

MINUTES OF THE STRATEGY AND ASSETS COMMITTEE

Meeting Date: Tuesday, 9 March 2021
Location: Council Chambers, City Administrative Centre, Bridge Road, Nowra
Time: 5.00pm

The following members were present:

Clr John Wells - Chairperson
Clr Amanda Findley
Clr Joanna Gash
Clr Patricia White
Clr Kaye Gartner
Clr Nina Digiglio
Clr Annette Alldrick
Clr John Levett
Clr Andrew Guile – arrived at 5.19pm (Remotely)
Clr Mitchell Pakes – left at 7.14pm
Clr Greg Watson
Clr Mark Kitchener
Clr Bob Proudfoot
Mr Stephen Dunshea - Chief Executive Officer

Apologies / Leave of Absence

Nil

Confirmation of the Minutes

RESOLVED (Clr White / Clr Gash) MIN21.117

That the Minutes of the Strategy and Assets Committee held on Tuesday 09 February 2021 be confirmed.

CARRIED

Declarations of Interest

Clr Kitchener – SA21.30 – Notice of Motion – Narrawallee Beach Off Leash Area – significant non pecuniary interest declaration – will leave the room and will not take part in discussion or vote – Has become a dog owner and spent much of the summer walking his dog on Narrawallee Beach, which may be perceived by some to constitute a personal interest.

MAYORAL MINUTES

MMS21.1 Mayoral Minute - Integrated Recreational Plan for Worrigeer, South Nowra and East Nowra

**HPERM Ref:
D21/85164**

Recommendation (Item to be determined under delegated authority)

That Council undertakes a strategic review of all recreational and park land that has been set aside in the areas of Worrigeer, East Nowra, and South Nowra, with a view to creating an integrated and connected recreational strategic plan. The aim of the plan would be to deliver different recreational offerings across the three precincts and have them connected with a cycle way and way finding, encouraging residents from each of the precincts to seek a new adventure in each of these areas.

RESOLVED (Clr Findley / Clr Proudfoot)

MIN21.118

That Council undertakes a strategic review of all recreational and park land that has been set aside in the areas of Worrigeer, East Nowra, and South Nowra, with a view to creating an integrated and connected recreational strategic plan. The aim of the plan would be to deliver different recreational offerings across the three precincts and have them connected with a cycle way and way finding, encouraging residents from each of the precincts to seek a new adventure in each of these areas.

CARRIED

DEPUTATIONS AND PRESENTATIONS

SA21.30 – Notice of Motion – Narrawallee Beach Off Leash Area

Tim Trescowthick - FOR

SA21.35 – Drawing Room Rocks

Bob Dickinson - FOR

SA21.40 – Sanctuary Point District Library – Update and Concept Plan Public Exhibition

Bruce Goldsmith - AGAINST

Kerry Barlow - AGAINST

SA21.41 – Acceptance of Community Facilities Grants – Crown Reserves Improvement Fund

Suzanne Hammond Warne (Nowra Show Society Inc) - FOR

Ralph Cook (Nowra Show Society Inc) - FOR

NOTICES OF MOTION / QUESTIONS ON NOTICE

SA21.28 Notice of Motion - Footpaths - Plunkett Street, Morton Pde and Journal Street Nowra

**HPERM Ref:
D21/73070**

Recommendation (Item to be determined under delegated authority)

That Council investigate the possibility of constructing and connecting footpaths for the residents in the following locations.

1. Plunkett Street, from Princes Highway to Journal Street.
2. Morton Parade from Princes Highway to Journal Street.
3. Journal Street access for pedestrians from Morton Parade to Stockland.

RESOLVED (Clr Gash / Clr Digiglio)

MIN21.119

That Council investigate the possibility of constructing and connecting footpaths for the residents in the following locations.

1. Plunkett Street, from Princes Highway to Journal Street.
2. Morton Parade from Princes Highway to Journal Street.
3. Journal Street access for pedestrians from Morton Parade to Stockland.

