

## Strategy and Assets Committee

**Meeting Date:** Tuesday, 13 April, 2021  
**Location:** Council Chambers, City Administrative Centre, Bridge Road, Nowra  
**Time:** 5.00pm

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

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

## Agenda

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### Reports

CSA21.4 Land Acquisition Matters - Cambewarra Locality

*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.*

CSA21.5 Tenders - Hillcrest Avenue South Nowra - Road Rehabilitation

*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.*

CSA21.6 Tenders - Supply Slow Speed Shredder

*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.*

CSA21.7 Tenders - Demolition & Construction of an Accessible Boardwalk - Ray Brooks Reserve

*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.*

CSA21.8 Shoalhaven Entertainment Centre - Progress and Funding

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

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

## Strategy and Assets Committee

### Delegation:

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

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

### **SCHEDULE**

- a. Make recommendations to Council and consider, formulate, review and adopt policies in relation to Council's corporate & community planning under Part 2 of Chapter 13 of the LG Act, asset management and in connection with the other functions listed in this Schedule and in particular to make recommendations to Council in respect of the content of Council's community strategic plan, delivery program, operational plan, and resourcing strategy within the meaning of Part 2 of Chapter 13 of the LG Act;
- b. Make recommendations to Council and consider, formulate, review and adopt Council policies, plans and strategies other than those in respect of town planning and environmental matters, and any other matter referred to the Committee by the Chief Executive Officer;
- c. Make recommendations in respect of the introduction of new fees or charges or the alteration of existing fees and charges for inclusion in the Council's next operational plan within the meaning of s405 of the LG Act;
- d. Monitor, review and consider matters relating to the operations and strategic direction of Council's Holiday Haven Tourist Parks Group;
- e. All functions in respect of the management of, and facilities provided on Crown Land in respect of which Council is the 'Crown Land Manager' under Division 3.4 of the *Crown Lands Management Act 2016* and the making of recommendations to Council regarding such matters where the function is not dealt with under the delegations to the Chief Executive Officer or cannot be delegated by Council;
- f. Provision of corporate direction to Shoalhaven Water in respect of powers delegated to it by Council regarding the construction, alteration or maintenance of water and sewerage works, effluent works and pump out removal;
- g. Authorise the expenditure of funds raised under s64 of the LG Act within the limits outlined in, and in accordance with Council's adopted Development Servicing Plan and other relevant adopted Council policies;
- h. Make recommendations to Council in respect of fees and charges for water and wastewater services provided by Council;
- i. Develop, implement, review and adopt strategic policies for water, sewerage and effluent operations of Council;
- j. Undertake preliminary investigations (feasibility, cost benefit, risk analysis, etc.) into development opportunities for Council's strategic land holdings and make recommendations to Council;

- 
- k. Review and make recommendations to Council in relation to:
- i. The sale prices of land in connection with residential and industrial Council subdivisions;
  - ii. The sale of Council property or the purchase or resumption of land;
  - iii. The compensation to be offered in respect of land resumed by Council; and
  - iv. Properties leased/rented by Council, or properties leased/rented from Council other than those delegated to the Chief Executive Officer for approval and execution in accordance with MIN14.912 and MIN15.237 of the Council.
- Note: MIN14.912 delegates authority to the Chief Executive Officer to approve and execute leases and licences that are for a maximum term of 5 years; and are in accordance with current policies and relevant legislation; and have an annual rental of \$5,000 or less; and have not been objected to as a result of the public exhibition process (Community Land).*
- In addition, MIN14.912 delegates authority to the Chief Executive Officer to approve and execute telecommunications licences where the agreement relates to an existing telecommunication site.*
- Note: MIN15.237 delegates authority to the Chief Executive Officer to approve and finalise all lease negotiations in relation to the properties now managed by Integrity Real Estate ... and to sign any documents necessary to give effect to this resolution.*
- l. To determine and accept all tenders with a value of \$1 Million or more with the following exceptions (MIN17.334):
- i. Those tenders required by law to be determined by full Council (MIN17.334),
  - ii. Those tenders where the recommendation is to not accept any tender (which will be reported directly to Ordinary) (GD19.164).

## 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: Cllr 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** (Cllr Watson / Cllr 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. Cllr White be the Council's Voting Delegate for the Conference.
6. Cllr Findley be the Council's Alternate Voting Delegate for the Conference.

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

AGAINST: Cllr Findley, Cllr Gash, Cllr Gartner, Cllr Digiglio, Cllr Alldrick, Cllr 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 2<sup>nd</sup> 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.

<b>CSA21.3 Tenders - Supply of Linen Hire &amp; Laundering for all 12 Holiday Haven Parks</b>	<b>HPERM Ref: D21/18910</b>
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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

## SA21.44 Notice of Motion - Amendment to the NSW Electoral Laws

HPERM Ref: D21/121974

Submitted by: Cllr Greg Watson

### Purpose / Summary

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

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

That Council make representations to the Hon. Shelley Hancock MP, Minister for Local Government requesting Mrs Hancock to extend the prohibition in respect of individuals elected to Local Government from holding two (2) elected positions by including the Commonwealth Parliament of Australia in the prohibitions in the Legislation.

### Background

This prohibition already exists in respect of the NSW Parliament. The further extension of this provision is logical to further discourage ambitious individuals using Local Government as a plaything as they seek to further their egocentric ambitions.

