

Ordinary Meeting

Meeting Date: Tuesday, 28 February, 2017
Location: Council Chambers, City Administrative Building, Bridge Road, Nowra
Time: 5:00pm

Membership (Quorum - 7)
All Councillors

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

Agenda

1. **Acknowledgement of Traditional Custodians**
2. **Opening Prayer**
3. **Australian National Anthem**
4. **Apologies / Leave of Absence**
5. **Confirmation of Minutes**
 - Ordinary Meeting - 31 January 2017
 - Extra Ordinary Meeting - 1 February 2017
 - Extra Ordinary Meeting - 2 February 2017
 - Extra Ordinary Meeting - 23 February 2017
6. **Declarations of Interest**
7. **Presentation of Petitions**
8. **Mayoral Minute**
9. **Deputations and Presentations**
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- CSA17.3 Sale by Expression of Interest - Lot 1 DP 1021332 George Evans Road, Mundamia - Update

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

There is a public interest consideration against disclosure of information as disclosure of the information could reasonably 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.

CSA17.4 Resource Recovery Park - West Nowra AWT

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.

CSA17.5 Extension of Waste and Recycling Collection and Recycling Processing Contracts

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

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

Reports

CCL17.5 Confidential Evaluation - Bunkers Hill Road, Mt Scanzi Road & Browns Mountain Road Geotechnical Works

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

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

CCL17.6 Sale by Expression of Interest - Lot 1 DP1010062 - 10 Pleasant Way, Nowra - Former Visitor Information Centre and Graham Lodge

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

There is a public interest consideration against disclosure of information as disclosure of the information could reasonably be expected to reveal commercial-in-confidence information and diminish the competitive commercial value of the information of the proponents and prejudice their commercial interests.

CCL17.7 Confidential Tender Evaluation – Bolong and Coolangatta Road Intersection and Major Road Upgrade

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

There is a public interest consideration against disclosure of information as disclosure of the information could reasonably 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.

CCL17.8 Tender Evaluation - Mollymook Beach Reserve - All Ages All Inclusive Play Space

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

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

CL17.27 Notice of Motion - Cambewarra Playground Funding Request

HPERM Ref: D17/45047

Submitted by: Cllr Nina Cheyne

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)

For the 2017/18 budget council consider financing the playground at Ray Abood Reserve in accordance with recent community consultation. The estimated cost of this project is \$35,000.

Background

Arising out of a Familiarity tour of our village in mid 2016 was a request to get new equipment and a new location for a playground. Cambewarra has grown substantially over the past 15 to 20 years but the current 2 playgrounds are in the older part of the village and are have old and probably unsafe equipment, certainly there is not a lot of usage .The suggestion came that a new location and equipment on the newer part of town where there are many younger families and a need to provide an area with something to do ,came to fruition This aligns with the ROSS report. The CEER notified that a support letter from SCC dated 13/7/2016 had been received. The Cambewarra residents have been successful in achieving grant funding from the Member for Kiama Gareth Ward of \$45,000 (thank you Mr Ward) and a further \$35,000 from council would complete the project.

Note by the General Manager

A report addressing the request for funding for a playground in Ray Abood reserve is being submitted to this meeting (CL17.44). It is recommended that Councillors consider information in the report when discussing this Notice of Motion.

CL17.27

CL17.28 Notice of Motion - Letter of Congratulations - Sam Wright-Smith

HPERM Ref: D17/24068

Submitted by: Cllr Mitchell Pakes

Purpose / Summary

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

Recommendation

That Council Write to and congratulate Culburra Beach Local Sam Wright-Smith on his recent hockey achievements.

Background

Representative Honours:

2017

- January - Captained NSW Under 13 Indoor Hockey team at National Championships in Unanderra, the team won a gold medal in the final against Victoria, with a 4-2 win. Sam was the fourth highest goal scorer overall (out of all states) for the tournament.

2016:

- Captained NSW State U13 Field Hockey team at Australian National Field Championships in Perth (team was awarded "Play the Whistle award and came second overall)
- Selected in the NSW Hockey U15 State Squad, currently training in preparation for state trials in February 2017.
- Captain of Illawarra U13 Representative team
- Selected to play in South Coast Open CHS Hockey team (only Year 7 student to play)
- Winner of "Player of the Tournament" award at the NSW Hockey U13 Basil Sellers Centre of Development Tournament.

Sam also maintained his school work for last year while chasing his sporting commitments, and in December was awarded the "Academic Excellence" award for Year 7 at Shoalhaven High School. He was also awarded Junior Sportsman of the Year, due to his achievements in hockey as well as being Age Champion for Swimming and Athletics for 2016.

CL17.28

CL17.29 Notice of Motion - Workplace Surveillance

HPERM Ref: D17/46122

Submitted by: Cllr Mitchell Pakes

Attachments: 1. Workplace Surveillance Policy (councillors information folder) [↗](#)

Purpose / Summary

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

Recommendation

That Council

1. Provide a report on the use of Camera, Computer and Tracking Surveillance used by Shoalhaven City Council.
2. Provide a report on the location of all Surveillance devices that may capture an employees or member of the public's voice.

Note by the General Manager

As part of council's operations, a new Workplace Surveillance Policy was put in place in 2016 after consultation with the Staff Consultative Committee and relevant Unions. This policy was developed to ensure Council meets its obligations under the Workplace Surveillance Act 2005 and is necessary given the advancement in various technology (e.g. mobile phones) and workplace equipment (e.g. motor vehicles) that have inbuilt GPS tracking capability, and the growth in CCTV equipment at key work sites (e.g. SEC, CBD areas)

Whilst staff are aware of the policy development and discussion at the Consultative Committee, to strictly comply with the Workplace Surveillance Act 2005 and the adopted Policy all employees were recently notified via a personal letter in respect to the Policy.

A copy of the Policy is included in the Councillor Information Folder for your information. As this is an operational workplace matter any queries councillors may receive should be directed to the General Manager.

CL17.29

CL17.30 Notice of Motion - Plastic Bags

HPERM Ref: D17/46293

Submitted by: Cllr Kaye Gartner

Purpose / Summary

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

Recommendation

1. That the SCC write to the current NSW Environment Minister, Ms Gabrielle Upton, urging her to act on banning the use of single use plastic bags in NSW. Further, that the ban include all identified 'biodegradable and degradable' bags up to 70 microns.
2. That the local members, Mr Gareth Ward and Ms Shelly Hancock, receive copies of this letter and a further letter requesting their support for legislation to ban single use plastic bags in NSW.

Background

In Australia, plastic bag bans already exist in South Australia, Tasmania, the Northern Territory and the ACT.

Our Shoalhaven communities have led the way in their attempts to ban these plastic bags locally, however, without state legislation, community efforts are piecemeal.

Clean Up Australia has joined a large coalition of environmental groups and concerned citizens to petition the NSW government to ban single use singlet-style plastic bags.

Plastic bags are one of the more deadly and unsightly rubbish items in our environment. Plastic pollution is killing our marine life. 30% of the world's turtles and 90% of seabird species have now ingested plastic debris.

As custodians of a large coastline and beneficiaries of the tourist industry, it is incumbent on this council to act in this small way to ban the single use plastic bag.

Note by the General Manager

Staff support Council writing to the NSW Environment Minister, regarding action on the ban of single use plastic bags.

Shoalhaven City Council has been supporting the reduction of single use plastic for a number of years. Council worked with the Huskisson and Kangaroo Valley townships on their "Plastic Bag Free" campaigns of 2003. Other towns in the following years have tried to implement similar "ban the bag" campaigns yet found it difficult to succeed without any legislative backing.

In order to raise awareness on any waste reduction behaviour, including the reduction of single use plastic bags, the education message needs to be raised on several different fronts.

To this end, Council participated in "Plastic Free July" 2016 where the not-for-profit, community based "Boomerang Bag" initiative was launched. Since then, the Berry, Bay &

CL17.30

Basin, Culburra Beach and Milton/Ulladulla communities have taken on this grass roots campaign with a goal of moving towards a more aware and conscious community that not only reduces its reliance on single use plastic bags but additionally, enjoys greater connectivity, both socially and environmentally.

Council's school education program includes the "King and Queen of Green" and "Waste Warriors" theatre characters. These performances carry strong waste minimisation messages, not just about recycling and composting, but also the avoidance of single use plastic where possible.

In the prevention and clean-up of litter, Council continues to support Clean Up Australia Day, has recently partnered with community to "Take 3 for the Sea" at Mollymook Beach and continues to work with the Illawarra Joint Organisation (IJO) developing regional litter campaigns including "picitup" and the monthly marine debris monitoring program undertaken in conjunction with Community Volunteers Australia.

Shoalhaven City Council would join with other local governments in supporting the reduction of single use plastic bags and lobbying the NSW state Government in moving forward to implementing the appropriate legislation.

CL17.31 Notice of Motion - Plastic Shopping Bag Free Zone

HPERM Ref: D17/55245

Submitted by: Cllr Bob Proudfoot

Purpose / Summary

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

Recommendation

That Shoalhaven City Council maintains its firm desire to transform our area into a "plastic shopping bag free zone." As an indication of our enthusiasm for this endeavour, Council invite our community to participate in local village expressions of interest with a view to formalising the process in the near future.

Note by the General Manager

The Council Waste team are currently working with communities in Milton/Ulladulla, Bay & Basin, Berry and Culburra, implementing waste reduction initiatives that focus on litter reduction and minimising the use of single-use plastic bags.

The goal is to engage these communities on a variety of waste reduction and awareness levels to become "sustainable towns".

Berry, Bay & Basin and Culburra are forging ahead with Boomerang Bags while the Milton/Ulladulla community, in particular Mollymook, have embraced the "Take 3 for the Sea" initiative, as well as 'picitup' and Boomerang Bags.

Waste Services trialled a schools program in Milton/Ulladulla in 2016 focusing on the "plastic free" message to support the local Take 3 and plastic reduction campaigns. This program was well received and is being expanded into the schools in Culburra, Berry and the Bay & Basin during 2017.

Community champions are the key to achieving success around sustainability and Waste Services staff are identifying and collaborating with these enthusiastic and passionate local individuals to realise their "sustainable town" objective.

CL17.31

CL17.32 Notice of Motion - Expenditure of Section 94 Contributions

HPERM Ref: D17/24043

Submitted by: Cllr Bob Proudfoot

Purpose / Summary

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

Recommendation

That Council lobby the State Government with a desire to reform the way that Section 94 contributions can be expended, with a particular focus on fixing local roads.

Note by the General Manager

- The current Section 94 contributions system in NSW only allows Councils to levy contributions towards new or augmented infrastructure (could include upgrading an existing road) to support growing communities. Levying contributions towards the maintenance of existing infrastructure is currently explicitly prohibited under the Environmental Planning and Assessment Act (EP&A) 1979 and its Regulations.
- Council is currently reviewing its Contributions Plan to provide increased flexibility in the system and free up contributions funds to be spent on new infrastructure identified in the Plan. However, as outlined above, contributions cannot be spent on maintaining existing infrastructure.
- The NSW Government has released a draft Bill to amend the EP&A Act 1979, which will include changes to the current contributions system in NSW. Council will continue to contribute to the planning reforms and changes to the contributions system in NSW, however, it is unlikely that these changes will allow for contributions to be levied for the maintenance of existing infrastructure.

CL17.32

CL17.33 Notice of Motion - Traffic Management - Milton / Ulladulla area - Summer Holiday Period

HPERM Ref: D17/24021

Submitted by: Cllr Bob Proudfoot

Purpose / Summary

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

Recommendation

That a report be prepared for Council on the effectiveness of the traffic management strategies implemented during the Summer holiday period in the Milton - Ulladulla area. In addition, an up-date as to where the Milton- Ulladulla by-pass proposal is at the present.

CL17.33

CL17.34 Notice of Motion - Tomerong Quarry

HPERM Ref: D17/55236

Submitted by: Cllr Bob Proudfoot

Purpose / Summary

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

Recommendation

That

1. Council write to Shoalhaven Police L.A.C inviting the highway patrol police to include Parnell Rd, Tomerong and Gumden Rd Tomerong as part of their regular territory.
2. Council staff investigate the assertion that Tomerong Quarry is importing material to it's operation which is in clear breach of it's consent conditions.

Background

At a recent public meeting several concerns were raised regarding the future operation of Tomerong Quarry. Two of these serious concerns were the alleged dangerous incidents by some of the contract truck-drivers AND the alleged breach of the D.A consent conditions where trucks were transporting material into the quarry on a regular basis.

Note by the General Manager

Staff have received a number of recent complaints regarding the issues raised, relating to the operations of Tomerong Quarry. Investigations are currently underway and compliance action and or prosecution are likely in the near future.

CL17.34

CL17.35 Notice of Motion - Recreation Area - Old Erowal Bay

HPERM Ref: D17/56470

Submitted by: Cllr John Levett

Purpose / Summary

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

Recommendation

That Council consider in the budget the creation of a formal recreation area in the open space on the water at the south end of Prentice Avenue, Old Erowal Bay. This should include: playground equipment, public toilets, BBQ facilities and a kayak launching ramp



CL17.35

CL17.36 Notice of Motion - Multiple Occupancy Berry

HPERM Ref: D17/39743

Submitted by: Cllr Greg Watson
Cllr Andrew Guile

Purpose / Summary

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

Recommendation

That the General Manager report to a future meeting of Council on an amendment to the SLEP aimed at protecting the character of old residential area of Berry.

Note by the General Manager

Council resolved as part of the Shoalhaven Local Environmental Plan 2014 process to investigate the possible heritage listing of the town of Berry. Given the scale of this project (requirement for supporting justification, broad community engagement etc.), its priority needs to be considered in the context of the new strategic planning work program discussions which have commenced. This project may ultimately achieve the outcome sought by this motion.