CARRIED

SA21.29 Notice of Motion - Culburra Beach and District Garden Club Inc - COVID-19 Assistance

**HPERM Ref:
D21/79567**

Recommendation

That Council make a \$1000 donation to the Culburra Beach and District Garden Club Inc from the unallocated donation vote and the vote be adjusted if necessary, at the next quarterly review.

RECOMMENDATION (Clr Watson / Clr Findley)

That Council make a \$1000 donation to the Culburra Beach and District Garden Club Inc from the unallocated donation vote and the vote be adjusted if necessary, at the next quarterly review.

CARRIED

Note: Clr Guile joined the meeting at 5.19pm.

SA21.30 Notice of Motion - Narrawallee Beach Off Leash Area

**HPERM Ref:
D21/80012**

Clr Kitchener – significant non pecuniary interest declaration – Has become a dog owner and spent much of the summer walking his dog on Narrawallee Beach, which may be perceived by some to constitute a personal interest. – left the room and did not take part in discussion or vote.

Note: Clr Kitchener left the meeting at 5.19pm.

Recommendation (Item to be determined under delegated authority)

That Council:

1. Support the continuing access to the off-leash area at Narrawallee Beach from Surfers Ave as per the recent trial directions.

2. Develop appropriate signage directing people the right way to access the off leash area in and around Narrawallee Beach especially at the Surfers Ave end. Clrs Proudfoot and White and available Councillors to assist in the development of the signage with staff.
3. Leave the access from Surfers Ave in place until consideration of this area in the review of the Access Areas for Dogs policy.
4. Issue enforcement penalty notices for persons not following the signage or walking with dogs directly across south end Narrawallee Beach between the steps and Victor Ave steps.
5. Request local residents and Paws4Shoalhaven to assist with advising residents and visitors of the strict entry process from Surfers Ave to the off-leash area.

RESOLVED (Clr White / Clr Proudfoot)

MIN21.120

That Council:

1. Support the continuing access to the off-leash area at Narrawallee Beach from Surfers Ave as per the recent trial directions.
2. Develop appropriate signage directing people the right way to access the off leash area in and around Narrawallee Beach especially at the Surfers Ave end. Clrs Proudfoot and White and available Councillors to assist in the development of the signage with staff.
3. Leave the access from Surfers Ave in place until consideration of this area in the review of the Access Areas for Dogs policy.
4. Issue enforcement penalty notices for persons not following the signage or walking with dogs directly across south end Narrawallee Beach between the steps and Victor Ave steps.
5. Request local residents, Paws4Shoalhaven and Rangers to assist with advising residents and visitors of the strict entry process from Surfers Ave to the off-leash area.
6. Undertake vegetation maintenance if required on mid beach access points as noted in Staff Signage Report
7. Contact Holiday Home owners via Rates Notices advising them of the changes and the role they play in sharing the foreshore and informing their tenants of the access arrangements for dogs.
8. Include on the new signage, information on shore bird habitats which is protected by No Dogs (access) areas.
9. Include on the signage that to access the beach via the track from Surfers Avenue at the back of the beach, dogs must be on leash.

FOR: Clr Wells, Clr Findley, Clr Gash, Clr White, Clr Gartner, Clr Digiglio, Clr Alldrick, Clr Levett, Clr Pakes, Clr Watson, Clr Kitchener, Clr Proudfoot and Stephen Dunshea

AGAINST: Clr Guile

CARRIED

REPORTS

Note: Clr Kitchener returned to the meeting at 6.16pm.

**SA21.31 Local Government Conference - 2021 National General
Assembly of Local Government - Proposed Motions**

**HPERM Ref:
D21/35599**

Recommendation (Item to be determined under delegated authority)

That Council

1. Approve attendance by all interested Councillors at the Australian Local Government Association – 2021 National Assembly, and such attendance be deemed to be Council business.
2. Travel, registration fees, accommodation and all reasonable out-of-pocket expenses be met in accordance with its adopted policy.
3. Adopt the proposed motions in the report for submission to the 2021 National Assembly.
4. Determine any additional motions for submission at this meeting.
5. That the Mayor be given delegated authority to submit any further proposed motions after consulting with Councillors prior to the deadline for submitting motions.

