

## Current Asset Condition - Subsurface and Concrete Slab – Playing Surface

Council officers sought independent technical advice on the subsurface below Shoalhaven Heads Tennis Courts 3 and 4. A Shallow Geotechnical Investigation was commissioned by Council to establish the subsurface condition. This identifies that resurfacing with a synthetic surface could occur if all cracks are sealed prior to installing the synthetic surface to reduce localised infiltration.

The existing Fibrecrete concrete slab is fractured in multiple places, with large visible cracks which have allowed water to penetrate. Advice received indicates that it would be difficult to cut out sections and replace for repair. It is noteworthy that the construction method of Courts 1 and 2 differs from that employed for Courts 3 and 4. Courts 1 and 2 have no subsurface or concrete slab issues, and the concrete slab for Courts 1 and 2 contains adequate steel reinforcement.

## Reinstallation of the concrete slab and surfacing with hard court acrylic – refer to Option 2

All advice indicates that cracks in the current concrete slab render it unsuitable for resurfacing with hard court acrylic. To pursue the hard-court option, full demolition and reinstallation of the concrete slab is required.



Estimated costs for the reinstallation of the concrete slab are considerable and are not covered by either of the two (2) grant applications that have been submitted by The Chamber. A formal tender process would be required to identify the actual cost to undertake these works when put to the market. There is no certainty that the market tested quote will align with the cost estimate.

#### Resurfacing the existing concrete slab with synthetic grass courts - refer to Option 1

As geotechnical advice has confirmed that further movement in the concrete slab is unlikely, it is possible to fill the existing cracks and resurface with synthetic grass.

Resurfacing with synthetic grass is, consequently, the most cost-effective option as it requires the least work and does not require costly reinstallation of the subsurface and concrete playing surface. This is the option identified by The Chamber in two (2) grant applications identified below, and further information in Attachment 3, 4 and Attachment 5 (in the Councillors Information Folder).

#### Update on Shoalhaven Heads Tennis Courts 1 and 2 – currently operating

Whilst not directly related to the current community consultation and plans for Shoalhaven Heads Tennis Courts 3 and 4, it is important to note that there are plans in place for upgrades to Courts 1 and 2. These will be resurfaced in acrylic hard court and re-fenced during 2019/20, funded by a Stronger Country Communities Fund grant with matching Council contribution, at a cost of \$33,895 for resurfacing, and \$33,000 for re-fencing (total value of the works \$66,895). Courts 3 and 4 were not included in the Stronger Country Communities Fund project as they had been out of use for two (2) years and decommissioned at time of the funding application.

## Community Engagement

Staff are maintaining regular contact with the Shoalhaven Heads Tennis Courts Management Committee, Shoalhaven Heads Tennis Club and The Chamber, pending Council's Resolution of this report. At an onsite meeting held on 2 August 2019 with representatives of these stakeholder groups, comment was provided on the following:

- The Tennis Court Management Committee:
  - Concerns that young players are training at Bomaderry because Shoalhaven Heads facilities are not enough
  - Informal advice from a contractor that trees surrounding the facility may need to be removed if synthetic resurfacing occurs
- The Tennis Club:
  - Membership has declined since Courts 3 and 4 became unusable and Club competitions are restricted due to wait times on Courts 1 and 2
  - They are of the view that there is a deficiency of hard courts in the Shoalhaven and the Club's preference is for the reinstallation of hard courts – supported by the Management Committee
  - Club competitions could increase on mixed surfaces (two (2) synthetic, two (2) hard)
- The Chamber:
  - A proposed donation from a community member identified for matching funding in the grant application – is currently unconfirmed – Council have not received this advice formally
  - Veterans Competitions could be played on mixed surfaces (two (2) synthetic, two (2) hard)
  - The Chamber's commitment to an annual contribution for a total of 3 years towards maintenance costs of synthetic multipurpose courts



- Quotes for resurfacing provided by the Chamber may have their total reduced by the amount required to clean the surface as these works have been undertaken voluntarily by the Chamber
- They are of the view that Courts 3 and 4 were installed by Council using a methodology and materials which were later found to be substandard
- Access to the courts is currently overseen by the Shoalhaven Heads Tennis Court Management Committee which provides access to the Tennis Club, and through a local shop which provides keys and collects fees for casual users. Although this is a common procedure with smaller courts, The Chamber believes that it is restrictive, results in limited usage and, therefore, proposes a key card system to increase utilisation

# **Policy Implications**

Council is Trust Manager of the Crown Land occupied by Shoalhaven Heads Tennis Courts 3 and 4 – the land has allocated purposes of "Public Reserve" and "Community Purposes", which allow all uses considered during the community consultation, including resurfacing of Courts 3 and 4.

The Community Infrastructure Strategic Plan identifies Council's strategic direction to increase activation of community facilities by encouraging multipurpose use.

## **Financial Implications**

Resurfacing works were initially proposed to be funded by grant monies. All quotes were sourced in late 2018 and are for both Shoalhaven Heads Tennis Courts 3 and 4.

See a detailed breakdown of costings in Attachment 5 (Councillors Information Folder).

## Grant Applications - these relate to Option 1

Two (2) grant applications have been submitted by the Chamber for multipurpose resurfacing of Shoalhaven Heads Tennis Courts 3 and 4, supported by a commitment for sponsorship / co-contributions by the Chamber:

- SportAus Federal Government Grant See Attachment 3 (Councillors Information Folder)
- My Community Projects State Government grants See Attachment 4 (Councillors Information Folder)
- Additional Grant information with financial comments See Attachment 5 (Councillors Information Folder)

## Other Works

In order to support best management practice of the courts, additional potential works to the facility have been identified:

- Council has received advice of drainage issues caused by water flow from Courts 1 and 2, which is thought to have played a role in the differential settlement in the subsurface of Courts 3 and 4 - drainage works will be required to ameliorate these issues, and can be funded from Council's Minor Improvements Budget 2019 / 20 if resurfacing proceeds
- The surrounding trees may need assessing if synthetic surfaces are installed as shade and falling debris can increase maintenance requirements.

## Asset Management Costs

Projected costs for synthetic court maintenance for Shoalhaven Heads Tennis Courts 3 and 4 over 10 years to 2030 have been estimated; these are detailed in Attachment 6 (Councillors Information Folder).

At a cost of \$12 per hour for synthetic court hire, it would require usage of, on average, fourteen (14) hours per week to meet these costs. This is in addition to the current ten (10) hours of usage per week on Courts 1 and 2 which meets basic maintenance costs on those courts. A minimum of twenty-four (24) hours paid usage per week is required in total, to cover the annual maintenance costs across all four (4) courts.

Should resurfacing proceed, income from facility hire will be reviewed after twelve (12) months in collaboration with the Shoalhaven Heads Tennis Courts Management Committee, to review funding with an aim to meet the asset's maintenance and replacement costs over the 10 year period to 2030.

## **Risk Implications**

#### Insufficient Funding

#### Grant Funds

If insufficient grant funds have been allocated through the grant funding sourced by the Chamber - including Chamber co-contributions – there may be expectations within the community that Council should fund the shortfall balance.

## Operational Costs and potential income

There will be an additional financial cost for the Tennis Court Management Committee which may not be met if Courts 3 and 4 are reinstated and usage rates for tennis do not increase, including:

- Resurfacing of courts is required within ten (10) to twenty (20) years, depending on surface type
- Courts require ongoing cleaning and maintenance as infrastructure deteriorates, e.g., fences are frequently vandalised and require repair

If the courts are multipurpose, and used for basketball and netball, Council does not currently charge local clubs for use of outdoor courts for these sports. This may also raise questions from the community on equity with application of user fees. This could be addressed by the addition of a Shoalhaven Heads-only hire fee for use of these courts, given that they are fenced. There is potential for an access control system to be installed by Council as part of the transition to the on-line booking system.

#### Insufficient Volunteers

Providing a multipurpose facility may result in existing volunteers being discouraged. As noted above, twenty-eight (28) respondents identified that they would be willing to volunteer to fundraise or to assist in multipurpose courts management. Council will invite respondents to the community survey to join the Management Committee.



Page 1

## Shoalhaven Heads Tennis Courts Future Use Survey Results Report

 Group:
 Finance Corporate & Community Services Group

 Section:
 Recreation Community & Culture

#### Purpose / Summary

To inform Council's Facility Management Team of the outcomes of a community engagement project that was designed and implemented to determine community needs in relation to the future use of tennis courts 3 and 4 that are located at the Shoalhaven Heads Tennis Court Facility.

**Background**At its Ordinary Meeting, held on 30 October 2018, Shoalhaven City Council resolved to decommission the two damaged tennis courts at Shoalhaven Heads and consult with the community regarding future use of the two courts.

In September 2018 an article appeared in the Heads News (a local newsletter produced in Shoalhaven Heads) regarding the possible future decommissioning of the two tennis courts at Shoalhaven Heads. The article (<u>Attachment A</u>) expressed disappointment regarding possible future use of the space as a community garden or open space and suggested that a more positive outcome would be to convert the courts into 1 or 2 multi-game courts (tennis, basketball, volleyball, netball or mini soccer/futsal). It was suggested that this conversion would cost \$20,000. The article encouraged members of the community to send an email to <u>heads.tennis@gmail.com</u> regarding the future use of the two courts and specifically sought responses to two questions:

- I support a multi-game Court or Courts in Shoalhaven heads
- I do not support maintaining or a multi-game court.

On the 25<sup>th</sup> January 2019 the Chair of the Shoalhaven Heads Chamber of Commerce and Tourism Inc. advised Council that over 70 written responses were received to the above survey and that most of the responses supported conversion of the two courts into multi-use courts. The Shoalhaven Heads Chamber of Commerce and Tourism Inc. subsequently submitted a successful grant application through the NSW State Governments AusSport Program. The application sought funds to convert the two tennis courts into multi use courts.

Shoalhaven City Council has been reluctant to become a signatory to the funding deed that is associated with the AusSport grant until:

- community opinion regarding the future use of the two tennis courts is obtained
- any future use is fully costed in terms of both installation and ongoing maintenance.

Shoalhaven City Council currently has no allocated funding for improvements, changes or maintenance of the two currently decommissioned tennis courts at Shoalhaven Heads.

#### Methodology

During May and June in 2019 Councils Community Development Team undertook a community engagement process regarding the future use of tennis courts 3 & 4 at



Page 2

Shoalhaven Heads. The community engagement process consisted of the following elements;

- Instigation of a working group that was comprised of members of the Shoalhaven Heads Tennis Court Committee. The purpose of the working group was to provide support and advice regarding the content of the community survey and to obtain local knowledge regarding the potential avenues for distribution of the survey.
- Design, distribution and promotion of a survey to obtain, unbiased and broad community opinion regarding the future use of tennis courts 3 and 4.

Staff from Council's Community Development Team met with members of the Shoalhaven Heads Tennis Court Committee during February 2019. A working group was subsequently formed and met once during May 2019 to discuss distribution points for hard copies of the survey in Shoalhaven Heads. The group was also engaged (via email) regarding the format and content of the draft survey. The final survey (Attachment B) was produced following feedback that was provided by members of the community working group and staff in Council's Facility Management and Community and Recreation Team's.

The survey was uploaded to Council's Get Involved webpage on the  $15^{th}$  May 2019 and a closing date was set at  $11^{th}$  June 2019.

During the week commencing 11 June 2019 1200 envelopes containing hard copies of the survey and a self addressed envelope were distributed to 1200 residents within Shoalhaven Heads. Approximatley 160 hard copies of the survey's were left at the following businesses that are located in Shoalhaven Heads.

- Shoalhaven Heads Caltex Petrol Station
- Shoalhaven Heads Bakery
- Shoalhaven Heads Take Away
- Shoalhaven Heads Community Centre.

The survey was advertised in the Heads News on the June 16<sup>th</sup> 2019 (<u>Attachment C)</u>. The Heads News newspaper is delivered to approximatley 2000 residents in Shoalhaven Heads and the surrounding area.

A number of social media posts on facebook and twitter were created to encourage members of the public to complete the survey. The two social media posts had a total reach of 12,745 people and resulted in 15 shares. A copy of comments that were received as a result of the facebook post is provided in <u>Attachment D.</u>

A media release regarding the survey was created and distributed to local print and radio outlets.

Electronic copies of the survey were distrubuted to the following community groups, businesses and individuals within Shoalhaven Heads:

- Berry Shoalhaven Heads Cricket Club
- Berry Shoalhaven Heads Junior League
- Shoalhaven heads Bowling Club
- Shoalhaven Heads Tennis Club
- Shoalhaven Heads Tennis Courts Management Committee
- Shoalhaven Heads Women's Bowling Club
- Shoalhaven Heads Surf Life Saving Club Inc.
- Shoalhaven Heads Golf Club
- Shoalhaven Heads Golfers Bushcare
- Shoalhaven Netball Association
- Shoalhaven Basketball Association
- Shoalhaven Soccer Club
- Vic Zealand Oval Management Committee



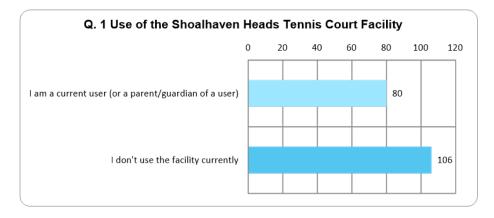
Page 3

- Jerry Bailey Burial Ground Research Group
- Shoalhaven Heads Red Cross
- Lions Club of Shoalhaven Heads
- Save Jerry Bailey Oval Inc
- Shoalhaven Heads Community Centre Management Committee
- Shoalhaven Heads Evening View Club
- Shoalhaven Heads Men's Shed
- Shoalhaven Head Playgroup
- Shoalhaven Heads RSL Sub Branch
- Shoalhaven Heads Senior Citizens Club
- Shoalhaven Heads Community Forum
- Shoalhaven Heads Community Library
- Shoalhaven Heads Public School
- Shoalhaven Heads Public School P& C
- Shoalhaven Heads BushCare Group
- Shoalhaven Heads Chamber of Commerce and Tourism
- St Peters Anglican Church

#### Results

Following the close of the survey on the 11<sup>th</sup> June 2019 a total of 186 responses were received from members of the community. A summary of results associated with each question that was asked in the survey is provided below.

Question 1. Please choose the option that best describes your use of the Shoalhaven Heads Tennis Court Facility.



The majority of respondents (106) indicated that they do not currently use the Shoalhaven Heads Tennis Court facility. 80 respondents were either a current user or the parent/guardian of a user.

Question 1A. Please specify how frequently you, or your family, use the Shoalhaven Heads Tennis Court Facility.



**Ghoalhaven** City Council Page 4 Q1.A Frequency of Use: Shoalhaven Heads Tennis Courts 0 5 10 15 20 25 30 35 40 Daily Daily Weekly 36 Weekly Monthly Monthly 18 Every 1-3 months Every 1-3 months 12 Every 3-6 months Annually Every 3-6 months 8

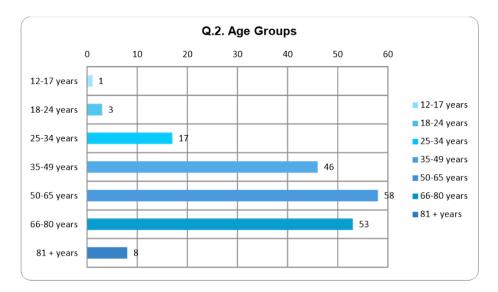
Of the 80 people that reported to use the Shoalhaven Heads Tennis Courts, approximately half reported using the facility on a weekly basis.

#### Question 2. Please indicate your age group.

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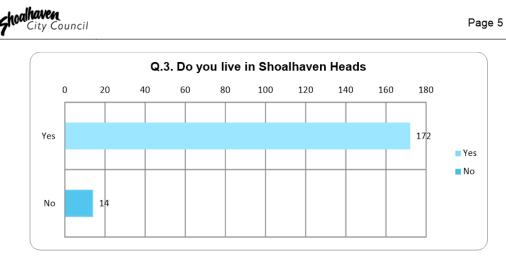
Annually

The three largest groups of respondents were 50-65 years, 66-80 years and 35-49 years. Very few responses were received from people aged less than 35 years.

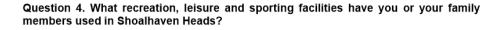


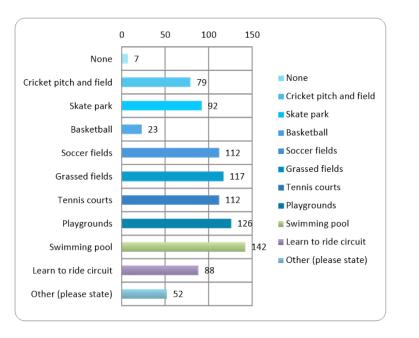
Question 3. Do you live in Shoalhaven Heads?





Almost all respondants indicated that they lived in Shoalhaven Heads (92.5%).



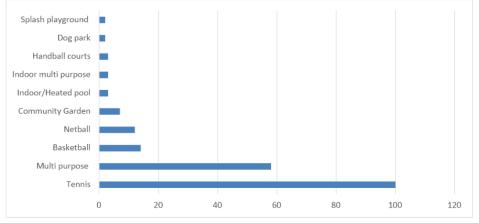


Respondants were able to provide more than one answer to this question. The most frequently used recereational facility in Shoalhaven Heads is the swimming pool (142 people) followed by playgrounds, grassed fields (117), playgrounds (126). The Shoalhaven Heads Tennis Courts and Soccer Fields are also popular recreation assets (112) respondants.

# Question 5. What do you think Tennis Courts 3 & 4 should be used for (subject to funding)?

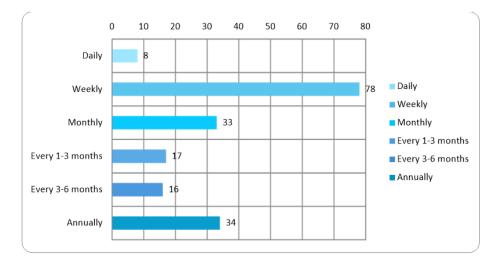






The majority of respondents (100 people) would like to see the two tennis courts reinstated as tennis courts. 58 respondents indicated that they would like the courts converted to a multipurpose outdoor facility that provides space for basketball and netball. Out of the 100 responses for tennis courts, 33 people indicated they would be willing to volunteer to help fundraise, maintain or be a part of a management committee to provide administrative support for the new facility.

Roughly the same number or people (28) indicated that they would be willing to volunteer to help fundraise, maintain or be a part of a management committee for a multipurpose facility.



#### Question 5a. If your idea was implement, how often would you use the facility?

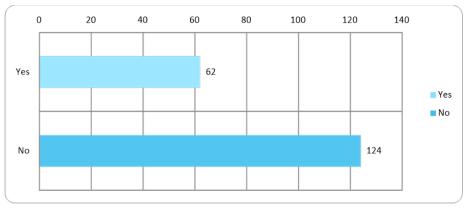
78 respondents or 42% reported they would use the facility weekly if their idea was implemented. Out of those 78 respondents, 46 respondents reported they would use the



Page 7

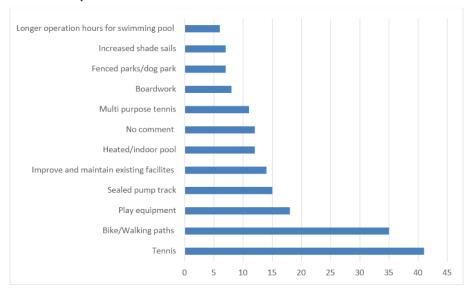
facility weekly for tennis and 28 respondents reported they would use the facility weekly for multipurpose courts.

Question 5b. Would you be willing to volunteer your time to help fundraise, maintain or be part of a Management Committee to oversee administration of your suggestion?



Encouragingly, out of 186 responses 62 individuals or 33% stated they would be willing to volunteer to their time to help fundraise, maintain or be a part of a management committee for their selected ideas if they were implemented.

- 42% or 33 individuals stated that they would be willing to volunteer their time if the courts were reinstated as tennis courts.
- 28 individuals stated that they would be willing to volunteer their time if the courts were converted to multipurpose courts.



Question 6. Broadly speaking what recreation/leisure/sporting facilities would you like to see developed in Shoalhaven Heads



Page 8

The 186 respondents provided over 258 responses to the above question. Most respondents would like to see tennis facilities developed. Almost as popular were bike and walking paths.

#### Discussion & Conclusion

The results of this community engagement process indicate a clear preference for reinstating courts 3 and 4 at Shoalhaven Heads back to their formal use as Tennis Courts. Although there is some interest from the community in converting the courts to multipurpose (primarily basketball and netball) this is by no means a broad consensus opinion about this within the community.

A significant proportion of respondents have indicated that they would be willing to donate their time and effort to help manage and fundraise for the tennis courts if Council was to reinstate the courts as tennis courts.

Attachment A

Attachment B

Attachment C

Attachment D



#### Shoalhaven Heads Tennis Courts – Future Use Feedback Received Prior to Community Consultation Period

1. Multi-Purpose Courts

Shoalhaven Heads Chamber of Commerce & Tourism Inc forwarded information regarding community consultation conducted by the Chamber without prior advice to Council. This information advised that over 70 written responses were provided to the Chamber and that most of these supported conversions of Shoalhaven Heads Tennis Courts 3 and 4 into multi-purpose courts. More feedback regarding this option was received during Council's formal community consultation.

2. Community Garden

Council received enquiries and held discussions with community members regarding the possibility of using the decommissioned courts for a community garden. Although this was identified as a potential option, no community members were able to be sourced to manage the project and pursue this option. Approximately 8 of the 186 respondents to the formal Council community consultation indicated that the decommissioned courts should be used for a Community Garden.

3. Tennis Courts only

The Shoalhaven Heads Tennis Courts Management Committee and Shoalhaven Heads Tennis Club's expressed preference for tennis courts only. Investigations were undertaken into the option to resurface courts as tennis only courts, but this is not considered a viable option.

- Council staff investigated a possible variance of the grant funding for court resurfacing in synthetic tennis (only), however, both the funding body and grant applicant have indicated support for multi-purpose only.
- Does not align with Council's Community Infrastructure Strategic Plan:
  - i. Multi-purpose use is not supported by this option
  - ii. Facility currently has low usage and does not warrant increase of infrastructure

# SA19.135 Milton Ulladulla Croquet Club Facility Update

**HPERM Ref:** D19/288932

Group:Finance Corporate & Community Services GroupSection:Recreation Community & Culture

Attachments: 1. Information provided by MUCC after the onsite meeting - August 2019 J.

## **Purpose / Summary**

1. This Report is presented to provide an update to Council following the onsite meeting with Milton Ulladulla Croquet Club (MUCC) on 21 August 2019.

## Recommendation

That Council:

- 1. Receive and note the report regarding the onsite meeting with Milton Ulladulla Croquet Club for information.
- 2. Note that staff will proceed with previous resolution MIN19.583 Parts 2, 3 and 4, being:
  - a. Maintain status quo with the Milton Ulladulla Croquet Club continuing to use the court at the Milton Showground, whilst further investigating to confirm the possibility for 4 courts at the Ulladulla Sports Park, following an on-site meeting.
  - b. Council receive a further report on outcomes of environmental investigation at Ulladulla Sports Park with the aim to definitively confirm the possibility of 4 courts at the site under the current legislation requirements.
  - c. Subject to funding, Council commence the construction of courts 1 and 2 at the Ulladulla Sports Park without delay.

# Options

## **Option 1 – This is recommended**

That Council accept the report for information

Implications:

- The REF including Heritage Assessment (which may take up to 15 months including 12 months of environmental observation if required) has commenced for courts 3 and 4. This will ensure that the site has potential to deliver 4 courts in line with the expectations of MUCC and a report will be provided to Council when the outcomes are known.
- MUCC will continue to use the croquet court at Milton Showground until such time as a new facility is built.
- Subject to identification of additional funding, this will deliver courts 1 & 2 and associated infrastructure, excluding the clubhouse. This does not meet the needs of MUCC who have indicated that the clubhouse is essential.
- This will continue to have an impact on the users of Milton Showground, including the Show Society, with reduced space until the new croquet facility comes on line.



# Option 2

That Council provide an alternative recommendation

Implications:

Unknown at this stage.

# Background

At the Ordinary Meeting of Council in August, Council resolved the following (MIN 19.583):

That Council:

- 1. Accept the report for information.
- 2. Maintain status quo with the Milton Ulladulla Croquet Club continuing to use the court at the Milton Showground, whilst further investigating to confirm the possibility for 4 courts at the Ulladulla Sports Park, following an on-site meeting.
- 3. Council receive a further report on outcomes of environmental investigation at Ulladulla Sports Park with the aim to definitively confirm the possibility of 4 courts at the site under the current legislation requirements.
- 4. Subject to funding, Council commence the construction of courts 1 and 2 at the Ulladulla Sports Park without delay.
- 5. Subject to consultation with the Croquet Club and following the on-site meeting a report be submitted to the September Strategy and Assets meeting.

This report responds to Part 5 of this resolution.

## Update - On Site Meeting – 21 August 2019

An onsite meeting was held at Ulladulla Sports Park on Wednesday 21 August. In attendance were six (6) representatives from the executive of the Milton Ulladulla Croquet Club (MUCC), four (4) Council staff, and two (2) Councillors from Ward 3. An apology was received from a Ward 2 Councillor. The meeting covered the following key areas with staff following up.

## The proposed location, site constraints and potential design changes

- Potential changes in the design and the orientation of the courts where raised by MUCC. These aimed to minimise potential environmental impacts. Staff made comment on time and financial impacts.
- Subsequent advice from MUCC has indicated that delivery of the existing Stage 1 is a priority (Attachment 1) without design changes.

# Car Park, times of use and floodlighting requirements

- MUCC clarified their usage and playing times, being predominantly weekdays during the daylight hours which may influence the car parking requirements.
- MUCC advised they do not believe that additional car parking is required. This was also provided in additional written feedback (Attachment 1).
- MUCC have advised that although lighting is not needed in the next 12 months, it is a priority to begin night matches in the future. This will require floodlighting the field.

## Subsequent investigations by staff:

- Staff have completed some additional investigations with the Duty Planners. This identified that this project will require a Development Application (DA). Part of the process will consider car parking requirements and compliance with the DCP 2014.
- If the Clubhouse is built on a slab, as opposed to piers, a DA is required.
- Preparation, submission and consideration of the DA will impact on the delivery timeline.
- In the review of costs, there is the option to install the lighting infrastructure up front and defer the floodlighting for courts 1 and 2. This will require future funding for floodlights, current estimate \$20,000.

## Clarification on design, costing and purpose of use for the Club House

- MUCC advised on site that the current design option is their preference.
- MUCC quotes for the club house included a 'lock up shell' only and did not include fixtures or connection of services.
- At the time of writing this report, MUCC have not provided the cost estimates to Council.

## Subsequent investigations by staff:

• Staff were able to review the costings for the club house and have made changes in the estimates in the value management review – detailed below.

## Options for delivery of the project

Options for a staged approach and the implications of this on the MUCC's ability to operate in both the short and long term were discussed:

- Staff advised that a staged delivery approach, with courts 1 & 2 including associated services infrastructure and the club house including storage and amenities, separated into 2 stages (Stage 1a and Stage 1b respectively).
- MUCC advised this was not preferred and will not support delivery of courts without the provision of a club house that can accommodate a tea break for 20 indoors, storage and amenities. This was also provided in additional written feedback (Attachment 1).

#### Financial Implications

#### **Review of Financial Estimates / Value Management Review**

A value management review on the current design has identified potential savings estimated to be \$291,110 from the original scope of works to deliver Stage 1 in the following areas:

- Club house design and construction
- Contaminated land costs
- Deferment of flood light instillation

#### **Revised Summary of Costs and Funding Requirements**

Stage 1a	Stage 1b
Courts 1 & 2 including associated services infrastructure	Clubhouse including storage, amenities
Estimated cost - \$866,404	Estimated cost - \$200,000



Additional Funding requirement - \$153,049	Additional Funding requirement - \$200,000

Overall, MUCC do not support a staged approach, advising that the courts cannot be used without a club house. A staged approach would allow a DA and ensuing Request for Tender (RFT) to proceed for Stage 1a subject to funding of \$153,049 being identified.

