

## Shoalhaven Sports Board

**Meeting Date:** Wednesday, 13 December, 2017

**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra

**Time:** 5:00pm

**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. Apologies

### 2. Confirmation of Minutes

- Shoalhaven Sports Board - 6 September 2017 .....1

### 3. Declarations of Interest

### 4. Reports

- SB17.21 Shoalhaven Sports Board - Current Projects Update .....6

### 5. General Business



**Membership**

Mr David Goodman – Chairperson  
All Councillors  
Mr Russ Pigg or nominee  
Mr Andrew Johnstone  
Mr Syd Weller  
Mr Roger Walker  
Ms Elaine Caswell  
Mr Tony Hardman  
Ms Elizabeth Tooley  
Ms Lisa Kennedy  
Mr Phil Newlyn  
Mr Keith Wallace

Quorum – Seven (7)

**Purpose**

The Shoalhaven Sports Board (Board) is to provide advocacy for the sporting community on policy, direction and strategic planning related to Council's objectives. To achieve this policy and strategic objective, the Board will be strategic in nature and focus on appointments to achieve this outcome.

**Role**

- Represent the whole Shoalhaven Sporting Community (all sports)
- Provide ongoing, high level policy and planning advice to Council.
- Make recommendations to the Council on all relevant business presented before it
- Advocate and maintain specific sports related portfolios.
- Advocate and promote Board recommendations.

## MINUTES OF THE SHOALHAVEN SPORTS BOARD

**Meeting Date:** Wednesday, 6 September 2017  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 5:00 pm

The following members were present:

Mr David Goodman - Chairperson  
Clr Bob Proudfoot  
Clr Patricia White  
Mr Syd Weller  
Mr Roger Walker  
Ms Elaine Caswell  
Mr Tony Hardman  
Ms Lisa Kennedy  
Mr Phil Newlyn  
Mr Keith Wallace – NSW Sport & Recreation Representative  
Mrs Jane Lewis - Recreation Community & Culture Manager (General Manager's nominee)  
Andrew Johnstone

Others present:

Susan Edwards – Unit Manager Social & Infrastructure Planning  
Craig Milburn – Group Director, Finance Corporate & Community Services  
Glen Elliot – Social Infrastructure Officer - Open Space  
Pam Gokgur – Finance Project Lead  
Beth Britton – Facilities Coordinator  
Trevor Cronk – Unit Manager Property  
Melissa Dunn – District Engineer North  
Brett Carter – Unit Manager, Parks & Facilities

### Declarations of Interest

David Goodman – SB17.16 Briefing - Fees And Charges Review – non-pecuniary, less than significant interest declaration – he is a member of the Illawarra Academy of Sport – will remain in the room and will take part in discussion or vote.

Melissa Dunn – SB17.18 Sports Capital Works Partnership Program - non-pecuniary, less than significant interest declaration – she is a member of the Shoalhaven City Archers and is employed by Shoalhaven City Council – she is not a member of the Shoalhaven Sports Board – will remain in the room, will not take part in discussion or vote.

**SB17.16 Briefing - Fees and Charges Review****HPERM Ref:  
D17/265994**

David Goodman – SB17.16 Briefing - Fees And Charges Review – non-pecuniary, less than significant interest declaration – he is a member of the Illawarra Academy of Sport – remained in the room and took part in discussion and vote.

A briefing was provided to Councillors and the members of the Shoalhaven Sports Board with regard to the fees and charges review.

**Recommendation** (Phil Newlyn / Syd Weller)

That:

1. The Shoalhaven Sports Board recognise the need for additional funding for sports fields maintenance and improvement.
2. Council consider available options, for example, user pays, levy, budget savings, in-kind contributions and sponsorship.
3. Any proposed fees be graduated over a 3 year period.
4. All funds collected are used only for sporting grounds.

CARRIED

Note:

The Shoalhaven Sports Board wishes to draw to the attention of Council, that its major concerns are:

- Condition of sporting fields.
- The need for children and youth to be able to access sports at a reasonable cost.

Note: Phil Newlyn left the meeting at 6.18pm

Note: Clr White left the meeting at 6:20pm

**Apologies / Leave of Absence**

An apology was received from Elizabeth Tooley and Clr Wells

**Confirmation of the Minutes****RESOLVED** (Roger Walker / Andrew Johnstone)

That the Minutes of the Shoalhaven Sports Board held on Wednesday 07 June 2017 be confirmed.