RESOLVED (Clr Watson / Clr Pakes)

MIN21.121

That:

1. Council approve attendance by all interested Councillors at the Australian Local Government Association – 2021 National Assembly, and such attendance be deemed to be Council business.
2. Travel, registration fees, accommodation and all reasonable out-of-pocket expenses be met in accordance with its adopted policy.
3. Council adopt the proposed motions in the report for submission to the 2021 National Assembly.
4. The Mayor be given delegated authority to submit any further proposed motions after consulting with Councillors prior to the deadline for submitting motions.
5. Clr White be the Council's Voting Delegate for the Conference.
6. Clr Findley be the Council's Alternate Voting Delegate for the Conference.

FOR: Clr Wells, Clr White, Clr Guile, Clr Pakes, Clr Watson, Clr Kitchener and Clr Proudfoot

AGAINST: Clr Findley, Clr Gash, Clr Gartner, Clr Digiglio, Clr Alldrick, Clr Levett and Stephen Dunshea

CARRIED ON THE CASTING OF THE CHAIRPERSON

SA21.32 Nowra Property - Proposed Offering to the Market

**HPERM Ref:
D21/49871**

Recommendation (Item to be determined under delegated authority)

That Council, in accordance with Section 10A(2)(c) of the Local Government Act 1993, consider a separate confidential report in relation to a property matter in Nowra.

RESOLVED (Clr Proudfoot / Clr Gash)

MIN21.122

That Council, in accordance with Section 10A(2)(c) of the Local Government Act 1993, consider a separate confidential report in relation to a property matter in Nowra.

CARRIED

SA21.33 Road Dedication pursuant to Section 16 & 17 of the Roads Act 1993 at Little Forest

**HPERM Ref:
D20/408544**

Recommendation

That Council;

1. Resolve to dedicate the land identified in Attachment 1 (D20/408952) known as Graydons Pointer Road and McLean Road, Little Forest as public road pursuant to Section 16 & 17 of the Roads Act 1993;
2. Authorise by notice in the Government Gazette the dedication of land known as Graydons Pointer Road and McLean Road, Little Forest in accordance with Section 16 of the Roads Act 1993;
3. Affix the Common Seal of the Council of the City of Shoalhaven to any documents required to be sealed, otherwise the Chief Executive Officer is authorised to sign any documentation necessary to give effect to this resolution.

RECOMMENDATION (Clr Proudfoot / Clr White)

That Council:

1. Resolve to dedicate the land identified in Attachment 1 (D20/408952) known as Graydons Pointer Road and McLean Road, Little Forest as public road pursuant to Section 16 & 17 of the Roads Act 1993;
2. Authorise by notice in the Government Gazette the dedication of land known as Graydons Pointer Road and McLean Road, Little Forest in accordance with Section 16 of the Roads Act 1993;
3. Affix the Common Seal of the Council of the City of Shoalhaven to any documents required to be sealed, otherwise the Chief Executive Officer is authorised to sign any documentation necessary to give effect to this resolution.

CARRIED

**SA21.34 Land Acquisition - Easement for Drainage - Part Lot 1
DP 597342 Worrigea and Part Lot 22 DP 1194601**

**HPERM Ref:
D20/523828**

Recommendation

That Council

1. Acquire by agreement an easement for drainage approximately 6m wide and variable width (subject to survey) over Part Lot 1 DP 597342 Worrigea Road, Worrigea and Part Lot 22 DP1194601 Bennett Place Worrigea;
2. Agree to pay compensation in the amount of:
 - a) \$25,000 (ex GST) for Lot 1 Worrigea Road Worrigea;
 - b) \$3,000 (ex GST) for Lot 22 Bennett Place Worrigea;plus, reasonable legal costs associated with the acquisition from Project Number 103425;
3. Authorise the Common Seal of the Council of the City of Shoalhaven be affixed to any document requiring to be sealed and delegate to the Chief Executive Officer authority to sign any documentation necessary to give effect to this resolution.