To proceed with Stage 1 in its entirety (i.e. 1a & 1b) to meet MUCC requirements will require additional funding of \$353,049. All work is still subject to market testing through the RFT process.

Subject to Council's decision in respect of this report, staff will continue to explore funding opportunities in consultation with the MUCC to enable construction of courts 1 & 2 to commence at the Ulladulla Sports Park in accordance with Council's resolution (Part 4) in MIN19.853.



#### Milton Ulladulla Croquet Club Facility Council MIN17-323 26 April 2017 refers

Response following meeting on Wednesday 21 August 2019

#### Second Court Urgent

We urge Council to proceed with the delivery of Stage 1, which comprises 2 croquet courts, clubhouse and associated infrastructure at the Ulladulla Sports Park without delay. With membership at around 40 for 6 years it has been impossible to actively pursue new members and playing programs due to the lack of a second court. (maximum 26-30 players is the ideal for one court) The club has stagnated.

#### **Clubhouse Essential**

As we stressed at our meeting on 21 August at the site, the delivery of a clubhouse concurrently with the 2 courts is essential. You cannot play croquet without a clubhouse, which provides the essential facilities of toilets and storage of playing equipment. We understand that Concept Floor Plan C has been agreed.

#### Parking

The question of providing additional parking spaces would seem unnecessary. Croquet play generally occurs on weekdays all year round with extended play during daylight saving. We have the flexibility to avoid organized croquet events during the periods of high usage by football and netball. Therefore parking should not be an issue.

#### Long Term

The resolution of Council MIN17.323 provided for sufficient land for four courts in the future, with construction of two courts initially by the end of the third quarter of 2018/2019. This has obviously not happened. While it would seem shortsighted not to plan for the four court facility, the need for the second court is urgent and we urge Council to deliver Stage 1 without delay.

Milton Ulladulla Croquet Club Committee



# SA19.136 2019/2020 Conferences

HPERM Ref: D19/290224

Group:Finance Corporate & Community Services GroupSection:Human Resources, Governance & Risk

#### **Purpose / Summary**

To consider Councillor attendance at various conferences from September 2019 to December 2020.

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

That Council

- 1. Authorises available Councillors to attend the following conferences and such attendance be deemed Council Business.
  - a. 2019 NSW Local Government Aboriginal Network Conference
  - b. 28<sup>th</sup> NSW Coastal Conference
  - c. 19th International Cities and Town Centres Conference
  - d. 2019 National Local Roads & Transport Congress
  - e. Local Government Parking Summit 2019
  - f. 2019 Global Eco Asia-Pacific Tourism Conference
  - g. 2020 Australian Coastal Councils Conference
  - h. 2020 Australian Local Government Women's Association NSW State Conference
  - i. 2020 OzWater Conference
  - j. 2020 National Australian Women's Association Conference
  - k. 10th Australian Small Bridges Conference
  - I. 2020 National General Assembly of Local Government
  - m. Local Government Planning & Environmental Law Conference 2020
  - n. 2020 LGNSW Water Management Conference
  - o. 2020 NSW Local Government Aboriginal Network Conference
  - p. 2020 LGNSW Annual Conference
  - q. 20th International Cities and Town Centres Conference
  - r. Local Government Parking Summit 2020
  - s. 2020 National Local Roads & Transport Congress
  - t. 2020 Global Eco Asia-Pacific Tourism Conference
- 2. Require that travel, registration fees, accommodation and all reasonable out-of-pocket expenses be met in accordance with Council Members Payment of Expenses and Provision of Facilities Policy.
- 3. Request Councillors attending the conference to provide a written report within 30 days of returning from the conference.



## Options

- 1. As per the recommendation. Additional information on conferences which is not available at the time of publication of the report will be provided to the Councillors.
- 2. That Council receive an individual report for each conference.
- 3. That Council not approve Councillor attendance at one or more of the listed Conferences as Council Business.

## Background

In order for Councillors' registration and associated expenses for attendance at Conferences outside the local government area to be covered by the <u>Council Members – Payment of</u> <u>Expenses and Provision of Facilities Policy</u>, a resolution of the Council is required to determine the attendance as 'Council Business'.

In previous years a separate report has been written for Councillor attendance at each of the conferences listed in the recommendation. To reduce administration and inform Councillors of conferences available for attendance in advance it is proposed that Council authorise attendance at all of the following conferences in this one report. Additional reports will be provided to the Council when there is a need to appoint voting delegates and endorse motions from the Council for inclusion in the business paper of a conference.

The details of the Conferences available to the Council currently are as follows:

a.	2019 NSW Local Governme Dates: Location: Costs of Registration:	ent Aboriginal Network Conference 9-11 October 2019 Sydney, NSW Not yet available
b.	28 <sup>th</sup> NSW Coastal Conferent Dates: Location: Costs of Registration:	<u>nce</u> 30 October to 1 November 2019 Terrigal, NSW up to \$895
C.	<u>19<sup>th</sup> International Cities and Dates:</u> <u>Location:</u> <u>Costs of Registration:</u>	Town Centres Conference 23-27 October 2019 Townsville, QLD up to \$1300
d.	2019 National Local Roads Dates: Location: Costs of Registration:	& Transport Congress 18-20 November 2019 Hahndorf, SA Up to \$990
e.	Local Government Parking Dates: Location: Costs of Registration:	Summit 2019 6-8 November 2019 Manly, NSW Up to \$2,995

f. <u>2019 Global Eco Asia-Pacific Tourism Conference</u> <u>Dates:</u> 2-4 December 2019



	Location: Costs of Registration:	Cairns, QLD up to \$1295
g.	2020 Australian Coastal Co Dates: Location: Costs of Registration:	ouncils Conference Not known – last event was 6-8 March 2019 Not yet available Not yet available
h.	2020 Australian Local Gove Dates: Location: Costs of Registration:	ernment Women's Association NSW State Conference 26-28 March 2020 Shellharbour City, NSW Not yet available
i.	Waste 2020 Conference Dates: Location: Costs of Registration:	5-7 May 2020 Coffs Harbour, NSW Not yet available
j.	2020 OzWater Conference Dates: Location: Costs of Registration:	5-7 May 2020 Adelaide, SA Not yet available
k.	2020 National Australian W Dates: Location: Costs of Registration:	<u>/omen's Association Conference</u> Not confirmed – last event was 15-17 May 2019 Not yet available Not yet available
I.	10 <sup>th</sup> Australian Small Bridge Dates: Location: Costs of Registration:	<u>es Conference</u> 2-3 June 2020 Surfers Paradise, QLD Up to \$1200
m.	2020 National General Ass Dates: Location: Costs of Registration:	embly of Local Government 14-17 June 2020 Canberra ACT Not yet available
n.	Local Government Planning Dates: Location: Costs of Registration:	g & Environmental Law Conference 2020 Not confirmed – last event was 21 June 2019 Not yet available Not yet available
0.	2020 LGNSW Water Mana Dates: Location: Costs of Registration:	gement Conference 2020 date not confirmed (2019 date 2-4 September) Not yet available Not yet available
p.	2020 NSW Local Governm Dates: Location: Costs of Registration:	ent Aboriginal Network Conference 2020 date not confirmed (2019 date 9-11 October 2019) Not yet available Not yet available



q.	2020 LGNSW Annual Conf Dates: Location: Costs of Registration:	erence 2020 date not confirmed (2019 date 14-16 October) Not yet available Not yet available
r.	29 <sup>th</sup> NSW Coastal Conferent Dates: Location: Costs of Registration:	nce 2020 date not confirmed (2019 date 30 Oct to 1 Nov) Not yet available Not yet available
S.	20 <sup>th</sup> International Cities and Dates: Location: Costs of Registration:	Town Centres Conference 2020 date not confirmed (2019 date 23-27 October) Not yet available Not yet available
t.	Local Government Parking Dates: Location: Costs of Registration:	Summit 2020 2020 date not confirmed (2019 date 6-8 November) Not yet available Not yet available
u.	2020 National Local Roads Dates: Location: Costs of Registration:	& Transport Congress 2020 date not confirmed (2019 date 18-20 November) Not yet available Not yet available

v. <u>2020 Global Eco Asia-Pacific Tourism Conference</u> <u>Dates:</u> 2020 date not confirmed (2019 date 2-4 December) <u>Location:</u> Not yet available <u>Costs of Registration:</u> Not yet available

For those conferences where details of the Conferences were not available at the time of this report, Councillors will be advised by email of the specific details. Councillors will also be advised further in relation to the above conference as conference dates get closer.

It is acknowledged that the above list may not include all conferences which may be available in the upcoming year. Conferences additional to those listed above which warrant consideration of attendance by Councillors will be reported individually to the Council once their details are advertised.

## **Policy Implications**

The Council Members – Payment of Expenses and Provision of Facilities Policy limits attendance at conferences to three per annum per councillor exclusive of any conference arranged by either the State or National Local Government Associations.

## Financial Implications:

Funds are available for Councillors to attend these conferences.

The expenses relating to Councillors' attendance at conferences and other expenses are published annually on the Council's Website.

# SA19.137 Hyams Beach Community Hall

HPERM Ref:	D19/257794
Group: Section:	Assets & Works Group Technical Services

## Purpose / Summary

To inform Council of the issues and outcomes needed that result in the community's use of the former RFS building at Hyams Beach.

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

That:

- 1 Council note that a portion of the Hyams Beach Community Hall site is on land that is part of a successful Aboriginal land claim by the Jerrinja Local Aboriginal Land Council (JLAC) and the land is also subject to a Native Title claim. This means that the JLAC cannot conduct any dealings on the land until Native Title matters are resolved. In the interim Council is seeking to negotiate a licence to operate the facility so an action plan for repairs can be developed and implemented. Based on recent inspections of the building it's estimated that extensive repairs will cost in the order of \$135,000 and demolition of the building would be approximately \$60,000.
- 2 Staff continue to make representations to Jerrinja Local Aboriginal Land Council to negotiate an agreement for use and occupation of the building.
- 3 An update report be provided to Council at the November 2019 Strategy and Assets Committee.

## Options

1. Council Adopt the recommendation

<u>Implications</u>: Council will receive an update on the issues associated with the former RFS building; continue to make representations to Jerrinja Local Aboriginal Land Council to negotiate an agreement for use and occupation of the building; and provide a further report to Council.

2. Not adopt the recommendation

<u>Implications</u>: Council will not receive an update on the issues associated with the former RFS building.

# Background

On 23 July 2019 Council resolved (MIN19.475), in part 2.h., that:

2. Council note that given the complexity and expertise required to progress the following "long-term solutions", separate reports to future Strategy & Assets meetings are being prepared, and that the outcomes of deliberations on those further reports

will be consolidated into the Draft Hyams Beach Access and Management Master Plan:

h. Community Hall: Community requests for access to the hall, identified challenges and associated costs.

This report is in response to the resolution, part 2.h.

On 25 October 2018 Council staff provided a briefing to Councillors which raised issues associated with the land Claim and additional items to overcome, inclusive of:

- Asset Protection Zone (not achievable given adjoining NPWS land)
- Zoning (currently SP2 Emergency Services)
- Asbestos
- Encroachment of building (Ownership)
- Cost of building Compliance (e.g. carparking, accessibility, construction to flame zone)
- Condition of the building to enable community occupation

The subject land consists of two adjoining lots, those being Lot 79 (Council Land), identified blue, and Lot 78 (Jerrinja LALC) identified red and yellow in Attachment 2.

The use of the building by the community has been an ongoing issue since the RFS moved to the Bay and Basin Leisure Centre site in 2013. Following on from this, in November 2013 Council undertook a detailed building inspection to provide costings associated with required upgrades prior to any community occupation. Two options were provided, firstly \$115,000 to upgrade, including asbestos removal, and secondly \$60,000 to demolish. No action was taken at the time in respect of either option and the building sat idle.

It was not until early 2016, following a request to formalise occupation from the Hyams Beach Villagers Association (HBVA) and a Notice of Motion being submitted to the January 2016 Ordinary meeting, that opportunities relating to the building were raised, where it was resolved that (MIN16.71):

- (a) The General Manager provide a status report for the old Hyams Beach Fire Station. Such report to include the costs required to make the building usable.
- (b) The status report detail other steps that may be necessary to enable rental or use by community groups.
- (c) All reports be provided to Council at an appropriate meeting in order that Councillors might determine whether further discussions with HBVA is worthwhile.

As a result of the above, an inspection of the building determined extensive repairs were needed with the cost of the works escalating to \$135,000 and demolition remaining at \$60,000.

The other major factor this inspection revealed was the need for bush fire protection. The building is surrounded by heavy vegetation and adjoins National Parks and Wildlife land. A bushfire assessment report would need to be undertaken in accordance with the EP&A Act 1979; the Rural Fires Act 1997; Rural Fires Regulation 2013; and Planning for Bush Fire Protection 2006. It was estimated the APZ around the building would need to be approximately 40 metres, however given the ownership of the adjoining land it was considered that an approval would never be obtained, resulting in other fire protection methods being implemented that would add significantly to the cost of repairs as stated above.

Given both the asbestos issues and inadequate fire protection, the community's access has been removed and continues to be removed for health and safety reasons.

The following background information in relation to this matter was provided in the report to the Strategy & Assets Committee on 23 July 2019 (from page 25 of the Agenda: <u>https://shoalhaven.infocouncil.biz/Open/2019/07/SA\_20190723\_AGN\_15988\_AT.PDF</u>):

# Access to the Hyams Beach Community Hall

Members of the HBVA have expressed frustration that the community has not been able to access the community hall for several years.

A portion of the land that the hall sits on is part of a successful Aboriginal land claim by Jerrinja Local Aboriginal Land Council. The land is also subject to a Native Title claim. This means that Jerrinja Local Aboriginal Land Council cannot conduct any dealings on the land until Native Title matters are resolved. This is expected to take a number of years.

Council staff have made representations to open discussions with Jerrinja Local Aboriginal Land Council to enter into a licence agreement. At the time of this report, Council staff have not yet met with Jerrinja LALC.

In the event a licence is negotiated, Council can then determine what needs to be done to make the building safe and develop an action plan.



Front elevation of the former RFS building





Rear elevation of the former RFS building

# Community Engagement

The CEO, Tourism Manager and Tourism Project Officer met with representatives of the HBVA on 13 May 2019. The President of the Association expressed significant frustration that Council had changed the locks to stop the community from accessing the hall. He also asked that the community be given access to the hall again.

At its meeting on 8 June 2019 the HBVA unanimously voted to request that "Council use its best endeavours to enter into a license agreement with the Jerrinja Land Council concerning use/upgrade of the fire Shed by end of July 2019"

The Tourism Project Officer met with representatives of the HBVA and business representatives on 22 July 2019. The President of HBVA expressed frustration from the community regarding being denied access to the shed and again asked that Council allow the community to access the hall.

Given that asbestos and fire protection issues remain and that no agreement currently exists with Jerrinja Local Aboriginal Land Council, legal occupation cannot occur.

Council will continue to liaise with Jerrinja LALC to resolve the licence issue as quickly as possible. Once this is achieved the other issues can be considered and costed.

## **Policy Implications**

Nil.

## **Financial Implications**

As a result of the above, an inspection of the building determined extensive repairs are needed which will cost \$135,000 or demolition remaining at \$60,000.



hbvaccb@gmail.com

17 June 2019

The General Manager

Shoalhaven City Council



## Motions to Council from HBVA General Meeting, 8 June

The Hyams Beach Villagers Association held it quarterly general meeting on 8 June. The meeting was attended by 28 HBVA members and 4 visitors, including Councillor Patricia White.

The meeting differed in format from past meetings, in that it focused heavily on a number of motions that had been circulated in advance – motions prepared by the Executive Committee and in one case requested in advance by another member. The motions heavily reflected reactions to the Council resolutions of 26 March in relation to Hyams Beach, but included some others linked to matters previously raised with Council officers.

The meeting requested that I pass these motions through to Council. The meeting was only able to capture the views of those present – about 1 in 7 of our membership – but do reflect some views held strongly in the village.

Before setting out the motions, I would like to stress again the strong support expressed at the March meeting in relation to the valuable work of Council in addressing the 'peak period' severe traffic issues. While recognising that further progress is needed (the direct subject of one of the motions) the improvement achieved over the last season was dramatic and very well received. We are keen now not to lose momentum in moving to a more sustainable solution to this and other concerns linked to high levels of visitor numbers. Please interpret these motions in this context.

#### 1. EOI for Smart Solutions to Traffic Management

**Motion 1:** The EOI be advertised and/or sent out to potential respondents by end June 2019, and Council report back to HBVA on the nature of ideas and responses by the end of August 2019 for consultation.

#### The motion was carried with one vote against.

**Comment:** The discussion recognised the potential difficulties in meeting this timeline, including feedback provided to HBVA (email from Lorraine Haywood to HBVA, 5 June) and to one member who had approached Council directly. The wording of the original motion was amended following discussion, but the original proponent indicated a keenness to emphasise the importance to the community of moving ahead quickly, given the achievement to date. In earlier discussion with Stephen Dunshea, Stephen indicated to me and others a concern that using this EOI process might be seen as procrastination by Council. Our response at the time



was to stress a strong desire to move to the 'right solution' and we supported the concept of testing if there might be smarter, more acceptable solutions using modern technology and experience from elsewhere. The Executive Committee remains of this view, but we do see a need for early progress if this is to remain a sensible part of the process. We also see the need for the EOI process to be conducted well. I note the invitation received from Lorraine, after the general meeting, for our participation in the EOI process and requesting nomination of a representative. I have responded separately to Lorraine on this matter and you can be assured of our cooperation.

#### 2. Water quality monitoring in lagoon below Seamans Beach Carpark

- **Motion 2a:** HBVA request that the creek/lagoon below the Seamans Beach Carpark become a subject for Shoalhaven's Beach Watch program and that the water in it be tested for faecal coliform and enterococci bacteria on a regular basis to support potential notifications of any public health risks to visitors.
- **Motion 2b:** The design of the new and existing toilet block incorporate provision for the toilet facilities, the showers, taps and wastewater from cleaning the facilities to be connected to the sewer to prevent further erosion and contamination of the creek/lagoon, according to Council's Foreshore Policy and the Policy for Parks and Reserves.

#### The motions were carried unanimously.

**Comment:** Members of our Executive have expressed concerns with the water quality in the lagoon, and links to the amenities above the lagoon, on several occasions. Some testing has been done, but we have not yet received results of testing for faecal coliform and enterococci bacteria, the main concern with the lagoon given concerns with the operation of toilet and shower facilities above. The motions as set out above emerged following amendment from the floor, including the request that inclusion in the Beachwatch program be pursued as a way of establishing regular monitoring. However, the principal concern reflected in the discussion lay with the view that the lagoon, which can be heavily used by visitors, especially young children, may pose a public health risk – and that those risks may be exacerbated by the design and cleaning practices in the facilities above. It is possible that the major risks occur not after heavy rain (that can flush the lagoon) but rather after periods of dry weather and the build-up of run-off products from the facilities above.

We are keen that the design of the new facilities help in addressing these concerns. I was also asked to pass on the view that there are problems with used toilet paper being dropped on the floor of toilets – and subsequently hosed as part of the cleaning process, with the wastewater draining to the lagoon. There may be a cultural aspect to this problem, with some users not being aware that the toilet paper should be flushed. It was suggested that appropriate signage might be provided in the toilets, and bins for used toilet paper, that are common in some parts of the world, might also be considered. We are of course keen to consult on the design of the new facilities and the proposed cleaning arrangements.

#### 3. Out of Village Car Parks



Motion 3: The HBVA is aware of recent correspondence to Council opposing out of village carparks on the old tip site and in the Jervis Bay National Park. The HBVA expresses its own serious reservations about the environmental threats posed by any such development of carparks along this strip. It requests that Council look to using other existing carparks, shuttle bus services and various 'smart solutions' as alternatives ways to resolving the parking limitations of Hyams Beach Village while providing access to the beach.

### The motion was put to the floor and 12 voted for it, 7 against (9 abstentions)

### Motion 3a: That the HBVA objects to any form of out-of-village car parking within the Jervis Bay National Park and the land granted to the Jerrinja ALC, such as the old tip site.

### The motion was put to the floor and 18 voted in favour, 6 against, with 4 abstentions

**Comment:** In 2 recent meeting with Council staff, representatives of the Executive Committee have stressed that the development of parking facilities in the bushland in the land above Hyams Beach would result in significant pushback – and that other options should be seriously pursued. The environmental concerns are very serious – relating to the function of the land as a narrow and high value wildlife corridor, and to the fact that the land around the tip site will have serious contamination problems. Chris Grounds (who has made submissions to Council in response to the Council resolution to explore these options) was invited by a member of the Executive Committee to speak to our general meeting and he addressed these matters ahead of any vote on the motions – emphasising the nature of the wildlife corridor, the endangered species that are present in the corridor and resistance to the notion of land reverting from National Park to parking.

The opposition to, and abstentions from, Motion 3 appear to have been linked strongly to the view that it did not go far enough – with several who voted against this motion then voting in favour of the stronger Motion 3a. However, one member spoke strongly against a proposition he saw as seeking to limit access to the beach.

Support for Motion 3a was strong, but speakers against stressed opposition to the approach of ruling out any consideration of possibilities, even before proposals have been developed.

Some of the comments clearly indicated concerns that any out of town parking would add to the already unacceptable pressures on the village, beach and environment from people at peak times. This was a point of difference across the speakers.

#### 4. Status of HBVA Strategic Plan

**Motion 4:** That Council provide us with official notification of the status of the Strategic Plan and if it has been accepted, inform us as to when this occurred.

### The motions was carried with no dissent.

**Comment:** HBVA submitted its draft Strategic Plan to Council approximately 2 years ago. As yet, we have not received any formal advice as to its status. At the briefing of CCBs held in Ulladulla in May, Stephen Dunshea stressed the important role that the strategic plans

3/5

would play in forward infrastructure and related planning. At that meeting, attended by myself and Morgan Sant, we were informally advised that our strategic plan had been accepted by Council – but we have not received any formal notification.

### 5. Hyams Beach Fireshed

<u>Motion 5:</u> The HBVA requests that Council use best endeavours to enter into a license agreement with the Jerringa Land Council concerning use/upgrade of the Fire Shed by end of July 2019.

### Carried unanimously

**Comment:** This has been an on-going issue for some years, complicated by changes in the status of the land on which the shed is located. Our understanding is that in principle agreement had been reached for Council to pursue a license agreement, pending final resolution of the land title issues, but there appears to have been no progress. The motion indicates a desire to move this process onto a reasonable timeline. We appreciate that there will be a need for discussion with HBVA regarding terms of any arrangement.

### 6. Seamans Beach Carpark Gates

**Motion 6:** The HBVA requests that, if an alternative approach cannot be implemented quickly, Council move to implement the trial of a gate at the Seaman's Beach Carpark to prevent unauthorised stays and unruly behaviour at night. The design and build of the gate should be appropriate to the spirit of a trial. The HBVA supports that the gate be in place by the October long weekend 2019.

### Motion was put - 16 voting for, 6 against (6 abstentions)

**Comment:** This motion flows from the Council resolution to trial a gate and from the subsequent discussions held with Council officers. It is acknowledged that there is a difficult problem, but the pressure to do something flows from years of severe noise and rowdiness problems in the carpark at night – with these problems persisting all year. When representatives of the Executive Committee last met with Stephen Dunshee, Mark Crowther (our President) indicated that there may be smarter solutions than the gate, based around the use of cameras to allow enforcement of restrictions. However, we understand that this is unlikely to happen quickly – though it might sensibly be addressed as part of the EOI process. In the meantime, proceeding with the agreed trial would appear the best way forward. The discussion including a concern with locking the toilet doors at night (not proposed in this motion) and with the logistics of locking and opening the gates.

HBVA would be keen to assist in progressing these matters, or discussion practical alternative approaches to pursuing the objectives underlying the motions. Please contact me or Mark Crowther if you would like to discuss any of these matters. Our email addresses are in email used to send this letter.

I am heading overseas this coming Tuesday, but will still see emails. Mark will be getting back into Hyams soon after.

I hope it is possible to progress these important matters within a reasonable timeframe.

There were two other matters raised at the meeting requesting I write to Council. I will address these in a separate email.

Regards.

D. Campbell

Secretary, HBVA





# SA19.138 Hyams Beach - Seamans Beach Carpark - Illegal Camping and Noise Complaints

HPERM Ref: D19/233337

Group:Assets & Works GroupSection:Technical Services

- Attachments: 1. Letter from Hyams Beach Villagers Association Seamans Beach carpark gate <u>1</u>
  - 2. Plan Lockable Gate Concept Seamans Beach Carpark &

## Purpose / Summary

The purpose of this report is to allow Council to consider an option to control access to the Seamans beach carpark and toilet facility with the aim of restricting unauthorised overnight camping at the location and provide additional disabled parking.

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

That in respect to Seamans Carpark, Hyams Beach, Council:

- 1. Install a lockable gate at the entrance in accordance with the (D19/275486) sketch at an estimated installation cost of \$12,000 to be funded from the Coastal Villages Traffic Management fund for the 2019/2020 financial year.
- 2. Engage commercial security to lock the toilets and carpark at 7pm and volunteers sought to unlock the gate at 6am during Christmas and Easter school holiday periods (including the weekends either side of these periods), the cost of \$26,075 to be funded from the Coastal Villages Traffic Management fund for the 2019/2020 financial year and then after from a specific operating budget to be determined during Council 2020/2021 budget deliberations
- 3. Not install additional disabled spaces due to non-compliant grades or accessible paths of travel currently exist in the carpark and given the demand for such access is considered to be low.
- 4. Not install a CCTV system to monitor illegal activity at the carpark.

## Options

1. As recommended

Implications: Illegal parking will be prevented, and thus overnight camping will be deterred.

2. Some minor variation to the recommendation (i.e. different opening or closing times)

<u>Implications</u>: Illegal parking will be prevented, and thus overnight camping will be deterred to a more or less extend depending on the actual changes.

3. Do nothing

Recommendation: That after considering the costs and potential benefits associated with locking the carpark and toilet block Council take no further action in relation to installing locks, engaging security, installing CCTV and creating disabled carpark spots.

<u>Implications</u>: Illegal parking will continue to be managed as with every other unlocked carpark.

## Background

At the Strategy and Assets Committee meeting on 23 July 2019 the Committee resolved as follows (under delegated authority from Council, MIN19.475):

https://shoalhaven.infocouncil.biz/Open/2019/07/SA\_20190723\_AGN\_15988\_AT.PDF).

- 2. Council note that given the complexity and expertise required to progress the following "long-term solutions", separate reports to future Strategy & Assets meetings are being prepared, and that the outcomes of deliberations on those further reports will be consolidated into the Draft Hyams Beach Access and Management Plan:
  - b. Illegal Camping and installation of a gate at Seamans Beach carpark: Installation of a gate on Seamans Beach carpark with associated options and costings, including locking toilets, additional disabled parking and additional line-marking.

This report is in response to the resolution, part 2.b.

Extensive background in relation to this matter is provided in the above report (page 25 of the agenda) and the Micromex Research Consultation Document, both of which are available on Council's website via the following links:

1. https://shoalhaven.infocouncil.biz/Open/2019/07/SA\_20190723\_AGN\_15988\_AT.PDF

2. https://getinvolved.shoalhaven.nsw.gov.au/39719/documents/94901

As part of Council's community engagement process, Council conducted a survey from 3 October to 13 November 2018 on various short and long-term options at Hyams Beach. Options presented were broad to gauge the level of support for the options in principle. Some options require additional consultation with the community if Council decides to proceed.