CARRIED

## PRESENTATIONS

### **SB17.16 BRIEFING - FEES AND CHARGES REVIEW**

**HPERM REF:**  
**D17/265994**

Item dealt with earlier in the meeting.

## REPORTS

### **SB17.17 Community Infrastructure Guidelines**

**HPERM Ref:**  
**D17/132948**

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

That the Shoalhaven Sports Board receive the Community Infrastructure Guidelines for information.

#### **RESOLVED** (By consent)

That the Shoalhaven Sports Board receive the Community Infrastructure Guidelines for information.

CARRIED

### **SB17.18 Sports Capital Works Partnership Program - Funding**

**HPERM Ref:**  
**D17/226385**

Melissa Dunn – SB17.18 Sports Capital Works Partnership Program - non-pecuniary, less than significant interest declaration – she is a member of the Shoalhaven City Archers and is employed by Shoalhaven City Council – she is not a member of the Shoalhaven Sports Board – remained in the room, did not take part in discussion or vote.

#### **Recommendation**

That Council support the Sports Capital Works Partnership Program Funding – 2017/2018 to be approved for

1. Callala District Soccer Club – Extend amenities building, \$26,700.34
2. Shoalhaven District Cricket Association – Supply wicket soil - \$3,879.34
3. Shoalhaven District Football Association – Install subsurface drainage Fields 2&3 - \$50,000.00
4. Shoalhaven United Football Club – Install subsurface drainage Field 3 - \$27,964.00
5. Bomaderry Football Club – Construct new storage shed - \$11,449.45
6. Shoalhaven City Archers – Establish Archery Club new site - \$15,328.50
7. Bay & Basin Bombers JAFC – Install subsurface drainage - \$26,796.50.
8. Based on Shoalhaven District Football Associations Project priority listed in the applications - consider St Georges Basin Football Club – Install subsurface drainage Field 1 - \$29,216.00 application for funds in the 2018/2019 budget
9. Allocate 2017/2018 surplus of \$18,291.97 to Minor Improvements Active Recreation budget for installation of Illuminators (Sportsfield Lighting – Remote Controls)

**Recommendation** (Syd Weller / Roger Walker)

That Council support the Sports Capital Works Partnership Program Funding – 2017/2018 to be approved for

1. Callala District Soccer Club – Extend amenities building, \$26,700.34
2. Shoalhaven District Cricket Association – Supply wicket soil - \$3,879.34
3. Shoalhaven District Football Association – Install subsurface drainage Fields 2&3 - \$50,000.00
4. Shoalhaven United Football Club – Install subsurface drainage Field 3 - \$27,964.00
5. Bomaderry Football Club – Construct new storage shed - \$11,449.45
6. Shoalhaven City Archers – Establish Archery Club new site - \$15,328.50
7. Bay & Basin Bombers JAFC – Install subsurface drainage - \$26,796.50.
8. Based on Shoalhaven District Football Associations Project priority listed in the applications - consider St Georges Basin Football Club – Install subsurface drainage Field 1 - \$29,216.00 application for funds in the 2018/2019 budget
9. Allocate 2017/2018 surplus of \$18,291.97 to Minor Improvements Active Recreation budget for installation of Illuminators (Sportsfield Lighting – Remote Controls)

CARRIED

**SB17.19 Shoalhaven Sports Board - Current Projects Update**

**HPERM Ref:  
D17/262716**

Susan Edwards, Unit Manager Social & Infrastructure Planning, referred to the Sports Board Strategic Plan, noting that the workshop was poorly attended and the follow-up meeting was cancelled due to lack of attendees.

David Goodman suggested that Board members should attend business chamber, CCBs and sports association meetings across the Shoalhaven to let them know about the Sports Board and what it does.

Lisa Kennedy identified the need to develop a Sports Board profile as outlined in the report and offered to draft it. It was suggested that another Sports Board member should assist Lisa, however, no one nominated.

Tony Hardman raised the issue of the *Making Healthy Normal* signage, noting that some of the stickers that were placed on concrete surfaces are starting to lift.

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

That the report be received for information.

**RESOLVED** (By consent)

1. That the report be received for information.
2. Lisa Kennedy, with the assistance of another Sports Board member to develop a draft Sports Board profile by mid-October and circulate it to the other Board members for their consideration prior to the draft going to the December 2017 meeting for finalisation.
3. Staff to investigate the condition of the *Making Healthy Normal* signage stickers that were placed on concrete surfaces.