The priority of the LEP amendment suggested needs to also be considered in the context of the work program discussions and if pursued is likely to require detailed justification as it may be at odds with the Illawarra-Shoalhaven Regional Plan if the aim is to, for example, restrict density increased. Direction 2.2 of the Regional Plan supports housing opportunities close to existing services, jobs and infrastructure. Berry is specifically identified as a centre where increased housing activity could be focussed. If the LEP amendment proceeds, the "old residential area" of Berry will need to be clarified and defined.

The Berry Community Strategic Plan, which Council endorsed for consideration in December 2016 contains 'strategic focus' areas that are also relevant, specifically to "preserve the towns heritage character and 'village feel'" and also "explore ways to improve housing affordability into the future".

CL17.37 Report of the Strategy & Assets Committee - 21 February 2017

HPERM Ref: D17/58101

SA17.32 Re-establishment of Alcohol Free Zones - East Nowra, Shoalhaven Heads, Culburra Beach, Orient Point, Mollymook

**HPERM Ref:
D17/28001**

Recommendation

That:

1. Council proceed with the re-establishment of the Alcohol Free Zones for a period of four (4) years in the areas of East Nowra, Shoalhaven Heads, Culburra Beach/Orient Point and Mollymook, including consultation with licensees in the surrounding areas;
2. Should no objections be received to the re-establishment of these zones, authority be given to staff to proceed with the declaration of the above areas as an Alcohol Free Zone, without further reference to Council.

SA17.38 Grant Offer - Community Development Grants Programme - Construction of Ulladulla Netball Courts

**HPERM Ref:
D17/45952**

Recommendation

That Council:

1. Accept the Federal Government grant funding offer of \$150,000 from the Community Development Grant Programme for construction of two (2) additional netball courts at Ulladulla Sports Park.
2. Write to Ann Sudmalis MP the Member for Gilmore and the Hon Fiona Nash, Minister for Regional Development, thanking them for the Federal Government funding assistance to assist in the delivery of two (2) additional netball courts at Ulladulla Sports Park.

SA17.43 Land Acquisition - Easement for Drainage - Lot 202 DP1119087 - Jack Kooij

**HPERM Ref:
D16/377516**

Recommendation

That Council resolve to:

1. Acquire an Easement for Drainage 3 metres wide along the northern boundary of Lot 202 DP1119087 at Kaross Close, South Nowra, shown by broken line on the easement plan (attached to the report);
2. Endorse the agreement with Shoalhaven District Football Association that all costs associated with the acquisition, including the payment of compensation, be met by the Association; and
3. The Common Seal of the Council of the City of Shoalhaven be affixed to any documentation requiring the Seal to be affixed, otherwise the General Manager be given delegated authority to sign any documentation necessary to give effect to this resolution.

CL17.37

SA17.44 Acquisition of Fire Trail Easements at Jerberra Estate, Tomerong

**HPERM Ref:
D17/14579**

Recommendation

That Council:

1. Approve the acquisition of a fire trail easement approximately 6 metres wide and variable under the Land Acquisition (Just Terms Compensation) Act 1991, in favour of the Rural Fire Service, over Lots 55, 61 & 62 DP 11629, Invermay Avenue, Jerberra Estate, Tomerong, for nil compensation (Plan attached to the report);
2. Agree to pay the effected land owners of Lots 55, 61 & 62 DP 11629 reasonable legal costs and any other reasonable ancillary costs associated with the acquisition from Job No. 85286; and
3. Authorise that the Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed, otherwise the General Manager be authorised to sign any documentation necessary to give effect to the resolution.

SA17.45 Classification of land - Lot 116 DP1226471 Dolphin Point

**HPERM Ref:
D17/25477**

Recommendation

That Council approve the classification of the land described as Lot 116 DP 1226471 Dolphin Point as Operational land.

SA17.46 Acquisition and Extinguishment of Easement for Drainage - Woollamia - Pt Lot 1 DP650295 785 Woollamia Road

**HPERM Ref:
D17/30854**

Recommendation

That Council:

1. Resolve to acquire a 2 metre wide Easement for Drainage and extinguish an existing Easement for Drainage over part of Lot 1 DP650295 known as 785 Woollamia Road, Woollamia as shown on Attachment 1 to the report;
2. Pay all reasonable legal and ancillary costs associated with the acquisition and be funded from Job number 74901.39954; and
3. The Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed, otherwise the General Manager is authorised to sign any documentation necessary to give effect to the resolution.

SA17.47 Classification of land - Sunset Strip Manyana- Sewer Pump Station - SPS

**HPERM Ref:
D17/41087**

Recommendation

That Council resolve to classify the land described as Lot 100 DP1222243 known as Sunset Strip Manyana as Operational land subject to no submissions being received objecting to this position by the closing date of 15 March 2017.

CL17.37

SA17.48 Rural Fire Service - RFS - Proposed Closure of Part North Street, Berry**HPERM Ref:
D17/28879****Recommendation**

That Council resolve to:

1. Make an application to the Minister administering the Roads Act 1993, for the part of North Street, Berry shown by hatching on the Attachment to be closed and retained by Council as Operational land; and
2. Affix the Common Seal of the Council of the City of Shoalhaven to any documentation requiring the Seal to be affixed, otherwise the General Manager be given delegated authority to sign any documentation necessary to give effect to this resolution.

SA17.50 Proposed Retail Lease of 41 Kinghorne Street, Nowra**HPERM Ref:
D17/38082****Recommendation**

That Council:

1. Enter into a lease with Christian Mathew Wyknet (Trading as Pump House Pies) for two (2) years with a two (2) year option for an annual rent of \$21,529 per annum plus GST with annual increases of 3%; and
2. Authorise the General Manager to sign all documentation required to give effect to this resolution and to affix the Common Seal of the Council of the City of Shoalhaven to all documentation required to be sealed.

SA17.56 Acquisition of Easement for Water Supply - 2 Wandean Road Wandandian**HPERM Ref:
D17/23306****Recommendation**

That:

1. Council resolve to compulsorily acquire an Easement for Water Supply variable width over Lot 5 DP1027962 at 2 Wandean Road Wandandian, shown by broken line on attached copy of DP269010.
2. Council pay compensation as determined by the Valuer-General in accordance with the Land Acquisition (Just Terms Compensation) Act 1991 and ancillary costs for the acquisition from Council's Water Fund.
3. The necessary application be made to the Minister for Local Government and the Governor for approval to the acquisition under the Local Government Act 1993.
4. The Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed.

SA17.57 Acquisition of Crown land and easement over Crown land at Ulladulla**HPERM Ref:
D17/16594****Recommendation**

That the previous approval MIN 16.497 be varied and Council resolve to:

1. Compulsorily acquire from the Crown:

CL17.37

- a. Lot 1 DP1109186, being part of Lot 7304 DP1166765, at Kings Point Drive Ulladulla, shown on the copy of DP1109186 marked Attachment 'A' to the report.
- b. A Sewerage Easement 10 wide and variable over Lot 7304 and Lot 7305 DP1166765 and Lot 5 DP256334 at Kings Point Drive Ulladulla, the copies of DP1109186 marked Attachments 'A' & 'B' to the report.
2. Pay compensation and costs associated with the acquisition in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act 1991, from Shoalhaven Water's Sewer fund.
3. The necessary application be made to the Minister for Local Government and the Governor for the acquisition under the Local Government Act 1993.
4. The Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed.
5. The land to be acquired to be classified as 'Operational' in accordance with Section 31(2) of the Local Government Act, 1993.

SA17.58 Grant of easement & restriction over Council land at Nowra

**HPERM Ref:
D17/36398**

Recommendation

That Council resolve to:

- 1 Grant an Easement for Padmount Substation 3.35 wide and a Restriction on the use of land in favour of Endeavour Energy, over Council land Lot 1 DP531142 at St Anns Street Nowra. The Easement and Restriction are delineated (A) and (B) respectively on the plan marked Annexure 'B' to the report.
- 2 Costs associated with the transaction are to be met from Council's Sewer Fund. The Easement and Restriction are to be granted at \$nil consideration.
- 3 The Common Seal of the Council of the City of Shoalhaven to be fixed to any document required to be sealed.

SA17.59 Future of Human Waste Removal Services

**HPERM Ref:
D17/27138**

Recommendation

That Council:

- 1 Seek tenders for human waste removal services
- 2 Apply full cost recovery to all fees and charges relating to human waste removal services commencing 1 July 2018.

CL17.37

CL17.38 Report of the Aboriginal Advisory Committee - 6 February 2017

HPERM Ref: D17/56201

Attachments: 1. Draft Terms of Reference [↓](#)

AA17.2 Membership Requests - Natalie Lloyd and Les Bursill OAM

HPERM Ref:
D17/14679

Recommendation

That:

1. The Terms of Reference be amended to change five (5) of the remaining positions for two (2) community positions and three (3) being for representatives of each Local Aboriginal Land Council's (LALC).
2. The application from Charlie Ashby be accepted and appointed.

Note by the General Manager:

Draft Terms of Reference attached

CL17.38



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Southern District Office
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For more information contact the Corporate & Community Services Group

Aboriginal Advisory Committee - Terms of Reference

Policy Number: POL16/172 • **Adopted:** 16/08/2016 • **Minute Number:** MIN16.656 • **File:** 1209E • **Produced By:** Corporate & Community Services Group • **Review Date:**

1. PURPOSE

To provide appropriate and considered advice to Council on all relevant issues affecting Aboriginal and Torres Strait Islander people within the Shoalhaven LGA, and to influence Council's support & intent in achieving their objectives for the current Statement of Commitment 2010 (SoC) and the Shoalhaven City Council Community Strategic Plan 2023 (SCCSP).

2. STATEMENT

Shoalhaven Local Government Area (LGA) is made up of many unique communities with a diverse range of people, lifestyles and cultures. It comprises 49 towns and villages and a key role of Shoalhaven City Council within that is to work in partnership with organisations, services, government agencies and individuals to build strong, resilient, cohesive and creative communities.

Shoalhaven City Council established the Aboriginal Advisory Committee (AAC) in 1997 to advise Council on the needs of Aboriginal people living in the Shoalhaven Local Government Area. This advisory committee provides an opportunity for Council to develop both a structure for effective consultation and communication with Aboriginal communities and the opportunity for Aboriginal people to participate in Council's decision-making process to achieve mutually co-operative responses for their cultural, environmental and economic wellbeing.

3. PROVISIONS

The Shoalhaven City Council maintains, in its Statement of Commitment 2010, to strongly support the work of the AAC and sees it as serving an important role in providing the specialist and professional guidance to achieve positive outcomes for local Aboriginal people.

4. TERMS OF REFERENCE

4.1. Relationship to Council

The committee is an Advisory Committee, administered by Council to discuss relevant issues and recommend solutions specifically associated to local government and their Aboriginal & Torres Strait Islander communities.

*Aboriginal Advisory Committee – Terms of Reference***4.2. Role of the Advisory Committee**

All members are encouraged to become actively involved in the business of the AAC and to be an advocate between community and Council. The role of the Committee is:-

- To advise Shoalhaven City Council on necessary issues relating to Aboriginal communities in the LGA.
- Promote and increase knowledge & understanding of Aboriginal society, history & culture in the LGA.
- Facilitate access and accessibility to services and facilities for Aboriginal people.
- Advise on the development and implementation of the Shoalhaven City Council Community Strategic Plan.
- Develop strong collaborative partnerships between Aboriginal communities and Shoalhaven City Council.
- Maintain strong links between Council and Aboriginal communities throughout the Shoalhaven to accomplish the relationships and outcomes required for genuine reconciliation.
- Foster and safeguard a spirit of mutual trust and respect which allows the AAC and Shoalhaven City Council to work together in their commitment towards intelligent, well informed decision making processes that are sensitive to all Aboriginal issues.
- Recognise, support & uphold past and present local cultural heritage and its place in future Council directions.
- Remain a meaningful 'place' for the communication of messages and information from Aboriginal community voices that identify local needs for services, facilities and activities.
- Support and promote significant celebrations and events within the Shoalhaven Aboriginal and Torres Strait Islander community.

4.3. Membership

Representatives must live in the Shoalhaven Local Government area (LGA) area and/or work with Aboriginal communities of the Shoalhaven on a full-time or part-time basis. The composition will be:

The Group will have a total membership of up to 19 positions which include:

- Up to ~~fifteen~~ **12** local Aboriginal community representatives being either Elders, Youth or Government/Non-Government agencies/organisation delegates.
- **Three (3) members being a representative from each Local Aboriginal Land Council**
- Three (3) Councillors be nominated by the elected Council
- The General Manager or nominee.

It is important for the AAC to take broad community advice from those Aboriginal organisations with a capacity to provide professional guidance to its members to enable them to make sound decisions. The following is a suggested list of Aboriginal organisations:

- South Coast Aboriginal Medical Service
- Local Aboriginal Land Councils
- Local Aboriginal Education Consultative Groups

These organisations and agencies working in the sector who may be invited to attend the Advisory Committee meetings but will have no voting privilege.

*Aboriginal Advisory Committee – Terms of Reference***4.4. Community Member Appointments**

- Nominations for Local Aboriginal Community Members should be advertised throughout the community.
- Appointment to the Advisory Committee can be for a maximum four (4) years with a set commencement and finish date and standing members may re-nominate for an additional term.
- Vacancies will be advertised locally via media and Council communication networks.
- Council will manage the application process in consultation with the Aboriginal Community Development Officer.
- An interview panel will consist of a Council staff member, the Chair of the Aboriginal Advisory Committee and one (1) Aboriginal committee representative to assess the applications and make recommendations for appointments to the Advisory Committee.

4.5. Term Of Office

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

4.6. Sub Committees/Working Groups/Represented Delegation

If representing the AAC on an identified working group/party your role is to represent the Committee's commitment and purpose.

The Advisory Committee will have the right to establish sub groups as deemed appropriate to assist in fulfilling their role and purpose.

