

Ordinary Meeting

Meeting Date: Tuesday, 26 June, 2018
Location: Council Chambers, City Administrative Building, Bridge Road, Nowra
Time: 5.00pm

Membership (Quorum - 7)
All Councillors

Addendum Agenda

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CL18.158 NSW Local Government Aboriginal Network Conference 2018

HPERM Ref: D18/208018

Group: Finance Corporate & Community Services Group

Section: Human Resources, Governance & Customer Service

Purpose / Summary

To consider Councillor attendance at the NSW Local Government Aboriginal Network Conference scheduled for 12-14 September 2018 in Narrabri NSW.

Recommendation (Item to be determined under delegated authority)

That Council

1. Notes the details of the NSW Local Government Aboriginal Network Conference scheduled for 12-14 September 2018 in Narrabri NSW.
2. Authorises available Councillors to attend the conference and such attendance be deemed Council Business.
3. Travel, registration fees, accommodation and all reasonable out-of-pocket expenses be met in accordance with its adopted policy.
4. Request Councillors attending the conference to provide a written report within 30 days of returning from the conference.

Options

1. As per the recommendation.
2. That Council limit the number of Councillors attending the Conference and such attendance be deemed Council Business.
3. That Council not approve Councillor attendance at the Conference as Council Business.

Background

The NSW Local Government Aboriginal Network Conference is considered relevant to local government. Further information regarding this conference can be found via this link: <http://lgan2018.com.au/>

Costs associated with the conference are estimated as follows:

- registration : \$680 Earlybird prior 22 July 2018
\$780 Standard
\$600 Group (4+ people)
\$400 Single day
- travel, accommodation and out of pocket expenses : not yet determined.

An option available to Council is to define the number of Councillors attending the conference and for Council to determine the appropriate Councillors authorised to attend.

The Conference commences at 8.20am Wednesday 12 September 2018 and concludes at 1.00pm Friday 14 September 2018 and following Council Business is scheduled within the period of the conference:

- Development Committee - 11 September 2018.
- Councillor briefing - Thursday 13 September 2018.

Policy Implications

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

Financial Implications:

Funds are available for Councillors to attend this conference.

CL18.159 Objection - Lease to Salt Ministries - 134 Kinghorne Street, Nowra

HPERM Ref: D18/192775

Group: Assets & Works Group
Section: Business & Property

Attachments: 1. Salt Ministries - Policies and Procedures (under separate cover)

Purpose / Summary

This report provides Council with an opportunity to consider submissions in relation to the proposed lease of Lot 2 DP329271 at 134 Kinghorne Street, Nowra to Salt Ministries for the purpose of a transitional group home following public notification of the proposal including notification to the Nowra Youth Centre and Quest Apartments.

Recommendation

That Council delegate authority to the General Manager to finalise the details of a lease agreement with Salt Care Limited ABN 66 625 075 890 in relation to the former Shoalhaven Neighbourhood Services premises at 134 Kinghorne Street Nowra for the establishment and operation of a transitional group home on and within the premises.

Options

1. Adopt the recommendation.

That Council note the submissions received in relation to this matter and resolve to confirm resolution MIN18.302C with the following amendment:

Insert Salt Care Limited ABN 66 625 075 890 in lieu of Salt Ministries.

Implications: The lease will allow Salt Ministries to provide necessary assistance to the homeless by providing overnight accommodation.

2. Not adopt the recommendation and resolve along the following lines:

“That Council not proceed with the lease to Salt Care Limited (Salt Ministries) and that the General Manager (Group Director, Assets and Works) hold a Councillor workshop to explore other possible options for the location of the group home.”

Implications: Salt Ministries will not be in a position to offer shelter to the homeless during the impending winter period.

Background

Council at its Strategy and Assets Committee meeting on 17 April 2018 resolved in part to (MIN18.302C):

- “1. Delegate authority to the General Manager to finalise the details of a lease agreement with Salt Ministries in relation to the former Shoalhaven Neighbourhood Services premises at 134 Kinghorne Street Nowra for the establishment and operation of a transitional group home on and within the premises.”

Pursuant to S47A of the Local Government Act 1993, Council advertised in the local newspaper for a period of 28 days its intent to lease the premises at 134 Kinghorne Street, Nowra to Salt Ministries. Nearby landowners Nowra Youth Centre, Quest Apartments, Shoalhaven Historical Society and Werninck Cottage were also directly notified in writing. The closing date for submissions was the 14 June 2018.