There were 95 survey responses and 45 written submissions. Some of the respondents completed both the survey and submitted a written submission.

Micromex Research analysed both the survey responses and written submissions and prepared a report for Council on 10 December 2018 ("the Micromex Report"), published on Council's website at: <u>https://getinvolved.shoalhaven.nsw.gov.au/39719/documents/94901</u>.

## Additional disabled parking facilities at Seamans Beach carpark

Respondents to the survey were generally supportive of extra disabled parking facilities in Seamans Beach carpark, with the breakdown of responses as follows:

23% "love it", 40% "Ok idea", 15% "I don't care either way", 14% "don't like it" & 8% "hate it".

The written submissions in relation to disabled parking facilities in Seamans Beach carpark:

"commented on wanting more disabled parking/access, [and] they also discussed how there is not currently sufficient facilities/ramps at Seamans Carpark for disabled people to access the beach.

Comments varied from wanting to convert the whole of Seamans Carpark into disabled parking, to not wanting to remove any parking spots that everyone can use."

Specific comments on this option are published on page 21 of the Micromex Report.



Despite the apparent community support for this option, the carpark itself does not provide the necessary grades or accessible paths of travel to provide disabled parking that is compliant to the standards and there is currently no disabled access to the beach. Presently there is one non-compliant disabled space in the carpark and upon analysis of the demand and compliance with Council's Development Control Plan chapter *G21 Carparking and Traffic* there is no identified need for additional disabled carparking spaces at this location.

## Locking the toilets and gate to Seamans Beach carpark

The resolution of Council to trial of locking the toilets overnight (26 March 2019 – MIN19.162) was discussed with representatives of the Hyams Beach Villagers Association on 15 April 2019. Representatives suggested to delay the trial until a gate is in place to close the carpark.

A letter from the Hyams Beach Villagers Association dated 17 June 2019 is at Attachment 1. At their general meeting on 8 June 2019 members voted to "request that, if an alternative approach cannot be implemented quickly, Council move to implement the trial of a gate at the Seamans Beach carpark to prevent unauthorised stays and unruly behaviour at night. The design and build of the gate should be appropriate to the spirit of a trial. The HBVA supports that the gate be in place by the October long weekend 2019."

## Installation of a gate on Seamans Beach carpark

As alluded to above, to control access to the carpark (and thus try to eliminate/manage illegal camping), the community consultation processes have suggested installing a gate that can be locked.

Туре	Comment	Approx. Cost
Chain across the entrance	This was not explored in detail as chains have proven to be dangerous with children swinging on them and they become heavy to drag open and closed and are not too difficult to cut.	\$6,000
Boom Gate (manual)	Manually lifted and lowered booms can be awkward/dangerous to operate, and not very robust, thus most likely ineffective without being staffed.	\$10,000
Boom Gate (motorised)	Not very robust, thus most likely ineffective without being staffed. May have ongoing maintenance issues.	In excess of \$30,000
Removable Bollards	Bollards that are fixed to the ground and removed then replaced. They can be difficult to lift out and into place, issues arise with storage, they are relatively easy to nudge over with a four-wheel drive.	\$12,000
Retractable Bollards (manual)	Bollards that are socketed into the ground and can be pulled up to lock the carpark or lowered into the pavement to open it. They are more resistant to being nudged over with a four-wheel drive than removable bollards but only have to be slightly pushed off centre or vandalised and they may not	\$22,000

There are a number of ways to "gate" a carpark; some of the most common are:

	retract.	
Retractable Bollards (motorised)	Not explored in detail given the cost and reliability	In excess of \$30,000
Swinging Gate	Sweep path of the gate can impact on surrounds. Generally, the easiest and safe to operate and very robust.	\$12,000

Note: Given the advantages of the swinging gate and the disadvantages of other options only the swinging gate has been considered further.

The characteristics of the proposal include;

1.Installtion of kerb stops (or bollards) with line marking within the access to delineate entry and exit points

2(i) the installation of one gate across the whole access, or

2(ii) two gates with the installation of a central median island in the entrance

(actual arrangement will be determined at the quoting stage)

3. a locking mechanism installed

It is estimated that to manufacture and install a gate, traffic facilities and line marking will cost approximately \$12,000.

The installation of a gate (be it one or two gates with an island) would mean that the gates could not be closed if a car was parked in space 1 (double gate) and space 1 and 2 (single gate); however a double gate with part slide rail could be a design feature that may successfully eliminate this issue.

It then remains to resolve the locking/unlocking of the gate which is proposed to be part of the locking of the toilet block.

## Locking Seamans Beach toilets overnight

Currently the toilets can be locked. With negotiation the portaloos can also be locked.

Two arrangements have been considered: locking using volunteers, and locking using a security firm. Given that the drive for the locking arrangement is to prevent illegal activity it is foreseeable that the locking activity is likely to be confrontational.

A combination of the two seems desirable as the unlocking of the gate would not likely be a risky activity.

The cost for locking of the public amenity (toilet) and carpark is \$110 per visit (\$220 per day – morning and night). The annual amounts to \$80,300.

Other options include:

- 1. Locking over the October to April Day light saving months, estimated cost \$40,150 (\$20,075 if unlocking by volunteers in the morning)
- 2. Only locking during peak seasons (Christmas, Easter etc.) estimated cost \$12,000 (\$6,000 if unlocking by volunteers in the morning)

It should be noted that during peak seasons the facilities are supplemented with portaloos which do present issues with respect to locking. Issues related to this activity include "clearing" the carpark, signage, timing of opening/closing and surveillance.

With respect to timing, for simplicity it is proposed to close the area from 7pm through to 6am.

Signage to this effect will be erected about the carpark, advised through Council's media outlets and advised to the local community.

## Investigate the ability to issue higher dollar infringements for illegal camping

The current fines remain unless changed by a resolution of Council in line with State Government guidelines. The current cost of the infringement is approximately \$110. Typically, the enforcement of this matter is difficult as "illegal campers" do not arrive until later in the evening and leave before restrictions are in place. The locking of the carpark may still not reduce the number of free-stay campers, as they may still be able to park on-street.

## Install CCTV cameras for the carpark security

Installation of CCTV camera system for the carpark has been investigated by Council officers. For the size of the carpark, it is estimated that the carpark would require  $4 \times$  cameras with lights installed on new posts. However, as there is no supporting communications infrastructure (fibre or microwave link), any proposed system would have to be a closed network with local recording and therefore require personnel to download and retrieve the information.

The cost for installation for this system would be in the order of approximately \$80,000 but would also require additional servicing fee to employ a technician to attend the site and download the data. Alternatively, Council could seek to install the necessary infrastructure to support a live CCTV system, but the cost of this infrastructure in such a remote location would be in the vicinity of approx. \$960,000.

Furthermore, installation of a CCTV network would do little to prevent the issue of illegal campers; instead Council would be required to pursue any offender individually, which may be difficult with the transient nature of holiday makers and backpackers who would be drawn to the location, particularly international travellers.

## Community Engagement

There was extensive consultation to arrive at the decision to explore installing a "gate" arrangement. However, the detailed design attached to the report has not been the subject of any consultation with the Hyams Beach Village Association.

If Council resolves to use volunteers to open (and or close) the gates and they cannot be reliably found the locking arrangements would need to be reconsidered by Council.

## **Financial Implications**

The current balance of the Coastal Villages Traffic Management fund is \$153,750. As these items are additional to the original scope of this allocation it is very likely that this allocation will need to be topped up at an appropriate budget quarterly review.

The proposed works are currently unfunded and are to be sourced from the Coastal Villages Traffic Management fund for the 2019/20 financial year.

The most likely source for locking costs this 2019/20 financial year would be the Coastal Villages Traffic Management fund. An appropriate funding source would need to be determined to provide for the ongoing operation of a lockable gate and to lock the existing amenities building.



## **Risk Implications**

There is a risk that the proposed solutions will move people and noise onto the street. There is also a possibility that locking the toilets will lead to more people using the sand dunes and bush areas behind the toilet block.

Should the locking of the carpark prove to be unnecessary in the future the operating arrangements can cease, and the gate could be salvaged for another location at minimal cost, while the remaining kerbs and concrete island (two-gate scenario) can safely remain in place.



hbvaccb@gmail.com

17 June 2019

The General Manager

Shoalhaven City Council



## Motions to Council from HBVA General Meeting, 8 June

The Hyams Beach Villagers Association held it quarterly general meeting on 8 June. The meeting was attended by 28 HBVA members and 4 visitors, including Councillor Patricia White.

The meeting differed in format from past meetings, in that it focused heavily on a number of motions that had been circulated in advance – motions prepared by the Executive Committee and in one case requested in advance by another member. The motions heavily reflected reactions to the Council resolutions of 26 March in relation to Hyams Beach, but included some others linked to matters previously raised with Council officers.

The meeting requested that I pass these motions through to Council. The meeting was only able to capture the views of those present – about 1 in 7 of our membership – but do reflect some views held strongly in the village.

Before setting out the motions, I would like to stress again the strong support expressed at the March meeting in relation to the valuable work of Council in addressing the 'peak period' severe traffic issues. While recognising that further progress is needed (the direct subject of one of the motions) the improvement achieved over the last season was dramatic and very well received. We are keen now not to lose momentum in moving to a more sustainable solution to this and other concerns linked to high levels of visitor numbers. Please interpret these motions in this context.

### 1. EOI for Smart Solutions to Traffic Management

**Motion 1:** The EOI be advertised and/or sent out to potential respondents by end June 2019, and Council report back to HBVA on the nature of ideas and responses by the end of August 2019 for consultation.

### The motion was carried with one vote against.

**Comment:** The discussion recognised the potential difficulties in meeting this timeline, including feedback provided to HBVA (email from Lorraine Haywood to HBVA, 5 June) and to one member who had approached Council directly. The wording of the original motion was amended following discussion, but the original proponent indicated a keenness to emphasise the importance to the community of moving ahead quickly, given the achievement to date. In earlier discussion with Stephen Dunshea, Stephen indicated to me and others a concern that using this EOI process might be seen as procrastination by Council. Our response at the time



was to stress a strong desire to move to the 'right solution' and we supported the concept of testing if there might be smarter, more acceptable solutions using modern technology and experience from elsewhere. The Executive Committee remains of this view, but we do see a need for early progress if this is to remain a sensible part of the process. We also see the need for the EOI process to be conducted well. I note the invitation received from Lorraine, after the general meeting, for our participation in the EOI process and requesting nomination of a representative. I have responded separately to Lorraine on this matter and you can be assured of our cooperation.

### 2. Water quality monitoring in lagoon below Seamans Beach Carpark

- **Motion 2a:** HBVA request that the creek/lagoon below the Seamans Beach Carpark become a subject for Shoalhaven's Beach Watch program and that the water in it be tested for faecal coliform and enterococci bacteria on a regular basis to support potential notifications of any public health risks to visitors.
- **Motion 2b:** The design of the new and existing toilet block incorporate provision for the toilet facilities, the showers, taps and wastewater from cleaning the facilities to be connected to the sewer to prevent further erosion and contamination of the creek/lagoon, according to Council's Foreshore Policy and the Policy for Parks and Reserves.

#### The motions were carried unanimously.

**Comment:** Members of our Executive have expressed concerns with the water quality in the lagoon, and links to the amenities above the lagoon, on several occasions. Some testing has been done, but we have not yet received results of testing for faecal coliform and enterococci bacteria, the main concern with the lagoon given concerns with the operation of toilet and shower facilities above. The motions as set out above emerged following amendment from the floor, including the request that inclusion in the Beachwatch program be pursued as a way of establishing regular monitoring. However, the principal concern reflected in the discussion lay with the view that the lagoon, which can be heavily used by visitors, especially young children, may pose a public health risk – and that those risks may be exacerbated by the design and cleaning practices in the facilities above. It is possible that the major risks occur not after heavy rain (that can flush the lagoon) but rather after periods of dry weather and the build-up of run-off products from the facilities above.

We are keen that the design of the new facilities help in addressing these concerns. I was also asked to pass on the view that there are problems with used toilet paper being dropped on the floor of toilets – and subsequently hosed as part of the cleaning process, with the wastewater draining to the lagoon. There may be a cultural aspect to this problem, with some users not being aware that the toilet paper should be flushed. It was suggested that appropriate signage might be provided in the toilets, and bins for used toilet paper, that are common in some parts of the world, might also be considered. We are of course keen to consult on the design of the new facilities and the proposed cleaning arrangements.

### 3. Out of Village Car Parks



Motion 3: The HBVA is aware of recent correspondence to Council opposing out of village carparks on the old tip site and in the Jervis Bay National Park. The HBVA expresses its own serious reservations about the environmental threats posed by any such development of carparks along this strip. It requests that Council look to using other existing carparks, shuttle bus services and various 'smart solutions' as alternatives ways to resolving the parking limitations of Hyams Beach Village while providing access to the beach.

### The motion was put to the floor and 12 voted for it, 7 against (9 abstentions)

### Motion 3a: That the HBVA objects to any form of out-of-village car parking within the Jervis Bay National Park and the land granted to the Jerrinja ALC, such as the old tip site.

### The motion was put to the floor and 18 voted in favour, 6 against, with 4 abstentions

**Comment:** In 2 recent meeting with Council staff, representatives of the Executive Committee have stressed that the development of parking facilities in the bushland in the land above Hyams Beach would result in significant pushback – and that other options should be seriously pursued. The environmental concerns are very serious – relating to the function of the land as a narrow and high value wildlife corridor, and to the fact that the land around the tip site will have serious contamination problems. Chris Grounds (who has made submissions to Council in response to the Council resolution to explore these options) was invited by a member of the Executive Committee to speak to our general meeting and he addressed these matters ahead of any vote on the motions – emphasising the nature of the wildlife corridor, the endangered species that are present in the corridor and resistance to the notion of land reverting from National Park to parking.

The opposition to, and abstentions from, Motion 3 appear to have been linked strongly to the view that it did not go far enough – with several who voted against this motion then voting in favour of the stronger Motion 3a. However, one member spoke strongly against a proposition he saw as seeking to limit access to the beach.

Support for Motion 3a was strong, but speakers against stressed opposition to the approach of ruling out any consideration of possibilities, even before proposals have been developed.

Some of the comments clearly indicated concerns that any out of town parking would add to the already unacceptable pressures on the village, beach and environment from people at peak times. This was a point of difference across the speakers.

#### 4. Status of HBVA Strategic Plan

**Motion 4:** That Council provide us with official notification of the status of the Strategic Plan and if it has been accepted, inform us as to when this occurred.

### The motions was carried with no dissent.

**Comment:** HBVA submitted its draft Strategic Plan to Council approximately 2 years ago. As yet, we have not received any formal advice as to its status. At the briefing of CCBs held in Ulladulla in May, Stephen Dunshea stressed the important role that the strategic plans

3/5

would play in forward infrastructure and related planning. At that meeting, attended by myself and Morgan Sant, we were informally advised that our strategic plan had been accepted by Council – but we have not received any formal notification.

### 5. Hyams Beach Fireshed

<u>Motion 5:</u> The HBVA requests that Council use best endeavours to enter into a license agreement with the Jerringa Land Council concerning use/upgrade of the Fire Shed by end of July 2019.

### Carried unanimously

**Comment:** This has been an on-going issue for some years, complicated by changes in the status of the land on which the shed is located. Our understanding is that in principle agreement had been reached for Council to pursue a license agreement, pending final resolution of the land title issues, but there appears to have been no progress. The motion indicates a desire to move this process onto a reasonable timeline. We appreciate that there will be a need for discussion with HBVA regarding terms of any arrangement.

### 6. Seamans Beach Carpark Gates

**Motion 6:** The HBVA requests that, if an alternative approach cannot be implemented quickly, Council move to implement the trial of a gate at the Seaman's Beach Carpark to prevent unauthorised stays and unruly behaviour at night. The design and build of the gate should be appropriate to the spirit of a trial. The HBVA supports that the gate be in place by the October long weekend 2019.

### Motion was put - 16 voting for, 6 against (6 abstentions)

**Comment:** This motion flows from the Council resolution to trial a gate and from the subsequent discussions held with Council officers. It is acknowledged that there is a difficult problem, but the pressure to do something flows from years of severe noise and rowdiness problems in the carpark at night – with these problems persisting all year. When representatives of the Executive Committee last met with Stephen Dunshee, Mark Crowther (our President) indicated that there may be smarter solutions than the gate, based around the use of cameras to allow enforcement of restrictions. However, we understand that this is unlikely to happen quickly – though it might sensibly be addressed as part of the EOI process. In the meantime, proceeding with the agreed trial would appear the best way forward. The discussion including a concern with locking the toilet doors at night (not proposed in this motion) and with the logistics of locking and opening the gates.

HBVA would be keen to assist in progressing these matters, or discussion practical alternative approaches to pursuing the objectives underlying the motions. Please contact me or Mark Crowther if you would like to discuss any of these matters. Our email addresses are in email used to send this letter.

I am heading overseas this coming Tuesday, but will still see emails. Mark will be getting back into Hyams soon after.

I hope it is possible to progress these important matters within a reasonable timeframe.

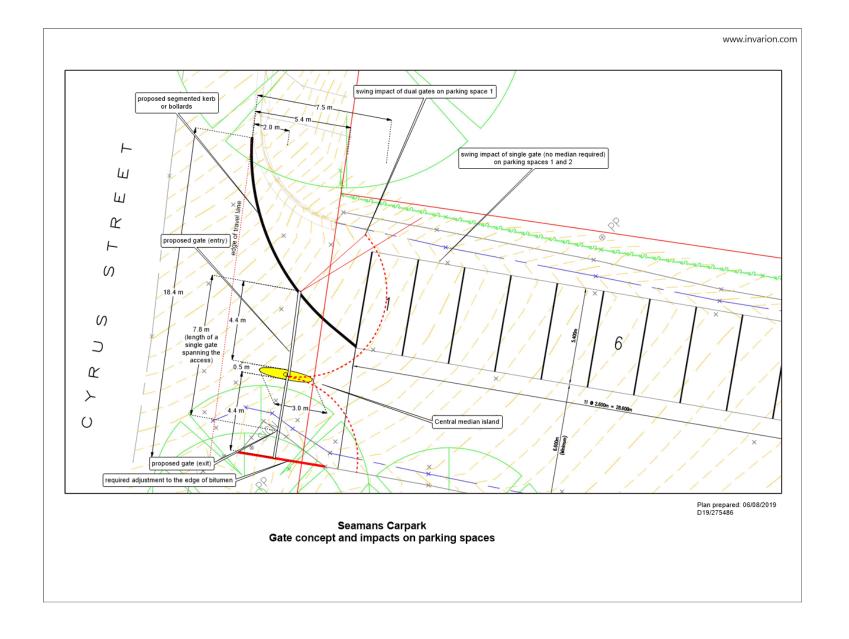
There were two other matters raised at the meeting requesting I write to Council. I will address these in a separate email.

Regards.

D. Campbell

Secretary, HBVA





# SA19.139 Hyams Beach Additional Parking - Long Term Solutions

**HPERM Ref:** D19/233738

Group:Assets & Works GroupSection:Technical Services

- Attachments: 1. Hyams Beach Villagers Association letter 90-degree parking on Cyrus Street/foreshore <u>J</u>
  - 2. Hyams Beach Bushcare letter 90-degree parking on Cyrus Street/Foreshore <u>1</u>
  - 3. Concept 45 Degree Parking with Tree Clearing Aster Street Hyams Beach J
  - 4. Concept 30 Degree Parking & Partial One-Way Treatment Cyrus & Aster Street, Hyams Beach J.

## Purpose / Summary

The purpose of this report is to further develop current ideas and identify any additional permanent parking arrangements in Hyams Beach, in order to allow Council to consider the feasibility of such, prior to broader community consultation.

<u>Note</u> a park and ride from Vincentia options report is being prepared for a future Strategy and Assets Committee Meeting.

<u>Note</u> a paid parking options report is being prepared for a future Strategy and Assets Committee Meeting.

The report contains conceptual plans and ballpark costing, comment about feasibility and priorities for each arrangement.

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

That:

- 1. Council allocate \$55,000 in the draft Capital Listing 2020/21 for detailed design of permanent parking arrangements on Cyrus Street and Aster Street, Hyams Beach to achieve approximately 149 car spaces.
- 2. The CEO (Director Assets & Works) present a future report following detailed design, investigations, cost estimates and community consultation on permanent parking arrangements on Cyrus Street and Aster Street, Hyams Beach prior to proceeding with the construction of permanent parking within the Village.
- 3. Council reserve \$400,000 in the draft Capital Listing 2021/22 to implement permanent parking arrangements in Hyams Beach, with final value to be determined following detailed design and investigations and include these items in the Draft Hyams Beach Master Plan.

## Options

1. As recommended

<u>Implications</u>: This option provides Council the opportunity to undertake much more detailed investigations into the feasibility of the permanent parking options on Cyrus St

and Aster St, in order to be shovel ready and with the community better engaged on the options.

2. Council move design/investigation forward to the current 2019/20 financial year

New Item 1: At the first quarterly review of the 2019/2020 budget Council allocate \$55,000 for detailed design of permanent parking arrangements on Cyrus Street and Aster Street, Hyams Beach to achieve approximately 149 car spaces.

Items 2 and 3 as per option 1

<u>Implications</u>: This would potentially bring any proposed permanent parking options forward, however the budget for 2019/20 has already been adopted by Council and this project is currently unfunded, a quarterly review would be required.

3. Not proceed with investigating permanent parking options on Cyrus St and Aster St

Recommendation: That after considering the costs and potential benefits associated with providing additional permanent parking options on Cyrus St and Aster St Council take no further action.

<u>Implications</u>: The existing issues with parking and traffic management will continue at Hyams Beach.

## Background

Extensive background in relation to this matter is provided in the report to the Strategy & Assets Committee on 23 July 2019 (from page 25 of the Agenda: https://shoalhaven.infocouncil.biz/Open/2019/07/SA\_20190723\_AGN\_15988\_AT.PDF).

Council resolved (MIN19.475), in part 2.e. that:

- 2. Council note that given the complexity and expertise required to progress the following "long-term solutions", separate reports to future Strategy & Assets meetings are being prepared, and that the outcomes of deliberations on those further reports will be consolidated into the Draft Hyams Beach Access and Management Plan:
  - e. Additional parking in the village: There is mixed feedback about carparking and various options that have been discussed.

This report is in response to the resolution, part 2.e.

Following the extensive community consultation on short- and long-term options, outlined in more detail under the heading "Community Engagement" below, the following proposals have been identified for further investigation:

- Increased 90-degree parking on Aster Street;
- Increased 90-degree parking on Cyrus Street; and
- Bus parking or drop off points within the village.

In addition, staff have identified the following option:

• Partial one-way solution with 30-degree on street parking

A summary of the parking possibilities as outlined in attachment 4 is as follows;

Location	Spaces
Aster St (Tulip to Cyrus)	23 (16 angled + 7 parallel)
Cyrus St (Aster to Anemone)	40 (parallel)

Cyrus St (Anemone to Bamboo)	37 (27 angled + 10 parallel)
Cyrus St (Bamboo to Hyams)	49 (30 angled + 19 parallel)
Total	149

## Increased 90-degree parking on Aster Street

In the existing arrangement, the 90-degree parking along Aster Street is not compliant with the Australian Standards for on-street parking, and due to the lack of formalisation if the precedence of parallel parking is set by early parkers the parking capacity of the site is greatly diminished.

There is, however, the potential to provide up to 40 car and 3 motorcycle parking spaces along the northern side of Aster Street in a 45-degree arrangement within the existing road reserve (see attachment 3). This work would require the removal of several trees and tree branches currently encroaching on the road reserve, formalisation of existing stormwater outlets at the subject site and changes to line marking and road widths particularly at the intersection of Cyrus Street.

It should also be noted that the proposed arrangement would also prevent the opportunity for any future footpath on the northern side of Aster Street without encroaching onto National Park. Instead, pedestrians will be encouraged to utilise the existing grassed verge fronting the properties along Aster Street (southern side).

<u>NB</u> reducing angled parking to 30 degree does not yield sufficient space to provide a footpath along the northern road reserve boundary but would reduce parking numbers by 20% when compared to a 45-degree arrangement.

<u>NB</u> if parallel parking was provided on the northern side of Auster Street approximately 20 car spaces would be catered for and a footpath along the northern side could be provided. Given that carparking is the main issue and the speed of the traffic at this location is not high this option has not been pursued further.

The cost of implementing this solution could be in the order of \$200,000, which would consist of the clearing and creation of pavement for approx. 397sqm of land within the road reserve, including delineation and signposting. Detailed design and environmental investigations would be in the order of \$25,000.

## Increased 90-degree parking on Cyrus Street

In the existing arrangement, formalisation of the 90-degree parking along Cyrus Street would be able to increase the number of parking spaces. However, it is to be noted that this proposal would require the removal of parking on one side of Cyrus Street and/or require widening along the eastern side of Cyrus Street, impacting of the passive recreation area in order to be compliant. A much more economical option is provided in the *Partial one-way solution with 30 degree on-street parking* option presented below.

## Partial one-way solution with 30 degree on-street parking

With the implementation of one-way traffic flow between Aster Street and Cyrus Street until the intersection of Hyam Street (see attachment 4) it is estimated that there will be a 30% increase in the amount of on-street parking with minimal requirement of further road widening or tree clearing.

This option would further tie into the parking options on Aster Street and allow for compliant 45-degree parking (between Cyrus Street and Tulip Street) without the need for further widening or tree removal on Aster Street. Furthermore, this option allows for the provision of a 1.5m wide footpath on Cyrus Street between Aster Street and Hyam Street.

The conceptual plans (attachment 4) show where the different parking space types would be located and how the traffic would flow through the northern section of Hyams Beach Village.

It is to be noted that this option is a concept and subject to further analysis and would require the implementation of signage, line marking and kerb and gutter adjustments.

With minimal pavement works necessary to achieve this option (over a larger distance than the Aster Street works), the cost of this option to implement is considered to be in the order of \$200,000. Detailed design and environmental investigations would be in the order of \$30,000.

It is to be noted that in the existing arrangement, without the removal of parking on one side of Cyrus Street and/or widening along the eastern side of Cyrus Street, the potential 90degree parking option on Cyrus Street would be non-compliant.

## Bus parking/drop off points within the village

The inclusion of a bus parking/drop off point can be easily accommodated along Cyrus Street. The location should be positioned ideally where parallel parking is proposed (as opposed to 90 degree or angled parking) to minimise impacts on parking spaces – a compliant bus stop (30m long) would cost 5 × parallel parking spaces vs up to 12 × 30-degree spaces. Therefore, a location on the eastern side of Cyrus St at the intersection of Anemone Ave is proposed in combination with the proposed footpath considered in a separate Council report.

## **Community Engagement**

As part of Council's community engagement process, Council conducted a survey from 3 October to 13 November 2018 on various short and long-term options at Hyams Beach. Options presented were broad to gauge the level of support for the options in-principle. Some options require additional consultation with the community if Council decides to proceed.

There were 95 survey responses and 45 written submissions. Some of the respondents completed both the survey and submitted a written submission.

Micromex Research analysed both the survey responses and written submissions and prepared a report for Council on 10 December 2018 ("the Micromex Report"), published on Council's website at: <u>https://getinvolved.shoalhaven.nsw.gov.au/39719/documents/94901</u>.

## Additional 90-degree angle parking

One of the short-term management options presented for consultation was additional 90degree parking on Aster Street, resulting in 80 carparks, and the introduction of 80 90-degree carparks along Cyrus Street.