CARRIED

## Other business

### **SB17.20 Additional Item - NSW Sport & Recreation Update, Rugby in 2018, Sussex Inlet Pony Club, Athletics Tracks**

NSW Sport and Recreation Update, Keith Wallace:

- A regular newsletter is under development that will include grant information
- Sports subsidy scheme information will be provided when available
- Working with the Australian Drug Foundation with regard to the use of illicit drugs in sports
- Working on the welfare officer policy with regard to child protection and welfare
- Assisting sporting clubs and associations regarding:
  - Strategies on how to attract volunteers
  - Governance
  - Strategic plans
  - Needs analysis

David Goodman advised the Group that Wollongong's WIN Stadium will host the first Super League match held outside of Europe on Saturday, February 10, 2018. Syd Weller will attend the launch on Friday. It is expected that there will be clinics for players in the Shoalhaven. Syd will report back to the Sports Board members.

Elaine Caswell raised the issue of the difficulty that the Sussex Inlet Pony Club is having in securing alternative grounds. Susan Edwards noted that Stage 1 of the Equestrian Centre of Excellence in Berry has been completed.

Andrew Johnstone noted that planners of athletics tracks should be aware that it is preferable that grounds should run north south.

There being no further business, the meeting concluded, the time being 7.00 pm.

Mr David Goodman  
CHAIRPERSON



## SB17.21 Shoalhaven Sports Board - Current Projects Update

**HPERM Ref:** D17/401854

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

### Purpose / Summary

To provide a brief project update to the Sports Board on current projects under development by Council.

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

That the report regarding Current Projects Update be received for information.

### Options

1. Adopt the recommendation and Council staff continue progressing current projects under development

Implications: This will enable staff to continue progressing projects as discussed in the report

2. Not adopt the recommendation and provide an alternative resolution with direction for staff

Implications: Unknown until Board identify alternatives

### Background

The following is a brief project update of current projects under development.

#### Shoalhaven Indoor Sporting Centre (File 30436E)

Works on the Shoalhaven Indoors Sports Centre are progressing well since site establishment in late July this year.

The attached photos illustrate the current activities underway, with the footprint of the building and car parks clearly visible with services installations in progress. The magnitude of the project is taking shape with activities ramping up to meet project program and stakeholder expectations.

Summarised below are key activities currently in progress including;

- Bulk earthworks consisting of survey, excavation and compaction is nearing completion with the building and car park footprints ready for building commencement,
- Preliminary services works including site sewer and stormwater pipe realignments ensured that existing services were moved prior to construction works,

- Construction of structural concrete footings are in progress. These support steel and concrete columns, including precast concrete wall panels
- Concrete set down pads are currently under construction which provides a base for the sports floors to be constructed, this provides an indication of the building area onsite,
- Blockwork retaining and structural walls including reinforcement and waterproofing protection measures,
- Sanitary plumbing, water and drainage associated with the amenities are in progress,
- Electrical power circuits and communications conduits are also in progress.

In addition to the summary above many concurrent activities are also progressing off-site, these include structural steel fabrication which is undertaken by the supplier workshops and electrical sub-station manufacture by service providers.

There are many development consent conditions to be approved prior and during construction of the facility, these are being prioritised and addressed as the building activities take place onsite. Progression of trade package letting is approximately 30% complete with many of the larger trades now awarded.





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### Shoalhaven Community & Recreation Precinct (SCaRP) (File 52005E)

The Stage 2 Report has been completed and Council staff have now engaged consultants ID Economy to conduct an economic impact analysis for the project that will help support a future grant application to the Regional Sports Infrastructure Fund. Once the economic analysis has been completed, staff will arrange for a Councillor briefing.

Work towards the stage one relocation of the croquet lawns is underway with the project brief submitted for the survey and design works.

### Draft Bay & Basin Community Hub Master Plan (File 52153E)

At the request of Council, a Councillor workshop has been scheduled for Thursday 7<sup>th</sup> December to discuss the Draft Master Plan. Outcomes from this workshop will be reported at the next meeting.

### Shoalhaven Equestrian Centre of Excellence (File 48794E)

The grass growth is progressing slowly with Turfco and is being monitored. There is a major event in March 2018 and all fields will need to be operational for then.

Staff have recently been advised that a vehicle crossing needs to be built to obtain an occupancy certificate. Investigations are underway to determine the costs for this.