4.7. Meeting Practices and Procedures

- The administrative provisions of Council's adopted Code of Meeting shall apply subject to any amendment by this Advisory Committee.
- The Chair of the Committee will be limited by a four (4) year tenure and is open to all members of the Committee.
- Where a Councillor is elected as Chair an Aboriginal Committee member representing the community will be appointed by the Aboriginal Committee members as Co-Chair to liaise, assist and advice the Councillor on cultural matters.
- Where a Committee member is elected as Chair a Councillor will be appointed as Co-Chair by the Committee members to liaise, assist and advise the Aboriginal member on the requirements of local government.
- Councillors who have an interest in forming a relationship with the committee should consider their ability to commit for the term of that Council.
- Committee members who are absent for three (3) consecutive meetings of the AAC without tendering an apology will be requested in formal correspondence from Council to confirm their intention regarding their membership of the committee. Failure to respond may result in removal from this committee.
- Formal meetings will be held quarterly depending on demand and also allowing Committee member's time for consultations.

Aboriginal Advisory Committee – Terms of Reference

- Meetings are held at Shoalhaven City Council Administrative Building or can be negotiated with Committee Members.
- A quorum will consist of five (5) members of the Committee.
- If a quorum is not present within 30 minutes of the time appointed for the commencement of the Advisory Committee meeting, the meeting shall lapse.
- Each Committee meeting shall be properly recorded by the taking of minutes by the Governance Unit.
- The minutes of the Advisory Committee meeting will be submitted to the next available Council Meeting
- Where possible, members are encouraged to reach a consensus; decisions will normally be made through modified consensuses.
- The Chair of the Committee should facilitate a meeting that is run on a consensus decision making model rather than rely on the formal structures of a simple majority plus one.
- If however there are times when a position cannot be reached, despite open and thorough exploration of the issues and options, the Chairperson will ask for a vote.
- All formal members of the committee are entitled to a vote
- In the event of a tied vote, the Chair can exercise a casting vote.
- Agenda and minutes from previous Advisory Committee meetings will be circulated to members at least seven (7) days prior to the meeting.
- Advisory Committee members must declare in writing any interest in any report tabled at the meeting covered by the Code of Conduct and Pecuniary Interest.
- Informal Advisory Committee meetings, special meetings that may discuss specific portfolio matters will be held as and when required or set by the Advisory Committee.
- Planning and costs associated with conducting meetings will be borne by Council.
- Advisory Committee recommendations which are determined to be purely or substantially 'operational' in nature, will be dealt with by the relevant council officer and any action or lack thereof reported to the Advisory Committee.
- Progress towards the outcomes of Council's Community Strategic Plan 2023 and Statement of Commitment will be reported to Shoalhaven City Council at Council meetings and corporate management meetings, where appropriate, throughout the year. Progress against actions arising from AAC Minutes will be reported on a quarterly basis at each consecutive AAC meeting.

4.8. Code Of Conduct

Meetings be conducted in an informal manner, but still within Council's 'Code of Conduct' Policy which all members are required to observe.

- Advisory Committee members should act in a professional, responsible and respectful manner with the information they obtain as a member, as the Advisory Committee require openness and honesty to function well.
- Advisory Committee members must at all times respect other members when expressing their opinions and views. Members should feel free to express their opinions and views without fear of recrimination.
- It is essential for Advisory Committee members to accept collective responsibility, and remain loyal to decisions of the Advisory Committee, even where they may not have agreed with the final decision.

*Aboriginal Advisory Committee – Terms of Reference***4.9. Confidentiality and Privacy**

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

4.10. Communication

- All issues must be clearly communicated including priorities, limitations and benefits to community.
- Care needs to be undertaken to ensure that all participants fully understand mutual issues under discussion and that there are no false expectations created. It is important that all members' views are given weight during discussions.
- Members of the Advisory Committee are not permitted to speak to the media as representatives of the advisory committee unless approved by the chairperson
- Where approval has been given by the Chairperson, views and opinions expressed are those of the Advisory Committee and not of Shoalhaven City Council.
- Where endorsement is required from Shoalhaven City Council, approval must be sought through the formal processes.
- The Chair of the Advisory Committee is the point of contact for communication between Advisory Committee members and Council staff.

4.11. Council Staff Attendance

Shoalhaven City Council will provide administrative Council staff who are normally required to attend the meetings of the Advisory Committee to carry out the following tasks:

- Collate and distribute Business Papers.
- Organise meetings.
- Minute taking, storage and distribution of minutes and associated documents.
- Providing administrative support to the Community Development Officer to distribute information between the Committee and the Aboriginal Community Development Officer.

Other staff at the relevant Group Directors' discretion or at the Advisory Committee's request can attend meetings as required. Staff have no voting privileges.

4.12. Expectation Of Advisory Committee Members

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

4.13. Responsibility Of Council

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

5. REVIEW

After every Council election.

CL17.39 Report of the Childrens Services Reference Group - 7 February 2017

HPERM Ref: D17/56916

Attachments: 1. Draft Terms of Reference [↓](#)

CS17.1 Revised Terms of Reference

HPERM Ref:
D17/21402

Recommendation:

That:

1. The Children's Services Reference Group incorporate the changes to the revised Terms of Reference.
2. Council endorse the revised Terms of Reference of the Children's Services Reference Group. See attachment 1

CL17.39



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For more information contact the Corporate & Community Services Group

Children's Services Reference Group - Terms of Reference

Policy Number: POL17/11 • **Adopted:** [Click here to enter date] • **Minute Number:** [Click here to enter Minute number] • **File:** 46176E • **Produced By:** Corporate & Community Services Group • **Review Date:**

1. PURPOSE

The Children's Services Reference Group (Group) advises Council on issues relating to the education and care of children aged 0 – 12 years. It acts as a channel to advise Council on new issues and developments affecting these children. The Group also shares information on issues affecting children, families and their communities, advocates for inclusive environments and practices for all children and families in the Shoalhaven. The Group develops and implements a collaborative child friendly cities plan for the Shoalhaven.

2. STATEMENT

Council recognises the value of investing in programs and projects that support children and families and embraces a strategic direction that plans for facilities and services to meet the growth and development of children and families in the Shoalhaven.

3. TERMS OF REFERENCE

3.1 Relationship to Council

The Group is a Section 355 & 377 Committee of Council (Local Government Act 1993). It is a strategic advisory committee to advocate for and inform Council's decision making process related to children and families in the Shoalhaven.

3.2 Membership

Membership of the Group is open to all members of the community with an interest in advocating on behalf of and protecting the rights of children, and families and/or sharing information and advice to promote the development of children in the Shoalhaven.

Any individual, representatives of an organisation, service or agency, who agree to work within the purpose of the Group may become a member. Only one representative from any one organisation may vote.

Membership is by application to the Group.

Shoalhaven City Council – Children's Services Reference Group – Terms of Reference

The Group to have a membership consisting of the following:

- A maximum of 20 community members
- All Councillors

3.3 Quorum

The quorum to be 5 (five) members

3.4 Meetings

- Meetings will be held four (4) times each year (one (1) meeting per school term and one (1) of which is to be a planning day).
- The planning day be held in July each year.
- Agendas and Minutes from previous meetings will be circulated to members at least - seven (7) days prior to the meeting.
- The Chairperson will be elected annually by the Group at the planning day and is open to all members of the Group.

3.5 Voting

- Voting and Recommendations are made by consensus and all decisions must be stated precisely for the inclusion of the minutes.
- Where a consensus cannot be reached then the majority of 60% of those present can adopt a motion.
- Alternative views are to be minuted.

3.6 Code of Conduct

All members of the Group are to abide by Council's Code of Conduct.

3.7 Communication

- All issues must be clearly communicated including priorities, limitations and benefits to the community.
- Members of the Group are not permitted to speak to the media as representatives of the Group unless approved by the chairperson.
- Where approval has been given by the Chairperson, views and opinions expressed are those of the Group and not of Shoalhaven City Council.
- The Chairperson is the point of contact for communication between Group members and Council staff.
- Where endorsement is required from Shoalhaven City Council, approval must be sought through the formal processes.

3.8 Council Staff Attendance

Shoalhaven City Council will provide administrative staff who are normally required to attend the meetings of the Group to carry out the following tasks:

- Collate and distribute Business Papers.
- Organise meetings.
- Minute taking, storage and distribution of minutes and associated documents.

Shoalhaven City Council – Children's Services Reference Group – Terms of Reference

- Providing administrative support to the relevant Council staff to distribute information between the Group and the Community Development Team.
- Other staff at the relevant Group Directors' discretion or at the Group's request can attend meetings as required. Staff, with the exception of the nominated supervisor of Shoalhaven Family Day Care Services, have no voting privileges.

3.9 Expectation of Children's Reference Group Members

Pecuniary Interest Returns may be required on appointment and annually as required by the Office of Local Government and Council.

3.10 Responsibility of Council

Council at its discretion may review and change the Terms of Reference, role and structure of the Group.

4. REVIEW

After every Council election.

CL17.40 Report of the Shoalhaven Access Advisory Committee - 20 February 2017

HPERM Ref: D17/58053

SAA17.1 Application for Membership

HPERM Ref:
D17/8342

Recommendation

1. That Council appoint Annette Pham as a member of the Shoalhaven Access Advisory Committee.
2. That Annette Pham be notified of her appointment and invited to all future meetings.

SAA17.7 Accessible Carparks

Recommendation

That Council:

1. Convert the 2 x 45 degree existing car parks in Graham Street to one accessible carpark.
2. Include the new accessible icon signage.

Note by the General Manager:

Council resolved (Minute MIN12.745) to construct additional all-day parking along the eastern side of Graham St, north of McGrath Ave, in response to the shortage of this type of parking in the Nowra CBD precinct. The Shoalhaven Access Advisory Committee's recommendation involves replacing two all-day parking spaces with an accessible parking space, which would be used intermittently.

The Committee's recommendation originated from a request to locate an accessible parking space close to the public toilets in Harry Sawkins Park. Currently, there are two accessible parking spaces in McGrath Ave, about 120m from the toilets. The proposed parking space in Graham Street would be about 60m from the toilets.

The utilisation of the current all-day parking spaces in Graham Street is high (ie over 90%).

SAA17.12 Access Issues - Huskisson Wharf

Recommendation

That Council establish a Huskisson Wharf working party, made up of representatives of RMS, Crown Lands, Jervis Bay Wild (Brendan Aulsebrook), Huskisson Wharf Management Committee (David MacDonald & Terry O'Connor) and Inclusive Tourism (Chris Mitchell) be established immediately with a meeting to be held within 21 days to discuss the ongoing issues at Huskisson Wharf of disability access for inclusive tourism..

CL17.41 Report of the Shoalhaven Traffic Committee - 14 February 2017

HPERM Ref: D17/50594

- Attachments:**
1. TRAF 2017-01 (under separate cover) [📄](#)
 2. TRAF 2017-02 (under separate cover) [📄](#)
 3. TRAF 2017-03 (under separate cover) [📄](#)
 4. TRAF 2017-04 (under separate cover) [📄](#)
 5. TRAF 2017-05 (under separate cover) [📄](#)
 6. TRAF 2017-06 (under separate cover) [📄](#)
 7. TRAF 2017-07 (under separate cover) [📄](#)
 8. TRAF 2017-08 (under separate cover) [📄](#)
 9. TRAF 2017-09 (under separate cover) [📄](#)

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

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

IMPORTANT NOTE:

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

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

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

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

TC17.1 Bus Zone - River Road, Sussex Inlet (PN 896)

HPERM Ref:
D17/41018

Recommendation

That the General Manager (Director Assets and Works) be requested to arrange for amendments to the existing bus zone and 1/4P (15 minute) parking zone located on the western side of River Road, north of Jacobs Drive, Sussex Inlet, as detailed in plan TRAF 2017/01 to the following operation:

BUS ZONE	1/4P (15minute)
7:00am-9.30am	9.30am-1.30pm
1.30pm-2.30pm	2.30pm-6:00pm
Mon-Fri	Mon-Fri
7:30am-9:00am	9am-11:00am
Sat	Sat

CL17.41

TC17.2 No Stopping Zone - Red Point Road, Bendalong (PN 3343)

**HPERM Ref:
D17/41135**

Recommendation

That the General Manager (Director Assets and Works) be requested to arrange for the installation of the following No Stopping zones as detailed in the attached plan TRAF 2017/02:

1. a 20m No Stopping zone 'emergency vehicles excepted at the tourist park access gate at the headland cul-de-sac
2. a 50m (approx.) No Stopping zone on the eastern and western sides of the narrow access way north of the boat harbour beach boat ramp that leads to the headland cul-de-sac

TC17.3 Regulatory Signage and Line Marking - Flinders Road, South Nowra (PN 3353)

**HPERM Ref:
D17/41158**

Recommendation

That the General Manager (Director Assets and Works) be advised that the Shoalhaven Traffic Committee has no objection to the proposed regulatory signage and line marking on Flinders Road, South Nowra as detailed in the attached plan TRAF 2017/03.

TC17.4 No Stopping Zone - Farrelly Place, Bomaderry (PN 3356)

**HPERM Ref:
D17/41184**

Recommendation

That the General Manager (Director Assets and Works) be requested to arrange for the extension of the existing No Stopping zone on the eastern side of Farrelly Place, Bomaderry by 15m to the north as detailed in the attached plan TRAF 2017/04.

TC17.5 Edge Line Marking - Bridge Road, Nowra (PN 3357)

**HPERM Ref:
D17/41195**

Recommendation

That the General Manager (Director Assets and Works) be requested to arrange for the installation of 130m edge (E1) line marking on the western side of Bridge Road, Nowra from its intersection with North Street to Lamonds Lane as detailed in the attached plan TRAF 2017/05.

TC17.6 Regulatory Signage and Line Marking - Turpentine Road, Jerrawangala (PN 3358)

**HPERM Ref:
D17/41223**

Recommendation

That the General Manager (Director Assets and Works) be advised that the Shoalhaven Traffic Committee has no objection to the proposed line marking on Turpentine Road, Jerrawangala as detailed in the attached plan TRAF 2017/06.