The breakdown of responses into 90-degree angled parking is as follows, and shows that the respondents were divided in opinions on 90-degree parking on Aster Street (50% supportive) and 90-degree parking on Cyrus Street was less popular (55% not supportive):

Increased 90-degree parking on Aster Street:

28% "hate it", 16% "don't like it", 5% "I don't care either way", 42% "Ok idea" & 8% "love it".

Increased 90-degree parking on Cyrus Street:

43% "hate it", 12% "don't like it", 9% "I don't care either way", 26% "Ok idea" & 9% "love it".

The report noted that "ratings for increased 90-degree parking on Aster Street was moderately low. Comments discussed the narrowness of the street leading to more congestion whilst vehicles park and safety issues. Concerns were also raised in regard to the



need to encroach on the natural vegetation along the road in order to accommodate more parking."

Additional comments on 90-degree parking on Aster Street are published on page 26 of the Micromex Report.

The report also noted that "opinions on increased 90-degree parking on Cyrus Street was low. Similar to concerns over 90-degree parking on Aster Street, respondents discussed Cyrus Street being too narrow to accommodate this type of parking without the need to destroy some of the reserve – land that contains important flora and fauna."

Additional comments on 90-degree parking on Cyrus Street are published on page 29 of the Micromex Report.

## Additional community representations opposing 90-degree parking along Cyrus Street

In addition to the responses analysed as part of the report, more recently the Hyams Beach Villagers Association wrote to Council on 17 June 2019 (attachment 1) expressing concerns that the option of 90-degree parking along Cyrus Street might result in encroachment on the public reserve. The Hyams Beach Villagers Association request that "an explicit land management planning process be commenced for this land."

Council has also received a separate letter from the Coordinator of Hyams Beach Bushcare, Ms Gillian Souter, on 18 July 2019 (attachment 2) concerned about possible encroachment on the reserve. Ms Souter notes that Bangalay sand forests are an endangered ecological community. She also requests that Council obtain an independent assessment of the environmental values of the foreshore reserve before taking any action.

On 2 August 2019 the Hyams Beach Parkcare Coordinator, Ms Lesley Hoskins, met with Council staff and expressed concerns about losing part of the foreshore reserve to accommodate 90-degree parking. In particular, she was concerned about protecting the Bangalay Eucalypts in the reserve and the only open space in the village. Ms Hoskins requested a specific Plan of Management for the foreshore reserve.

## Bus parking / drop-offs in the village

Among the Key Findings, the Report noted that:

- The three short term options that relate to bus parking and drop offs in the village were rated the lowest of all proposals. The presence of buses/large vehicles in the village was discussed as being inappropriate due to the narrow streets and increase in congestion that they cause.
- Any action by Council to pursue these options, especially on Rose Street, will most certainly be met with strong opposition from residents as the street is currently very quiet and the presence of buses/passengers will greatly impact the ambience, natural environment and congestion of the street. Any bus drop-off points were discussed as being more appropriate if they were on the beach, rather than the other side of the village.

Potential actions noted in the Report suggested that "based on the survey results, comments and written submissions, Council should consider implementing some or a combination of the following actions: ... set up bus drop off points close to the beach/places of high tourist interest, rather than establishing bus parking stations within the village."

The breakdown of responses on bus drop off points and bus parking are as follows and demonstrate the bus parking/drop off options are the most unpopular short-term proposals:

Bus drop off point on Cyrus Street south of Seamans Beach carpark:

37% "hate it", 18% "don't like it", 18% "I don't care either way", 23% "Ok idea" & 4% "love it". Bus drop off point on Rose Street:

SA19.139

54% "hate it", 13% "don't like it", 8% "I don't care either way", 22% "Ok idea" & 3% "love it".

Bus parking on Rose Street:

59% "hate it", 13% "don't like it", 4% "I don't care either way", 22% "Ok idea" & 2% "love it".

# Permanent one-way traffic in the north of the village

The Micromex report noted in the key findings that:

- Whilst proposals to address congestion within the village via one way traffic permanently in the north of the village or on short road between turning circle on the southern end of Cyrus Street and Lister Court received moderately low ratings, exploring these options through the written comments identified that opposition to them were largely based on them being permanent systems.
- As congestion only occurs in the village during short peak periods, permanent oneway systems will cause unnecessary inconvenience to residents. Instead setting up **temporary one-way systems** at peak times should help to ease congestion, as long as they are policed/monitored to ensure the rules are followed.

The breakdown of responses for one-way traffic permanently in the north of the village are:

31% "hate it", 24% "don't like it", 7% "I don't care either way", 27% "Ok idea" & 11% "love it".

Written comments on this proposal are published on page 27 of the report.

The detailed design phase will allow for much more specific and meaningful public consultation to occur.

The adopted position from this report will allow staff to update future Long-Term Financial Plans and prepare a Draft Master Plan for Hyams Beach with confidence.

Both of these documents will then have a consultation process associated with their adoption.

## **Financial Implications**

The cost of implementing angled parking in Aster Street could be in the order of \$200,000, which would consist of the clearing and creation of approx. 397sqm of land within the road reserve, including delineation and signposting. Detailed design and environmental investigations would be in the order of \$25,000.

The cost of implementing a partial one-way solution with 30 degree on-street parking on Cyrus Street is considered to be in the order of \$200,000. Detailed design and environmental investigations would be in the order of \$30,000.

90-degree parking on Cyrus Street would cost significantly more than the partial one-way with 30-degree option, for minimally higher parking numbers.

## **Risk Implications**

Controlling parking arrangements in accordance with standards will better reduce the risk of vehicle collisions and risk to pedestrians in the village; particularly in peak holiday periods.



## hbvaccb@gmail.com

17 June 2019

The General Manager Shoalhaven City Council

# Request from HBVA General Meeting, 8 June – Land Management Plan

The Hyams Beach Villagers Association held it quarterly general meeting on 8 June. The meeting was attended by 28 HBVA members and 4 visitors, including Councillor Patricia White.

I have written separately on a series of motions passed at that meeting.

There was also discussion at that meeting of suggestions that 90 degree parking might be implemented along parts of Cyrus Street, as a way to increase the parking capacity of the village. Concerns were raised that these options were being considered even where they might result in encroachment on the public reserve land on the east side of Cyrus Street – and that this was being done without explicit consideration of a Plan of Management for that Land.

The land has high value to the community and to visitors to the village. It offers great amenity, with spectacular views of the bay and of Hyams Beach itself; it incorporates playground facilities for children; it is a popular picnic location. It is the only such land within the village.

Any proposals to encroach on the land for operational purposes such as the suggested street parking could be expected to prove highly controversial. The meeting was of the view that, if there is to be any consideration of such change in purpose of the land, it should only be undertaken in the context of an explicit (non-generic) Land Management Plan. This would allow appropriate balancing of the range of potentially competing demands on the land. The same Land Management Plan would, of course, have lasting value in guiding the ongoing use of the high value land.

Accordingly the meeting asked that the Executive Committee write to Council, requesting that an explicit Land Management Planning process be commenced for this land. I am now writing, on behalf of the Committee, to convey this request. If Council may be considering any options that would involve encroachment on the community use aspects of the reserve, it will be important that this process commence soon.

I will be away for several weeks, but will be in email contact most of the time. Should you wish to discuss this request further, you could reply to me (**President**) or to our President, Mark Crowther (**President**).

Regards.

D. Campbell

Secretary, HBVA



Beach

From:	
Sent:	Thursday, 18 July 2019 10:55 AM
То:	HbvaccbCCB; Lorraine Hayward; Council Email
Cc:	Peter Swanson
Subject:	Re possible encroachment into Bangalay reserve, Hyams

Hello HBVA committee & relevant council staff,

I understand that a forthcoming meeting between HBVA and council will consider an encroachment into the Bangalay reserve so as to create a few extra car parking spaces in the village.

This reserve is a key feature of Hyams Beach, appreciated by the whole community and by visitors to the area. Moreover, Bangalay sand forests are an endangered ecological community. The Hyams Bushcare group has spent many, many hours of voluntary labour working to preserve this stand of trees: weeding, mulching and planting lomandras around the tree roots and attempting to restrict foot traffic through the reserve by creating an unmulched 'path'. The trees appear to have recovered from the recent infestation of brown psyllid that affected the foliage during an especially dry period. Obviously, we are opposed to the damage or removal of any healthy trees from this reserve, or to any parking that will compact the soil and stress the root system of these trees.

Before council takes any action that might impinge on this reserve, we ask that an independent assessment of its environmental values be made (by an arborist rather than a tree-lopping business). The Bushcare group would appreciate receiving a copy of any REF produced and to be kept in the loop regarding the future of this public reserve.

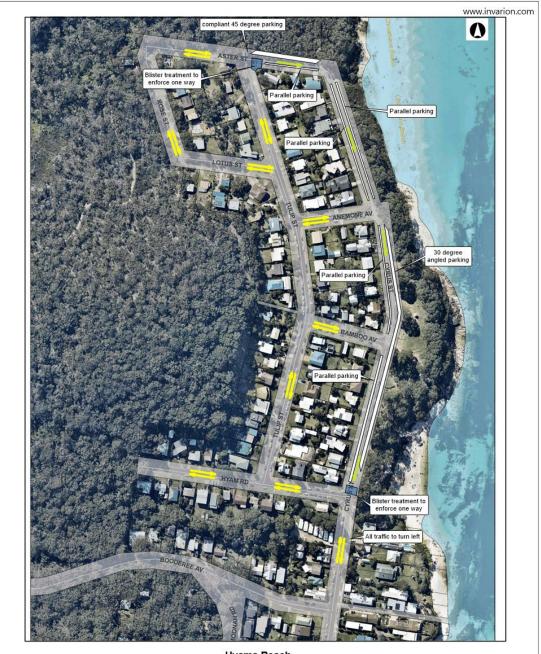
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Thank you, Gillian Souter Co-ordinator, Hyams Beach Bushcare









Hyams Beach Partial One Way Control Measures Overview 1 to 2000

# SA19.140 Hyams Beach - Pedestrian Access and Safety -Footpaths

HPERM Ref: D19/234111

Group:Assets & Works GroupSection:Technical Services

Attachments: 1. Attachment 1 - Conceptual Footpath Alignment Options 4

## Purpose / Summary

To provide Council with options for footpaths around Hyams Beach Village (in response to feedback from the community).

<u>Note</u> a park and ride from Vincentia options report is being prepared for a future Strategy and Assets Committee Meeting.

## Recommendation

That Council amends the 10 Year Capital Listing and the current 2019/2020 budget as follows and include these items in the Draft Hyams Beach Master Plan, noting that any addition to the 2019/2020 budget will need to be formalised at the first quarterly budget review.

Project		LTFP	Description	Est Cost	Fin Yr
Cyrus S	St		Eastern side of road -		
Path			Aster Street to Hyam		
			Road		
		\$7,300 (19/20)	Detailed Design	\$25,000 (additional \$17,700)	19/20
		\$100,000 (20/21)	Construction	\$250,000	20/21
Booderee		Nil	Southern side of road		
Ave Path			<ul> <li>– Naval College Road</li> </ul>		
			to Cyrus Street		
			Detailed Design	\$60,000	22/23
			Construction	\$1,500,000	23/24
		\$107,300		\$1,835,000	

Note: LTFP = Long Term Financial Plan

Net increase to the LTFP is \$1,727,700

## Options

1. Council adopts the recommendation.

<u>Implications</u>: The net increase to the LTFP will be \$1,727,700. Staff will complete the detailed design work in consultation with the local community and report back to Council for adoption of detailed designs.

A park and walk option commencing at Navel College Road would be considered and reported to a future Strategy and Assets Committee Meeting.

2. Council does not adopt the recommendation and defers this matter to a Councillor Briefing.

<u>Implications:</u> This option may generate negative public sentiment given the extensiveness of the consultation to date.

- 3. Council endorses the Cyrus Street Path only.
  - a. That Council amends the current 2019/2020 budget as follows and include these items in the Draft Hyams Beach Master Plan, noting that any addition to the 2019/2020 budget will need to be formalised at the first quarterly budget review.

Project	LTFP	Description	Est Cost	Fin Yr
Cyrus St Path		Eastern side of road - Aster Street to Hyam Road		
	\$7,300 (19/20)	Detailed Design	\$25,000 (additional \$17,700)	19/20
	\$100,000 (20/21)	Construction	\$250,000	20/21
	\$107,300		\$275,000	

b. That Council takes no further action to progress a pathway along Booderee Ave Hyams Beach (Naval College Road to Cyrus Street).

<u>Implications:</u> This option may generate negative public sentiment and would prevent consideration of a park and walk option commencing at Navel College Road.

## Background

At the Strategy and Assets Committee meeting on 23 July 2019 the Committee resolved as follows (under delegated authority from Council, MIN19.475):

https://shoalhaven.infocouncil.biz/Open/2019/07/SA\_20190723\_AGN\_15988\_AT.PDF

That:

- 1. Council:
  - b. Explore all funding opportunities...to establish a footpath along Booderee Avenue...
- 2. Council note that given the complexity and expertise required to progress the following "long-term solutions", separate reports to future Strategy & Assets meetings are being prepared, and that the outcomes of deliberations on those further reports will be consolidated into the Draft Hyams Beach Access and Management Master Plan:
  - g. Footpaths and pedestrian access around the village: options and associated costs.

This report is in response to the resolution, part 1.b. and 2.g.

In 2017 the community has constructed a section of footpath, from the boat ramp to the Seamans Beach carpark.

As part of Council's community engagement process, Council conducted a survey from 3 October to 13 November 2018 on various short and long-term options at Hyams Beach. Options presented were broad to gauge the level of support for the options in principle. Some options require additional consultation with the community if Council decides to proceed.

The footpath option presented as part of this survey was extending the footpath along Cyrus Street, from Hyam Road to Aster Street (Chinamans Beach).



There were 95 survey responses and 45 written submissions. Some of the respondents completed both the survey and submitted a written submission.

Micromex Research analysed both the survey responses and written submissions and prepared a report for Council on 10 December 2018 ("the Micromex Report"), published on Council's website at: <u>https://getinvolved.shoalhaven.nsw.gov.au/39719/documents/94901</u>.

Continuing the footpath opposite Hyam Road to Chinamans Beach was rated the fifth highest short-term option out of the 14 short term options presented. It was supported by 71% of respondents to the survey. The breakdown of responses was as follows:

15% "love it", 56% "Ok idea", 7% "I don't care either way", 8% "don't like it" & 14% "hate it".

The Micromex Report noted that "respondents discussed walkways increasing pedestrian safety, but also that it will reduce parking spaces in the area so it may not be the most suitable long-term plan especially as pedestrians could walk on the grass verge instead." Additional written comments are published on page 22 of the Micromex Report.

The following footpath and pedestrian access routes around the Hyams Beach village have been identified for further analysis within this report

- 1. Cyrus Street, Hyams Beach (Aster Street to Hyam Road) eastern side of road (See Attachment 1)
  - a. <u>Purpose:</u> to provide a safe off-road path for pedestrians linking Hyams Beach Village to Chinamans Beach via Cyrus Street reserve.
  - b. Length: approximately 525m.
  - c. <u>Brief History:</u> the proposed path was not included in the original adopted PAMP or Bike Plans but has been indicated by the community as a desirable footpath during the 2018 community surveys.
  - d. <u>Items to be considered:</u> the proposed path location presents a number of site constraints which will need to be considered via a thorough detailed design, including some challenging grades near the boat ramp access; grade issues in some locations through the Cyrus Street reserve; and the existing narrow road reserve, particularly at the pinch-point east of Aster Street.
  - e. <u>Estimated Cost:</u> subject to a detailed design which may identify some further unknown issues to be resolved, the cost to construct this option could be in the order of \$250,000. To undertake a detailed design of this option, a further \$25,000 should be allowed for.
- 2. Booderee Avenue, Hyams Beach (Naval College Rd to Cyrus St) southern side of road (see Attachment 1)
  - a. <u>Purpose</u>: to provide a safe off-road path for pedestrians who are required to park remotely and walk into Hyams Beach in times of higher seasonal demand.
  - Length: Cyrus Street to Illowra Lane approximately 595m
     Illowra Lane to Naval College Road approximately 830m
     Total length approximately 1425m
  - c. <u>Brief History</u>: The proposed path was not included in the original adopted PAMP or Bike Plans. It was also not one of the options considered on in the 2018 community surveys, nor was it suggested in the Micromex report. It was, however, specified in the Council resolution of 23 July 2019.
  - d. <u>Items to be considered</u>: The length of road that this path is proposed presents a number of significant constraints. For this option to be properly considered a detailed engineering design and environmental study will need to be undertaken to assess the topography and grades achievable for the path,



impacts to private property accesses (driveways etc.), impacts to drainage, and overall environmental impacts. The environmental study will need to include a biodiversity assessment to consider the impacts on threatened species. Depending upon the nature and scale of the impact on biodiversity the requirement for a biodiversity development assessment report (BDAR). In order for Council to be successful in any future grant funding opportunity the project would need to be assessed as feasible and shovel ready. The environmental assessments and studies should be undertaken as part of the initial design phase to identify any potential red flags because the potential environmental impacts and costs of these studies are to be determined.

e. <u>Estimated Cost</u>: The final cost of construction of this option is currently unknown, until more detailed investigations and a design is resolved. However, preliminary estimates are likely to be in the order of \$1M for the most critical section (Cyrus Street to Illowra Lane) and could be in the order of \$500,000 for the remaining section (Illowra Lane to Naval College Road). Detailed design and investigations for this project could be in the order of \$60,000. It must be emphasised however that these are very preliminary estimates only for the purpose of responding to the previous Council resolution.

Project		LTFP	Description	Est Cost	Fin Yr
Cyrus Path	St		Eastern side of road - Aster Street to Hyam Road		
		\$7,300 (19/20)	Detailed Design	\$25,000 (additional \$17,700)	19/20
		\$100,000 (20/21)	Construction	\$250,000	20/21
Booderee Ave Path		Nil	Southern side of road – Naval College Road to Cyrus Street		
			Detailed Design	\$60,000	22/23
			Construction	\$1,500,000	23/24
		\$107,300		\$1,835,000	

Given the above the following strategy is proposed

Note: LTFP = Long Term Financial Plan

Net increase to the LTFP is \$1,727,700

Survey and design of the footpath linking Aster Street (commencing at the top of the stairway to Chinamans Beach and extending to the boat ramp opposite Hyam Road), would be undertaken in a way that allows staging of the project, along all parts of the Cyrus Street road reserve. The design of the footpath will accommodate future angled car parking, to ensure that option is protected and won't require a costly realignment of the path in future if Council want to pursue that option (recognising that there is a potentially significant stock of future car parking in Hyams Beach including along Cyrus and Aster Streets if Council wanted to consider increasing parking in Hyams Beach village).

The community be consulted once a design has been prepared.

The path would form part of "around the bay" network of paths, which aim to establish 2.5m wide paths. However, in recognition the path width will need to be reduced to 1.5m in order to not permanently impact on parking, which is already limited in Hyams Beach.

A 1.5m path will be satisfactory for most of the year, in times of higher seasonal demand (when traffic control is required for the village), additional path width can be provided by placement of traffic cones further out into the road space) which has been occurring as part of current peak season traffic control measures.



## **Community Engagement**

The detailed design phase will allow for much more specific and meaningful public consultation to occur.

The adopted position from this report will allow staff to update future Long Term Financial Plans and prepare a Draft Master Plan for Hyams Beach with confidence.

Both of these documents will then have a consultation process associated with their adoption.

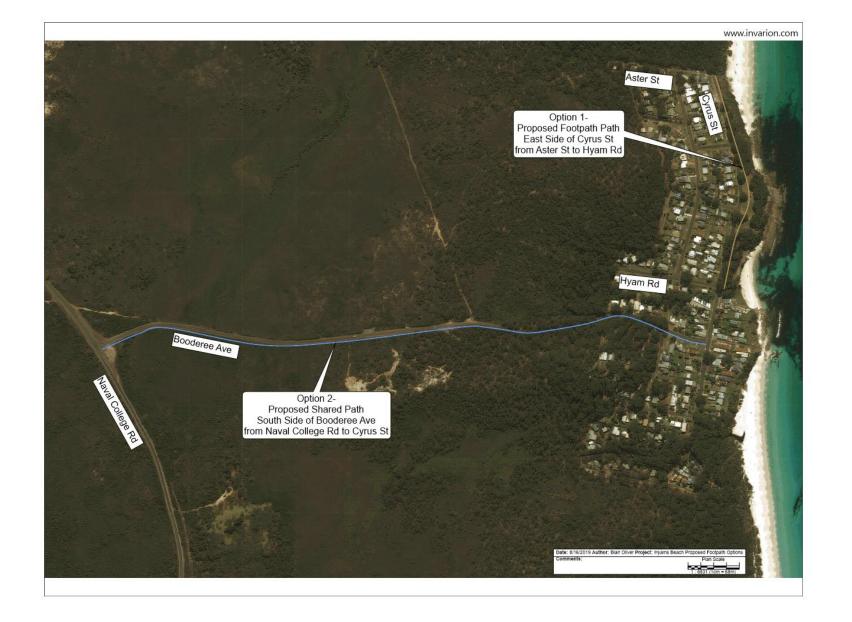
### **Financial Implications**

Council has included \$7,300 in its 2019/20 budget for survey/design of the Cyrus Street footpath, however this is insufficient to complete the design all the way between Aster Street and the boat ramp, as requested by the community. As recommended, Council will need to increase its design funding to \$25,000 (i.e. by \$17,700) to complete the footpath design.

This would be best sourced from savings in the current 19/20 footpath program.

All other items in the proposed strategy within this report do not impact on the current 2019/2020 budget and will find their way into the budget deliberation process for 2020/2021 and beyond.





# SA19.141 Hyams Beach - Public Amenities (toilets)

**HPERM Ref:** D19/253025

Group: Assets & Works Group

- Attachments: 1. Submission Hyams Beach Villagers Association Strategic Plan 2017 Hyams Beach Villagers Association <u>J</u>
  - 2. Attachment 2 Extract Capital Works 2020/30 Working Document Public Amenities Delivery Program and Operational Plan 2019-20 J
  - 3. Attachment 3 Summary Map Current Situation & Locations Public Amenities Hyams Beach J
  - 4. Attachment 4 Priority Listing Public Amenities J
  - 5. Moona Moona Creek Public Amenities J

## Purpose / Summary

To allow Council to reconsider the current strategy for public amenities (toilets) in Hyams Beach.

## Recommendation

That Council endorses the current strategy for the public amenities (toilets) in the Hyams Beach Village noting that all these items are in Council's Adopted 10 Year Capital Listing and includes these items in the Draft Hyams Beach Master Plan.

Job Name	Description	Budget	Financial Year
Hyams Beach – Seaman's Beach – Extended 2 unisex facilities	Extend the existing facility to provide 2 more unisex disabled facilities that are capable of being locked. Complete detailed design and construct	-	2019-2020
Hyams Beach – Chinamans Beach – Four Unisex facilities	Provide a new facility that contains four unisex facilities (two disabled facilities) that are capable of being locked, at Hyams Beach Reserve to cater for Chinamans Beach via a connected pathway		
	Conceptual design Construct replacement	\$20,000 \$300,000	2021-2022 2022-2023
Hyams Beach – Boat Ramp- four unisex facilities	Replace the existing facility with a new facility that contains four unisex facilities (two disabled facilities) that are capable		

SA19.141

	of being locked		
	Conceptual design	\$56,000	2022-2023
	Construct replacement	\$333,000	2023-2024
Hyams Beach Reserve.	See Chinamans Beach above		
Total Capital Expenditure		\$866,000	

## Options

1. Council adopts the recommendation.

<u>Implications</u>: Nil, as the recommendation is in accordance with the adopted DPOP and 2019-2020 annual budget. Staff will complete the detailed design work in consultation with the local community and report back to Council for adoption of detailed designs.

2. Council does not adopt the proposed Public Amenity Strategy for Hyams Beach and defers this matter to a Councillor Briefing.

<u>Implications:</u> This option may generate negative public sentiment given the extensiveness of the consultation to date.

## Background

In 2015 Council officers commenced discussions with the resident group, the Hyams Beach Villagers Association (HBVA). Many options and ideas were investigated in relation to the public amenities (toilets) in the town and these discussions concluded with the Hyams Beach public amenity (toilet) strategy.

In September 2017 the Hyams Beach Villagers Association (HBVA) adopted a Strategic Plan for the Village which identified their priorities for all types of infrastructure based on four theme areas (refer to Attachment 1).

During the summer beach season of 2017/2018, the HBVA conducted a survey and concluded that beach utilisation is approximately as follows. Council has not verified these results but from a holistic view they seem to reflect the beach attendance practice.

South - (Seamans) Hyams Beach	70%
Boat Ramp – Hyams Beach	15%
Chinaman's Beach – Hyams Beach	15%

In June 2018 Council adopted a Top 20 priority list for public amenities. This involved community engagement through Council's Get Involved webpage, newspaper advertisement and requests from all Councils resident groups. This enabled Council to review the Asset Management Plan for public amenities (toilets). Attachment 4 is the priority list that was adopted out of that process. The adopted priority list saw no changes in the strategy for public amenities (toilets) at Hyams Beach.

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As part of Council's community engagement process, Council conducted a survey from 3 October to 13 November 2018 on various short and long-term options at Hyams Beach, which included public amenities (toilets). Options presented were broad to gauge the level of



support for the options in principle. Some options require additional consultation with the community if Council decides to proceed.

There were 95 survey responses and 45 written submissions. Some of the respondents completed both the survey and submitted a written submission.

Micromex Research analysed both the survey responses and written submissions and prepared a report for Council on 10 December 2018 ("the Micromex Report"), published on Council's website at: <u>https://getinvolved.shoalhaven.nsw.gov.au/39719/documents/94901</u>.

Among the key findings of the report, "increased toilet and shower facilities in Seamans Carpark was rated the highest of all short-term options", with 74% of respondents to the survey stated that increased toilet and shower facilities in Seamans Beach carpark was an "ok idea" or they "love it".

"Respondents acknowledged the shortfall in facilities currently during peak periods, but also discussed the possibility of these needs being met via temporary port-a-loos, rather than permanent structures – suggestions were also put forward for the option of temporary toilet facilities in the foreshore reserve to minimise any permanent negative environmental and visual impacts."

The Micromex Report noted that "respondents want reassurance... that there is no environmental damage from their construction or usage..." Additional comments on this option are published on page 18 of the Report.

Toilet facilities in the foreshore reserve were rated 7<sup>th</sup> out of the 14 short term options presented in the survey, with 63% of respondents in favour. The Report notes that *"concerns were raised regarding the visual impact of toilet facilities in the area, their attraction to illegal campers and the environmental degradation they may cause."* Additional comments are published on page 24 of the Report.

Since the survey Council has installed a double shower and two taps on the existing pole outside of the public amenity (toilet) in the Seamans beach carpark to allow people to wash off saltwater and sand.

On 23 July 2019 a report to the Strategy & Assets Committee Council resolved (MIN19.475), in part 2.f. that:

- 2. Council note that given the complexity and expertise required to progress the following "long-term solutions", separate reports to future Strategy & Assets meetings are being prepared, and that the outcomes of deliberations on those further reports will be consolidated into the Draft Hyams Beach Access and Management Master Plan:
  - f. Amenities: Planned upgrades, timeframes and additional opportunities for improvements.

This report is in response to the resolution, part 2.f.

A summary map of the current situation and locations is provided at (Attachment 3)

## **Current Situation**

- 1. South In Carpark that accesses (Seamans Beach) Hyams Beach
  - a. Top 20 Priority List for public amenities (toilets) number 7
  - b. The facility was constructed in 1996 and comprises of two unisex single use compliant toilets for persons with disabilities and an external double shower and double tap – condition good.