### Croquet Milton

The Milton Croquet Club have been allocated a new location at the Ulladulla Sports Park, which is currently utilised as a stock pile site. The project is now with Project Delivery to prepare detail design.

### NSW Health – Making Healthy Normal signage

The Get in Step program has been very popular. Ruth Woodbridge, Planning Assistant, has been reassigned as Project Officer. There will be a new awareness campaign in the new year. Part of the campaign will involve increasing community feedback to better inform evaluation.

### Brief Summary of Work Program Projects Being Undertaken or in Development FY 17/18 Development (in addition to above listed)

Project	Comment
Berry District Park	Move from master planning to detail design
Shoalhaven Community and Recreational Precinct	Delivery of indoor sports centre, detail design for croquet as stage 1
Dog Signage	New large friendly signs to go up at strategic location in villages
Vincentia Oval drainage	Scheduled this financial year
Nowra Gateway Park	Studies being undertaken regarding traffic and development of business plan
Bay and Basin Community Hub	Move to detail design once approved by Council.
Plans of Management	Council reviewing the Plans of Managements
Clifton Park Sanctuary Point	Development of Amenities building
Mollymook All Access Playground	Finalisation of the all-inclusive play space which has now opened for use
Frogs Holla	Sewerage works

Learn to Ride	Completion of Learn to Ride at Thompson Street Sporting complex
Playground	Development of playground at Ray Abood Oval Cambewarra
Ulladulla Sports Park – netball	Resurface and development of two new courts – expected completion for commencement of Netball season March 2018
Berry Equestrian Grounds	Investigation regarding further development of the Equestrian Complex
New online bookings system	All public facilities – sportsgrounds, reserves, public halls Preferred contractor has been selected, contract is being negotiated. Possible go-live March 2018 Management Committees have been advised.
Culburra Cougars Amenities Building	Crown Land approval in principal in principal. No objection to the proposal proceeding from a Native Title or Aboriginal Land Claim perspective. Funding application for design/construct with Ann Sudmalis \$330K - waiting funding approval. Building estimate \$420K and Council cannot provide supplementary funding.
Added Area Flood lighting - Nowra Showground (unfunded)	Seeking quotes and consulting with show society on new design – funding not identified
Floodlighting Illuminators	Investigation of installation at sportsgrounds. Enables code activation of floodlights - accurate on-charging of costs. (currently installed at Vincentia Oval & Lyrebird Park) Quote received - \$3.7K per sportsground plus installation.
Compile user data - Club Registration Numbers	Work in progress. Online booking system will provide data
South Nowra Soccer (Ison Park) Fields Amenities Building	Roof being fixed, which will enable internal fitout to commence. Estimated completion mid Sept 2017. Now complete and open for use
Tennis court audit	Assets Unit engaging project officer - management model and maintenance costs will be investigated for each court, as a priority (next year).
WHS manual roll out to management committees	New WHS manuals are being developed and a training roll-out will be scheduled early 2018.

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#### NSW Asian Cup legacy Fun – Round 2 Now Open

- Opened: Wednesday 22nd November, 2017
- Closing: Friday 2nd March, 2018
- Amount: The Fund may fund up to 50% of the net project costs, with a maximum funding contribution of \$150,000 per project. The minimum amount an applicant can apply for is \$50,000
- Eligible: Incorporated clubs, member zones and associations, bodies or other deliverers that are affiliated, recognised and/or sanctioned by FNSW or NNSWF. Clubs must be domiciled in NSW and their home venue must be located in NSW.

- Projects: The Fund can be used for all community football facility development or enhancement. Funds can be used to upgrade existing pitches, amenities or facilities, or for the development and construction of new pitches, amenities or facilities.
- Upgrades and improvements could include pitch drainage, irrigation or resurfacing, seating, canteens, lights, fencing, drainage, change rooms, match official amenities or storage spaces
- All applications to be submitted online via the Office of Sport website <https://sport.nsw.gov.au/clubs/grants/asiancuplegacy>
- We encourage our football associations and clubs to work closely with their local council when completing an application.

For further information on the NSW Asian Cup Legacy Fund please read the guidelines <https://sportandrecreation.nsw.gov.au/sites/default/files/oos-final-asiancuplegacy-guidelines-20171122.pdf> available online.

For any assistance or guidance regarding the application process please contact me on E: [danielr@footballfacilities.com.au](mailto:danielr@footballfacilities.com.au) or P: (02) 8814 4451

### **Community Engagement**

As required, community engagement will be undertaken for the various projects detailed in this report.