TC17.7 Proposed Roundabout - St Vincent Street and Church Street, Ulladulla (PN 3359)

**HPERM Ref:
D17/41240**

Recommendation

That the General Manager (Director Assets and Works) be advised that the Shoalhaven Traffic Committee has no objection to the roundabout and associated line marking and signage at the intersection of St Vincent Street and Church Street, Ulladulla as detailed in the attached plan TRAF 201/07.

TC17.8 Line Marking Amendments - Cow Creek Bridge, Sussex Inlet Road, Sussex Inlet (PN 3360)

**HPERM Ref:
D17/41259**

Recommendation

That the General Manager (Director Assets and Works) be requested to arrange for the installation of 230m (approx.) double barrier (BB) centre line marking and 170m (approx.) BS centre line marking along Sussex Inlet Road ensuring a 10m break at its intersection with Old Berrara Road, as detailed in the attached plan TRAF 2017/08.

TC17.9 Centre Line Marking - Burrill Street South, Ulladulla (PN 3361)

**HPERM Ref:
D17/41265**

Recommendation

That the General Manager (Director Assets and Works) be requested to arrange for the installation of the following delineation measures as detailed in the attached plan TRAF 2017/09:

1. 30m of double barrier centre line marking and RRPMS on all approaches to the intersection of Burrill Street (south) and South Street, Ulladulla
2. 30m of double barrier centre line marking and RRPMS at the intersection of Burrill Street (south) and Wason Street, Ulladulla
3. 90m of double barrier centre line marking and RRPMS from the intersection of Deering Street to the intersection of Burrill Street (south) and Owens Street, Ulladulla

CL17.42 Council's Industrial Land Development

HPERM Ref: D17/18252

Group: General Manager's Group
Section: Economic Development

Attachments: 1. Minimum Land Price Schedule as at February 2017 (Confidential - under separate cover)

Purpose / Summary

This report provides an update for Council on the status of industrial land development within the City and revises prices.

Recommendation

That

1. Council set the minimum prices for industrial sites at Yerrilyong (AATP), Huskisson and South Nowra industrial estates as set out in the Confidential Attachment to the report;
2. The General Manager be authorised to negotiate sales and sign the Contracts for Sale of the industrial land at South Nowra, Huskisson and Yerrilyong based on the adopted minimum prices listing; and
3. The Transfers to complete Contracts for Sale for Council's industrial estate sites in accordance with this resolution be executed under the Seal of Council.

Options

1. The recommendation be accepted as written.
2. The Committee made other recommendations.

Background

Shoalhaven City Council has been involved in industrial (employment) land development within the City for over thirty-five years. To date, these developments have been in the northern parts of the City at Bomaderry, North Nowra, South Nowra, Huskisson and Yerrilyong (Albatross) and over 200 lots have been subdivided, sold and developed to accommodate the needs of local business and industry. Some 3000 jobs have resulted from these developments and Council's pro-active market intervention has provided diversification of the Shoalhaven economy.

In other areas of the Shoalhaven, such as Shoalhaven Heads, Basin View, Sussex Inlet and South Ulladulla, the majority of industrial land has been in the ownership of, and in some cases has already been developed by the Crown (NSW State Government). Undeveloped industrially zoned land is still largely owned by the Crown or Aboriginal Land Councils, with the Crown having been an active developer in the 1980s and early 1990s, but has now withdrawn from this market. The Crown continues to hold large undeveloped parcels of industrial zoned land throughout New South Wales.

Council's interests in industrial / employment land are administered internally by the Economic Development Office (EDO), in the form of three industrial estates where land sales are currently available:

- Flinders Industrial Estate – South Nowra;
- Albatross Aviation Technology Park – Yerriyong; and
- Woollamia Estate – Huskisson.

As part of Council's strategies to ensure that an ongoing supply of industrial land is available to the market, opportunities for the development of a new estate at Ulladulla and an extension of the Flinders Industrial Estate are being investigated.

Industrial Lands Business Plan

The Shoalhaven Industrial Lands Business Plan (originally developed in 2010) has been revised in January 2017 to guide activities to develop, sell and manage the industrial land portfolio, including the following vision and mission statements:

- Industrial Lands Vision – to provide adequate industrial lands to facilitate the ordered growth of industrial development within the City; and
- Industrial Lands Mission – to combine the delivery of industrial land with other areas of economic development to encourage and grow investment, jobs and business opportunities within the Shoalhaven.

The Business Plan also sets out objectives to drive the direction of Council's industrial lands business operations to ensure that the longer term CSP objectives are met. The Business Plan objectives for the industrial lands business are:

- Objective 1 – to deliver acceptable employment and financial returns to Council;
- Objective 2 – to ensure an adequate supply of industrial land at an appropriate cost to the market;
- Objective 3 – to work closely with new customers and existing land owners to facilitate value adding activities and development that encourages further investment; and
- Objective 4 – to encourage sustainable development within Council's industrial estates.

Business Trends

Business trends provide an indication of the existing business performance and other trends on which to establish realistic and implementable future measures and targets. The following information is a brief overview of sales, revenue and expenditure, as well as macro-economic trends and other external trends that impact on the industrial land market.

Macro-Economic and Other Trends

Macro-Economic trends, such as general business conditions, have a significant impact on industrial land sales at the local level. These trends are influenced by the local, national and international economic conditions (such as aftermath of the Global Financial Crisis, foreign exchange rates, business confidence).

National and state level impacts on the industrial business market are also evident, for example in the lead up to State and Federal elections in 2010, 2011, 2013, March 2015 and Feb 2016. Business confidence has generally been quite flat since the GFC but recent indicators and interest in employment land would indicate that growth is occurring and is being planned.

The activities around the Defence support sector and other government support services have provided the main relief in what can only be described as a “depressed” economic situation.

Revenue Trends

Revenue from the industrial lands portfolio comprises of two primary sources, ongoing rental of one developed site owned by Council and land sales.

In the earlier part of the last five years, revenue was significantly low as a result of the global financial crisis. Since 2013/4 property sales have improved as has grant income from the NSW government. These revenue streams are detailed in table below.

Revenue Type	2011/12	2012 / 13	2013 / 14	2014 /15	2015/16
Rental – Norfolk Ave (net)	\$10,227	\$34,091	0	Sold	Sold
Rental – Sexton St (net)	\$50,648	\$51,598	\$51,914	\$54,600	\$57,582
Other (Govt Grants)	Nil	\$13,636	Nil	\$1,306,000	\$4,301
Land Sales	(\$22,455)	\$161,749	\$1,785,014	\$419,500	\$1,997,500
TOTAL	\$38,421	\$261,074	\$1,836,928	\$1,780,200	\$2,059,383

Over the next five years (2016/2017 to 2020/2021), revenue is expected to be between \$1.5 and \$2.5 million, comprising primarily of land sales, with around \$60,000 in rental returns.

Expenditure Trends

Expenditure for the industrial lands business can be categorised into four main areas:

- Loan repayments (both internal and external);
- Land purchase;
- Land development; and
- Ongoing costs for improved sites.

Over the next five years expenditure is expected to be relatively high, as new stages of existing estates take shape, land purchases occur and development costs of new estates occur. It is proposed that if possible all expenditure will come from the ILDR and future income without the need to take out any new loans. All previous loans expired in 2013/14.

Land development will peak in the 2019/2020 financial year when development of the Ulladulla site is expected. Land development costs will otherwise be in the range of \$1.5 to \$4.0 million per financial year.

A breakdown of expenses of the industrial lands business over the last five years is provided below.

Expense Type	2011/12	2012 /13	2013 /14	2014 /15	2015/16
Loan Repayments	\$428,263	\$258,789	Nil	Nil	Nil
Maintenance	\$55,877	\$7,813	\$26,240	\$13,000	\$125,036
Land Development	\$48,867	\$33,091	\$397,528	\$2,450,890	\$71,593
TOTAL	\$533,007	\$299,693	\$211,263	\$2,463,890	\$196,629

In order to “ring fence” business impacts of the industrial land portfolio activities, which is mainly capital revenue and expenditure, the Industrial Land Development Reserve was established into which the proceeds from industrial land sales (cash basis) are transferred and held for the purposes of reinvestment into the employment lands sector. The Reserve is

used to fund future infrastructure implementation and upgrade, as well as being available for the purchase of new land parcels when such opportunities arise.

Into the future, the Industrial Land Development Reserve is forecast to remain in credit, with a surplus to facilitate significant development and infrastructure opportunities to be realised in short timeframes. If borrowings are required, they would only be pursued in a prudent manner, and funded through portfolio revenue.

Industrial Land Projects

Council's stronghold on the industrial lands sector within the Shoalhaven provides a unique ability to service clients and to lead and underpin economic development and employment growth. Within all sales contracts, Council includes a buyback provision to enable the buyback of land should development not progress. This control ensures that land speculation and land banking does not occur, and that land sales will result in the short-term development of the site and creation of employment.

A constant threat to the viability of any industrial land development is the encroachment of perceived "higher-value" land uses such as commercial and residential development. Under the Employment Lands Guidelines for the Illawarra, the rezoning of industrial land should be undertaken with close consideration of the need to protect regionally significant employment lands. In doing so, it is recommended that any proposed rezoning identify alternative locations and opportunities for employment generating development. In turn, these proposals are increasingly being directed to the EDO for consideration and assessment.

Below is a summary of the current and proposed industrial land projects being pursued by Council.

Flinders Industrial Estate – South Nowra

First established in 1978, this development in South Nowra has several large factory premises with a number of international companies operating from the estate. A wide variety of products are produced and sold or exported from the Shoalhaven to markets interstate and overseas.

The estate is serviced by many local hauliers operating to Sydney, Port Botany and Port Kembla, as well as other centres throughout NSW and Australia. The estate has been developed in stages to assist in achieving a consistent and steady flow and availability of industrial land on the market. The first stages were developed in 1978, and the most recent Stage (Stage 9) was released in 2007 yielding 18 additional lots having a size range of 3000sqm to 6344sqm. The previous stage was released in 2005 yielding 12 lots. A summary of the available land at the estate is provided in the table below.

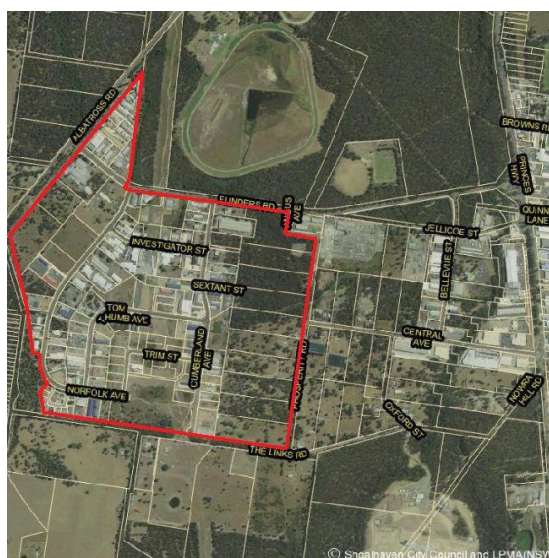
Stage	Lots Released	Lots Sold	Lots For Sale
9 (2007)	18	5	13
8b (2005)	12	11	1
8a (2004)	16	14 (+1 leased)	1
Previous Stages			5
TOTAL			19

The above available land has an expected sales value of more than \$7.5m. In addition to the above there is approximately 21 hectares of industrial land still to be developed which should enable an on-going supply of the Flinders Estate for at least 8-10 years.

Indicative land size and price is provided in the following table:

Size in m ²	Approx Dimensions	Price (ex GST)
3,000	40m x 75m	\$287,500
3,811	50m x 75m	\$365,000
6,267	85m x 80m	\$487,500
9,243	62m x 147m	\$824,000
13,000	80m x 161m	\$950,000

With the upswing in the economy it is anticipated that works on Stage 10 will commence later in 2017 and flow through into 2018.



Albatross Aviation Technology Park – Yerrilyong

The Albatross Aviation Technology Park (AATP) was first developed in the mid 1990s to accommodate the Seasprite Helicopter Program, then being implemented by the Royal Australian Navy on the adjoining HMAS Albatross Naval Air Base. AATP immediately adjoins the Base, with direct airfield access via a security controlled gate and taxi-way system developed within the Park. A summary of the available land at the estate is provided in the table below:

Stage	Lots Released	Lots Sold	Lots for sale
1 (1998)	5	5	0
2 (2005)	9	9	0
3 (2010)	5	3	2
TOTAL	19	17	2

The above available land has an expected sales value of more than \$1.0m. In addition to the above there is approximately 20 hectares still to be developed. Several more major Defence support providers are expected to be situated at HMAS Albatross in coming years, resulting in potential take-up of several hectares of existing and future lots. Defence policy to accommodate contractors off-base is expected to greatly assist in achieving future sales.

Recent expansion of the Estate has required extension of the existing taxiway at a cost of approximately \$1m. Indicative land size and price, with and without access to the taxiway, is provided below:

CL17.42

Size in m ²	Approx Dimension	Price (ex GST)
	With access to taxiway	
4,683	60m x 65m	\$500,000
6,476	70m x 92m	\$675,000

Capital expenditure for AATP over the next five years is anticipated to be around \$2.6m.



CL17.42

Woollamia Estate – Huskisson

The Woollamia Estate was first developed by the Crown in the mid to late 1970s with Council purchasing the Crown's remaining interest in the mid 1990s. Stage 3 of this estate has been undertaken in two releases in 1995 and 2005 respectively. A summary of the available land at the estate is provided in the table below.

Stage	Lots Released	Lots Sold	Lots for sale
3A (1995)	14	14	0
3B (2005)	13	10	3
TOTAL			3

The above available land has an expected sales value of around \$0.8m with 2 of these lots currently proceeding to settlement. In addition to the above there is approximately 5 hectares still to be developed. Indicative land sizes and prices are:

Size in m ²	Approx Dimension	Price (ex GST)
1,900	42m x 42m	Selling @ \$236,500
3,400	30m x 55m	\$299,000
3,810	40m x 90m	Selling @ \$335,000

Capital expenditure of around \$2m is expected to be required to bring Stage 6 onto the market in the next two years.