- c. HBVA concerned that water from shower and tap used by patrons of beach to shower/wash saltwater and sand off their bodies is entering the creek to the south. Council is investigating signage.
- d. Two (2) port-a-loos are provided over summer, Easter and October holidays and placed in the carpark adjacent the public amenity (toilet). This has occurred since Easter 2018. Previously there was one (1) port-a-loo.
- e. The public amenities (toilets) have a lock on each single use unisex facility and can be locked overnight if required.
- f. Current operating budget annually is

Port-a-loo's	\$5,000
Water & sewer	\$2,000
Electricity	\$ 400
Building Insurance	\$ 100
Building Maintenance	\$2,000
Cleaning	\$6,000
Total Budget	\$15,500

## 2. Boat Ramp – (Middle) Hyams Beach

- a. Top 20 Priority List for public amenities (toilets) number 13
- b. The Facility was constructed in 1974 and consist of a separate male and separate female toilet buildings, the facility does <u>not</u> cater for persons with disabilities and condition fair to poor.
- c. The public amenity (toilets) do not have a lock or gates on entry to the facilities and are not able to be currently locked overnight.
- d. Current operating budget annually is

Port-a-loo's	\$ Nil
Water & sewer	\$1,500
Electricity	\$ 400
Building Insurance	\$ 100
Building Maintenance	\$2,000
Cleaning	\$6,000
Total Budget	\$10,000

## North - Chinaman's Beach – Hyams Beach

- a. Two (2) port-a-loos are provided over summer, Easter and October holidays and placed on the access road to a sewer pump station, which adjoins the National Park land and has a beach access which is not owned or maintained by Council. The port-a-loos do <u>not</u> cater for persons with disabilities and the beach access does not cater for persons with disabilities.
- b. There is not enough land owned or managed by Council to build a public amenity (toilet) at the beach access to Chinaman's Beach. Greater good has been determined to investigate a public amenity to be constructed in Hyams Beach Reserve to cater for patrons of reserve and be linked by path to cater for patrons of Chinaman's Beach.
- c. Current budget annually is

Port-a-loo's	\$5,000
Total Budget	\$5,000



## 3. Hyams Beach Reserve. (Proposed site for Port-a-Loo)

- a. A new facility is at number 9 in the top 20 Priority List for public amenities (toilets)
- b. This Reserve is on Eastern side of Cyrus Street between number 19 and 49 or cross streets of Anemone Avenue and Hyams Road.
- c. Council has not previously provided Porta loos at this site but following recent community engagement has received requested for a Port a loo service at this site, which is proposed to start from this October school holidays.

Proposed Port- a-loo's	\$2,500
Total Budget	\$2,500

Total Annual Operating Budget for Public amenities (toilets) for Hyams Beach Precinct is \$33,000. And is summarised in the following table:

Location	Annual Operating Budget
South – In Carpark that accesses (Seaman's Beach) Hyams Beach	\$15,500
Boat Ramp – (Middle) Hyams Beach	\$10,000
North - Chinaman's Beach – Hyams Beach Signage & Port-a-loo's	\$5,000
Hyams Beach Reserve. Proposed Portaloo	\$2,500
Total Operating cost annually	\$33,000

### **Proposed Future strategies**

### 1. South – In Carpark that accesses (Seamans Beach) Hyams Beach

- a. Conceptual design undertaken to extend the eastern end of the existing facility two additional single use unisex ambulant toilets for general use. Challenges in an extension are waterway to rear, thus the facility may extend to the north into existing car park. (a separate report on car park is being prepared). The building may not be able to be extended to the west as there is an underground sewer pipe under pressure to the sewer pump station in the car park.
- b. Grant funding of \$100,000 has been received from Stronger Country Communities Fund for design and construction and must be acquitted by November 2020.
- c. Proposed design to occur 2019/20 and any extension works will be planned to occur in winter of 2020 in order to achieve the grant conditions and minimise the impact on beach users.

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d. the current facility can be locked at any time and any extension will be constructed with similar locking ability. The security of this facility and access to the carpark will be the subject of a separate report.

## 2. Boat Ramp – (Middle) Hyams Beach

- a. The concept here is to demolish the existing facility and provide a similar public amenity (toilet) to the one at Moona Moona Creek, Huskisson. This facility contains 4 single use unisex toilet facilities (see Attachment 5). Two (2) cater for persons with disabilities and are also able to be used as change rooms by patrons of the beach.
- b. The road access to this facility is currently permanently closed with a gate to eliminate vehicles form the area given the lack of space at the lower level and to prevent access to the beach via the boatramp. The roadway is now exclusively used by pedestrians.
- c. Given that this facility must have a disability toilet (i.e. DDA compliance) a Disabled Car Space is required to be provided and a path linking to the toilet facilities to this car space. The gate and parking arrangement will need to be modified to allow this facility to be DDA compliant.
- d. If car access is not available for disability use at this site the facilities will not be accessible to people with disabilities, and another site may need to be provided at "street level"; see Hyams Beach Reserve Facility (point 4). However, there have been significant community concerns raised about having toilet facilities in that location and the impact on the amenity of the park and neighbours.

e. The new facilities will be constructed with the ability to lock them up.

#### 3. North -Chinaman's Beach – Hyams Beach

a. It is not proposed to construct a toilet facility at this location; instead the concept here is to construct a footpath linking Chinaman's Beach to proposed public amenity (toilet) in Hyams Beach reserve (300m to the south). This will require substantial roadworks and changes to traffic flows and thus a separate report to Council will allow this arrangement to be considered.

#### 4. Hyams Beach Reserve

- a. The concept here is to provide a similar public amenity (toilet) to the one at Moona Moona Creek, Huskisson. This facility contains 4 single use unisex toilet facilities (see Attachment 5). Two (2) cater for persons with disabilities and are also able to be used as change rooms by patrons of the beach, for use by patrons that are picnicking and enjoying the reserve that overlooks the Bay.
- b. Given that this facility must have a disability toilet (i.e. DDA compliance) a car space is required to be provided and a path linking to the toilet facilities to this carpark, and this is not a complicated construction exercise. Additionally, the facility will be connected to the Cyrus Street via a DDA compliant pathway.
- c. The new facilities will be constructed with the ability to lock them up.
- d. It is acknowledged that this location is quite controversial and extensive consultation and architectural design will be required if a solution acceptable to the local residents is to be agreed to.



The current strategy to implement the above concepts is as follows and this has been captured in Council 10-year capital listing:

Job Name	Description	Budget	Financial Year
Hyams Beach – Seaman's Beach – Extended 2 unisex facilities	Extend the existing facility to provide 2 more unisex disabled facilities that are capable of being locked. Complete detailed design and construct	\$157,000 (\$100,000 is provide from the Stronger Community Grant	2019-2020
Hyams Beach – Chinamans Beach – Four Unisex facilities	Provide a new facility that contains four unisex facilities (two disabled facilities) that are capable of being locked, at Hyams Beach Reserve to cater for Chainman's Beach via a connected pathway		
	Conceptual design Construct replacement	\$20,000 \$300,000	2021-2022 2022-2023
Hyams Beach – Boat Ramp- four unisex facilities	Replace the existing facility with a new facility that contains four unisex facilities (two disabled facilities) that are capable of being locked		
	Conceptual design	\$56,000	2022-2023
	Construct replacement	\$333,000	2023-2024
Hyams Beach Reserve.	See Chinamans Beach above		
Total Capital Expenditure		\$866,000	

## **Community Engagement**

There will be further consultation with the community when these projects are in the design stages and if required that feedback will be reported back to Council.

### **Policy Implications**

Council has an adopted Top 20 public amenity (toilet) priority List from June 2018 and has reviewed the Asset Management Plan (AMP) for public amenities (toilets). The Hyams Beach Public amenity (toilet) strategy above is aligned with these plans/policies.



### **Financial Implications**

The current Delivery Program Operational Plan (DP/OP) & Budgets for 2019/20 contain the above capital spend strategy.

The \$33,000 annual operating budget has been funded in the 2019-2020 financial year.

## **Risk Implications**

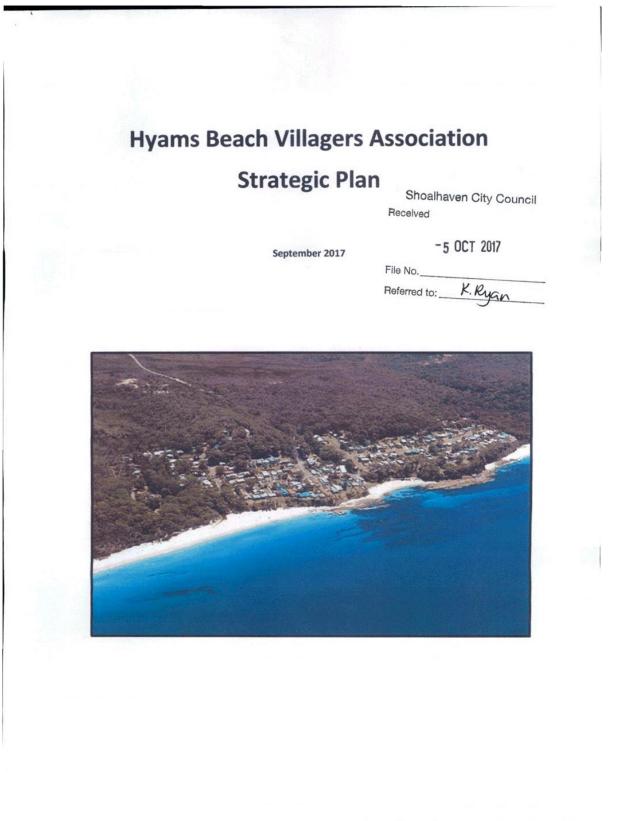
Reputation risk to tourism is a consideration with patrons of the public amenities (toilets) identifying their needs are not being adequately meet.

Port-a-loos may not meet some of the needs of persons with disabilities and may be interpreted as a cheap solution.

**Shoalhaven** City Council







## **Table of Contents**

ummary, Purpose and Key Strategies	1
Vho is the Hyams Beach Community?	2
yams Beach Today	3
Vision for Hyams Beach	5
heme 1: The Natural Environment of Hyams Beach	6
heme 2: Traffic Issues	10
heme 3: Residential Amenity and Sustainable Tourism	12
heme 4: Public Space and Infrastructure	14

The Strategic Plan includes four attachments that were produced in the course of developing the Plan. For convenience, these are provided as a separate document. The list of attachments is as follows:

- 1. The Engagement Process for the Hyams Beach Strategic Plan
- 2. 2017 Visitor Survey
- 3. Environmental Focus Group: Issues, actions and outcomes
- 4. Potential threats from environmental hazards

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# Summary, Purpose and Key Strategies

This Strategic Plan is largely concerned with recommending strategies to protect the values that have driven the evolution of the much sought-after village of Hyams Beach. Our vision recognises and accepts that change is inevitable but focuses on limiting further damage to the things most valued about the village and its surrounds by residents and visitors alike.

Located on the shores of Jervis Bay, Hyams Beach is home to its permanent residents as well as being a highly popular destination for holidaymakers who appreciate the village ambience and the quiet, natural attractions offered by the surrounding national parks, and the bay and beaches. With the exception of the highly-valued Hyams Beach café, a main attraction for both residents and visitors is the lack of a commercial centre in the village. The main economic activity is premium holiday rental accommodation, which draws services from across the Shoalhaven.

Recent years have seen a huge growth in the numbers of day visitors to Hyams Beach and a substantial lengthening of the tourism season. Access to this very small village is mainly by vehicle with only one access road and limited street parking. The increasing number of day visitors has led to severe congestion in peak periods with demand for parking far outweighing capacity. It is also placing increased pressure on the village infrastructure and on the fragile environment that lies at the heart of what defines Hyams Beach and makes it such a sought-after destination. Residential amenity, sustainable tourism, and safety are all fast becoming issues of significant concern. There is also a specific concern that the bushfire risk is heightened during the main fire season due to the transient character of the visitor population.

The Strategic Plan is essentially about better managing these pressures that are now evident and growing, as a means of protecting the very values that make Hyams Beach so special. The impetus for this strategic plan came from SCC, which is actively encouraging the communities across the Shoalhaven to work through such a planning process, to provide a clearer basis for on-going engagement with the Council. It has been developed over several months by the Hyams Beach community through an extensive process of focus groups, surveying of visitors, and workshopping and testing of ideas. The Plan reflects the views, concerns and aspirations of the Hyams Beach community. While inevitably there are some differences of view across the community, the consultation process has highlighted a high degree of consistency in broad aspirations and concerns.

The Plan is organised across a series of themes agreed early in the planning process, each with identified key issues and suggested strategies. Many of the strategies cross the boundaries of these individual themes and lend themselves to a more holistic strategy. This is particularly true of the identified need for ongoing engagement, not just with Council but with a range of agencies in pursuing a broad agenda.

It is intended that the Plan play a valuable and on-going role in future engagement with Shoalhaven Council and other agencies on matters that will influence the future course of the village and assist the community in achieving its vision.

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### Key strategies

Building relationships and liaising closely with relevant organisations to promote the values and protect the future of Hyams Beach and surrounds is a key strategy which is critical in promoting the following:

- Providing a safe environment for residents and tourists
- Planning a holistic traffic management strategy to protect residential amenity and the tourism industry
- Protecting and preventing damage to the natural environment
- Enforcing regulations and penalties for all illegal activities
- Providing high quality public services capable of meeting the needs of residents plus peak demand
- Maintaining and enhancing the quality and quantity of public open spaces
- Negotiating the return of the Hyams Beach Fire shed for community use

At the local community level HBVA will encourage and promote

- Use of the HBVA website and meetings as opportunities to disseminate and share information and as a platform for consultation within the community
- Development of a community based environmental group to utilise the expertise within the village and action specific strategies

# Who is the Hyams Beach Community?

The Hyams Beach community comprises a broad cross-section of property owners – from elderly residents who have lived in the village their entire lives to those whose properties are used for personal and/or rental holiday accommodation - and owners of businesses in the village.

All property and local business owners are eligible to be members of the Hyams Beach Villagers Association (HBVA), which is recognised by SCC as the village's Community Consultative Body (CCB). Just over 20 percent of property owners live permanently in the village and a similar number own their properties as second homes primarily for family use. Therefore the majority of properties are owned non-residentially. Non-residential owners constitute a majority of the membership of HBVA.

The Hyams Beach community recognises that other parties have an interest in the future of the village – notably the visitors who underpin the local tourism-based economy. It is generally accepted within the broad community that sustainable enviro-friendly tourism is important to owners of rental properties and associated businesses, including the local café.

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# Hyams Beach Today

Hyams Beach was established over a hundred years ago. It is a small village located on the shores of Jervis Bay. In recent times it has attracted residents, owners and short-term renters who broadly appreciate the village 'ambience' and seek out the quiet, natural attractions offered by Hyams Beach. Surrounded by national parks, the bay and beaches, and the lands of the Jerinja people, the village is necessarily heavily constrained in its capacity for expansion. For new land to be made available for development it would require changes to park boundaries and planning controls, which is unlikely to occur.

Whilst other towns around Jervis Bay offer commercial 'night life', a wider range of restaurants, and major shopping centres, there is no commercial centre in the village apart from the much-valued Hyams Beach café. In the main, the residents and owners of properties in Hyams Beach do not aspire to have such facilities.

The village has 245 houses and about 100 permanent residents. The majority of properties are in very high demand for premium holiday rental accommodation, particularly from October through to April but with growing demand across the whole year. Hyams Beach is widely regarded as a premium holiday location that taps into that part of the rental market where in-town access to commercial facilities is not considered important. The rental properties underpin the main economy of the village comprising real estate, cleaning, gardening and household renovation, repair and maintenance services, all of which provide strong economic linkages into the wider Shoalhaven area.

The three beaches that abut the village have an international reputation, based on perceptions that they offer the whitest sand in the world, and as such have become magnets for day visitors. Vehicular access to the beaches is restricted to Booderee Avenue which is the only road into the village and the number of parking places/drop off zones in the village for private vehicles and tourist operated coaches is grossly inadequate for current demands. Predicted increases in the number of day trippers will further exacerbate this problem. In addition, this trend is increasing pressure on the built and natural environment and has significant consequences for public safety.

Impact of tourist coaches causing gridlock at main car park on Cyrus Street



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#### **KEY FACTORS**

- Increase in popularity of Hyams Beach as a domestic and international tourist destination resulting from promotion and social media
- Established reputation as a 'bucket list' destination to see the whitest sands in the world
- Increase in number of people living within a 3 hour drive
- Reduction in travel times resulting from upgrades to major roads
- The number of vehicles entering the village during peak periods outnumbers on-street parking spaces by 10 to 1
- Growing short term rental opportunities in surrounding areas leading to increasing number of day visitors
- Perception of Hyams Beach as an exclusive destination with an abundant supply of premium rental accommodation

Major sources of change impacting on the development of Hyams Beach

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# A Vision for Hyams Beach

The permanent residents of Hyams Beach, and many of the temporary renters who choose to return year after year (and often end up choosing to retire in the area), have selected Hyams Beach because of the special values it has offered over many years – founded in its spectacular natural scenery, white beaches that families with young children view as relatively safe, access to walks and separation from strong commercial activity. In turn, the owners of rental properties in Hyams Beach share closely related aspirations to protect these attributes that have underscored the village's economy over several decades.

Hyams Beach is changing and will continue to change. However, looking forward over the next 10-30 years, most in the Hyams Beach community aspire to the village developing in a manner that:

- Preserves the key elements of the 'village ambience' that is so central to the Hyams Beach experience.
- Preserves the 'green character' of the village, by protecting the key environmental assets that have been the basis for its development to date.
- Retains the residential and premium holiday rental focus of the village.
- Limits the costs of congestion, stemming from growing demands to access the village and its beaches, and the associated risks to safety and scope for quiet enjoyment of the environment.
- As much as possible manages this through intelligent strategy that intrudes minimally on the experience of being in the village.
- Provides to residents and visitors good, low-key facilities that match the overall ambience of the village and attractions of its surrounds – with adequate public toilet and shower facilities, sound litter management and the café continuing to operate as the hub of the village.

Some aspects of change are recognised as inevitable, and some changes can also offer opportunities for welcome improvement. Our vision accepts this but focuses on preserving what is already good, to the benefit of residents and visitors alike, while limiting damage to the things most valued about the village and its surrounds.

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# Theme 1: The Natural Environment of Hyams Beach

The key environmental assets of Hyams Beach village are undoubtedly its location surrounded by both Jervis Bay Marine and NSW National Parks. Direct access to the parks and the iconic white sands of its three beaches provides opportunities for a wide range of passive and active recreation: bushwalking, birdwatching, swimming, snorkelling, kayaking, sailing, diving, fishing etc. As an increasingly popular tourist destination, protection of this natural environment is important not only for its social but also its economic value. The village lies within a diverse set of ecosystems, such as marine, dunes, heathland and temperate bushland and there is strong support within the community for the biodiversity within these systems to be protected.

Our focus in the strategic plan is on those specific issues that we can reasonably expect to influence directly, and where there is the potential for achievable positive change. Much of the attention is on negative impacts caused by deliberate action or by neglect, but we are also keen to identify and pursue opportunities for positive change.

In short, the proposed strategic actions centre on the following:

- information and communication
- planning and development
- regulation and enforcement
- infrastructure programs
- community action

Some of the items described below can be undertaken by the community, but many of the most farreaching ones need to be done with action and resources from Shoalhaven Council and other authorities.

**Information and communication** is fundamentally important in building an understanding of the value of healthy ecosystems and of the threats caused by inappropriate action. Most residents are aware of this but the message needs to be conveyed that the environment is more than white sand, blue water and the surrounding bush. This means developing ways of conveying to the community and to visitors (especially day trippers) information that builds appreciation of the environment and an understanding of how to protect what we have.

**Planning and development** are the responsibility of Council and are broadly influenced by the State Local Environment Plan (SLEP) and various asset management programs. The SLEP generally recognises the character of the village as a low density/low rise settlement with several important areas of open space and some heritage buildings. In general, the community favours this situation and is concerned about actions such as increasing housing density or building-to-land ratios, which may impact on these shared values. Concerns in relation to these actions have the potential to have a permanent, negative impact on the natural environment.

**Regulation and enforcement** are, unfortunately, necessary to reduce actions that have negative impacts on the environment. Loss of habitat and diversity with the marine and terrestrial environments may be caused by lack of, or insufficient monitoring or enforcement of regulations.

HBVA Strategic Plan: September 2017

There is a broad range of negative behaviours that may have serious impacts on the environment. Degradation of dunes from tracks and illegal bush camping, erosion of soft verges by parking cars off the bitumen, spear and line fishing in restricted areas in the marine park and lack of adherence to building codes are some examples that may lead to loss of flora, fauna and marine diversity.

*Infrastructure programs* have taken on increasing importance in protecting environmental quality. Appropriate public facilities are required to meet the seasonal demands of tourism. Public toilets and showers, garbage and recycling facilities and collections are increasingly required to meet this demand. Direct investment and community consultation with Council are required to protect the built and natural environments with due consideration for residential amenity.

**Community action** has not been ignored in this plan. Community action involves an ongoing commitment by, and discussions with, all interested residents and ratepayers to ensure environmental issues are identified and addressed. In recent years, the Villagers Association and individual villagers have taken important initiatives. Examples such as creating the viewing platform overlooking Hyam Point, installing signs indicating the Hyams Beach birdwatching walk with bird identification information, annual community clean up days, providing seating to enjoy special vistas and forming an active Bush Care group are ways community action has had a positive environmental impact on the village. It is intended that community action will continue to play an important role in planning and implementing future environmental programs, both alone and in partnership with Council and other agencies.

## Key strategic issues and actions - the natural environment

#### 1. Information and communication

- Collate, review and disseminate relevant environmental information to residents, ratepayers, visitors, tourism operators and rental agencies
- Establish an environmental group through the HBVACCB to develop a holistic action plan that listens to and acts on community concerns and consults with relevant organisations such as the Jervis Bay Marine and NSW National Parks, the RFS and Bushcare.
- Work with the relevant authorities to review penalties and enforcement of environmentally damaging actions (such as illegal fishing, littering, fires, camping overnight in the streets and dunes, land clearing)
- Encourage authorities to review existing signage. The aim would be to eliminate redundant signs, improve the quality and clarity of existing signs (e.g. Marine Park signs and roadside 'prohibited behaviour' signs) and consider signage that encourages environmentally appropriate behaviour and actions. Designs should consider the needs of non-English speaking visitors.

#### 2. Planning and development

- Use the HBVA as the vehicle to ensure the community is kept abreast of relevant planning and development legislation and policies
- Consult with Council to improve compliance with regulations that address land clearing, building site ratios, illegal discharge of waste water, littering and pollutants

HBVA Strategic Plan: September 2017

- Utilise the HBVA website, emails, community meetings to disseminate relevant information from documents such as the state environmental planning policy and the Shoalhaven Local Environment Plan
- Collaborate with relevant bodies to improve the community's awareness of the potential impacts of climate change and geomorphic processes with regard to appropriate planning and development

#### 3. Regulation and Enforcement

Liaise with relevant authorities such as SCC, NSW National Parks and Jervis Bay Marine Park Authority to ensure appropriate measures are consistently used to prevent inappropriate and illegal activities from impacting on soil quality, dune health, water quality and the marine and natural environment. Activities such as camping, dumping of waste, clearing, illegal tracks, illegal parking, spearfishing, and line fishing in sanctuary zones should be monitored and regulations enforced.

- Disseminate information on regulations through, for example, the HBVA website and directly to rental properties via commercial holiday rental businesses
- Develop and disseminate an action plan for reporting illegal activities

#### 4. Infrastructure

- Collaborate with Council regarding infrastructure planning relating directly to the environment
- Identify areas where damage is causing erosion from cars parking on soft surfaces. Notify and work with the relevant department to remedy this
- Work with authorities to improve water quality in the Marine Park and address erosion issues through addressing specific threats including ineffective or non-existent storm water/runoff management systems, poor maintenance of swale drains (which has caused properties to be inundated with water); and a lack of gross pollution traps.
- Consult with Council to maintain user-friendly and environmentally responsible access to the beaches
- Work with Council to carry out improvements to existing public toilets/showers, with designs which consider the environmental impacts of their location and use
- Provide public waste recycling facilities and provide clearer information to holiday renters regarding domestic recycling

#### 5. Community action

- Utilise community expertise through an environmental group to disseminate information and build knowledge for example to address tree protection and maintenance and develop guidelines for appropriate plantings (including fire retardant species)
- Develop relationships, encourage community participation and work with local community
  groups such as Bushcare to promote and implement shared environmental goals
- Promote and participate in environmental programs and activities (e.g. regular clean up days, Take 3 for the Sea, Pollution Solutions)

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- Source funding for new environmental initiatives: for example, labels for domestic recycling bins; public recycling facilities for visitors
- Utilise the expertise of organisations such as Bushcare and NSW National Parks to assist in the restoration of degraded areas (protection of dunes, removal of exotic species from the bush areas)
- Ensure bushfire management plans (RFS and NSW National Parks) are well understood by members of the Hyams Beach community and encourage sound responses to reduce risk to lives and properties
- Encourage members of the Hyams Beach community to volunteer with the Crossroads Rural Fire Service Brigade and support their fundraising activities
- Support the implementation of pest control programs (e.g. foxes, rabbits, mynah birds) and control of domestic animals that prey on native wildlife



Parking on soft surfaces causing runoff and erosion



Support the enforcement of penalties to eliminate illegal bush camping and fires on the beaches and in the fragile dunes

HBVA Strategic Plan: September 2017

# Theme 2: Traffic Issues

In recent years, the volume of traffic entering Hyams Beach has increased exponentially. During peak holiday periods there is a constant flow of traffic entering and leaving the village via the single access road. Drivers circle the village in search of one of the limited street parking places creating continuous from early morning to late afternoon. Outside these peak periods, the number of visitors is also increasing due to the national and international publicity that Hyams Beach has and continues to receive.

Hyams Beach is an iconic tourist location which, in previous years was indiscriminately promoted without regard for, or consultation with the community. The imbalance between the generation of traffic (vehicular and pedestrian) and capacity of the village has caused serious issues for visitors and residents. SCC has begun implementing strategies to ameliorate congestion and parking issues but without a longer term holistic plan and community consultation, problems will persist beyond the foreseeable future. Failure to do this could jeopardise the role of Hyams Beach as a high end residential tourist resort and day tripper destination as well as seriously alienating people who pay very high rates for the privilege of residing in the village.

## Key strategic issues and actions - Traffic

- 1. Achieve a better long-term balance between traffic volume and capacity of the village
  - Work with Council to develop a holistic action plan to address the current and predicted increase in traffic volume, congestion and the parking capacity of the village Some suggested strategies include: Development of the road network to augment single ingress/egress; out-of-village parking; drop-off locations for passengers; paid parking; peak season bus for day trippers; creation of a designated bus parking area

#### 2. Minimise the negative impact of car parking on residents

- Support measures to prevent street parking that impedes turning into or out of private driveways
- Support measures which assist in the effective policing of illegal overnight stays (campervans, caravans and cars)
- Utilise the resources of the HBVA for example, through its website, to inform residents of strategies to address illegal parking
- Work with SCC to develop a plan for road improvements, looking at road widening, kerb and guttering, drainage

#### 3. Minimise environmental impact of car parking

- Liaise with SCC to develop strategies to prevent erosion and run-off caused by parking on soft surfaces
- Work with SCC, Bushcare and other relevant organisations to encourage use of vegetation to restore degraded areas
- Promote the installation of gross pollution traps to prevent litter dropped from parked cars and pedestrians to enter Jervis Bay through the storm water drains

HBVA Strategic Plan: September 2017



#### 4. Minimise traffic danger and accident liability Some suggestions include:

- Improve pedestrian safety by creating footpaths in areas of high vehicle and pedestrian traffic
- Examine possibility of creating a soft surface path through the recreation reserve along Cyrus Street with due consideration for tree health and public safety
- Consider the village as shared pedestrian/vehicular zone
- Lower the speed limit
- Improve signage and consider non-English speaking tourists
- Turn the boat ramp road into a pedestrian only walkway to improve safety in this already high pedestrian area
- De-list the boat ramp as it is no longer serviceable (except for kayaks and similar)
- Use of traffic calming measures on roads where there are recognised risks



Conflict between vehicles and pedestrians



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# Theme 3: Residential Amenity and Sustainable Tourism

The long-term sustainability of the tourism-based economy in Hyams Beach, which includes day visitors, requires the ongoing maintenance of good services and the avoidance of intrusions that detract from a good holiday experience. Members of the community, in particular permanent residents, are directly affected by the additional pressures that come with increased visitor numbers. These include: littering, noise pollution, congestion, restricted access to driveways, safety concerns (e.g. bushfires, conflicts between pedestrian and vehicular traffic, illegal campfires), fluctuating water supplies, limited mobile phone and internet coverage.