RECOMMENDATION (Clr Pakes / Clr Levett)

That Council:

1. Acquire by agreement an easement for drainage approximately 6m wide and variable width (subject to survey) over Part Lot 1 DP 597342 Worrigea Road, Worrigea and Part Lot 22 DP1194601 Bennett Place Worrigea;
2. Agree to pay compensation in the amount of:
 - a) \$25,000 (ex GST) for Lot 1 Worrigea Road Worrigea;
 - b) \$3,000 (ex GST) for Lot 22 Bennett Place Worrigea;plus, reasonable legal costs associated with the acquisition from Project Number 103425;
3. Authorise the Common Seal of the Council of the City of Shoalhaven be affixed to any document requiring to be sealed and delegate to the Chief Executive Officer authority to sign any documentation necessary to give effect to this resolution.

CARRIED

SA21.35 Drawing Room Rocks

**HPERM Ref:
D20/414190**

Recommendation

That Council

1. Endorse the carparking arrangement on Brogers Creek Road as conceptually described on Plan Reference (D20/461955), as this arrangement seeks to
 - a. address the existing informal arrangement that creates access disruption for the owner of 20 Brogers Creek Road, and
 - b. improve the ability of NSW emergency services to access the area, and
 - c. maintain access to the iconic National Parks and Wildlife Asset – Drawing Room Rock Walking Trail
2. Approach NPWS seeking their formal endorsement of the concept plans and requesting \$10,000 to enable Council to proceed to full design.

3. Approach the NSW Minister for Energy and Environment and the Member for Kiama, seeking their support for the project and requesting that the State Government provide funding of up to \$250,000 to enable construction of the carpark to proceed in the 2021-2022 financial year.

RECOMMENDATION (Clr Findley / Clr Alldrick)

That Council:

1. Endorse the carparking arrangement on Brogers Creek Road as conceptually described on Plan Reference (D20/461955), as this arrangement seeks to
 - a. address the existing informal arrangement that creates access disruption for the owner of 20 Brogers Creek Road, and
 - b. improve the ability of NSW emergency services to access the area, and
 - c. maintain access to the iconic National Parks and Wildlife Asset – Drawing Room Rock Walking Trail
2. Approach NPWS seeking their formal endorsement of the concept plans and requesting \$10,000 to enable Council to proceed to full design.
3. Approach the NSW Minister for Energy & Environment, the Member for Kiama, Minister for Local Government, Minister for Planning & Public Spaces seeking their support for the project and requesting that the State Government provide funding of up to \$250,000 to enable construction of the carpark to proceed in the 2021-2022 financial year.

CARRIED

SA21.36 Update Landfill Gas Services West Nowra

HPERM Ref: D21/7943

Recommendation (Item to be determined under delegated authority)

That the report on the finalisation of the Landfill Gas Services Contract be received for information.

RESOLVED (Clr Wells / Clr Gartner)

MIN21.123

That report on the finalisation of the Landfill Gas Services Contract be received for information.

CARRIED

SA21.37 Tenders - Supply of Linen Hire and Laundering Services to all 12 Holiday Haven Parks.

HPERM Ref: D21/18785

Recommendation (Item to be determined under delegated authority)

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

RESOLVED (Clr Gash / Clr Pakes)

MIN21.124

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

CARRIED

**SA21.38 Exemption from Resolution MIN21.30 and
recommencement of Debt Collection - Holiday Haven**

**HPERM Ref:
D21/85304**

Recommendation

That Holiday Haven be granted exemption from the suspension of debt recovery action as adopted by Council in January 2021.

RECOMMENDATION (Clr Gash / Clr Levett)

That Holiday Haven be granted exemption from the suspension of debt recovery action as adopted by Council in January 2021.