Submissions:

As at the closing date for submissions, two (2) responses were received, being from Nowra Youth Centre and Quest Nowra.

Submission – Nowra Youth Centre

A meeting was held with the Centre Manager of the Nowra Youth Centre, Salt Ministries and Council staff to address their concerns; results of which are detailed in the table below:

Issue:	What policy and procedures will be put in place to address the needs and issues of the guests?
Staff Comments:	Salt Ministries have robust procedures and policies around matters such as substance abuse, weapons, violent behaviour and critical incidents (Attachment 1). A copy of the policies and procedures were provided to Nowra Youth Centre at the meeting for consideration and comment.
Issue:	What is the process for guests exhibiting behaviours such as substance abuse, domestic violence, physical or sexual abuse, mental health, poor physical health issues, or gambling addiction?
Staff Comments:	Contained within Salt Ministries policies is the framework for dealing with the above issues. A guest exhibiting signs of any of the above behaviours may be asked to leave any common areas or remain in their appropriate sleeping quarters. Should any issue escalate, Salt Ministries staff have the option to call a security company, police or activate their duress alarm. A policy of Salt Ministries is to not release guests back into the community to cause harm and to assist in sourcing alternate accommodation for that person.
Issue:	What is the screening process for intake of guests?
Staff Comments:	The screening process is outlined in the policies and procedures. The Homeless Hub will undertake the admission process during their opening hours Tuesday – Friday 10am – 3pm; outside of these hours Salt Ministries will conduct their own admissions which will be accepted up until 10pm any night.
Issue:	Will guests be permitted to come and go or will there be a curfew, and if so what time.
Staff Comments:	The service will be open from 5pm. Guests booked into the service for the night will be able to access the service from 5pm. Salt Ministries do not provide “pass outs”, to allow transient behaviour, and therefore, once inside the premises guests will not

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	be entitled to leave until the 8am the following morning.
Issue:	Will there be suitably qualified (both clinical & non clinical), and trained staff on site during opening hours.
Staff Comments:	There will be 2 trained staff members (case workers and centre management) on-site at all times including overnight. Staff shifts will be 5pm – 10pm and 10pm – 8am, along with volunteers working variable hours.
Issue:	What will be the number of on sight staff at any one time, and ratio of staff to guests?
Staff Comments:	Council’s development consent permits a maximum of 12 people. There will be 2 staff members and 10 guests at any one time, therefore the ratio will be 1 staff member to 5 guests.
Issue:	What procedures will be in place for incidents?
Staff Comments:	Incidents will be recorded as per the appropriate policy and procedure. All staff will have access to duress alarms. If the duress alarm is activated, Salt Ministries have an agreement with a local security company that security personnel will be on site within 5 minutes. This security will be a 24 hour service. The security personnel will remain on-site until police arrive.
Issue:	What will be the capacity of guests at any one time?
Staff Comments:	A maximum of 12 people including any staff.
Issue:	The Nowra Youth Centre has vulnerable young people aged 12 to 18 years old who attend the Youth Centre from 5pm to 8:30pm on Friday & Saturday afternoons/evenings each week. Young people utilise the area out the front and side of the youth centre and spend time in our rear basketball area and frequent the public space and park at the back of the Youth Centre and play on the swings as well as play hide and seek; making them easily accessible to engage with and for coercion into unfavourable behaviour. Our clients come from varied backgrounds and can present with very challenging behaviours toward each other and the general public. How do you propose to deal with any issues that arise?
Staff Comment:	Salt Ministries wants to work collaboratively with other organisations, and to be provided with feedback, both (good and bad), in order for them to improve on their service not only to the users but to lessen any perceived impact on surrounding businesses. In the event of issues, guests will not be removed “out the door” of the premises onto the street. Salt Ministries will facilitate any necessary removal of guests to another service, or taken by police or ambulance to receive assistance.
Issue:	Response time from police & ambulance. In the past the response time from both the Ambulance and Nowra

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	<p>Police even though they are straight across the road from the Youth Centre has been approximately 30 minutes, as officers are not permitted to leave the station and instead traffic police will be called to any incidents and depending on their work load, if they are currently obtained depends on their arrival.</p> <p>Are there any processes in place to address this issue?</p>
Staff Comment:	<p>Salt Ministries staff will have access to duress alarms as outlined above. If the alarm is activated a local security company will be on-site within 5 minutes to offer assistance until police arrive.</p>
Issue:	<p>Nowra Youth Centre have an all-female staff. There are concerns that they may feel unsafe when leaving work to walk to their car.</p> <p>Are there any processes in place to address this issue?</p>
Staff Comment:	<p>Salt Ministries provided assurance to Nowra Youth Centre that any person turned away from the service will be transitioned to another emergency accommodation service or suitable location. In the event that aggression or mental health issues are apparent, Salt Ministries will call police and ambulance for assistance and direction.</p> <p>Salt Ministries will further investigate the necessity for additional external lighting and the use of camera both internally in public space areas and externally on the building for increased security.</p>