During the development of this draft strategy, a small survey of day visitors and temporary renters to the village was undertaken to ascertain why they had chosen to visit Hyams Beach. The understanding of the attractions of the village to these people forms an important backdrop to the strategy. A large majority of respondents indicated the natural environment and small village environment were what attracted them to Hyams Beach. The natural environment was stated as the most positive experience for most visitors. Appendix 2, 2017 Visitor Survey

## Key strategic issues and actions - Amenity & Tourism

- 1. Ensure public services are capable of meeting residential needs and peak demands
  - · Communicate and consult with Shoalhaven Water to ensure a reliable service to the village
  - Seek closer community involvement with SCC in the planning process of providing additional toilet and related facilities in the village, whether permanent or temporary
  - Installation of reliable broadband service
  - improve the currently poor or non-existent mobile phone services across much of the village
  - Consider current and future public transport needs including services especially during peak periods
- 2. Reduce negative impacts of tourism. Suggestions include
  - Consider a camping area outside the village (possibly associated with an out-of-village car park) to prevent on-street caravan and van camping
  - Support the enforcement of penalties to eliminate illegal bush camping in the dunes (See Theme 1.3)
  - Maintain and identify beach access points to minimise illegal and dangerous tracks being made
  - Work closely with the owners of holiday rental properties and rental business providers to
    ensure compliance with noise issues and provide information on actions to take if impacted
  - Work with Shoalhaven Tourism to develop and maintain peak season strategies which
    encourage sustainable tourism and support residential amenity for example offering tourism
    officer support in the village during peak periods

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#### 3. Maintain a safe environment

- Liaise with RFS and SCC to ensure bushfire management plans are appropriate with annual fuel load reduction programs understood and carried out
- Ensure that bushfire management plans are well publicised and understood within the Hyams Beach community, including to short-term holiday renters. (See Theme 1: point 5)
  - Encourage every property owner to develop a written Bushfire Emergency Plan
- Work with relevant authorities to assist in the enforcement of bans on illegal fires on beaches and in dunes
- Liaise with SCC to develop improvements to the reticulated water supply to ensure firefighting capabilities
- Develop materials to communicate fire risks and plans to short term holiday renters
- Consult with SCC to ensure the implementation and maintenance of a high-season traffic management program (See Theme 4)
- 4. Retain present character of Hyams Beach's built environment
- SCC to fully implement its own SLEP provisions regarding lot size, building site ratios, subdivision
  of existing lots, dual occupancy, height limits etc.
  - Permanent residents have expressed concerns over the increasing size of buildings designed to maximise holiday rental potentially leading to increased noise complaints and parking issues.
  - A significant number of respondents in the 2017 Visitor Survey noted their appreciation of the small village atmosphere with the café as the only commercial enterprise visible. Comments included the historic buildings adding to their appreciation for the visual amenity of Hyams Beach



Public toilets and showers need to consider the environmental and residential impacts of their location and use

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Work with Shoalhaven Tourism to develop and maintain peak season strategies which encourage sustainable tourism and support residential amenity



'Sign pollution': visual amenity spoiled by proliferation and random placing of signs

HBVA Strategic Plan: September 2017

# Theme 4: Public Space and Infrastructure

Hyams Beach contains important shared spaces and public infrastructure, which contribute in important ways to the quality of life of the community. For example:

- open spaces are environmental assets, providing biodiversity and vistas
- public spaces provide opportunity for active and passive recreation
- communal buildings and facilities provide opportunities for shared activities and experiences and contribute to community well-being

For the purposes of this strategic plan public space refers not only to the built envelope of the village but also the adjacent beaches, dunes and national park.

# Key strategic issues and actions – Public Spaces and Infrastructure

#### 1. Maintain and enhance the quantity and quality of public open space

- · Liaise with SCC to limit encroachment into public spaces (e.g. for parking or private use)
- SCC to consult with community regarding future public open space in region of the boat ramp
- Maintain biodiversity and environmental quality of green spaces through consultation with relevant bodies such as Bushcare
- Utilise the community to assist in sourcing funds and supplying voluntary labour to enhance public spaces

#### 2. Investigate opportunities for active recreation such as:

- Liaise with NSWNP and SCC to maintain current walking tracks and the creation of new tracks
- Adult exercise equipment in an appropriate location
- Improve and maintain the children's play space

#### 3. Improve access for less physically able people. Suggestions include:

- Improve disabled access to Hyams Beach boat ramp and Seaman's Beach
- Disabled car parking spaces could be provided along Cyrus Street close to the beach access points
- Provide new disabled toilets north of Hyam Road
- 4. Provide accommodation for community activities not catered for elsewhere
  - Negotiate return of the Fireshed for community use, including a Men's Shed and Community Hub

HBVA Strategic Plan: September 2017



The Strategic Plan encourages a partnership between community and council and supports the development of future projects with the assistance of residents. This much needed footpath was built using community labour and expertise.



Bird Spotters Walk signs: a positive community contribution to resident and visitor enjoyment of the natural environment

HBVA Strategic Plan: September 2017



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Hyams Beach Villagers Association

Strategic Plan – September 2017

### Attachments

1.	The Engagement Process for the Hyams Beach Strategic Plan
2.	2017 Visitor Survey
3.	Environmental Focus Group: Issues, actions and outcomes
4	Potential threats from environmental hazards

HBVA Strategic Plan Attachments: September 2017



### 1. The Engagement Processes for the Hyams Beach Strategic Plan

#### Target groups for engagement

The Plan is intended to be prepared on behalf of the broad Hyams Beach community, with a primary focus on

- 1. permanent residents (whether owners or renters)
- 2. owners of holiday homes in the village for personal use and/or rental
- 3. those operating businesses within or into the village encompassing:
  - o owners of rental accommodation
  - providers of commercial services to the residential and rental market (agents, cleaners, tradesmen etc.)
  - o businesses catering to those in the village, notably the café
- members of other local communities, such as Erowal Bay, where there is regular interaction across the communities

Other stakeholders who are not the primary Hyams Beach community but whose views and input may be considered significant and should also be represented in the strategy are:

- 5. People from outside the immediate area who choose to holiday in the village
- Day-trippers from outside the area seeking the 'white sands experience' of Hyams Beach interpreted to include Chinaman's Beach, 'Boat Ramp' Beach and Seaman's Beach.

#### HBVA representation of stakeholders

The HBVA membership, currently 190, does not include direct coverage of all these groups. Anyone in Groups (1) and (2) is entitled to join and those two groups are well covered in the membership. Business owners in relation to Group (3) are entitled to join and are well represented.

- · Just over 50% of the membership are non-resident owners with many planning to retire here
- Just under 50% are permanent residents, with around two thirds of all residents in the village being members
- The owners of the café and the 2 major real estate agency businesses are members and the
  owner of one of the real estate businesses is on the Executive Committee, all providing
  insights into the demands of the temporary rental market and of day visitors who might use
  the café.

The membership does not include non-resident providers of services, such as trades, gardening and cleaning services. Nor does it include those in Groups 4, 5 and 6.

HBVA Strategic Plan Attachments: September 2017

Page A1.1

However, as a broad proposition service providers and potential temporary renters of properties in Hyams Beach, are believed to share an interest in protecting the values that drive demand for rental tourism services, and which ensure that Hyams Beach remains an attractive destination. Their Interests are, at least in part, represented by the substantial number of HBVA members who are reliant on their business.

#### Engagement

The main avenues for building an understanding of the range of stakeholder views, concerns and ideas for improvement have included:

- Direct engagement with owners of property and businesses in the village via established HBVA processes:
  - In 2016 all members were invited to participate in the planning process. About 2 dozen attended an initial open meeting in October 2016 to agree upon focus areas and subsequently joined one or more of the focus/working groups.
  - Those participating in the working group process included residents, resident owners
    of rental property, non-resident owners of rental property and one of the major
    agents managing the rental properties in Hyams Beach.
  - Progress up-dates have been presented at general meetings and members attending were given the opportunity for discussion and feedback.
  - Renewed invitations to join into the planning process through the working groups have been made regularly.
  - Progress reports were provided at successive General Meetings of HBVA, with the April 2017 delivering agreement to the proposed structure of the report, and the May 2017 General Meeting being provided with a draft of the full report as an agenda paper.
  - Information has been regularly up-loaded onto the HBVA website and members have been encouraged to provide feedback through the HBVA website comments page.
  - A forum/workshop, to which all HBVA members were invited, was held in June 2017, to advance the draft in preparation for reaching a version to be discussed with Council.
- A simple questionnaire was used to interview visitors (mostly day-trippers rather than locals) and included beach goers, walkers, those using facilities such as the park and others at the café. The reason for this survey was to capture the views of stakeholders in Target Groups 4, 5 and 6 and gain an understanding of the range of views and reasoning behind them. See Attachment 2.

#### **Previous surveys**

There have been two previous systematic engagement processes used in relatively recent times to seek a range of views and concerns on major issues needing to be addressed in the village.

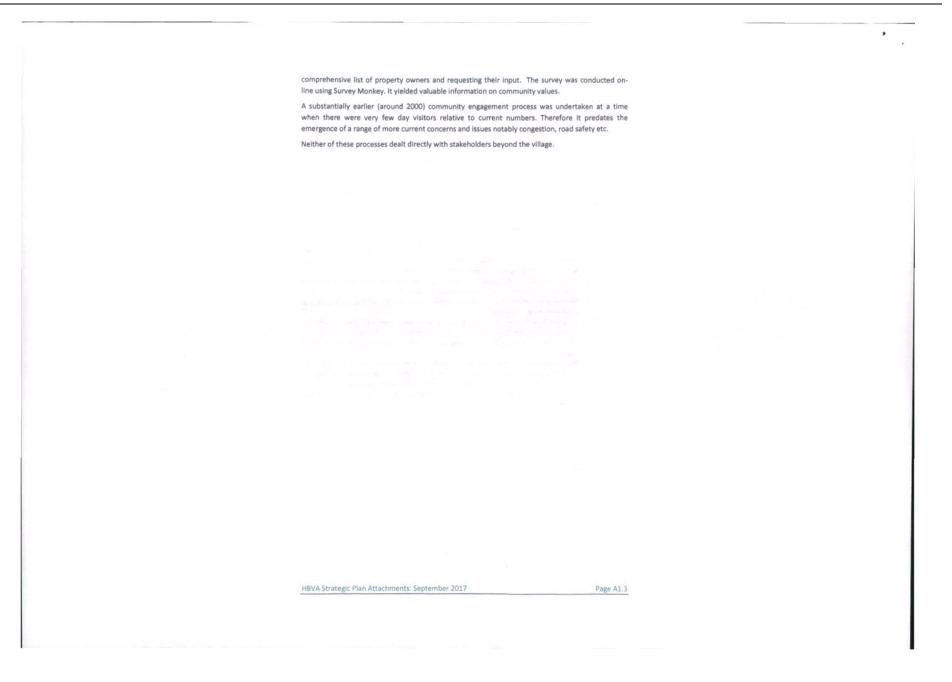
A survey of all property owners in Hyams Beach was held in 2015. The target population for the survey was not restricted to HBVA members and significant effort went into developing a

Page A1.2

HBVA Strategic Plan Attachments: September 2017

SA19.141 - Attachment







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## 2.2017 Visitor Survey

HBVA Strategic Plan Attachments: September 2017

Page A2.1

As part of the Strategic Plan for Hyams Beach, a survey was conducted to elicit information from day trippers and guests staying in the village. Some of the information was for statistical purposes (and out of interest) with the remainder directly relating to the strategic plan. The main aim was to ensure the values that attract people to Hyams Beach, the perceived threats and suggestions for improving their experiences were identified and could be included in the Strategic Plan. Respondents were selected randomly over a two-week period. Day trippers and guests each had 4 questions, then questions relating to their values and experiences along with suggestions were the same. The sample sizes were small so some caution must be exercised in interpreting results. Thirty-one surveys were received from day trippers and 16 from guests staying within the village. Nevertheless, the results appear indicative of visitors to Hyams Beach and support many of the values noted by residents and owners of properties.



RESULTS - DAY TRIPPERS			RESULTS - GUESTS STAYING IN VILLAGE					
	r country of resid	ence (35 respo		1. Pos	tcode or country	of residence 16 response		
57% from Sydney (majority from Western Sydney with South Sydney a close second)	28% overseas		0% from local area	56% Sydney (9 of 16) with no particular demographic evident)	25% (4 of 16) country NSW & interstate	12% (2 of 16) Wollongong	6% overseas (1 of 16)	
	v times have you v	isited Hyams I	Beach (32	2. Ho	w many nights ar	re you staying (16 respons	ses)?	
responses) 56% once (18 of 32)	19% second time (6 of 32)	19% 3-4 times (6 of 320	6% many times (2 of 32)	56% 1-2 nights	25% 5-9 nights	These numbers may be s short term accommodation	skewed by the majority of respondents staying in one type of on not aimed at longer stays	
<ol> <li>Where did</li> </ol>	you come from to	oday? (32 resp	onses):	3. How ma	ny times have yo	ou staved here?		
50% were staying in local area	37% from Sydney	6% from interstate ACT	6% Wollongong (2 of 32)	62% once or twice before	25% more than 10 times	12% less than 10 times		
(16 of 32)	(12 of 32)	(2 of 32)						
4. How did y responses)	ou come here toda	ay walk, bus or	drive? (32	4. Would y	ou return?			
94% drove (30 of 32)	3% large bus (1 of 32)	3% mini bus (1 of 32)		100% YES				
HBVA Strategic	Plan Attachm	ents: Sente	omber 2017					Page A2.2



#### COMBINED RESULTS DAYS TRIPPERS AND VISITORS STAYING IN THE VILLAGE

1.What attracted you to Hyams Beach? (79 responses)	44% (35 of 79)  beach and white sand	14% (14 of 79) -water and marine environmen t	15% (12 of 79)- aesthetics: quiet, peaceful atmosphere and village feel, uncommercial	10% (8 of 79) were recommended as a destination or on a package	8% (6 of 79) – natural environment (includes areas outside Hyams Beach)	6% (5 of 79) proximity to Sydney	4% (4 of 79) safe beach and area
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	2.Please tell us 2 of your most positive experiences (88 responses)	26% (26 of 88) beach and sand	23% (20 of 88) water and marine	17% (15 of 88) – aesthetics clean, family friendly, isolation, small village, beautiful views	16% (14 of 88) - sustainable tourism: friendly people, lack of crowds, uncommercial, good parking because of tourism officers	12% (11 of 88) – natural environment (includes areas outside Hyams Beach)	2% (2 of 88) proximity to Sydney	1% (1 of 88) safety
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3.Please tell us 2 of	73% (48 of 65) infrastructure-	10% (7 of 65)	9% (4 of 65)-	3.5% (3 of 65) -	1.5 (1 of 65)-
your most negative experiences	19 = parking, 10 = toilets, showers9 = lack of food choices, overcrowding	aesthetics: rubbish, dog poo, overcrowded,	communication - lack of reception	Safety:	sustainable tourism:
(65 responses, some		no off leash area, beach needs a comb		no lifeguards, sharks, jet	Needs realistic marketing
respondents indicated no	5 = inadequate access (steps to beach no disabled or pram access)	beach needs a como		skis	
negatives)	3 = not enough barbeques				
	1 = not enough bins				
	1 = hate big shopping development on road to Hyams Beach				

HBVA Strategic Plan Attachments: September 2017

Page A2.3



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4.Please list any	48% (18 of 37) -	24% (9 of 37)-	11% (4 of 37)	5% (2 of 37) Improved	5% (2 of 37) - natural	3% (1 of 37)-	3% (1 of 37)-Lifeguards	
suggestions for improving your experience (37 responses)	infrastructure: More showers, toilets, garbage bins, barbeques, access to fresh water, shade and shelter, more eateries or catering	Improvements to traffic management including parking and one suggestion for shuttle bus	keep it as it is	communication	environment: poo bags for dogs and dogs on leash	Reduce advertising to prevent overcrowding	on beach	
				and a second sec	n fan en de fan de f Reference de fan de f Reference de fan de f			
				nprove their experienc			Anton State (1997)	75.672.00 

# 3. Environment Focus Group Results

The scope of the environmental focus group is the natural environment of Hyams Beach and the immediate surrounds to the extent that they affect the environmental values of the village. The objective is to maximise the ecological health of this environment in relation to the marine park, water quality, flora and fauna, the white sands, dune and soil health.

The table below describes the outcome of many discussions which led to the statements contained in Theme 1 in the strategic plan.

ENVIRONMENTAL VALUES	ENVIRONMENTAL THREATS	IDENTIFIED & POTENTIAL CAUSES	SUGGESTED STRATEGIES	ACTIONS	OUTCOMES
MARINE PARK	<ol> <li>Loss of habitat/potential decline of species</li> <li>Pollution</li> </ol>	1.Illegal activities     (Spearfishing, poaching, line     fishing in sanctuary zone,     collecting from rock     platforms), Overdevelopment     of building sites leading to     runoff     2. Sediment from runoff,     chemicals, herbicides. litter     (plastics, fishing line, bait     bags). Waste water discharge     from caravans and motor     homes	Cooperation by HBVACCB with all authorities and organisations involved with the marine park Lobby Council for improved storm water management (gross pollution traps, sediment traps, DA requirements) All signage throughout village to be assessed for clarity of content and visibility. Content needs to be simple, clear, easily understandable by non-English speaking visitors Effective monitoring by relevant autivities) Effective waste management during peak periods Effective litter management	<ul> <li>Establish a viable working relationship with:</li> <li>Shoalhaven City Council (including Bushcare), Jervis Bay Marine Park, Jervis Bay Alliance, New South Wales National Parks, Jervis Bay Community Consultative Bodies, Shoalhaven Transition to;</li> <li>obtain and disseminate accurate and relevant information through HBVACCB website, rental agencies, tourism operators</li> <li>improve signage, manage litter and pollutants, ensure compliance with regulations</li> <li>Promote and participate in programmes which reduce pollution (for example: Take 3 for the Sea, Plastic Bag Solutions, Keep Australia Beautiful campaign)</li> <li>Source funding as necessary (for example, Club Grants through SCC, Bendigo Bank, IMB Community Foundation Grants)</li> </ul>	Improved understanding of specific environmental threa and their causes. Development of clear response actions Halting the decline of habita and species Sediment and pollutants are prevented from entering the marine environment. Improved co-operation with organisations to assist in the protection of the marine environment
			Effective compliance of regulations (SLEP, littering, fishing, DA compliance)	Develop an ongoing community litter programme     Utilise HBVACCB website for articulating response actions to	

HBVA Strategic Plan Attachments: September 2017



WATER QUALITY	1.	Erosion	1.Storm water, runoff, climate change (storm events), overdevelopment of properties, destruction of dune vegetation (illegal camping, illegal	Cooperation by HBVACCB with all authorities and organisations to manage water quality Improve level of recycling in	observed illegal activities           7. Investigate possibility of smoking ban on beaches           Work with Bushcare on restoration of degraded areas           Engage with SCC about a storm water management plan	Improved understanding of specific environmental threat and their causes.
	2.	Pollution	tracks), parking on soft surfaces on edge of potential erosion zones 2. Runoff, storm water, littering, lack of facilities for rubbish & recycling for day trippers, no gross pollution traps, lack of understanding of impact of pollution on environment, Inappropriate and/or lack of facilities (showers, toilets) Waste water discharge from caravans and motor homes Chemicals: herbicides, pesticides Cigarette butts	Hyams Beach	<ol> <li>Liaise with SCC to:         <ol> <li>Develop clear labelling on domestic recycling bins aimed at holiday renters</li> <li>Consider effectiveness of storm water management plan</li> <li>Improve compliance with regulations to address clearing, building site coverage (ratio), illegal discharge of waste water, littering, pollutants, recycling, (DA, LEP)</li> <li>Consider facilities (showers/toilets) (refer to infrastructure focus group)</li> <li>Consider parking plan which takes account of erosion</li> <li>Develop an ongoing community litter programme</li> </ol> </li> </ol>	Improvement in fresh water quality and flow Sediment and pollutants are prevented from entering the marine environment. Appropriate measures are consistently used to prevent storm water and runoff impacting on water quality. Improved co-operation with organisations to maintain and
	3.		<ol> <li>Runoff, turbidity, storm water, pollution</li> <li>Soil erosion, hard surfaces, building site coverage, illegal clearing, illegal tracks, inappropriate plantings, illegal parking on soft surfaces</li> </ol>		<ol> <li>Source funding as necessary</li> <li>Investigate possibility of smoking ban on beaches</li> </ol>	maximise water quality
	5.	Storm water	5. Inappropriate management, lack of and/or poor infrastructure (drains, gutters)			

HBVA Strategic Plan Attachments: September 2017



DIVERSITY OF LOCAL NATIVE FLORA	Weeds     Dumping of green     waste     Clearing     A. Invasive indigenous     species within Hyams Beach     village	1. Dumping of green waste (environmental vandalism), inappropriate plantings in village, clearing and removal of native vegetation, loss of diversity     2. Lack of a facility, lack of understanding of consequences     3. Improve views, illegal camping, tracks, development, lack of understanding of consequences     4. Infrequent fire (controlled burns, bushfires)	Cooperation by HBVACCB with relevant authorities to manage flora Promote education in relation to the importance and roles of native flora	Liaise with the SCC and NSW National Parks to: Manage and regulate illegal activities such as dumping, clearing, camping, tracks which impact on flora Restoration of degraded areas in the village and surrounds to their natural state (including dunes) – revegetate and fence dunes Develop a working relationship with SCC, Bushcare, NSW National Parks, Rural Fire Service Engage with RFS and NSW National Parks regarding the community and area wide bushfire plans and ensure the dissemination of information to residents	Improved understanding of specific environmental threa and their causes. Restoration of degraded area in the village to their natural state (including dunes) Protection of existing native vegetation communities Improved co-operation with organisations to maintain an maximise diversity of native flora and fauna habitats
				and ratepayers Liaise with RFS and NSW National Parks on the implementation of prescribed fire regimes Disseminate Bushcare Action Plan	
				through HBVACCB website Investigate the possibility of a green waste disposal area in the village or other alternatives	
				Source funding as necessary Ascertain whether SCC has a policy to plant a new tree for every tree that is removed with Council permission, whether on private property or in public	
				spaces Utilise website to provide information on consequences of land clearing, removal of native vegetation, inappropriate plantings, dumping of green waste.	
				Establish a list of appropriate local native species for planting on urban blocks and village surrounds.	

HBVA Strategic Plan Attachments: September 2017





SOIL QUALITY AND DUNE HEALTH	<ol> <li>Erosion</li> <li>Pollution</li> <li>Runoff</li> </ol>	1.Storm water, runoff, climate change (storm events), overdevelopment of properties, clearing, destruction of dune vegetation (illegal camping, illegal tracks), parking on soft surfaces on edge of potential erosion zones     2. Runoff, storm water, littering, lack of facilities for rubbish & recycling for day trippers, no gross pollution traps, lack of understanding of impact of pollution on environment, Inappropriate and/or lack facilities (showers, toilets) Chemicals: herbicides, pesticides, eigarette butts Waste water discharge from caravans and motor homes     3. Soil erosion, hard surfaces, building site coverage, illegal clearing, illegal tracks, inappropriate plantings, parking on soft surfaces	Cooperation by HBVACCB with relevant authorities to manage soil quality and dune health Effective compliance of regulations (LEP, littering, illegal activities camping/fires, DA compliance)	<ul> <li>Work with Bushcare or other organisations to assist in the restoration of degraded areas in the village and surrounds to their natural state (including dunes) – revegetate and fence dunes</li> <li>Liaise with SCC to <ol> <li>Consider effectiveness of storm water management plan to prevent runoff, erosion and sedimentation</li> <li>Improve compliance with regulations to address clearing, building site coverage (ratio), illegal discharge of waste water, littering, pollutants, recycling, (DA, SLEP)</li> <li>Consider environmental factors in regards to facilities (showers/toilets) –(refer to infrastructure focus group)</li> </ol> </li> </ul>	Improved understanding of specific environmental threa and their causes. Soil quality and dune health are improved Erosion, runoff and pollutan are prevented from impactin on soil quality and dune health. Appropriate measures are consistently used to prevent inappropriate and illegal activities from impacting on soil quality and dune health Improved co-operation with organisations to maintain an maximise soil quality and dune health
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AIR QUALITY	Pollution	Vehicle emissions	Refer to other focus groups	Plant more trees to filter pollutants	Improved co-operation with organisations to improve
					residential amenity and reduce vehicle emissions

HBVA Strategic Plan Attachments: September 2017



#### 4. Potential threats from environmental hazards

There are significant threats to Hyams Beach from a range of extreme weather events and other hazards.

#### Fire

Hyams Beach is vulnerable to bushfire with the potential for loss of many houses and infrastructure. As recently as the 2003 season, a major fire encroached close to the southern boundary of the village (see chart below) and more recently, the park abutting the village at the north experienced two significant fires. The risks can be mitigated through sensible hazard reduction measures, preemptive fire planning by households and the community, and with support from the rural fire brigade services.

Hyams Beach is serviced by the Crossroads Rural Bushfire Brigade and surrounding brigades. There are a limited number of village community members who have undergone fire training and it would be desirable for this number to be increased.

In the event of a fire there is potential for Booderee Avenue, the only road into the village, to be cut preventing residents from exiting and firefighters from entering. There is nowhere in the village that has been rated as safe in the event of a major fire including the beaches, which have explicitly not been assessed by RFS as a safe zone. Some properties do have facilities that appear to offer better protection and could be used as shelter in an emergency.

Many of the houses in the village do not reflect current fire standards, especially the older houses. Fire-planning and protective measures around houses are variable. Some houses have fire plans, but the temporary renters who commonly occupy the houses during fire season are often quite ignorant of fire risks and responses in the event of a fire. Poor internet and mobile phone coverage limits the scope for delivering alerts in a timely manner. The reticulated water supply system is already stretched in normal usage across the fire season and some standing water sources (tanks, pools etc.) have been identified for use by fire brigades but their spread across the village is variable and sparse. Few are identified by standing water supply signs and in peak times, cars and boats are often parked directly on top of the water hydrants, impeding fire brigade access.

Recent efforts by HBVA and, especially Bushcare have promoted more frequent and systematic maintenance of asset protection zones around the village, but these zones would not be able to stop a large fire accompanied by strong winds.

Of critical importance to Hyams Beach is to stop fires being lit by people camping illegally in the dunes.

#### Storm, floods and tsunamis

The village has also experienced some major storm events in recent years, with localised flooding of roads and houses, other property damage and often significant impacts on the dunes and the creeks

Page A4.1

HBVA Strategic Plan Attachments: September 2017



flowing onto the beaches. The village offers a relatively small but steep catchment. These flooding events tend to be of short duration, but can cause a lot of damage. The threat of a tsunami is real and residents and visitors need to made aware of local plans should such an event be imminent.