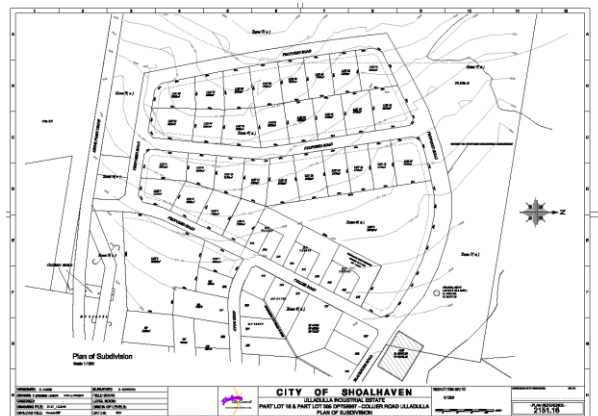
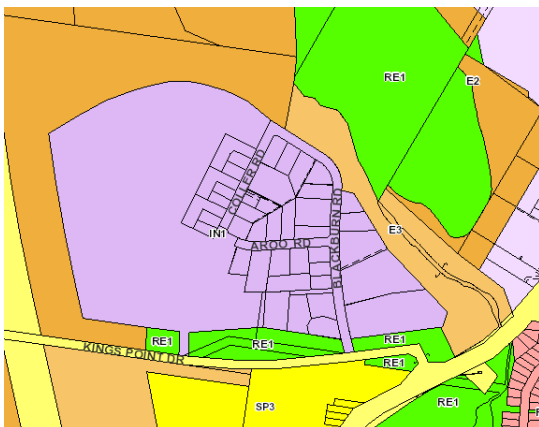
Future Industrial Estates

An industrial estate expansion project is currently being investigated at Ulladulla.

Ulladulla Estate Extension – South Ulladulla

At Ulladulla the Crown has two areas of industrially zoned land, one off Kings Point Road (Land Claim granted) and the other around Camden Street.

The Kings Point Road industrial zone was first developed by the Crown in the late 1970s and early 1980s, producing forty lots over a total of 13.6 hectares. While no lots remain vacant and several lots still have potential for further development, in reality the supply of this estate is now almost exhausted. Adjoining this is a second area of industrially zoned land owned by the Crown, a total of 19 hectares, which remains underdeveloped. It is estimated that up to 33 lots could be developed over four stages on the site, with a total sales value of around \$9.4m over the lot sales period. Development costs are estimated as being \$6.15m. It is understood that this land is to be granted to the Ulladulla Local Aboriginal Land Council.



The zoning map and proposed subdivision are shown above.

Council commenced purchase negotiations with Crown Lands in 2005 and proceeded to prepare a subdivision application. Crown Lands notified of an Aboriginal Land Claim having been received in 2010, at which time Council then suspended the project.

Former Sewage Treatment Plant at Ulladulla

Also at Ulladulla, Council has an industrially zoned holding in Camden St previously used as the Sewage Treatment Plant. This land has been reserved for a number of years after a request by the community to retain the facility to be developed as the “Ulladulla Future Park”. This development was to utilise the structures within the site as aquaculture ponds however this proposal was ill-timed during and post the Global Financial Crisis during which a proponent could not be found.

There is potential to develop the site to yield approximately 8 lots ranging in area from 2,500m² to 3,500m². Preliminary investigative work was undertaken by the Economic Development Office in 2000 to develop the area but was curtailed when the Crown set aside adjoining areas for the development of the Dunn-Lewis centre. It is now considered timely as the economic conditions have changed to revisit this proposal and address the established shortage of industrially zoned land in Ulladulla.



Included in any assessment would be the remediation of the site from asbestos and other contaminated materials. Assistance from government will be sought to undertake this task by way of a grant.

This land parcel was subject to a recent Councillor Briefing and options to use this land for future sporting needs was also canvassed. At some point Council will need to determine its long term strategic use for this site.

Community Engagement

Benefits to the community of industrial land development are far reaching and include diversifying the Shoalhaven economy, increasing employment opportunities and providing the mechanism for the towns and villages of the Shoalhaven to grow. The availability of employment lands is essential for the anticipated population growth of the Shoalhaven, because job opportunities enable people to make lifestyle and economic relocation decisions. Community engagement is essential throughout the development process to ensure the community embraces these new opportunities.

Any relevant community engagement will be sought regarding new industrial land developments as and when those developments proceed

Financial Implications

The proactive development of industrial land provides many financial benefits to the Shoalhaven community and economy, through direct business and employment growth

CL17.42

opportunities. While Council derives revenues through rental and sales of land, financial gain is not the main objective, as keeping these employment lands relatively affordable and development costs are offset by land sales.

It is timely that the formal authorisation of the General Manager to undertake contractual arrangements in relation to the industrial land portfolio and the “minimum price schedule” be re-affirmed by Council.

CL17.43 Investment Report - January 2017

HPERM Ref: D17/44873

Group: Corporate & Community Services Group
Section: Finance

Attachments: 1. Shoalhaven City Council Monthly Investment Report - January 2017 (under separate cover) [⇒](#)

Purpose / Summary

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

Recommendation

That the Report of the General Manager (Corporate and Community Services Group) on the Record of Investments for the period to 31st January 2017 be received for information

Options

1. The report on the Record of Investments for the period to 31st January 2017 be received for information

Implications: Nil

2. Further information regarding the Record of Investments for the period to 31st January 2017 be requested

3.

Implications: Staff will need to prepare a further report to provide any information that is required.

4. The report on the Record of Investments for the period to 31st January 2017 be received for information with any changes requested for the Record of Investments to be reflected in the report for the period to 28th February 2017

Implications: Nil

Background

Please refer to the attached monthly report provided by Council's Investment Adviser – CPG Research and Advisory Pty Ltd.

Further comparisons and budget review is found below:

The interest earned for the month of January was \$516,121 which was \$84,903 above budget.

RECORD OF INVESTMENTS Cash and Investment Balances

	January 2017	December 2016
Cash And Investments Held		
Cash at Bank - Transactional Account	\$5,299,658	\$5,767,404
Cash at Bank - Trust Fund	\$1,240	\$1,240
Cash on Hand	\$59,300	\$42,600
Other Cash and Investments	\$204,178,275	\$163,085,918
	\$209,538,473	\$168,897,162
 Fair Value Adjustment	 \$1,716	 \$175
Bank Reconciliation	\$161,469	\$44,404
	\$163,185	\$44,579
 Book Value of Cash and Investments	 \$209,701,658	 \$168,941,741
 Less Cash & Investments Held In Relation To Restricted Assets		
Leave Entitlements & Workers Compensation Liability	\$9,728,872	\$9,775,119
Land Decontamination	\$1,568,612	\$1,568,739
Critical Asset Compliance	\$2,402,355	\$2,402,355
North Nowra Link Road	\$664,290	\$664,294
Other Internal Reserves	\$2,327,508	\$2,442,491
Section 94 Matching Funds	\$510,293	\$539,738
Strategic Projects General	\$5,003,170	\$5,161,007
Industrial Land Development Reserve	\$2,299,330	\$2,064,193
Plant Replacement	\$4,998,472	\$4,740,114
S94 Recoupment	\$2,197,919	\$2,198,400
Commitment To Capital Works	\$6,575,116	\$6,898,137
Property Reserve	\$3,575,578	\$3,574,942
Total Internally Restricted	\$41,851,515	\$42,029,527
 Loans - General Fund	 \$5,673,266	 \$5,766,492
Grant reserve	\$1,971,604	\$2,458,782
Section 94	\$28,629,503	\$28,296,106
Storm Water Levy	\$395,647	\$317,075
Trust - Mayors Relief Fund	\$99,808	\$99,808
Trust - General Trust	\$5,170,604	\$4,612,790
Waste Disposal	\$8,028,440	\$9,313,730
Sewer Fund	\$72,611,423	\$27,357,998
Sewer Plant Fund	\$1,252,204	\$1,160,563
Section 64 Water	\$15,010,876	\$14,955,141
Water Fund	\$21,974,101	\$21,970,161
Water Communication Towers	\$893,866	\$893,866
Water Plant Fund	\$829,213	\$730,099
Total Externally Restricted	\$162,540,556	\$117,932,610
 Total Restricted	 \$204,392,071	 \$159,962,137
 Unrestricted Cash And Investments		
General Fund	\$5,309,587	\$8,979,604

CL17.43

Total cash increased by \$40,641,331 due to the Sewer Fund receiving a loan of \$44,000,000 with a reduction in Waste Management by \$1,285,290 and unrestricted general fund cash by \$3,670,018.

Certification – Responsible Accounting Officer:

I hereby certify that the investments listed in the attached report have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulations 2005 and Council's Investments Policy number POL14/60.



Craig Milburn
Director – Corporate and Community Services

Financial Implications

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

CL17.43

CL17.44 New Playground Installation - Ray Abood Oval - Cambewarra Village

HPERM Ref: D17/29517

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

Attachments: 1. Letter from Cambewarra Residents & Ratepayers Association [↓](#)

Purpose / Summary

To request consideration of a \$35,000 allocation in Council's 2017/18 budget to supply and install a new playground at Ray Abood Oval, Cambewarra Village.

The request relates to a successful grant application that the Cambewarra Resident and Ratepayers Association (CR&RA) have secured for \$45,000 under the NSW Government's Community Building Partnerships Program which covers part of the project costs. The CR&RA has made representations to Council to provide the balance of funds to deliver this project – see Attachment 1.

Recommendation

That

1. Council consider an allocation of \$35,000 in its 2017/18 budget to supply and install a new playground at Ray Abood Oval, Cambewarra Village in conjunction with the grant received by the Cambewarra Residents and Ratepayers Association of \$45,000.
2. Council remove the existing play equipment from Rouse Avenue Reserve, Cambewarra Village which becomes surplus to user needs when the Ray Abood Oval playground is completed and where possible reuse the playground equipment in another park.
3. Council in the future commence consultation with the Cambewarra Village community to investigate rationalise options for the Rouse Avenue Reserve which becomes surplus to user needs when the Ray Abood Oval playground is completed.
4. Council advise the Cambewarra Resident and Ratepayers Association of the above resolution.

Options

1. Council consider an allocation of \$35,000 in its 2017/18 budget to supply and install a new playground at Ray Abood Oval, Cambewarra Village in conjunction with the grant received by the Cambewarra Residents and Ratepayers Association of \$45,000.

Implications: Action of this option requires Council to provide a dedicated budget.

2. Council leave the existing play equipment in Rouse Avenue Reserve until the end of its useful life period is reached

Implications: This may set a future expectation to the community that the playground is needed and may be replaced and not removed.

3. Council continue to retain and maintain the Rouse Avenue Reserve which becomes surplus to user needs when the Ray Abood Oval playground is completed.

Implications: This will result in additional maintenance costs and an oversupply of play equipment and open space in Cambewarra Village.

4. Council not provide funding and recommend a playground to the value of the grant (\$45,000) be constructed at Ray Abood Oval, Cambewarra Village.

Implications: This option does not meet the request of the CR&RA and if installed with minimal equipment (due to small budget) may not attract wide community use.

Background

Playground request

Following a Councillor request in mid 2016, quotes were sought by Council staff to supply and install new senior/junior playground at 2 sites in Cambewarra Village. These sites were Howell Faulks Park and Ray Abood Oval and the quotes received totalled \$80,000 per site.

Quotes were supplied to the CR&RA, who are the driving force behind the playground request. Through this process the CR&RA were advised that these playground sites were not a priority for Council to resource as the equipment had not reached its expected end of life use when compared against other playgrounds in the City that have the potential to fail. The CR&RA advised Council that they would pursue grant funding to provide these playgrounds

The CR&RA have since been successful in applying for Community Building Partnerships Program funding of \$45,000 to part fund supply and installation of a playground in Ray Abood Reserve. Upon receiving this grant, the CR&RA has requested that Council provide the remaining funds of \$35,000 to provide this playground. The offer of grant funding to the CR&RA requires a Funding Deed to be completed by 30 April 2017.

Current Cambewarra Village Playground Sites Analysis

Current playground sites in Cambewarra Village are:

- I. Howell Faulks Park
- II. Rouse Avenue Reserve

Playground analysis indicates that these 2 sites are sufficient to meet user needs however the Rouse Avenue Reserve receives limited use due to the small size of the reserve and playground. The playground is located on a small land parcel which has similar dimensions to the surrounding residential properties and has a small buffer to adjacent properties. A larger playground and surrounding land would have the ability to attract greater usage however an additional playground would be surplus to user needs.

Ray Abood Oval (which has no playground) is located in close proximity to Rouse Avenue Reserve and has the ability to provide a larger playground for the surrounding community and has supporting amenities and car parking facilities.

Playground Supply Analysis

In 2014 Council undertook an extensive review of play equipment in parks and reserves across the City with the aim of improving playability and opportunities for users, while reducing replacement costs and increasing the useful life expectancy of each item. Hence the outcome was to achieve a more cost effective and sustainable management approach for playgrounds.

The review highlighted that of the 133 playgrounds, many were low use, isolated pieces that offered very limited playability and developmental opportunities to the user of the equipment. In addition to continue to provide the current numbers of play equipment, additional funding would be required to maintain and replace the equipment.

A Council Briefing in December 2014 outlined the findings of this review and the cost saving measures of upgrading many regional & district playgrounds and the reduction of the low use, limited playability and developmental opportunity of play equipment in some parks.

Council's Playground Replacement Program

In accordance with Council's Playground Replacement Program, Howell Faulks Park is currently listed as the 41st playground for replacement and Rouse Avenue Reserve is identified for removal at the end of its serviceable life and no replacement. The Rouse Avenue Reserve playground, as identified above, receives limited use and is not a cost efficient use of Council resources.