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Following the meeting, the Executive Committee of the Nowra Youth Centre advised Council staff in writing that responses received from Salt Ministries in relation to the concerns outlined above are not sufficient and their objection to the lease of the premises to Salt Ministries as a transitional group home stands.

Submission – Quest Nowra

Issue:	<p>People at risk of homelessness are at a far greater risk of suffering a high degree of mental health issues and other drug and crime related crime. Concentrating them in a single area will naturally bring problems of increased crime, drug-dealing and undesirable behaviour.</p>
Staff Comment:	<p>As previously discussed above, the development consent permits a maximum of 12 occupants in the premises, consisting of 2 Salt Ministries trained staff and 10 guests. Salt Ministries will have access to a 24 hour security service.</p> <p>Any guest either denied access to the service or required to be removed will be done so by either accessing alternate accommodation, removal by police or by ambulance. No person denied by the service will be left to wander or seek refuge in nearby businesses or the CBD.</p> <p>In addition, the premises is appropriately located close to wrap-around services which will be essential for assisting persons who are homeless or at risk of homelessness.</p>
Issue:	<p>The subject site is located 230m from Nowra Public School with children at risk of anti-social behaviour.</p>

	<p>It is noted that a similar services already exist in the locality, being John Purcell House, which is located at 11 Lawrence Avenue, Nowra. This shelter provides crisis accommodation for men at risk of homelessness, and is located approximately 140m from Quest Nowra and approximately 100m from Nowra Public School.</p> <p>The Homeless Hub is located in Junction Street surrounded by businesses and a school with no evident direct impact from either service.</p>
Issue:	<p>Guests at Quest Nowra have raised concerns about their perception of lack of safety in Nowra, and the transitional group home is in the vicinity of Quest Nowra and will likely worsen this perception.</p>
Staff Comment:	<p>As previously discussed above, all staff will have access to duress alarms. If the duress alarm is activated, Salt Ministries have an agreement with a local security company that security personnel will be on site within 5 minutes. This security will be a 24 hour service. The security personnel will remain on-site until police arrive.</p> <p>In addition, upon the guest being booked into the service, they will be required to remain within the premises until 8am the next morning, there is no transient access to the service.</p>

Summary:

Based on the responses and documentation (policies and procedures) provided by Salt Ministries, Council staff do not believe the objections warrant rejecting the lease to Salt Ministries as there is wider community support for this service.

Community Engagement

The matter is considered to be a local area low impact issue as outlined in Council's Community Engagement Policy and appropriate community consultation occurred, including newspaper advertising and written notification to adjoining land owners as required by legislation.

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CL18.160 Addendum Report - Integrated Strategic Plan - Low Cost Loan Initiative - Provision of Local Infrastructure to Accelerate New Housing Supply

HPERM Ref: D18/208641

Group: Planning Environment & Development Group
Section: Strategic Planning

Purpose / Summary

The NSW Department of Planning and Environment (DP&E) has announced a Low-Cost Loan Initiative (LCLI) to accelerate the provision of infrastructure for new housing. The LCLI will provide councils with a 50% reduction in the interest paid on eligible infrastructure loans.

Note: This matter is submitted as an addendum to enable Council to consider taking up this opportunity by the nominated deadline of 1 July 2018.

Recommendation

That Council

1. Amend the draft Integrated Strategic Plan 2018/19 – to include the additional borrowings of \$6.37 million, with the future repayments of this loan to be funded from Developer Contributions and the low-cost loan initiative interest subsidy.
2. Submit an application to the NSW Department of Planning and Environment *Low Cost Loan Initiative* by 1 July 2018 for the provision of Public Open Space areas in Moss Vale Road South Urban Release Area, and
 - a. In making the application, the Mayor and General Manager sign the declaration.
3. Commit to funding the upfront costs for the acquisition of land for the purpose of Public Open Space in the Moss Vale Road South Urban Release Area using loan funds of \$6.37 million to take advantage of the discounted interest rate through the LCLI and to accelerate the delivery of Public Open Space in the Moss Vale Road South Urban Release Area.