CARRIED

SA21.39 Acceptance of Cricket Grants - Boongaree

**HPERM Ref:
D21/65903**

Clr Wells – less than significant non pecuniary interest declaration – his grandson plays 2nd Grade for Berry – remained the room and took part in discussion and voted.

Recommendation (Item to be determined under delegated authority)

That Council:

1. Accept the NSW ICC T20 World Cup 2020 Legacy Fund offer of \$34,162.
2. Accept the Australian Cricket Infrastructure Fund offer of \$30,000.
3. Authorise the CEO to sign the funding agreements from the two funding bodies.

RESOLVED (Clr Findley / Clr Gartner)

MIN21.125

That Council:

1. Accept the NSW ICC T20 World Cup 2020 Legacy Fund offer of \$34,162.
2. Accept the Australian Cricket Infrastructure Fund offer of \$30,000.
3. Authorise the CEO to sign the funding agreements from the two funding bodies.

CARRIED

**SA21.40 Sanctuary Point District Library - Update and Concept
Plan Public Exhibition**

**HPERM Ref:
D21/66387**

Recommendation (Item to be determined under delegated authority)

That Council:

1. Accept the report for information.
2. Support the public exhibition of the Sanctuary Point District Library Concept Plan.
 - a. Where significant and adverse feedback is received, amend the design to address the issues raised as deemed necessary.
3. Receive a further report at the conclusion of the public exhibition period
4. Endorse progressing to Development Application lodgement as per MIN20.33.

RESOLVED (Clr Proudfoot / Clr Findley)

MIN21.126

That:

1. Council accept the report for information.
2. Council support the public exhibition of the Sanctuary Point District Library Concept Plan.
 - a. Where significant and adverse feedback is received, amend the design to address the issues raised as deemed necessary.
3. Council receive a further report at the conclusion of the public exhibition period.
4. Council endorse progressing to Development Application lodgement as per MIN20.33.
5. The construction of a new amenities block at Frances Ryan Reserve continue to be in the forefront of Council's plan.

CARRIED

SA21.41 Acceptance of Community Facilities Grants - Crown Reserves Improvement Fund

**HPERM Ref:
D21/77194**

Recommendation (Item to be determined under delegated authority)

That Council

1. Accept the Crown Reserves Improvement Fund offers of:
 - a. \$8,000 for Culburra Tennis Courts
 - b. \$89,689 for Nowra Showground
 - c. \$15,000 for Milton Pony Club
2. Authorise the Chief Executive Officer to sign the funding agreements with the NSW Government for the above projects.
3. Commit to provision of funding from:
 - a. The 2021 / 22 Active Recreation Minor Improvement budget of \$28,060 for Culburra Beach Tennis Courts
 - b. The 2021 / 22 Recreation Buildings budget of \$11,188 for Nowra Showground audio system
4. Write to thank the Minister the Hon Melinda Pavey MP, NSW Minister for Water Property & Housing for her generous offers from the NSW Crown Reserves Improvement Fund.

Note: Clr Proudfoot left the meeting at 6.49pm

RESOLVED (Clr Pakes / Clr Gartner)

MIN21.127

That Council:

1. Accept the Crown Reserves Improvement Fund offers of:
 - a. \$8,000 for Culburra Tennis Courts
 - b. \$89,689 for Nowra Showground
 - c. \$15,000 for Milton Pony Club
2. Authorise the Chief Executive Officer to sign the funding agreements with the NSW Government for the above projects.
3. Commit to provision of funding from:

- a. The 2021 / 22 Active Recreation Minor Improvement budget of \$28,060 for Culburra Beach Tennis Courts
 - b. The 2021 / 22 Recreation Buildings budget of \$11,188 for Nowra Showground audio system
4. Write to thank the Minister the Hon Melinda Pavey MP, NSW Minister for Water Property & Housing for her generous offers from the NSW Crown Reserves Improvement Fund.

CARRIED

SA21.42 Sustainable Energy Management Update

**HPERM Ref:
D21/55753**

Note: Clr Proudfoot returned to the meeting at 6.51pm.