Priority playgrounds for Council to resource replacement as the equipment has the potential to fail in the near future are:

Pacific City Park, Bayswood (funded this financial year)

Titania Park, Greenwell Point

Wool Lane Sportsfield , Sanctuary Point

Blackett Park Reserve, St Georges Basin

Green Street Reserve, Ulladulla

Sullivan Street Reserve, Worrigea

Draft Community Infrastructure Strategic Plan

The draft Community Infrastructure Strategic Plan (which Council is currently considering) identifies that the Howell Faulks Park play equipment in Cambewarra Village be upgraded to a district playground standard at its next replacement which is estimated to be needed in 2024/25. In addition, the Rouse Avenue Reserve play equipment is identified to be removed at the end of its useful life which is estimated to occur in 2018/19. In addition, the Rouse Avenue Reserve is identified for rationalisation investigation as it is surplus to user needs.

Community Engagement

CR&RA are the representative community body for Cambewarra Village and have discussed this playground proposal with the local community.

Financial Implications

To support the community in the delivery of this project it is required that Council consider an allocation of \$35,000 in its 2017/18 budget to add to the grant funding obtained by the CR&RA to enable the supply and installation of a new playground at Ray Abood Oval, Cambewarra Village.

Without the funding to compliment the grant funding obtained by the CR&RA this project cannot proceed or alternatively could be undertaken in stages (not recommended).

Council can reduce its future playground maintenance costs by removing the existing play equipment from Rouse Avenue Reserve, Cambewarra Village which becomes surplus to user needs when the Ray Abood Oval playground is completed. Council in the future could improve its financial commitment for open space maintenance in Cambewarra Village by commencing a consultation process with the local community to rationalise the Rouse Avenue Reserve, which becomes surplus to user needs when the Ray Abood Oval playground is completed, and identify alternate possible uses for the reserve.



**CAMBEWARRA
RESIDENTS & RATEPAYERS ASSOCIATION**

PO Box 178
CAMBEWARRA NSW 2540

Shoalhaven City Council President: Graeme Cord
Received Secretary: Gail Stebbings 444.60127
23 DEC 2016 Treasurer: gailstebbing@westnet.com.au
File No. 15208E 22 December, 2016
Referred to: G. Elliott

The General Manager
Shoalhaven City Council
PO Box 42
NOWRA NSW 2541

ATTENTION: GLEN ELLIOTT - CORPORATE & COMMUNITY SERVICES GROUP

Request for Playground Equipment – Ray Abood Village Green
Council's ref: 15208E (D16/363016)

Thank you for your letter dated 21 November, 2016 in relation to the above matter. I wish to now advise that we have been advised by the State Government that we have been successful in gaining a Community Partnerships Grant of \$45,000 through the office of Gareth Ward, MP, Member for Kiama and Parliamentary Secretary for the Illawarra and South Coast. We have been successful because we have demonstrated that our project can deliver important social, environmental or recreational benefits for our local community.

We note that your recent letter states that Council's 2016/17 Delivery Program and Operations Plan has not identified funding for these playground improvements, therefore, funding for the project will need to be considered by the elected Council in the upcoming financial year. However, we are now required to enter into a funding contract to commence this partnership and a Funding Deed will be attached to our successful project on the Community Building Partnership (CBP) grants portal by 31 January, 2017. This Funding Deed must be completed by 30 April, 2017, otherwise the funding offer may be rescinded.

Could you please advise our Association of the current position in relation to Council matching what our Association could successfully acquire through grant application, as we understood that Council had given a commitment to help us in these endeavours. Our obligations have been fulfilled and we await your advice on how to proceed.

Yours sincerely,

Graeme Cord – President

Cc: Ward 1 Councillors



Mr Graeme Cord
President
Cambewarra Residents And Ratepayers Assoc.
68 Main Road
Cambewarra Village NSW 2540
Australia

Dear Mr Cord

Thank you for taking the time to apply for funding under the NSW Government's 2016 Community Building Partnership (CBP) Program.

It is my pleasure to advise you that your organisation has been successful in its application.

The NSW Government is committed to creating more vibrant and inclusive communities right around our state. Your organisation's application has been successful because you have demonstrated that your project can deliver important social, environmental or recreational benefits for your local community.

Please find attached instructions on how to claim the approved funding of \$45,000 for your project: **CBP16 - 1455 Ray Abood Reserve Playground Equipment**

On behalf of the NSW Government, I offer my congratulations and wish you every success in the delivery of your project.

Yours sincerely

A blue ink signature of Mike Baird.

MIKE BAIRD MP
Premier



Bridge Rd, Nowra NSW 2541 02 4429 3
Deering St, Ulladulla NSW 2539 02 4429 8

Address all correspondence
The General Manager, PO Box 42, Nowra NSW 2541 Aust
DX5323 Nowra Fax 02 4422 7
Council Reference: 15208E (D16/363

Cambewarra Residents & Ratepayers Association
PO Box 178
CAMBEWARRA NSW 2540

Attention Graeme Cord

Dear Graeme

Request for Playground Equipment – Ray Abood Village Green

I write with reference to your letter dated 28 October 2016, and the previous letter from Council to the Cambewarra Residents & Ratepayers Association dated 17 June 2016, which refers to playground improvements in both Howell Faulks Park and Ray Abood Estate Village Green.

Council staff have sourced estimates to provide playground improvements in both Howell Faulks Park and Ray Abood Estate Village Green which totals \$90,000.00. These estimates are consistent with other industry playground suppliers to provide equipment and soft fall that meets relevant Australian Standards.

Delivery of such improvements are dependent on confirmation of projects having sufficient funding to progress.

Council notes that the Association has made representation to the State Government for grant funding of \$45,000 toward these playground improvements and is awaiting feedback on this proposal.

At present, Council's 2016/17 Delivery Program and Operations Plan has not identified funding for these playground improvements. Therefore, funding for the project will need to be considered by the elected Council in the upcoming financial year.

If you need further information about this matter, please contact Glen Elliott, Corporate & Community Services Group on (02) 4429 3488. Please quote Council's reference 15208E (D16/363016).

Yours faithfully

Glen Elliott
Social Infrastructure Officer
21/12/2016

CL17.45 Corporate Business Systems & Services – Budget Funding Request

HPERM Ref: D17/51677

Group: Corporate & Community Services Group
Section: Corporate Business Improvement

Purpose / Summary

This report outlines a request for additional funding to support the purchase & implementation of a Corporate Business System and Services Solution (CBSS) to allow Council to provide it's approved IT strategic direction.

Recommendation

That Council allocated funding for the Corporate Business System and Services Solution to the amount of \$1,960,257 from the following areas:-

- | | |
|-------------------------------|-------------|
| 1. Strategic projects Reserve | \$1,460,257 |
| 2. Fleet Reserve | \$500,000 |

Options

1. Adopt the recommendation as printed

Implications: This will allow the required significant Corporate Business System and Services Solution upgrades to proceed without further delay. Funds are available in the reserves indicated.

2. Adopt the recommendation as printed but source the funds through loans

Implications: This will allow the required significant Corporate Business System and Services Solution upgrades to proceed without further delay. Funds could be sourced though taking out borrowings for the amount required. This is not recommend at Council does have the funds available in the reserves indicated in the report.

Background

In March 2013, Council entered into a contract with Civica Pty Ltd to supply & implement a single vendor software solution named Project CASSI. However, after a period of approx 3 years and working closely with Civica on Friday, 22nd July 2016, Council officially terminated its contract with Civica.

The Project team had kept the Senior Executive team, Senior Managers and Council's Lawyers (Maddocks) fully informed of progress throughout the delays & User Acceptance Testing (UAT) and an update report was provided to councils' Risk & Audit committee each meeting. After careful consideration, it was agreed that Council could no longer continue the implementation with Civica.

It is important to note that the details of the contract termination are classified as "Commercial in Confidence" because of the contract terms.

CL17.45

Since the termination of the contract, staff have reviewed the current offerings in the local government software market and have found that there are only two other vendors that are able to provide a solution as outlined in the original tender assessment report and that would meet the requirements as updated. The future strategic direction for Councils corporate software replacement should cover:-

- A Single Vendor approach as this is expected to provide a better financial outcome for Council, when all options are compared on a whole-of-life annual cost basis,
- A Single Vendor Integrated approach should provide efficiency and productivity improvements, which can be attributed to a financial value,
- A Single Vendor approach is expected to provide significant non-financial benefits.
- A corporate business solution is paramount for Council to move forward and will provide a suite of process improvements from the standardisation of data providing a single source of truth and single entry of data.

Process Overview

As part of the next steps, in early December, key Stakeholders received high level demonstrations from both Infor & Technology One. Each vendor was requested to provide an overview of their product, improvements in their products since the previous tender and demonstrate end to end processes covering modules selected by stakeholders.

Following the completion of the demonstrations, a meeting was held on 21 December between the ICT Project Control Group and Section Managers to discuss and provide feedback on the demonstrations. It was determined that either of the vendors would be able to provide the requirements outlined within Councils IT strategic plan.

Following this decision, the ICT Project Control Group, sought advice from Maddocks regarding the next steps and it was confirmed that Council could issue a restricted tender to these vendors for the provision of a Corporate Business System & Services. Both vendors are deemed specialists in the local government industry.

The team have agreed the scope of modules to be delivered and have developed a high level plan which will allow them to review, evaluate and progress towards engaging with the selected vendor.

High level Plan

- Scope of Project determined and Approved by ICT Project Control Group & Section Managers – December 2016
- Confirm Module Owners and SME's (Subject Matter Experts) per Module
- Project Team, Module Owners & SME's to review functional requirements per Module
- Collation of all tender documentation
- Issue restricted tender
- Evaluation process & ranking of respondents
- Contract negotiation
- Engagement of successful vendor & confirmation of project implementation plan
- Implementation phase

Project Scope

The Scope of this project has been updated since the original details provided for Project CASSI in the approved report D10/22454 and now includes the following modules:-

- LIS (Land & Information Systems)

- Certificates
- Compliance, Approvals & Permits
- Developer Contributions
- Enforcement
- E-planning
- Property Management
- Property
- Development Applications
- Bin Management
- Rates
- Accounts Receivable
- Debt Recovery
- Receipting
- Water Billing
- NAR (Name & Address Register)
- HR/Payroll
 - Payroll
 - Human Resources
 - Training
 - WHS
- Finance
 - General & Project Cost Ledger
 - Budgeting & Forecasting
 - Procurement
 - Accounts Payable
 - Inventory
 - Asset Accounting
 - Treasury & Banking
- CRM (Customer Relationship Management)
- BPR (Business Planning & Reporting)
- Assets
 - Assets Register
 - Works & Maintenance Management
 - Fleet Management
 - Contract & Project Management
 - Strategic Asset Management

Council is also seeking e-business & mobility functionality to ensure council is able to offer easy access to its customers and staff, in an efficient & reliable manner. Our aim is to achieve process efficiencies and support continuous improvement.

As part of the implementation plan, the Project Manager & ICT Project Control Group will update & confirm the Project, Resourcing, Risk and Change Management Plans. Additional information will be gathered from the Lessons Learned workshops that were held at the end of Project CASSI. All risks will be reviewed and updated to take into consideration the lessons learnt and today's context. Regular status reporting to the ICT Project Control Group and the Risk and Audit Committee will remain in place.

One theme that became apparent during the Lessons Learned workshops, was around additional resources being required for the next implementation. During the CASSI project a small number of staff were seconded across into the core Project Team, however there were a number of staff trying to carry out their normal role along with fitting in project work. This meant that there were issues in covering all work requirements. The project budget will need to allow for this additional staff take up.

Vendor Estimated Costs

Core systems replacement are a big, single project undertaking, with major costs at a single point in time.

From the quotes received from vendors previously, as well as estimated costs that are available through the industry, we believe the range of vendors costs required will be between \$3.2 to 4.0 million. This covers the cost of the software, licences and vendor implementation costs.

Council Implementation Estimated Costs

In addition to the direct vendor costs Council will need to provide for costs to be incurred by Council throughout the implementation phase. These additional costs include but would not be limited to:

- Project Management
- Business Analysts
- Consultancy costs 2/3 days per week for 2 years
- Final tender preparation and execution
- Internal staff costs to replace key staff (SME's) assigned to the project
- Contingency for contract work with or by Vendors over 2 years
- Other software and licenses that maybe required eg graphing/charting tools, Business Intelligence Software
- Additional hardware/software to support mobile computing and/or remote data capture. This will depend heavily on the types of solutions offered and the equipment on which they can be supported
- Legal
- Contingency

Financial Implications

• Estimated Costs including Vendor and Council costs (including salaries, Legal, consultants etc..) Total *	\$5,700,000
Current Budget allocation from previous project	\$1,239,743
Existing Budget amounts (2 Years) including Contribution from Shoalhaven Water Group	\$2,500,000
Additional Budget required	\$1,960,257

*** Vendor costs have not been separated due to Council going to tender and not wanting to compromise Councils negotiation position.**

Sources of funding for this project would be made up of:-

\$1,460,257 from the Strategic Projects Reserve,

\$500,000 from the Fleet Reserve,

\$3,739,743 included in the existing operational budget 2017/18 and 2018/19

CL17.46 2017 National General Assembly of Local Government

HPERM Ref: D17/55551

Group: Corporate & Community Services Group
Section: Human Resources, Governance & Customer Service

Attachments: 1. Call for Motions & Discussion Paper [↓](#)

Purpose / Summary

To advise and consider Councillor attendance at the Australian Local Government Association - 2017 National General Assembly scheduled for 18 to 21 June 2017 in the National Convention Centre Canberra, ACT.