#### Climate change, sea level rise and tidal surges

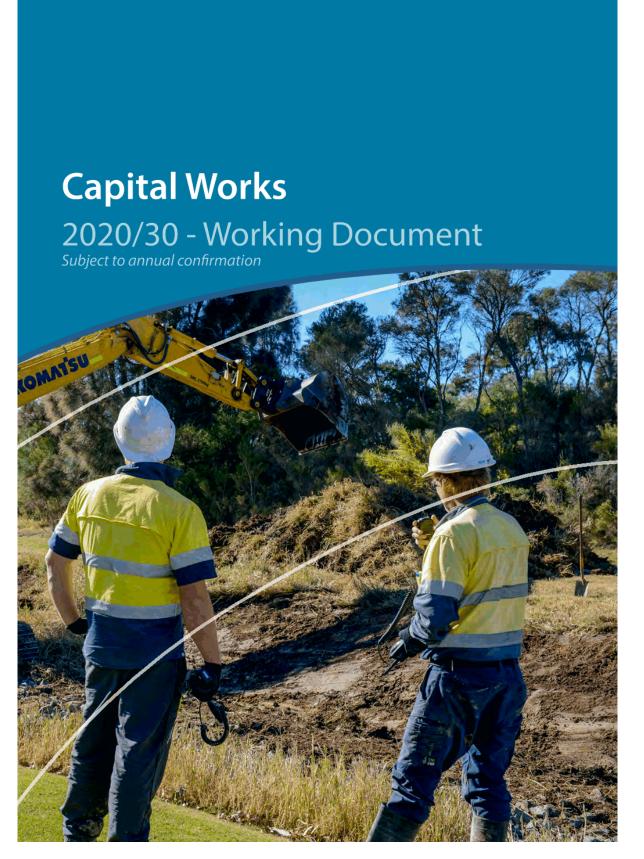
Climate trends are likely to add to the threats from fire and extreme weather events. Greater likelihood of periods of protracted drought, higher average temperatures and more frequent extreme heatwaves are likely to heighten fire risks and increased health risks. Greater frequency of extreme storms will heighten the associated risks.

Rising sea levels, and associated tidal surges, do mean increased pressures on the beaches, dunes and some structures near these areas. The beaches and dunes will always be being reshaped by natural forces, but the village needs to develop in a way that can deal robustly with trends of this kind.

Map of Bushfire Brigade Areas and recent fires up to 15 December 2016







Job Name	Renewal / New / Growth	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Unfunded	Expected year of unfunded amounts
			000 1 10	000 000	000 200	000 000	000 000	000 110	000 000	000 100	000 000	000 200 0	
Public Amenities Replacement	Kenewal	357,500	314,000	320,000	326,000	333,000	340,000	347,000	354,000	361,000	368,000	1,846,000	
Tubber hitter with a clean twitter and a market		000/2/1											
Tomerong - Extension of the School of Arts		170,000											
(Hyams Beach-Seamans Beach-extend) 2 unisex facilities)		157,000											
Erowal Bay-Fire Station Reserve-Twin unisex facilities		15,000	135,000										
Hyams Beach-Chinamans beach -Four unisex facilities			20,000	300,000									
Shoalhaven Heads Surf Club -Twin unisex facilities			20,000		100,000								
Vincentia-Plantation Point -Four unisex facilities		20,000	130,000										
Nowra -Endeavour park-Replace - single unisex facility			20,000		130,000								
Hyams Beach-Boat ramp-Four unisex facilities					56,000	333,000							
Burrill Lake- McDonald Avenue						20,000	150,000						
Narrawallee-Adjacent Lake Entrance-Four unisex facilities						30,000	160,000						
Ulladulla-Boree Street-Four unisex facilities							20,000	342,000	54,000				
Ulladulla-Green Street-Decommission when Boree Street are replaced									20,000				
Mollymook Beach-Beach Road-Four unisex facilities								20,000	260,000				
Culburra Beach-Surf Club-Twin unisex facilities									10,000	140,000			
Callala Beach-Callala Beach Rd-Twin unisex facilities									10,000	201,000			
Shoalhaven Heads-Curtis Reserve-Convert male to single unisex, separate single unisex											20,000		
Huskisson-White sands park-Lift & change & facilities										28,000	320,000		
Nowra -Recreation park-When park no longer required.												15,000	
Sanctuary Point -Francis Ryan Reserve -Refurbish												60,000	

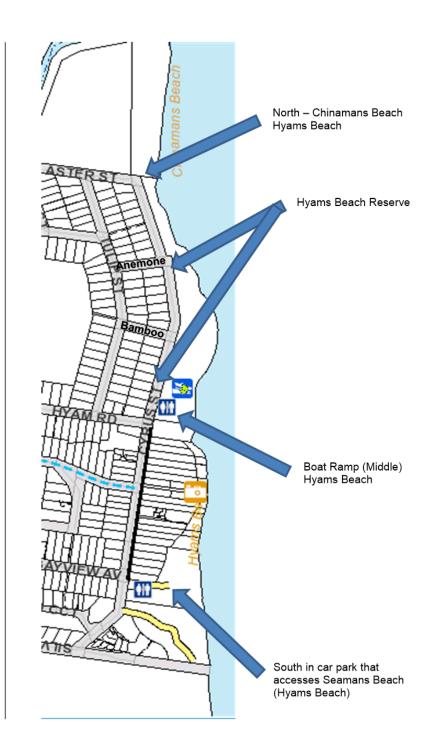
Shoalhaven City Council - Delivery Program Operational Plan 2019/20 Budgets & Capital Works | Page 117



Job Name	Renewal / New / Growth	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2029 Unfunded	Expected year of unfunded amounts
Crookhaven Heads Boat Ramp-Twin unisex facilities											20,000	200,000	
Culburra Beach-CBD-Twin unisex facilities											8,000	120,000	
Vincentia-Boat Ramp - Holden Ave-Twin unisex facilities												160,000	
Greenwell Point-Swimming Pool Foreshore-Refurbish												208,000	
Nowra -Stewart Place-Refurbish												103,000	
Greenwell Point-Gordon Ravell Park-Twin unisex facilities												100,000	
Berry -Mark Radium Park-Twin unisex facilities												160,000	
Berry -Berry District Park-Four unisex facilities												450,000	
Sussex Inlet-Neilson Lane-Single u nisex facilities												90,000	
Sussex Inlet-Surf Club -Twin unisex facilities												180,000	
Currently unallocated		0	119,000	20,000	40,000	-50,000	10,000	-15,000	0	-8,000	0		

Shoalhaven City Council - Delivery Program Operational Plan 2019/20 Budgets & Capital Works | Page 118







# **Priority listing**

What are the top 20  $\ensuremath{\text{public}}$  amenities to be replaced / refurbished / extended / new or decommissioned?

	Suburb	Location	Proposal	Proposed Strategy
1	Sanctuary Point	Clifton Reserve	Single unisex facilities for persons with disabilities	New - Complete September 2018
2	Bendalong	Boat Ramp	Four unisex facilities with two for persons with disabilities	New - Complete December 2018
3	Culburra Beach	Curleys Beach Reserve - Prince Edward Ave	Single unisex facilities for persons with disabilities	New - Complete December 2018
4	Berry	Apex Park	Decommission existing toilets for new CBD toilets	Replace - Improved
5	Cudmirrah	Errol Bond reserve - Goonawarra Drive	Twin unisex facilities for persons with disabilities	Replace - New Location
6	Sussex Inlet	Chris Creek	Twin unisex facilities for persons with disabilities	New
7	Hyams Beach	Southern/ Seamans Beach	extend two unisex facilities	Extend
8	Erowal Bay	Fire Station Reserve	Twin unisex facilities for persons with disabilities	Replace - Improved
9	Hyams Beach	Hyams reserve/ Chinaman's beach	Four unisex facilities with two for persons with disabilities	New
10	Shoalhaven Heads	Surf Club (Gumley Reserve)	Twin unisex facilities for persons with disabilities	Extend & Refurbish
11	Vincentia	Plantation Point Parade Plantation Point	Four unisex facilities with two for persons with disabilities	Replace - Improved
12	Nowra	Endeavour park	Replace new location - single use unisex facility	Replace new location



	Suburb	Location	Proposal	Proposed Strategy
13	Hyams Beach	Boat ramp	Four unisex facilities with two for persons with disabilities	Replace
14	Burrill Lake	McDonald Parade	Remove - Lions park provides a link with pedestrian activity - 300metres to Burrill lake lions park Toilets	Decommission
15	Narrawallee	Adjacent Lake Entrance	Four unisex facilities with two for persons with disabilities	Replace - Improved
16	Ulladulla	Boree Street	Four unisex facilities with two for persons with disabilities including a lift and change facility	Replace - Improved
17	Ulladulla	Green Street	Decommission when Boree Street public amenities are replaced	Decommission
18	Mollymook Beach	North end - Beach Road	Four unisex facilities with two for persons with disabilities and storage for lifeguards	Replace - Improved
19	Culburra Beach	Surf Club	Twin unisex facilities for persons with disabilities	Extend & Refurbish
20	Callala Beach	Callala Beach Rd	Twin unisex facilities for persons with disabilities	Replace - Improved





# SA19.142 Ratepayers' Advance Kerb & Gutter Installation - 39 to 45 Basin View Parade Basin View

HPERM Ref: D19/270316

Group:Assets & Works GroupSection:Works & Services

#### **Purpose / Summary**

The purpose of this report is to allow Council to consider entering into an agreement via the Ratepayers Advance Scheme, to construct Kerb and Gutter along a section of Basin View Parade – Basin View.

#### Recommendation

That:

- Council enter into a Ratepayers Advance Agreement, executed under the Seal of Council, with D Hager of 39 Basin View Parade, Basin View in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 (excluding GST) 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. Council enter into a Ratepayers Advance Agreement, executed under the Seal of Council, with D L Mood of 41 Basin View Parade, Basin View in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 (excluding GST) 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.
- 3. Council enter into a Ratepayers Advance Agreement, executed under the Seal of Council, with D L Mood of 43 Basin View Parade, Basin View in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 (excluding GST) 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.
- 4. Council enter into a Ratepayers Advance Agreement, executed under the Seal of Council, with C J Hobbs of 45 Basin View Parade, Basin View in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 (excluding GST) 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.
- 5. The Common Seal of Council of the City of Shoalhaven be affixed to any documentation required to be sealed otherwise the CEO be authorised to sign any documentation necessary to give effect to the resolution.

#### Options

1. Council accept the recommendation as presented.

<u>Implications</u>: Council will be contractually bound to repay contributions plus interest as per the Policy. The Ratepayers and Council will benefit from the proactive efforts of ratepayers to improve drainage, appearance and access to properties and it may minimise erosion of the existing road verge.

There are no technical or environmental reasons to refuse this application.



2. Council not accept the recommendation, giving reasons, and propose an alternative resolution.

<u>Implications</u>: Residents are entitled to this consideration and if denied will be without kerb & gutter infrastructure and may seek reconsideration.

#### **Policy Implications**

Council has in place a program whereby Ratepayers can pay the full cost of the provision of kerb and gutter along a public road adjacent to their land, where the work is not identified in Council's Capital Works program. This Policy accommodates ratepayers who wish to have kerb and gutter ahead of Council's planned program. Under the program Council enters into a formal agreement with the Ratepayer, for them to advance to Council the full cost of the work and for Council to repay Council's component of cost, after a period of 5 years.

This proposal conforms to the policy (POL16/148), and thus Section 217 of the Roads Act 1993.

#### **Financial Implications**

The total "debt" that Council will repay including interest at 5% will be \$19,964.40 total repayment all properties



# SA19.143 NSW Government CPTIGS Program 2015-17 (Proposed Bus Shelter - Kangaroo Valley) -Request for Clear Direction

**HPERM Ref:** D19/272416

Group:Assets & Works GroupSection:Technical Services

- Attachments: 1. Conceptual Bus Shelter Arrangement 4
  - 2. Bus Shelter Options Consultation Letter (21/03/2019) (under separate cover) ⇒
  - 3. Turning Movement Council Carpark &
  - 4. Turning Movement Broughton Street J

#### **Purpose / Summary**

The purpose of this report is to allow Council to consider recently received community feedback in relation to the Council Resolution to install a bus shelter at 167 Moss Vale Road, Kangaroo Valley (MIN19.397).

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

That Council note the recent objections to the proposal to install a bus shelter at 167 Moss Vale Road, Kangaroo Valley and that the CEO (Director Assets & Works) proceed with the installation as previously resolved in MIN19.397 to meet approved grant funding requirements under the CPTIGS 2015-17 program.

#### Options

 As recommended, that Council proceed with the installation of the proposed shelter in the frontage of 167 Moss Vale Road, as previously resolved on 11 June 2019 – SA19.87.

#### Implications:

The proposed location of the shelter is in a similar location to the existing bus stop; it is the most optimal location for accessibility, it is the preferred location for the bus operators, and will allow Council to meet the objectives of the Country Passenger Infrastructure Grant Scheme (CPTIGS) funding requirements. However, there are still members of the community opposed to the proposed location.

2. That Council abandon the Kangaroo Valley location in lieu of another location in the Shoalhaven.

#### Recommendation:

That in response to the recent objections to the proposal to install a bus shelter at 167 Moss Vale Road, Kangaroo Valley, Council store the procured bus shelter at the Council depot whilst investigating an alternative location in the Shoalhaven (noting that Council staff are currently consulting with the community to determine a list of potential locations for consideration in the upcoming, and future rounds of the CPTIGS program).

#### Implications:



Council has already purchased a bus shelter for the Kangaroo Valley project (procured at cost of \$10,800).

Council would have to return the initial \$3,000 that was paid to Council by the State Government as a deposit for the Kangaroo Valley bus shelter project. Furthermore, no additional funding could be claimed for the project if it is abandoned and the approved funds are not transferrable to another location. In regard to the shelter that has already been procured, Council would have to make a new application for an alternative location under the new round of CPTIGS funding, with no guarantee of State Government approval.

#### Background

Council originally received a request from the transport service provider (Kennedy's Bus & Coach) for the installation of a bus shelter to accommodate Kangaroo Valley residents and visitors to the area. Subsequently, Council secured conditional approval for funding under the Country Passenger Transport Infrastructure Grant Scheme (CPTIGS) for the installation of a bus shelter subject to compliance with the Disability Standards for Accessible Public Transport (2002) (DSAPT). Following this, Council staff investigated options for the location of the potential shelter and engaged in community consultation providing several options to the community for their comment.

The original consultation letter is provided as Attachment 2 to this report.

The aim of the original consultation was to determine the location of the shelter based on the feedback received from the community. Following this process, the matter was considered by the Council

At the Strategy and Assets meeting of the 11 of June 2019 the committee resolved as follows (*MIN19.397*);

That:

- 1. Council proceed to install a bus shelter in the road reserve fronting 167 Moss Vale Road (Option 1 of the recent community consultation); and
- 2. The General Manager (Director Assets & Works) advise the community of the outcome of the community consultation process, and of Council's decision

Attachment 1 shows the shelter placed in the proposed location. It is to be noted that the colour of the shelter will be black rather than grey as depicted.

Following the 11 June 2019 resolution, Council staff advised the community members of the Council decision. Subsequently there has been further discussion regarding the Council decision with Kennedy's Bus & Coach and various members of the community, including the Kangaroo Valley Chamber of Tourism and Commerce.

Kennedy's Bus & Coach identified that they require a location as close as possible to the current bus zone location (in the town centre) to meet current and future service demands.

Kennedy's have advised that the Broughton Street option is too far removed from the centre of Kangaroo Valley Village and as such wouldn't be supported, or used by their service, and further cited other parking conflicts associated with the use of Broughton Street that would prevent practical bus access.

Correspondence from the community was also received following a Facebook post on the "Kangaroo Valley Community" about the resolution of the Strategy and Assets Committee *MIN19.397*.

The community's concerns expressed since Council has resolved its position in June 2019 are related to the following:

#### Lack of community consultation/lack of sufficient time regarding consultation

In accordance with Council's policies and guidelines for community consultation, Council staff sent out a number of consultation letters detailing several potential options for Kangaroo Valley, outlining both their positive and negative impacts on the streetscape of the Town. The letters were sent on 21 March 2019 and gave the community a period of four weeks to provide responses from affected individuals. This letter has also been enclosed as (Attachment 2).

Further requests for another, broader round of consultation have been received from the community. However, another round of widespread consultation would certainly impact on the final deadline issued by Transport for New South Wales (30 November 2019 was an extended and final deadline) and risk the funding altogether.

#### Loss of on street parking and loss of pedestrian manoeuvrability

Council staff investigated several locations throughout Kangaroo Valley. The option proposed to the community and subsequently resolved by Council was determined to have minimal impact on pedestrians due to the ample space between the kerb and the shelter, allowing sufficient pedestrian manoeuvrability around the shelter. Pedestrian manoeuvrability is one of the factors taken into consideration as it is required as part of the Disability standards for accessible Public Transport.

Parking along Moss Vale Road was also a key factor as part of the investigations into the proposed options. As the existing bus zone (20m east of the proposed location) will be relocated, there is no net loss of parking in the immediate vicinity, notwithstanding, the community continue to raise parking impacts as an issue.

Concerns were also raised regarding the removal of parking in peak periods such as weekends or when events are held within the region. The existing bus stop already has time restrictions imposed between 7:30am–9:45am and 2:30pm–4:45pm, from Monday to Friday only, which serve to accommodate the scheduled bus / transport activities during weekdays and remain open for the area to be utilised as parking for the remaining times of weekdays and all weekends. Additionally, the location of the proposed bus zone (being in close proximity to the showground and various businesses) is advantageous for tourism in the area as it can be used during events as a pickup and drop off zone with minimal risks (relative to the existing location).

#### Proximity to the Council carpark

Concerns were expressed regarding the bus shelter's proximity to the Kangaroo Valley public carpark. It is to be noted that under the current proposal it is not intended to install an additional bus zone, the intention is to move the existing bus zone (including time restriction as stated above) from the eastern side of the carpark (adjacent to the exit) to the western side (adjacent to the entrance). This change provides the following benefits:

- Increased sight distance toward the near lane (eastbound) when exiting the carpark except of course for the short periods of time when the bus is stopped at the stop. Note: the speed past a bus is reduced to 40km/h, which slows eastbound traffic when the bus is stopped.
- Reduced conflict between pedestrians and the carpark exit point as most bus users head west (across the carpark driveway) when they exit the bus;

#### Why/what other locations were not presented as options

Council staff investigated various locations within the Kangaroo Valley village and three options were presented to the community:

- 1. Within the road reserve fronting 167 Moss Vale Road
- 2. Within the road reserve fronting 5 Broughton Street
- 3. Within the road reserve fronting 175 Moss Vale Road (existing bus zone)
- 4. No bus shelters

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Options 1 and 2 were deemed to be the most viable options from an engineering and compliance perspective. Option 3, while non-compliant with the disability access standards, was added to the list of options for community consultation due to feedback from the community in the initial round of consultation held in 2018. To be eligible for CPTIGS funding of this option the grades would need to be adjusted with Council's funds to comply with disability access standards

The following locations were investigated and assessed but not progressed to community consultation:

Location	Reason it was not chosen for community consultation	
The Council carpark near	Lack of manoeuvrability (see more detail below)	
167 Moss Vale Road	Removal of parking required to achieve minimum requirements	
	Disproportionate amount of works required to achieve compliance	
Broughton Street Carpark	Lack of manoeuvrability (see more detail below)	
	Removal of parking required to achieve minimum requirements	
	Disproportionate amount of works required to achieve compliance	
	Transport service provider (Kennedy's Bus & Coach do not support and would not use this location	
The road reserve fronting	Potential conflicts with ongoing development	
155 Moss Vale Road	Not enough space for pedestrian diversion (hence non- compliant with the disability standards for accessible public transport.)	
The road reserve fronting 165 Moss Vale Road	Minimal space for pedestrian diversion (hence non- compliant with the disability standards for accessible public transport.)	
The road reserve fronting 179 Moss Vale Road	Grade not compliant with the disability standards for accessible public transport.	
	Location non-compliant with approach sight distance requirements	

#### Council Carpark at 167 Moss Vale Road (see Attachment 3)

Kennedy's Bus & Coach operate a 14.5m long rigid bus in Kangaroo Valley and a significant amount of existing car parking spaces would need to be removed to allow for the safe turnaround and manoeuvrability of the bus. In order to minimise the impact to car parking in Kangaroo Valley this option was not assessed further.

#### Broughton Street (see Attachment 4)

While there is a turning circle within Broughton Street, the existing turning circle cannot accommodate the swept path of a 14.5m long rigid bus; this location would require a potentially hazardous 3-point turn.



Furthermore,

- a significant amount of works would be required to provide disabled compliance compliant access to a shelter as there is no existing footpath facility.
- a shelter would require the potential removal of trees and additional foliage.

Consequently, this option was not assessed further.

#### Loss of the "heritage feel" due to the shelter

Correspondence received following the post on Facebook raised concerns regarding the loss of the "heritage feel" within the streetscape of Kangaroo Valley if this bus shelter were to be installed. It is to be noted that the shelter, having clear side and back panels, was assessed to have minimal impact on the streetscape of Kangaroo Valley by Council's City Design Unit, having been designed to blend into the existing environment.

#### **Community Engagement**

The following is a summary of the results from the original consultation letter sent out on the 21 March 2019 as reported to the Strategy and Assets Committee on the 11 of June 2019.

	Support	Object
Option 1:	12	9
Option 2:	13	3
Option 3:	10	4
Option 4:	5	2
Other:	5	

The following is a breakdown of the 'other' suggestions:

Utilising the existing tourism shelter within the Moss Vale Road carpark:	1
Bus Zone and shelter be relocated to Broughton Street:	4

It is noted that some members of the community have also reached out and expressed their support of the resolution and other members of the community have expressed their support for option 2 of the community consultation (21 March 2019), which was the Broughton Street option.

Pending a review of the 11 June 2019 Council decision, the following minimum consultation is likely to be required for each option;

1. <u>Continue with 167 Moss Vale Road</u>: Council staff will inform the Kangaroo Valley Community of the outcome of the review and summarise the points raised by the community (which have been outlined in this report).

2. <u>Another location in LGA</u>: Council staff will inform the Kangaroo Valley Community of the outcome and consider a list of alternate locations which is currently being developed by Council staff (in conjunction with the community), prepare community consultation for the installation of a bus shelter in an alternative location following the current consultation process.



#### **Policy Implications**

Nil.

#### **Financial Implications**

The following financial implications apply to the Options:

- 1. 167 Moss Vale Road, as previously resolved in SA19.87:
  - Total cost = \$13,200 (supply and install) with \$10,000 approved by the State Government under the CPTIGS program, and so far \$10,800 outlaid.
    - \$3,000 deposit has already been paid to Council
    - Balance of the approved grant (\$7,000) can be claimed upon completion of the works, as long as the work is completed prior to 30 November 2019
    - \$3,200 from Council's Traffic Facilities budget.
- 2. Abandon the Kangaroo Valley location in lieu of another location in the Shoalhaven:
  - The \$3,000 deposit already been paid to Council will have to be returned to the State Government
  - Balance of the approved grant (\$7,000) cannot be claimed (not transferrable to another location)
  - Council would have to fund the \$10,800 already expended when the bus shelter was procured for the Kangaroo Valley project
  - Regarding the bus shelter already procured, unless Council wanted to fully purchase and installation elsewhere, the shelter could be stored at the depot until a revised location is approved under a new round of CPTIGS (not guaranteed)
  - Under the upcoming new round of CPTIGS, Council could make a new application to use the existing shelter in an alternative location (subject to approval by the State Government, with no guarantee, and if approved is not likely to be able to be implemented until the 2020/21 financial year).

#### **Risk Implications**

If the shelter is too far removed from the town centre (like Option 2, the Broughton Street Option), Kennedy's Bus & Coach have advised the location would not be used which has the potential to increase hail and ride services. Due to the parking lanes along Moss Vale Road the hail and ride system may require a bus to "stop and prop" in the travel lane which may cause confusion and frustration for drivers and potentially create unsafe conflict between pedestrians and vehicles.

There is a financial risk to Council (if the project is abandoned) of which the details are outlined in the Financial section above.









### SA19.144 Kinghorne Street and North Street Nowra Traffic lights – Proposed Time Parking Moss Street Nowra

**HPERM Ref:** D19/274619

Group:Assets & Works GroupSection:Technical Services

Attachments: 1. Map showing extent of Community Consultation Undertaken J.

#### Purpose / Summary

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To allow Council to consider the outcome of the community consultation undertaken in regards to additional timed parking in Moss Street, Nowra (which closed 2 August, 2019), and reaffirm (or otherwise) the indication to the CEO on 30 July 2019 that Council is not prepared to proceed with the proposed traffic lights at Kinghorne and North Streets.

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

That after considering the final community consultation process (proposed timed parking in Moss Street); Council does not proceed with the proposed traffic lights at Kinghorne and North Streets as indicated at the 30 July 2019 Ordinary Meeting (MIN19.500).

#### Options

1. As recommended (given Council's indication 30 July 2019)

<u>Implications</u>: Responds to community concerns regarding the parking impacts of the project but will not address the crash history, nor improve traffic and pedestrian safety at the intersection of North Street and Kinghorn Street, Nowra. The effect of this decision would be temporary, given that the traffic signals are required anyway, consistent with the adopted Nowra CBD strategy, and will be brought forward in the near future by Council's ENSA (East Nowra Sub-Arterial) road project.

2. Recommit to the project.

#### Recommendation:

That after considering the final community consultation process (proposed timed parking in Moss Street); Council

- 1. Reconfirm its commitment to the traffic signals project at North Street and Kinghorne Street, Nowra, recognising the crash history and the support of the community for the traffic signals, and the Australian Government funding for the project.
- 2. Convert 15 angled car parking spaces in Moss Street, Nowra, to timed parking, to compensate for the lost timed parking spaces in North Street and Kinghorne Street, Nowra.

<u>Implications</u>: Will allow important safety improvements to be delivered at the intersection of North Street and Kinghorne Street, Nowra, whilst responding to community concerns regarding the parking impacts of the project. Will impact "all day" parking in Moss Street which will have to be offset elsewhere throughout the Nowra CBD (subject of a separate future report to Council).



#### Background

At the Ordinary Meeting on 26 March 2019, Council received the following petition containing 594 signatures which states:

"Businesses like Hyper have been informed of a proposal to reduce up to 15 car park spaces along North Street. We urge Council to save the commercial aspect of Moss and North Streets businesses servicing the life and soul of Nowra's CBD.

We ask for the reallocation of "all day" parking times on the South side of Moss Street, 45-degree parking, to be made shorter times.

I the undersigned, being a patron of Hyper Hyper Coffee, North Street, Nowra, state that:

I personally use the present parking in North Street to visit Hyper Hyper Coffee and that it is the only reason I visit this part of the CBD. Should the existing available parking be reduced from what it is presently I would reconsider my visit to Nowra."

In addition, a further petition containing 17 signatures was presented at the meeting which stated:

"I/we the undersigned, being a business operator in/in the immediate vicinity of Moss/North Streets rely to some extent on car parking for our business operation. I/we will be directly and negatively affected (sic) by the proposed loss of spaces in North Street.

Should these proposed spaces be lost, I support re-locating the 25 all day 45-degree car parking spaces on the south side of Moss Street to existing and presently contemplated all day car parks on the outer fringe of the CBD and to replace these spaces timed to benefit commercial use of Moss Street, retain viability and increase tourism within the CBD of Nowra.

*I/we support; From the West, 5x 15-minutes, 5x 30-minutes, 10x 1-hour, 5 x 2-hour parking. This would in my opinion benefit community commerce and tourism.*"

At the Strategy & Assets meeting on 11 June, 2019, after considering the above petitions, the following was resolved (MIN19.395):

That in response to two petitions presented to the Ordinary Meeting on the 26 March 2019, the General Manager (Director, Assets & Works) carry out community consultation on a proposal to time restrict three (3) all day parking spaces to 2P (2 hour) on the southern side of Moss St, Nowra (immediately east of Kinghorne St), prior to consideration of the proposal by the Shoalhaven Traffic Committee and subsequent consideration by Council.