Options

1. Adopt the recommendation.

Implications: This is preferred as it will enable the submission of an application under the LCLI to acquire land in the Moss Vale Road South Urban Release Area and the provision of public open space early in the development. The initiative provides an approximate cost savings of \$617,331 in interest repayments.

The amount of \$6.37 million matches the land acquisition value for open space as per the draft Contributions Plan for Moss Vale Road South Urban Release Area. Should the acquisition of land be less than this total, the surplus funds may be used to undertake the embellishment of the open space to deliver a mix of activity nodes, shared paths, gardens, furniture, etc.

2. Adopt an alternative recommendation.

Implications: Council could opt to apply for a lesser amount or not to make an application at all. This could mean that an opportunity to fund the up-front acquisition of the required open space will not be taken up or there may not be sufficient funding to complete the overall acquisitions.

Background

The DP&E has announced a LCLI to accelerate the provision of infrastructure for new housing. The LCLI will provide Councils with a 50% reduction in the interest paid on eligible infrastructure loans. The LCLI is a joint initiative of the DP&E, the NSW Office of Local Government (OLG) and the Treasury Corporation (TCorp).

Council is currently in the process of progressing/finalising the work involved with latest Urban Release Area (URA) at Moss Vale Road South (MVRS) where a significant amount of new infrastructure is required for the greenfield development. The infrastructure solely for one URA has a potential cost of at least \$15.65M in local infrastructure items including roads, open space and drainage facilities. This does not account for all the internal roads, or additional levies that developers will be required to pay towards State infrastructure and utility infrastructure such as water, sewer, electricity and gas.

Enabling early delivery of the infrastructure has the potential to accelerate the release of land in Shoalhaven by reducing costs to developers. These costs are typically passed on to future buyers, therefore this initiative may also provide savings for future buyers. The initiative also allows Council to get in early with infrastructure delivery. This will provide an opportunity for community facilities to be delivered early in the development of the release areas, which will make it an attractive place for the future community to buy into and enjoy from an early stage.

On review of the LCLI [guidelines](#) and application requirements, Council staff have identified that the upfront acquisition of proposed public open space in MVRS URA is the most suitable project for this application.

The guidelines require that Council must have in place current or draft planning controls which are applicable to a Council area in order to be eligible. This is essentially why the MVRS URA has been identified as a candidate for this opportunity as the draft planning package has been prepared and was recently public exhibited. As such is substantially advanced.

A total area of 9.8 hectares is identified for future Public Open Space in the draft Development Control Plan (DCP) and Contribution Plan (CP) for the URA. Based on land valuation estimates in the draft CP, an amount of \$6.37 million in loan funds will be sufficient for the acquisition of majority of the Public Open Space land in the MVRS URA. The recoupment of funds will occur through future Section 7.11 (previously Section 94) Developer Contributions as the development occurs.

As part of the public exhibition, several submissions received raised concerns with respect to delayed community infrastructure provision. Council has also been notified of representations made to the Member for Kiama, Gareth Ward, by a land owner requesting the acquisition of their land on the basis that the land is subject to substantial acquisition for the purposes of open space under the draft CP for MVRS URA.

If Council is successful in its LCLI application and borrows \$6.37 million, there is the potential for approximately \$617,331 in interest to be saved based on a loan repayment schedule with 20 payments over 10 years and an estimated annual interest rate of 3.5%.

The first round of applications closes at 5pm on 1 July 2018.

Community Engagement

The Draft DCP and CP for MVRS URA have been publicly exhibited for a period of 11 weeks between 20 December 2017 and 2 March 2018 (inclusive). Council staff are currently finalising the post-exhibition review and will report the matter back to Council soon.

As part of the post-exhibition review, several submissions raise concerns in relation to the delayed delivery of community infrastructure and the potential impact that it may have on existing community infrastructure in nearby areas including Cambewarra Village.

In addition, a landowner within MVRS URA has made representations to the Member for Kiama, Gareth Ward, requesting the early acquisition of their land under the Land Acquisition (Just Terms Compensation) Act 1991. The request is on the basis that the land is subject to acquisition for the purposes of open space under the draft CP for MVRS URA.

Financial Implications

If Council does not commence project construction within 12 months after signing the agreement, the LCLI reimbursement may be withdrawn.

Interest reimbursement will be paid twice a year in the first and third quarters of each financial year.

As the local infrastructure is identified in the draft Contributions Plan, once adopted, contributions will be paid per Equivalent Tenement. Developer contributions paid for open space will be utilised for loan repayments.