Recommendation

That Council

1. Notes the details of the Australian Local Government Association - 2017 National General Assembly scheduled for 18 to 21 June 2017 in the National Convention Centre Canberra, ACT.
2. Authorises available Councillors to attend the conference and such attendance be deemed Council Business.
3. Travel, registration fees, accommodation and all reasonable out-of-pocket expenses be met in accordance with its adopted policy.
4. That Councillor (One Councillor) be determined as the Council's voting delegate for the conference and Councillor (One Councillor) as alternate delegate.
5. Request Councillors attending the conference to provide a written report within 30 days of returning from the conference.
6. Call for a Councillor Briefing to be convened to consider Notices of Motion to be submitted by Shoalhaven City Council for the National General Assembly

Options

1. As per the recommendation.

Implications: This is a continuation of arrangements in place over the past years.

2. That Council approve attendance as recommended and specify Notices of Motion to be presented for consideration at the Australian Local Government Association National General Assembly.

Implications: This would allow Councillor Attendance as per previous arrangements, however Motions would be outlined in the resolution of the Council in relation to this matter and a Councillor Briefing on this topic would not be held.

3. That Council not approve Councillor attendance at the Conference as Council Business.

Implications: Councillors in attendance will not be covered by Councils Policy for Council Member - Payment of Expenses and Provision of Facilities

Background

The National General Assembly of the Australian Local Government Association is considered an opportunity for key local government representatives to debate issues of national significance, hear from political and academics speakers as well as to develop policy and fiscal strategy for the coming year.

The conference brochure has not yet been produced and will be forwarded to Councillors once received.

The theme for the 2017 National General Assembly is *'Building Tomorrow's Communities.'*

Costs associated with the conference are estimated as follows:

- Registration – \$929.00 (earlybird – closes 5 May 2017), \$1029.00 (Standard - 5 May to 2 June 2017), \$1250.00 (after 2 June) - \$260.00 accompanying partners
- Official functions, optional : Welcome Reception – Covered in registration
- Buffet Dinner - \$100.00, NGA Dinner - \$130.00
- Travel, accommodation and out of pocket expenses : not yet determined.

There is opportunity for Councils to present motions for consideration of the Assembly. Motions must comply with the following principles:

- Fall under the National General Assembly theme
- Be relevant to the work of Local Government nationally and
- Complement or build on the policy and objectives of state and territory associations.
- Propose a clear action and outcome
- Not be advanced on behalf of external third parties.

Motions which are ratified by resolution of the Council are to be submitted to the ALGA no later than 21 April 2017.

Information regarding the conference including the discussion paper to assist with possible motions have been attached for information.

A briefing forum where motions from Council can be formulated is being arranged. Alternatively Option 2 provides for Council to provide Motions for consideration at this meeting.

Each council is entitled to one voting delegate in the debating session. Council will need to determine who their voting delegate will be by resolution. Provision is made in the recommendation for the inclusion of the name of the Councillor appointed by Council.

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. This conference does not count as one of the "three".

Financial Implications:

Funds are available for Councillors to attend this conference.

etc: all councillors
Greg Pullen



AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION

MAYORAL

17 February 2017

Shoalhaven City Council
PO Box 42
NOWRA NSW 2541

Shoalhaven City Council

Received

20 FEB 2017

File No. _____

Referred to: ① R.P. / Julie Nolan
② J Nolan
③ M (RM)

To the Mayor, Councillors and CEO (please distribute accordingly)

2017 National General Assembly of Local Government – Call for Motions

The Australian Local Government Association (ALGA) is the national peak advocacy body for local government. ALGA's work includes but is not limited to the establishment of national policy and extensive liaison and lobbying with departments, Ministers and other parliamentarians at the Commonwealth level to achieve better outcomes for local councils.

The ALGA Board is comprised of delegates from each member association who refer matters of national relevance to the ALGA Board for consideration at regular Board meetings.

The 2017 National General Assembly of Local Government (NGA), to be held in Canberra from 18 to 21 June, is an opportunity for individual councils to identify matters of national relevance to the sector and to submit notices of motion to seek support at the NGA for these matters to be considered by ALGA as national policy, for its advocacy role or for more immediate action by ALGA on behalf of the sector.

On behalf of the ALGA Board I am writing to invite your council to participate in the 2017 NGA by submitting a notice of motion.

In doing so, please note the ALGA Board is calling for motions under the theme of 'Building Tomorrow's Communities'. This year, the NGA will focus debate on motions that address how councils can work in partnership with the Australian Government in particular to meet the current and future needs of local communities.

To assist you and your council to identify motions that address the theme of the NGA, the ALGA Secretariat has prepared the attached short discussion paper. You are encouraged to read all of the sections of the paper, but are not expected to respond to every question in each section. Your motion/s can address one or all of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally;

2. be consistent with the themes of the NGA;
3. complement or build on the policy objectives of your state and territory local government association;
4. be from a council which is a financial member of their state or territory local government association;
5. propose a clear action and outcome; and
6. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

In accordance with previous NGAs, the ALGA Board will consider notices of motions for inclusion in the NGA agenda and will align similar motions, prioritise motions according to the NGA theme and take any other steps required to facilitate an effective and productive NGA outcome for participants.

Motions should be lodged electronically using the online form available on the NGA website at: www.alga.asn.au. All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be received by ALGA no later than 11:59pm on Friday 21 April 2017, electronically in the prescribed format. Any administrative inquiries can be directed to ALGA by calling 02 6122 9400.

I encourage you to ensure the views of your council and your community are represented at the 2017 NGA and accordingly look forward to receiving your council's notice of motion.

In addition to those councils sending delegates to debate motions, we welcome the attendance of all elected members and staff who are interested in this year's NGA theme and the engaging list of speakers and sessions we have planned for the event. The NGA will be held during a sitting week and you may also wish to consider meeting with a parliamentarian before, during or after the NGA to pursue matters of specific interest to your region or council.

In closing, please accept my thanks for all the work you do on behalf of your local community and I look forward to welcoming you at the 2017 NGA - the premier event for Australian councils.

Yours sincerely,



Mayor David O'Loughlin
President, Australian Local Government Association

cc: State and Territory Local Government Associations



AUSTRALIAN LOCAL
GOVERNMENT ASSOCIATION

**National General Assembly of
Local Government
Building Tomorrow's Communities
18 - 21 June 2017**

Call for Motions Discussion Paper

CL17.46 - Attachment 1

Submitting Motions

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda.

To assist you to identify motions that address the theme of the NGA, the Australian Local Government Association (ALGA) Secretariat has prepared this short discussion paper. You are encouraged to read all of the sections of the paper, but are not expected to respond to every question in each section. Your motion/s can address one or all of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally
2. be consistent with the themes of the NGA
3. complement or build on the policy objectives of your state and territory local government association
4. be submitted by a council which is a financial member of their state or territory local government association
5. propose a clear action and outcome
6. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level which will assist local governments to meet local community needs. For example: *That this National General Assembly call on the Federal Government to restore indexation to local government financial assistance grants.*

Motions should be lodged electronically using the online form available on the NGA website at: www.alga.asn.au. All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be received by ALGA no later than 11:59pm on Friday 21 April 2017.

Please note that for every motion it is important to complete the background section on the form. Submitters of motions should not assume knowledge. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-Committee as well as by state and territory local government associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the sub-committee considers the importance and relevance of the issue to local government. Please note that motions should not be prescriptive in directing how the matter should be pursued. With the agreement of the relevant council, motions may be edited before inclusion in the NGA Business Papers to ensure consistency. If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association, and will not be included in the NGA Business Papers.

Introduction

This year, debate at the NGA will focus on the role of Local Government in building tomorrow's communities. The discussions will look at how councils can work in partnership with the Australian Government to meet the current and future needs of local communities.

Tomorrow's communities will undoubtedly be shaped by the ambition and drive of their people, as well as the investments that governments, businesses and individuals make in people, infrastructure and the places we live and work.

In the Australian context, governments at all levels must focus on creating the environment for people and businesses to innovate and prosper in both cities and the regions. Government service delivery needs to be appropriate and responsive to the needs of communities, and appropriate infrastructure must be provided to drive productivity and social equity.

Local government strives, wherever possible, to assist communities to be productive, innovative and cohesive. Councils can enhance their capacity to respond to new and unforeseen challenges and identify opportunities to help communities build resilience and increase overall prosperity.

The Australian Government has shown that it understands and appreciates that Local Government's strength lies in its capacity to identify and respond to the diverse and emerging needs of communities across Australia. The Australian Government has also shown its commitment to working with Local Government to achieve real and meaningful outcomes for local and regional communities.

ALGA is calling for notices of motions that outline policy suggestions or principles the Australian Government can implement to support Local Government. Notices of motions that meet the criteria will be included in the NGA Business Papers and debated at the NGA. Motions carried at the NGA will be considered by the ALGA Board, and will be forwarded to the Australian Government for their information, response and potential implementation.

Supporting our Cities

The Australian Government has recently focused greater attention on the role of cities, and the Government's potential role in supporting them to be liveable, accessible and productive. Great cities attract, retain and develop increasingly mobile talent and organisations, encouraging them to innovate, create jobs and support growth.

Increased urbanisation is a major issue, globally and within Australia. The populations of Australia's major cities are at record levels, with the 2011 Census finding that 88.9 per cent of Australians live in urban Australia – people are following jobs to urban centres. The overwhelming majority of jobs are located in cities, which is where most new jobs are being created. Australia is among the most urbanised countries in the world. More than 75 per cent of Australia's population lives in the country's 20 largest cities, with more than 60 per cent alone living in Australia's 5 largest cities: Sydney, Melbourne, Brisbane, Perth and Adelaide.

The economic output of our major cities has grown and their importance to the national economy should not be underestimated. However, alongside that growth there is greater demand on transport systems than ever before. Issues of space and the potential conflicts of usability continue to

challenge us, along with the utility and long term capacity of freight hubs, ports and airports and the movement of goods and people.

The Australian Government released its Smart Cities Plan in April 2016. The plan is just one of the ways that the Commonwealth aims to build an agile, innovative and prosperous nation. Key elements of the plan include establishing City Deals (one for each capital city and one for a regional centre in each state), the \$50 million Smart Cities and Suburbs Program (to fund innovative technology solutions to fix complex local problems) and the establishment of an Infrastructure Financing Unit to look at alternative infrastructure financing options such as value capture.

The Australian Government's National Innovation and Science Agenda (NISA), released in December 2015, is another strategy to encourage innovation, growth and productivity, and to increase Australia's capacity to compete in a global market. The NISA focuses on four key pillars - culture and capital, collaboration, talent and skills and government as an exemplar. These pillars provide a framework for Australian innovation policy with initiatives worth \$1.1 billion over four years designed to drive smart ideas that create business growth, local jobs and global success. From supporting start-ups and entrepreneurial activity to fostering R&D and developing the networks of people and technology that support innovation, NISA aims to improve Australia's ability to compete internationally and to harness new sources of growth to deliver the next age of economic prosperity in Australia.

The NISA also looks to address the educational requirements to position our children for the future given that 75 per cent of jobs in the fastest-growing industries in the next 5 to 10 years are likely to require science, technology, engineering and mathematics (STEM) skills. In developing their NGA motions, councils are encouraged to think about and focus on the strategic ways that the Australian Government can support Australian cities.

Supporting Regional Australia

The Australian Government has renewed its focus on our regions and regional development policy. Following the 2016 Federal election, Senator Fiona Nash was appointed Minister for Regional Development and Minister for Local Government and Territories. With the portfolio being elevated to Cabinet, the appointment was seen as a very positive step for local government and for regional development in Australia.

In November, last year the Government released details of the new Building Better Regions Fund (BBRF). The BBRF will invest \$297.7 million over four years in infrastructure projects and community investments to create jobs, drive economic growth and build stronger regional communities into the future. Minister Nash has indicated that the Government will release the Australian Regional Development Policy Statement early this year, which will highlight and focus political attention on Australia's regions.

Local governments are well-positioned to design, create and, above all, maintain tomorrow's communities. Whether these communities are metropolitan, urban, regional or remote, their local council knows the people best and understand the unique strengths of the area.

In developing their NGA motions, councils are encouraged to think about and focus on the strategic ways that the Australian Government can support regional Australia.

NGA Themes

ALGA is calling for motions for this year's NGA to explore the theme *Building Tomorrow's Communities* as well as the following six sub-themes:

1. Governance – community driven planning and development
2. Innovation – identifying and harnessing the key pillars of growth
3. Liveability – maximising amenity, design and community cohesion
4. Data driven public policy – using high quality data to grow the evidence base
5. Social capital – improving the capacity of citizens and optimising workforce trends
6. Technology and Infrastructure – identifying and investing in tomorrow's foundations.

This discussion paper provides some background and poses a number of questions for councils to consider when developing notices of motion for the NGA. This paper is not intended to limit the discussion or thinking around the theme, local governments roles or the sub-themes.

1. Governance – community driven planning and development

Good governance is essential to tomorrow's communities. Ensuring appropriate structures and institutions are in place to oversee the planning and development of the community is as critical as ensuring the community's access and involvement in these structures. The governance structures of tomorrow will cross traditional borders as cities grow, regions are redefined and their functionality (e.g environment, economic, social) changes.

Tomorrow's governance arrangements encompass, but go beyond, our current institutions, tools, or structures. Tomorrow's governance issues may often involve several layers of competency within agencies from across the different levels of government. Our communities need to consider not only the geographical borders but the very definition of these bodies as they grow to incorporate public, private, not-for-profit and community representation.

In strengthening governance, councils are looking to maximise community involvement in governance structures as well as considering ways to extend committees and sub-structures that inform and guide councils. Councils are also considering how best to encourage future leaders to get involved in local government.

In developing your council's notice of motion you may wish to consider:

- What support do you need from the Commonwealth to improve the governance arrangements in your community?

2. Innovation – identifying and harnessing the key pillars of growth

There are examples in Australia, and around the world, where local authorities have embraced innovation to increase economic activity in their communities. This promotes entrepreneurship, boosts the local workforces, diversifies the economic base and helps to future-proof communities.