On 30 July 2019, Council resolved at its Ordinary meeting, as follows:

#### **RESOLVED** *MIN19.500*

That Council:

- 1. Receive a deputation from Mr Pip de Pulford at the July Council meeting regarding his concerns in relation to parking impacts from Council's proposed North Street Kinghorne Street traffic signals project.
- 2. Indicate to the CEO that it is not prepared to proceed with the proposed traffic lights at Kinghorne and North streets.

The following is a summary of the key points (including consultation) relating to the proposed traffic lights at Kinghorne and North Streets:

1. The Traffic signals form part of the Nowra CBD Transport Strategy (adopted by Council in July 2007) and the signals have been supported by the Nowra CBD

Revitalisation Strategy Committee. The current plans for traffic lights locates them in the long-term position with kerb widening planned to commence east of the traffic lights, to allow a fifth lane being added to the north of North Street. This additional lane will provide for turning manoeuvres <u>after</u> passing through the lights.

- 2. Community Consultation was undertaken as follows:
  - a. 15 August 2017 Letter to nearby property owners and CBD Revitalisation advising of project nomination and
  - b. 14 December 2018 Letter to adjoining property owners and business operators (plus Business Chamber, Nowra Revitalisation) advising of the project and showing proposed parking restriction on a concept design and
  - c. 2 July 2019 Letter to adjoining owners and business operators (plus Business Chamber, Nowra Revitalisation) consultation on 3 x 2 hour parking spaces in Moss St.

Submissions in support of the Traffic signals with the suggestion to convert untimed to timed parking on the south side of Moss Street were received.

No submissions were received opposing the project.

- 3. The current consultation (2c above) in specifically converting the number of "all day parking" to "timed parking" spaces in Moss Street only. Closes 2 August 2019.
- 4. The Lessee of Lot no1 North Street Nowra, Hyper Hyper entered into a 10-year lease across the three carparking spots in November 2014 which included 6 off street parking spaces. If Council saw fit, Council could interpret the traffic light issue as extenuating circumstances and renegotiate the lease.
- 5. Council entered into a Works Authorisation Deed (WAD) with RMS on the 16<sup>th</sup> April 2019 to deliver the Traffic signals. Terminating the deed appears not to impose an additional penalty to Council. The essence of the Deed is to define the "rules of engagement" during construction.
- 6. Council has been allocated \$330K Federal Blackspot Funding (administered by RMS) towards this project. Eligibility for the funding is based on Crash Statistics (the signals are an important safety improvement, and consistent with the adopted Transport Strategy, the recent crash history has simply allowed the project to be brought forward, with Government funding assistance).
- 7. Tenders for the work have been called and closed on the 7 August 2019.
- 8. Shoalwater are currently updating assets to the intersection to avoid future disturbance. The cost of this work is being funded by Shoalwater. The current reinstatement of the footpaths is temporary as this was to be completed and enhanced as part of the traffic signal project.
- 9. When the \$330k approved grant funding is returned to the Federal Government they are likely to then redistribute the funds to other blackspot priorities across the nation. Council staff could make a suggestion that the funds be reallocated to another project(s) within Shoalhaven City; however, the program objectives are based on crash reduction performance, not geographical or political boundaries.
- 10. Given the social media response to Council's 30 July decision, staff notified the RMS of the 30 July Council decision, so they weren't surprised.
- 11. The \$75,298 expenditure to date is broken down as follows, which if the project does not proceed, will have to be paid back from the General Fund at the next quarterly Review.

- \$32,047 RMS Upfront Supervision Charge (there may be a "part refund" from the RMS given the RMS will not incur all these costs if the project is withdrawn)
- *\$*7,565 Commitment to Telstra to adjust assets
- \$6,560 Design Consultants
- \$29,126 SCC Survey, Services search, Project Management, Civil, Lighting and Landscape Design.
- 12. The "permanent" footpath restoration (resulting from the watermain relocation) will be prioritised in future budget allocations, (in the order of around \$20,000).

#### Community Engagement

Subsequently a consultation letter was sent out 2 July 2019, giving effect to Council's resolution on the proposal to time restrict 3 spaces.

A map showing the extent of the consultation area is attachment to this report (has been consistent for all of the consultations undertaken on the project).

#### Submissions received

D19/248618, D19/261522, D19/253092 – Pip de Pulford (Hyper Hyper Coffee)

D19/258962, D19/261830 – Moss St Medical Practice (Moss Street, Nowra)

D19/262082 – Red Orchid Wellness Clinic (3 Moss Street, Nowra)

#### D19/248618 - Pip de Pulford (Hyper Hyper Coffee)

Submission suggests that any parking lost as part of the traffic signals project needs to be relocated on a like for like basis in close proximity to where they have been lost (the westernmost end of Moss St). The submission requests to understand the technical analysis undertaken to determine how 20 parking spaces can be replaced with 3. Indicates that timed parking should be paramount within the CBD for use by customers of retailers. Indicates that Council should not be providing any parking shortfalls for staff parking within the CBD precinct, and indicates its full support for the Nowra CBD parking strategy, in particular identifying that all day parking should be best provided around the periphery of the CBD, not directly fronting businesses (like in Moss Street). Submission requests Council to reconsider its position on the number of timed spaces on a like for like basis.

#### D19/261522 - Pip de Pulford (Hyper Hyper Coffee)

Further submission questions the justification for the traffic signals at the intersection, noting that they witnessed one of the 4 crashes and believe it was due to human error, not due to the intersection configuration. Notes that if the traffic signal project is still being considered, Council should address the petitions previously sent requesting the 25 all day parking spaces on the southern side of Moss St be time restricted. Should the lost parking associated with the traffic signal project only be replaced with 3 timed spaces that the lease from the Council owned property be terminated. Indicates that the loss of 20 spaces results in the loss of \$600,000 to the CBD.

#### D19/253092 - Pip de Pulford (Hyper Hyper Coffee)

An additional 225 signatures were forwarded to Council to supplement the original Hyper Hyper Petition (making in total 819 signatures), in addition to the separate petition of 17 signatures originally submitted.



#### D19/258962 - Moss St Medical Practice (Moss Street, Nowra)

Supports the petition to change the all-day parking on Moss St to timed parking of varying duration.

#### D19/261830 - Moss St Medical Practice (Moss Street, Nowra)

Concerned with the 'through' arrangement of Moss St, and further reiterates that all of the allday parking in Moss St be time restricted.

#### D19/262082 - Red Orchid Wellness Clinic (3 Moss Street, Nowra)

The all-day parking in Moss St does not currently support their business and request the allday parking is changed to 2-4hour parking with 3 x 15-minute parking spaces (i.e. all time restricted).

#### **Policy Implications**

Terminating the traffic signals project is not working towards the adopted Nowra CBD strategy, nor the subsequently adopted Nowra CBD Urban Design Masterplan nor Council's ENSA (East Nowra Sub-Arterial) road project. The Nowra CBD strategy will be presented to council at a future committee meeting.

#### **Financial Implications**

If the traffic signals project is terminated the \$75,298 expenditure to date on the traffic signals project will have to be funded from the General Fund at the next quarterly budget review.

In addition, if the project is terminated, the \$45,000 Council has already received as an advance on the project (the approved 2018/19 funding allocation towards the project paid on 21 June 2019) will also have to be paid back to the RMS.

#### **Risk Implications**

Given the proposed traffic signals are consistent with the Nowra CBD strategy, terminating the project will most likely mean Council won't be able to apply again for grant funding for the same project in future (meaning, the traffic signals will have to be fully funded by Council).

Terminating the project will also mean the likelihood of ongoing safety issues at the intersection of North Street and Kinghorne Street, Nowra, which the successful blackspot application was approved to address.





# SA19.145 Shared User Path - Terara Rd - Shoalhaven Caravan Village to Ferry Lane

HPERM Ref: D19/268657

Group:Assets & Works GroupSection:Works & Services

Recommendation (Item to be determined under delegated authority)

That Council add the following project to the Forward Capital Works Listing:

Shared user Pathway – Terara Road (Shoalhaven Caravan Village – Ferry Lane)

Design and Investigations	\$5,000	(2020/2021)
Construction	\$145,000	(2021/2022)
Total	\$150,000	

#### Options

1. As Recommended.

Design and construct a shared user path from Shoalhaven Caravan Village to connect to the existing path network at Ferry Lane (could cost up to \$150,000, the cost to be refined following design investigations).

<u>Implications</u>: Will address safety and accessibility for residents of the Shoalhaven Caravan Village, and other users of this part of Terara Road.

 That Council defer any budget allocation at this point in time on the Shared user Pathway – Terara Road (Shoalhaven Caravan Village – Ferry Lane), pending a report back to Council on the ten-year shared user path strategy, with intention of applying for grant funding for the project in future.

<u>Implications</u>: Grant funding could be sought for the project; however, this is likely to delay design and construction.

3. That Council allocate \$5,000 towards the design of a Shared user Pathway – Terara Road (Shoalhaven Caravan Village – Ferry Lane) in the first quarter review and that the CEO (Director Assets and Works) report back to Council with a strategy to construct the pathway.

Implications: this will create a disruption to an already full design program.

#### Background

At the Ordinary meeting on 30 July 2019 the Council resolved as follows (MIN19.497):

That Council provide a report on the following:

- 1. Cost of providing a continuing footpath from outside of the Shoalhaven Caravan Village to connect to the existing footpath at Ferry Lane.
- 2. Cost of same in the most economic way.





#### 3. Time frame of same both in construction and schedule of start date.

The length of pathway is approximately 275m; however, given the existing open drain to be addressed, the cost (ballpark) could be up to \$150,000.

The most economical method of delivery would be via a community group; however, a community group could not undertake the required drainage and backfilling works, and currently a community group have not proposed to undertake the works. This could save in the order of \$30,000 if a willing group were to come forward.

The proposed pathway is in the PAMP as a proposed future pathway but to date has not been ranked very highly, compared with another project's city wide.

#### **Financial Implications**

The cost to Council for construction could be up to \$150,000, however, funding for design is recommended in the first instance which would allow options to be fully investigated and drainage to be properly designed. The ballpark cost estimate can then be reviewed.

Funds under the pedestrian facilities program is already committed and this would need to be prioritised against other competing projects.

Grant funding could be considered, subject to review of citywide priorities (a report to Council on the ten-year footpaths strategy and ten-year shared paths strategy will be prepared later in 2019/20, for Council's consideration).

# SA19.146 Coastal Management Program Scoping Study - community engagement

HPERM Ref: D19/298881

Group:Planning Environment & Development GroupSection:Environmental Services

#### **Purpose / Summary**

Following a report provided to the Shoalhaven Coast and Estuary Management Committee on 20 August, a recommendation was adopted to:

"Suggest Council review the resourcing and delivery of the community engagement strategy for the Citywide Scoping Study".

This report addresses this recommendation along with the need for additional budget to hold any additional stakeholder focus group workshops and drop-in sessions that may be approved by Council. If approved it is envisaged that, as part of the coastal management program citywide Scoping Study, additional community consultation sessions be held at Shoalhaven Heads, Sussex Inlet and Lake Conjola in addition to Nowra, St Georges Basin and Ulladulla.

#### Recommendation

That Council endorse:

- The holding of three (3) additional focus group workshops and drop-in sessions for the coastal management program citywide Scoping Study at Shoalhaven Heads, Sussex Inlet and Lake Conjola in addition to those planned for Nowra, St Georges Basin and Ulladulla; also the overall framework for community consultation as outlined in this report in regard to the preparation of the city wide scoping study,
- 2. The allocation of additional budget of \$19,228 from the September 2019 quarterly budget review to job number 15885.

#### Options

1. As recommended.

<u>Implications</u>: Allows for greater community engagement; however, additional budget will need to be allocated to the Scoping Study. The final draft of the Scoping Study report may be delayed allowing for the additional engagement sessions to be held.

2. Not adopt the recommendation and continue with the proposed community engagement sessions at Nowra, St Georges Basin and Ulladulla and the on-line survey.

<u>Implications</u>: Allows for community engagement within existing budget and grant agreements.

3. Alternative recommendation.

Implications: Unknown.



#### Background

At the Ordinary meeting of Council on 30 July 2019 Council resolved the following.

That Council:

- 1. Adopt the proposed coast, estuary and floodplain advisory management committee structure and functions as described in this report to establish:
  - a. Three advisory Floodplain Risk Management Committees (northern, central and southern) to meet on an as needs basis during development and implementation of floodplain risk management studies and plans in accordance with the NSW Floodplain Development Manual; and
  - b. An interim advisory Shoalhaven Coast and Estuary Management Committee until the completion of the citywide Coastal Management Program Scoping Study (for the open coast and all estuaries), during which community feedback will be sought on the future final model for the coast and estuary advisory committee or group.
- 2. During the development of the citywide Scoping Study hold north, central and southern community engagement sessions that will scope the Open Coast and St Georges Basin, Lake Conjola and the Lower Shoalhaven River Coastal Management Programs as well as the future strategic coastal management program approach for all other estuaries.
- 3. Following completion of the citywide Scoping Study, establish Working Groups for the preparation of the Open Coast and St Georges Basin, Lake Conjola and the Lower Shoalhaven River Coastal Management Programs.

At the meeting of the Shoalhaven Coast & Estuary Management Committee on 20 August 2019 the Committee considered a report on community engagement for the CMP Scoping Study. The key elements of the proposed engagement included a stakeholder 2-hour workshop and a 2-hour community drop-in session following the workshop at Nowra, St Georges Basin or Vincentia and Ulladulla. An on-line survey is also being developed to engage with those in the community that cannot attend one of these face to face sessions or who prefer to engage on-line. Also, a video containing common questions and answers along with a FAQ sheet are proposed to be prepared along with other forms of online engagement.

The Committee considered the number and locations of community engagement sessions and resolved to make the following recommendation to Council (item number CE19.4).

That the Committee:

- 1. Receive the Shoalhaven Citywide Coastal Management Program Scoping Study -Community Engagement report for information, and
- 2. Suggest Council review the resourcing and delivery of the community engagement strategy for the Citywide Scoping Study.

The general view put by the Committee was that the citywide Scoping Study community engagement sessions should be extended to Shoalhaven Heads, Sussex Inlet and Lake Conjola in addition to those planned for Nowra, St Georges Basin and Ulladulla.

Council has engaged RPS Group, a community engagement specialist consultancy to design and implement the community engagement activities for the Scoping Study. A further quotation was sought from RPS Group for the additional workshop and drop-in sessions at Shoalhaven Heads, Sussex Inlet and Lake Conjola. The additional cost is \$19,228 (including GST). The cost of delivering the completed scoping study has been estimated at approx. \$103K, with this amount including the existing community consultation program. This amount is being funded proportionately from the existing CMP budgets for the Open Coast and St Georges Basin, Lower Shoalhaven River and Lake Conjola.



The cost of additional community consultation is sought to be allocated as part of the budget review process, as other grant and matching funds are tied to the preparation of the relevant draft Coastal Management Plans. Council will also investigate seeking a grant funding variation from the NSW Department of Primary Industries and Environment (DPIE).

#### **Community Engagement**

The identification of the scope of a proposed coastal management program (scoping study) is the first stage of a 5-stage process outlined in the NSW Coastal Management Manual for the adoption of a Coastal Management Plan. Whilst the manual does not focus on community consultation at this scoping study stage, Council has taken the position that community input at this stage is a critical component of the overall process.

The basis for this position is Council's view that community input is vital at this early stage in order to identify the issues, priorities and aspirations of relevant stakeholders along with items identified in the Management Manual.

As highlighted above, Council has engaged RPS to carry out and document specialised community consultation sessions. The results of these sessions and other engagement initiatives will be passed onto Advisian, who have been contracted to provide the overall city-wide Scoping Study.

It is important to note that no consultants have been appointed at this time regarding subsequent stages of the process for the adoption of a Coastal Management Plan.

The use of independent consultants for the major components of the scoping study will facilitate input from as many community sectors as possible and provide a consistent and equitable approach across the study area, whilst endeavouring to maintain a completion date for the scoping study of December this year.

Preliminary feedback from coastal groups and individuals regarding the above approach has been generally positive. However, specific discussions with some members of the Lake Conjola Community Association and Red Head Villages Association raised concerns regarding independence and timeliness of the process along with apportionment of costs.

Having regard to the methodology put forward above, and the fact that consultation will be documented and readily available to community members, it is considered that all who wish to have input will be able to do so and the results will be independently put forward. The final city-wide scoping study, whilst being presented as a document, will be broken into chapters recognising each distinct management plan area. This will allow individual management plans to progress individually without reliance on other plans. In a similar manner, the recognition of individual elements will assist in the proportional allocation of actual costs.

This approach has been explained to representatives of the Lake Conjola Community Association and Red Head Villages Association and most recently with them in a meeting with Council's Director Planning & Development and the Chief Executive Officer.

#### Key stakeholder focus group workshops

It is proposed that the following themes be covered in these workshops.

#### Theme 1: Program Context

- What are the requirements for a new CMP?
- What stage of the process are we at and what decisions are being made now?
- What is the difference between a local CMP, a citywide CMP, and Estuary Plan etc?
- What we have heard in previous consultations?

#### Theme 2: Understanding the priority issues in your region

• What plans or programs already exists and how are they performing?

- What are the key issues that need to be considered? (now and future)
- Are there any issues where information is missing or inadequate?

#### Theme 3: How do we work together?

- Structure of previous Floodplain Management Committees what worked and what didn't?
- How should consultation and engagement take place moving forward into the Coastal management Plan process and further into the future?

#### What is a community information drop in session?

A community information drop in session typically runs for a few hours and is held at a prominent location, such as a council building, park or hall.

The community and stakeholders are invited to view displayed material, written and graphical, about the project and their specific location. It affords the opportunity to provide verbal and/or written feedback on an individual basis to members of the project team. Information is presented on large storyboards, with additional material available for the community to take home for further reading.

The session has no formal presentation but provides an opportunity for project team members to interact with people informally on a one to one basis. This allows for a personal connection and conversation about specific issues.

The expected engagement outcome of the session is to raise awareness of the process of developing a CMP and to listen to community issues and concerns. Comments will be recorded and captured. Participants will also be invited to make a submission in person or through the 'Get Involved' online platform.

#### **Policy Implications**

The information gathered from this community engagement program will feed into the development of Council's citywide CMP Scoping Study, stage 1 of the coastal management process.

#### **Financial Implications**

The cost of these additional workshops \$19,228 (including GST). All costs associated with the CMP Scoping study will be apportioned; however, this additional amount is outside current grant and matching funding allocations.

#### **Risk Implications**

It was originally proposed to hold the community engagement sessions at 3 locations, north, central and south in the last week of September 2019. However, as this report will not be considered by Council until 10 September 2019 it is recommended that the sessions are delayed to ensure there is sufficient preparation time and adequate notification time to invite community members and property owners and obtain grant variation approval from NSW DPIE if required.

Council has engaged Advisian (Worley Group) to prepare the citywide Coastal Management program Scoping Study. The Scoping Study final draft is due in December 2019. Delaying community engagement may impact on the preparation of the Scoping Study timeframes and therefore delay its completion.

# SA19.147 Grant of Electricity Easements to Endeavour Energy - Nowra Sewage Treatment Plant

HPERM Ref: D19/276423

Group:Shoalhaven Water GroupSection:Water Asset Planning & Development

Attachments: 1. Draft DP1256042 Sheets 1 & 2. J

#### Purpose / Summary

To seek approval to grant easements for electricity purposes in favour of Endeavour Energy over Council land proposed Lots 401 and 402 DP1256042 at Terara Road, Terara. The easements are highlighted yellow on the attached draft copy of DP1256042, sheets 1 & 2. They are to be granted for recently installed power supply servicing the new Nowra Sewerage Treatment Plant.

#### Recommendation

That:

- 1. Council resolve to grant the following easements for electricity purposes over Council land proposed Lots 401 and 402 DP1256042 at Terara Road, Terara. The easements are highlighted yellow on the attached draft copy of DP1256042, sheets 1 & 2.
  - An Easement for Overhead Powerlines 9 wide, marked (E) on the attached plans.
  - An Easement for Underground Cables 3 wide, marked (C) on the attached plans.
  - A Restriction on the use of land 3 wide, marked (R1) on the attached plans.
  - A Restriction on the use of land 4 wide, marked (R2) on the attached plans.
  - An Easement for Padmount Substation 5.5 wide, marked (P) on the attached plans.
- 2. Costs associated with the transaction are be met from Council's Sewer Fund. The easements 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.

#### Options

- 1. Resolve as recommended. Grant of the easements is necessary to meet standard requirements for new electricity infrastructure by Endeavour Energy on Council land.
- 2. Not resolve as recommended and provide further directions to staff.

#### Background

The new electricity infrastructure has been installed to facilitate construction and operation of the Nowra Sewage Treatment Plant (STP) as a component of the REMS 1B Project.

In accordance with standard Endeavour Energy requirements the easements are to be granted at \$nil consideration to formalise the supply of power to the treatment plant.



The electricity infrastructure has been installed over various existing allotments upon which the Nowra STP is being constructed. The allotments are to be consolidated into a single lot for the STP site, shown as proposed Lot 401 on the attached draft copy of DP1256042. The remaining Council land in that plan is shown as proposed Lot 402. The easements are over part of proposed Lots 401 & 402 and will be created by registration of DP1256042 and the associated Section 88B instrument.

Council approval is required for execution under seal of the Deposited Plan Administration Sheet and Section 88B instrument to register the dealings on the title for the land. A bond of \$15,000 is to be refunded to Council upon registration of those documents.

#### **Financial Implications**

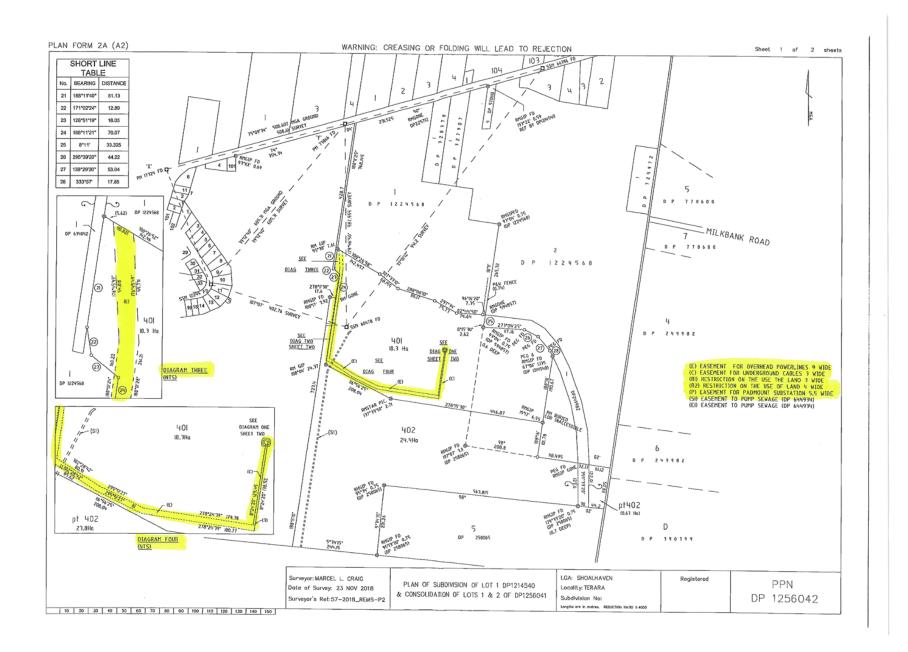
Costs associated with the transactions are to be met from Council's Sewer Fund.

#### **Risk Implications**

The dealings are necessary for the operation of Shoalhaven Water's essential public infrastructure.

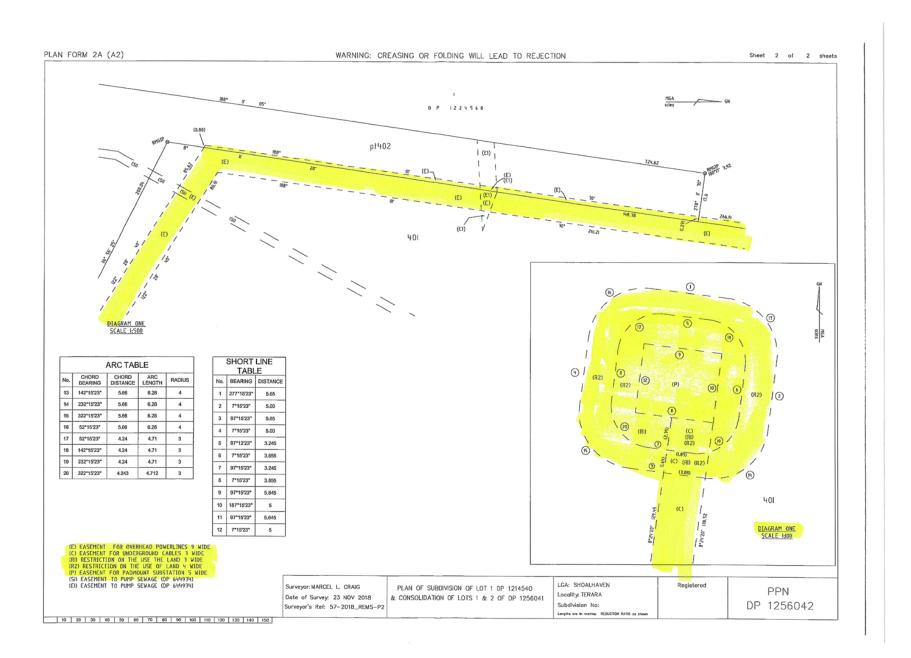
The proposed action is administrative and has no environmental impact.





# SA19.147 - Attachment 1





# SA19.148 Berrara Creek and Nerrindillah Creek Crossing Update

HPERM Ref: D19/299317

Group: Shoalhaven Water Group

#### **Purpose / Summary**

To provide an update on the Berrara Creek and Nerrindillah Creek Crossing project progress following Council's Resolution (MIN18.1047C) at its Ordinary Meeting in December 2018.

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

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

#### Options

1. The Committee accept the recommendation as printed

<u>Implications</u>: Details regarding the project progress are available within the confidential report.

#### Background

The existing Berrara to North Bendalong trunk main supplies water to the coastal villages of North Bendalong, Bendalong, Manyana, Cunjurong and Lake Conjola. It also provides a connection between the Northern Shoalhaven Water Supply Scheme and the Southern Shoalhaven Water Supply Scheme, which in peak times is critical to the overall Shoalhaven water supply.

Shoalhaven Water is seeking to replace the water main crossings at Berrara Creek and Nerrindillah creek. The existing DN300 watermain is Mild Steel Cement Lined (MSCL) and was installed in the mid 1980s. Routine maintenance activities have revealed that the cathodic protection (designed to protect the metal pipe from corroding under water) has failed. As such there is an increased risk that the existing pipeline will corrode and subsequently fail, severely limiting Shoalhaven Water's ability to provide water to residents south of Berrara.

It was initially proposed to replace the pipelines under Berrara Creek and Nerrindillah Creek using Horizontal Directional Drilling with a corrosion resistant High Density Polyethylene pipe material. The existing MSCL pipe would have been decommissioned and left to remain insitu.

In October 2018 tenders were called to design and construct new pipelines under Berrara Creek and Nerrindillah Creek by Horizontal Directional Drilling. Four tenderers attended the mandatory site meeting; however, only one tenderer submitted a tender.

Council considered a Confidential Report in December 2018 and a confidential resolution was made.

Council is now requested to consider a separate Confidential Report as an update on progress of the project.



#### 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.