Recommendation (Item to be determined under delegated authority)

That the Committee receive the Energy Management Update report for information.

RESOLVED (Clr Gartner / Clr Pakes)

MIN21.128

That the Committee receive the Energy Management Update report for information.

CARRIED

Introduction of Items as Matters of Urgency

RESOLVED (Clr Watson / Clr Findley)

MIN21.129

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

1. SA21.43 COVID-19 Contributions Discount Subsidy Policy - Proposed Amendments

CARRIED

The Chairperson ruled the matter as one of urgency as it relates to urgent business of Council and allowed its introduction.

ADDENDUM REPORTS

**SA21.43 COVID-19 Contributions Discount Subsidy Policy -
Proposed Amendments**

**HPERM Ref:
D21/92206**

Recommendation (Item to be determined under delegated authority)

That Council:

1. Endorse the recommended amendments to the COVID-19 Contributions Discount Subsidy Policy (POL20/23) as outlined within the report to enact the changes in MIN21.116.
2. Extend the review date of the Policy by one additional year to 7 March 2022.
3. If a period of public notice is required to facilitate Parts 1 and 2, commence this in accordance with legislative requirements as soon as possible and if any submissions are received that these be considered in a further report to enable the finalisation of the Policy. If no submissions are received, proceed to finalise the amendment to the Policy as notified, without any further reports.

4. If a period of public notice is not required, immediately make the amendment to the Policy as per this resolution, without any further reports.

RESOLVED (Clr Watson / Clr Pakes)

MIN21.130

That Council:

1. Endorse the recommended amendments to the COVID-19 Contributions Discount Subsidy Policy (POL20/23) as outlined within the report to enact the changes in MIN21.116.
2. Extend the review date of the Policy by one additional year to 7 March 2022.
3. If a period of public notice is required by law before adoption of the amendment to the Policy, provide the require public notice in accordance with legislative requirements as soon as possible and if any submissions are received that these be considered in a further report to enable the finalisation of the Policy. If no submissions are received in response to the public notification, the amendment to the Policy is taken to be adopted without any further reports at the end of the period for submissions.
4. If a period of public notice is not required, the amendment to the Policy is taken to be adopted without any further reports.

FOR: Clr Wells, Clr Findley, Clr Gash, Clr White, Clr Digiglio, Clr Aldrick, Clr Levett, Clr Guile, Clr Pakes, Clr Watson, Clr Kitchener, Clr Proudfoot and Stephen Dunshea

AGAINST: Clr Gartner

CARRIED

CONFIDENTIAL REPORTS

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

No members of the public made representations.

RESOLVED (Clr White / Clr Digiglio)

MIN21.131

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

CSA21.2 Nowra Property - Proposed Offering to the Market

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

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

CSA21.3 Tenders - Supply of Linen Hire & Laundering for all 12 Holiday Haven Parks

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

There is a public interest consideration against disclosure of information as disclosure of the information could reasonably be expected to undermine competitive neutrality in connection with any functions of an agency in respect of

which it competes with any person or otherwise place an agency at a competitive advantage or disadvantage in any market.

CARRIED

Note: Cllr Pakes left the meeting at 7.14pm.

The meeting moved into confidential the time being 7.14pm.

The meeting moved into open session, the time being 7.15pm.

REPORT FROM CONFIDENTIAL SESSION

The following resolutions of the meeting, whilst closed to the public, were made public.

CSA21.3 Tenders - Supply of Linen Hire & Laundering for all 12 Holiday Haven Parks	HPERM Ref: D21/18910
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RESOLVED

MIN21.132C

That:

1. Council accept the Tender from AlSCO Pty Ltd for the Supply of Linen Hire and Laundering Services to all Holiday Haven Parks for a period of three (3) years from 1 March 2021.
2. The contract documents and any other associated documents be executed on behalf of the Council in accordance with cl165 of the Local Government Regulation by the General Manager.

CARRIED

There being no further business, the meeting concluded, the time being 7.16pm.

Cllr Wells
CHAIRPERSON