Councils have successfully enhanced their community's innovative spirit and reputation by: developing new innovation and commercial precincts such as in the City of Boston; improving council business and service delivery by capitalising on new technology such as using apps to enhance community engagement and communication or deliberately directing council business to support local start-up businesses such as in the City of Melbourne; and identifying changes in local industry and workforce trends, and adopting proactive strategies to ensure the community's ability to capitalise on the work of the future and areas of future economic growth such as in the North Melbourne region.

Underpinning these efforts are the networks and connections between people and technology. Innovation and experimentation are key, much like the ability to manage and leverage constant change. Innovation is an ongoing process. Councils need to extend and develop their networks with businesses, service providers and developers. Councils also need to consider how information can be used and shared, and how they can best harness technology to build and foster growth in their communities.

In developing your council's notice of motion, you may wish to consider:

- What support do you need from the Commonwealth to improve innovation within your community?

3. Liveability – maximising amenity, design and community cohesion

Defining "community" can sometimes be difficult. In cities, we may commute many hours a week from work to home or we might be in walking distance. Transport congestion and the price of housing are among the chief concerns. In non-metropolitan areas, the challenges might appear different, such as ensuring ongoing economic development and protecting the sense of community that is so valued, but the fundamental work is the same. Local government has a core role to ensure that our communities, whether regional, urban, suburban or rural are places people want to live because they see the community's future is promising.

Liveability is defined as the sum of the factors that add up to a community's quality of life, including the built and natural environments, economic prosperity, social stability and equity, educational opportunity, and cultural, entertainment and recreation possibilities. Maximising the liveability of tomorrow's communities, wherever they are, is Local Government's core business.

Identifying the barriers to making your community more liveable can be key in directing thinking and work in this area. Councils around Australia are considering their roles and responsibilities in maximising community liveability.

In developing your council's notice of motion, you may wish to consider:

- What support do you need from the Commonwealth to enhance the liveability of your community?

4. Data driven public policy – using high quality data to grow the evidence base

Data is ubiquitous in today's world. Not only is it the substance that drives information technology and the digital world, but data is the source of information that government and industry are using to plan for the future. It is fundamental that policy should be made based on the best available information. The challenge for government is not just having access to, and the use of, that data but

also ensuring the quality of that information. Urban planning and renewal is one area in which digital innovations have huge potential. City planning projects require extensive public engagement and consultation. Data captured representing communities' concerns and ideas, and desired amenities and suggestions for development, paired with more effective, automated analysis could facilitate an unprecedented level of open engagement between citizens and government.

Rather than piecemeal data coming in from various channels, the simplification of communications through connected infrastructure could generate real-time data and allow governments to address problems more effectively. This enhanced engagement process would create more liveable cities with better services and a higher quality of life.

At the heart of addressing those macro challenges is the question of how data can be drawn on to gain a deeper understanding of the complex interrelationships at play in our communities, and how this may allow us to improve services and infrastructure for our communities.

Councils have access to and own a wide range of data sources. It is worth considering how these sources are used and whether there are untapped sources within council systems. Urban planning has been identified as an area where there maybe benefits from drawing on big data, however councils are considering what other functions enhanced data analytics could assist with. Sometimes knowing the right question to ask is as difficult as finding the answer, given the range of data sources available, there may be a range of insights and intelligence available that would directly enhance councils decision making.

In developing your council's notice of motion, you may wish to consider:

- What support do you need from the Commonwealth to tap into big data and data analytics to provide greater insights into your community and to enhance decision making?

5. *Social capital – improving the capacity of citizens and optimising workforce trends*

Our communities need to prepare for, and adapt to, the needs of the modern labour market while positioning themselves to provide jobs for future generations. This will be challenging given the rate of change occurring in the labour market. Some estimates claim that up to 40 per cent of the jobs that currently exist will disappear over the next 15 years with much of these losses predicted to be in manufacturing, mining and agriculture.

To offset declining demand for jobs in manufacturing, mining and agriculture, communities will need to implement proactive and strategic interventions such as investing in education around STEM (science, technology, engineering and maths) subjects as well as complementary skills such as language, culture, resilience and adaptability. Strong employment growth is also predicted in healthcare and social assistance, retail, and tourism and hospitality.

It is also anticipated that individuals will be required to take greater responsibility for keeping their skills up to date and in line with industry requirements through lifelong learning and training.

Our communities face the difficult task of identifying the most appropriate workforce investments for tomorrow's economy. Identifying the specific competitive advantages of your community and region will assist in guiding these decisions, and well as ensuring there are well-developed community engagement mechanisms around the issue.

In developing your council's notice of motion, you may wish to consider:

- What support do you need from the Commonwealth to strengthen the social capital in your community?

6. Technology and Infrastructure – identifying and investing in tomorrow's foundations

The current focus on smart cities looks at harnessing smart technology to improve the liveability and efficiency of large cities. Real-time traffic management, real-time energy consumption management, integrated public transport networks and data collecting sensors are examples of smart technology which may contribute to the efficiency of a city.

The Australian Government's Department of the Prime Minister and Cabinet defines smart cities beyond the traditional view to include "support for productive, accessible, liveable cities that encourage innovation and create jobs and growth, with a commitment in both regional and metropolitan areas for smart investment, smart policy, and smart technology". The Smart Cities and Suburbs Program, announced in 2016, encourages collaborative projects that apply innovative smart technology to solve complex urban problems. The program has a strong focus on "collaboration between local governments, private sector, research bodies and not-for-profit organisations to improve liveability, productivity, and sustainability of Australian regions".

Other key elements of the Australian Government's smart cities plan include the concept of the 30-minute city (where travel to and from any location within the city takes no longer than 30 minutes), City Deals and the establishment of the Infrastructure Financing Unit to identify smarter ways to finance investment in our cities.

The smart cities agenda isn't just focused on large cities. The approaches and ideas can be applied to smaller cities, regions and towns. For councils of all sizes the opportunities technology brings to enhancing service provision and communication within your community are applicable; the careful prioritisation and investment in technology and infrastructure are some of the most important decisions your council will make to position your community for tomorrow.

In developing your council's notice of motion, you may wish to consider:

- What support do you need from the Commonwealth to allow your community to benefit from the smart cities agenda?

CL17.47 Mount Scanzi Road, Bunkers Hill Road, and Browns Mountain Road Landslip Repairs Tender

HPERM Ref: D17/39295

Group: Assets & Works Group
Section: Works & Services

Purpose / Summary

To inform Council of the tender process for Landslip Repairs on Mount Scanzi Road, Bunkers Hill Road and Browns Mountain Road.

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

This report is submitted directly to the Ordinary Council Meeting pursuant to Clause 3 of Council's "Acceptance of Tenders – Reports to Council" Policy.

Recommendation

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

Options

1. Council accept the recommendation as presented.

Implications: Details of the tender submission and the assessment are included in the confidential report.

2. Council amend the recommendation.

Implications: Tenders have been subject to assessment in accordance with the Tender Evaluation Plan and this is included in the confidential report.

Details

Heavy rain during an East Coast Low in August 2015 caused a number of landslips throughout the Kangaroo Valley Area. The repairs have been divided into 3 packages of works. This report relates to Package 2 works, being repairs to Mount Scanzi Road, Bunkers Hill Road and Browns Mountain Road. The funding was approved through the extended process of Natural Disaster Relief and Recovery Arrangements and the geotechnical investigation and design is complex with a number of risk to manage. These roads had originally been constructed in difficult terrain with minimal consideration of design.

Council called Tenders for the Mount Scanzi Road, Bunkers Hill Road, and Browns Mountain Road Landslip Repairs Package 2 on 30 November 2016 which closed at 10:00am on 24 January 2017. 3 tenders were received at the time of closing and are shown in the table below:

Tenders Received

Tenders were received from the following:

Tenderer	Location
Kenpass	Kiama
Ledacon	Fairy Meadow
Stefanutti Construction	Unanderra

Details relating the evaluation of the tenders are contained in the confidential report.

Financial Implications:

The works are being funded by the State & Commonwealth Governments' Natural Disaster Relief and Recovery Fund. Stabilisation works on Mt Scanzi road, not caused by the storm, will be completed as part of the package of works. This component of the works has a budget allocation in the Local Repair Program.

CL17.47

CL17.48 Sale by Expression of Interest - Lot 1 DP1010062 - 10 Pleasant Way, Nowra - Former Visitor Information Centre and Graham Lodge

HPERM Ref: D17/53215

Group: Assets & Works Group
Section: Business & Property

Purpose / Summary

In accordance with s10A(2)(d)(i) of the Local Government Act 1993 some information should remain confidential and will be considered as part of a separate confidential report to Council. It is not in the public interest to disclose this information as it contains “commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it”.

To inform Council of the completion of the final stage of the Expression of Interest process for the disposal of Lot 1 DP1010062 Pleasant Way, Nowra.

Recommendation

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

Options

1. Council accept the recommendation as presented.

Implications: Consider a separate confidential report which outlines progress to date.

2. Provide further direction to staff and propose an alternative.

Background

On 24 May 2016 Council resolved (MIN16.412) to sell Lot 1 DP1010062, 10 Pleasant Way, Nowra (the Visitor Information Centre site including Graham Lodge) via an Expression of Interest (EOI) process. Council did this to ensure that Council retained some control over the development proposed for the site.

Submissions for the EOI period closed on 16 January 2017. Submissions have been evaluated and reported to Council under cover of a separate confidential report.

CL17.48

CL17.49 Tender Process - Bolong to Gerroa Road Intersection with Coolangatta Road Upgrade

HPERM Ref: D17/47069

Group: Assets & Works Group
Section: Project Delivery & Contract

Purpose / Summary

To inform Council of the tender process for Bolong/Gerroa Road Intersection & Coolangatta Road Upgrade.

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

This report is submitted directly to the Ordinary Council Meeting pursuant to Clause 3 of Council's "Acceptance of Tenders – Reports to Council" Policy.

Recommendation

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

Options

1. Council accept the recommendation as presented.

Implications: A separate report will consider commercial information and the award of a contract

2. Council amend the recommendation.

Implications: This may delay the award of a contract for these important road safety improvements

Details

Council called Tenders for the Bolong/Gerroa Road Intersection & Coolangatta Road Upgrade on 20 December 2016 which closed at 10:00am on 7 February 2017. Six (6) tenders were received at the time of closing and are shown in the table below in alphabetical order:

Tenders Received

Tenders were received from the following:

Tenderer	Location
Civil Logic	Sussex Inlet
Cleary Bros Bombo	Bombo
Donnelley Civil Contractors	Wollongong
JBG Contractors NSW	Albion Park Rail
Select Civil Pty Ltd	Unanderra
Stefanutti Construction Pty Ltd	Unanderra

Details relating the evaluation of the tenders are contained in the confidential report.

Community Engagement:

Comments were sought from the relevant stakeholders in the vicinity on the proposed roundabout at concept stage and during the review of environmental factors. On site discussions had also been held with adjoining residents concerning the impact of works. Following engagement of a contractor and determination of the works program, discussions will continue with the local residents throughout the project to ensure any impact is minimised.

Despite tree removal issues being considered during the design process and minimised as far as practical, unfortunately the proposed road safety works would result in approximately 67 trees being removed from the immediate roadside, for improved motorist and cyclist safety. Considering the level of tree removal, the following stakeholders were informed of the project Berry Forum, Shoalhaven Heads Forum, Landowners / residents along the section of Coolangatta Road subject to the proposed works. Berry Forum was supportive however the adjacent resident concerns remain. This matter was reported to the Strategy and Assets Committee on the 21st of February 2017, and the REF has been adopted.

Financial Implications:

Funds have been allocated in the Local Road Repair and Road to Recovery budgets for 2016/17, funding of part of the works was also provided by a Federal Government grant.

CL17.50 Tender - Mollymook Beach Reserve - All Ages All Inclusive Play Space

HPERM Ref: D17/53872

Group: Assets & Works Group
Section: Project Delivery & Contract

Purpose / Summary

To inform Council of the tender process for Mollymook Beach Reserve – All Ages All Inclusive Play Space.

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

This report is submitted directly to the Ordinary Council Meeting pursuant to Clause 3 of Council's "Acceptance of Tenders – Reports to Council" Policy.

Recommendation

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

Options

1. Council accept the recommendation as presented.

Implications: A separate report will consider commercial information and the award of a contract

2. Council amend the recommendation.

Implications: This may delay the award of a contract and these works

Details

Council called Tenders for Stage 1 & 2 of the All Ages All Inclusive Play Space at Mollymook Beach Reserve on 16 December 2016 which closed at 10:00am on Thursday 9 February 2017. Three (3) tenders were received at the time of closing and are shown in the table below.

CL17.50

Tenders Received

Tenders were received from the following:

Tenderer	Location
Synthetic Grass & Rubber Surfaces	Terrey Hills, NSW
Tereno Pty Ltd	Ulladulla , NSW
Zauner Construction Pty Ltd	Ulladulla , NSW

Details relating the evaluation of the tenders are contained in the confidential report.

Community Engagement:

Council has been consulting with the community and recognised stakeholder user groups throughout the project and is continuing to undertake this to seek additional funding and continued support.

Council and Touched by Olivia have been undertaking community consultation for the Mollymook Beach Reserve Inclusive Playspace.

Council staff attended the Mollymook Beach Markets on Sunday 31 May 2015 as part of the community consultation process for developing a Mollymook Beach Reserve Inclusive Playspace. The “drop in” consultation market stall was a huge success with many interested members of the community providing input and what they would like to see and use in the place space.

Further community consultation has also occurred through discussions with local schools, local businesses and community service providers to inform and gain support for the project.

The draft plans were exhibition from Thursday 28 April to Friday 21 May 2016.

Through this process the Ulladulla Mens Shed have agreed to support and participate in the project and will be constructing the pirate ship as part of its contribution to the Playspace.

Financial Implications:

Council has voted funds for Stage 1 & 2 of the All Ages All Inclusive Play Space at Mollymook Beach Reserve as reported at Council meeting 20 December 2016 (SA16.60) for the 2016/17 financial year.

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.