### Note by the CEO

Section 275 of the Local Government Act, 1993 outlines the following disqualifications for persons holding civic office (including election as a Councillor or Mayor):

#### **275 Who is disqualified from holding civic office?**

- (1) A person is disqualified from holding civic office--
- (a) while disqualified from being an elector, or
  - (a1) while a member of the Parliament of New South Wales, except as provided by subsections (5) and (7), or
  - (b) while a judge of any court of the State or the Commonwealth, or
  - (c) while serving a sentence (including a sentence the subject of an intensive correction order) for a serious indictable offence or any other offence, except a sentence imposed for a failure to pay a fine, or
  - (d) if he or she is while holding that office, or has been within 2 years before nomination for election, election or appointment to the office, convicted of an offence under the regulations made for the purposes of [section 748\(3\)](#), or
  - (e) if he or she is while holding that office, or has been within 7 years before nomination for election, election or appointment to the office, convicted in New South Wales of an offence that is punishable by imprisonment for 5 years or more, or convicted in another State or Territory, or under a law of the Commonwealth, of an offence that, if committed in New South Wales, would be an offence so punishable, or
  - (e1) if he or she is while holding that office, or has been within 2 years before nomination for election, election or appointment to the office, convicted of an offence under the [Election Funding, Expenditure and Disclosures Act 1981](#) or the [Electoral Funding Act 2018](#) that is punishable by imprisonment for 2 years or more, or

- (f) while a surcharge, payable by the person under Part 5 of Chapter 13 and not paid within 6 months after it became payable, remains unpaid, or
  - (g) while disqualified from holding a civic office under a provision of this Act or Part 4A of the [Crimes Act 1900](#) (Corruptly receiving commissions and other corrupt practices), or
  - (h) while disqualified from managing a corporation under Part 2D.6 of the [Corporations Act 2001](#) of the Commonwealth.
- (1A) If--
- (a) an order for suspension from civic office for misconduct is made (after the commencement of this subsection) against a person under this Act by the Departmental Chief Executive or the Civil and Administrative Tribunal on a referral from the Departmental Chief Executive, and
  - (b) it is the third or subsequent such order that has been made against the person (including orders made before the commencement of this subsection), the person is disqualified from holding civic office for 5 years after the date the order takes effect.
- (2) A person is disqualified from holding civic office on a council if he or she is an employee of the council or holds an office or place of profit under the council.
  - (3) A person is not disqualified from holding a civic office only because, while holding the civic office, the person ceases to be a resident in the area, to own property in the area or to be an occupier or ratepaying lessee of rateable land in the area.
  - (4) A person is taken not to be disqualified from holding civic office if the former Administrative Decisions Tribunal or the Civil and Administrative Tribunal, in proceedings under section 329, has refused to order the dismissal of the person in circumstances to which subsection (4) of that section applies.
- (5) If--
- (a) on the commencement of this subsection, a member of the Parliament of New South Wales is a councillor or mayor, or
  - (b) after the commencement of this subsection, a councillor or mayor becomes a member of the Parliament of New South Wales, the person is not disqualified from holding civic office because of subsection (1) (a1) for the balance of the person's term of office as a councillor or for the period of 2 years (whichever is the shorter period).
- (6) Subsection (5) does not apply where a councillor or mayor becomes a member of the Parliament of New South Wales after the commencement of that subsection and within 12 months after last ceasing to be a member of that Parliament.
  - (7) Despite anything to the contrary in this Chapter, a member of the Parliament of New South Wales is not disqualified because of subsection (1)(a1) from being nominated for election or being elected to a civic office. If elected, the person is disqualified from holding that civic office unless--
    - (a) the person has ceased to be a member of that Parliament before the first meeting of the council concerned after the election, or
    - (b) it is an election as mayor by the councillors during the period that the person is not disqualified by the operation of subsection (5).

**Note :** If a person while holding civic office becomes subject to disqualification under this section, the office becomes vacant under [section 234](#)."

Section 276 of the [Local Government Act, 1993](#) outlines that with respect to elections of new Councillors the effect of a disqualification arising from the Section 276 above, means that the person "Cannot be elected or appointed to Civic Office".

Sections [43 and 44 of The Constitution](#) outlines the provisions which disqualify individuals of the Houses of Parliament of the Commonwealth. There is no specific disqualification for persons holding Civic Office in Local Government.

## **SA21.45 Notice of Motion - Thompson St Sporting Complex - Supply of Front Deck Mower**

**HPERM Ref:** D21/122842

**Submitted by:** Cllr Greg Watson

### **Purpose / Summary**

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

### **Recommendation**

That:

1. Council supply a front deck mower, type to be determined by Director City Services, for the use of the Thompson Sporting Complex Committee in maintaining the grounds.
2. The funds for the acquisition to be sourced from the Plant Replacement Reserve or other source, as determined by the CEO.

### **Background**

The present tractor and mower have after 30 years reached the end of their useful life. Breakdowns frequently require committee members to use their personal mowers to maintain the fields which is a very unsatisfactory situation.

SA21.45

## **SA21.46 Notice of Motion - Proposed Road Closure and Subdivision – Part North Cres, Culburra Beach**

**HPERM Ref:** D21/132820

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

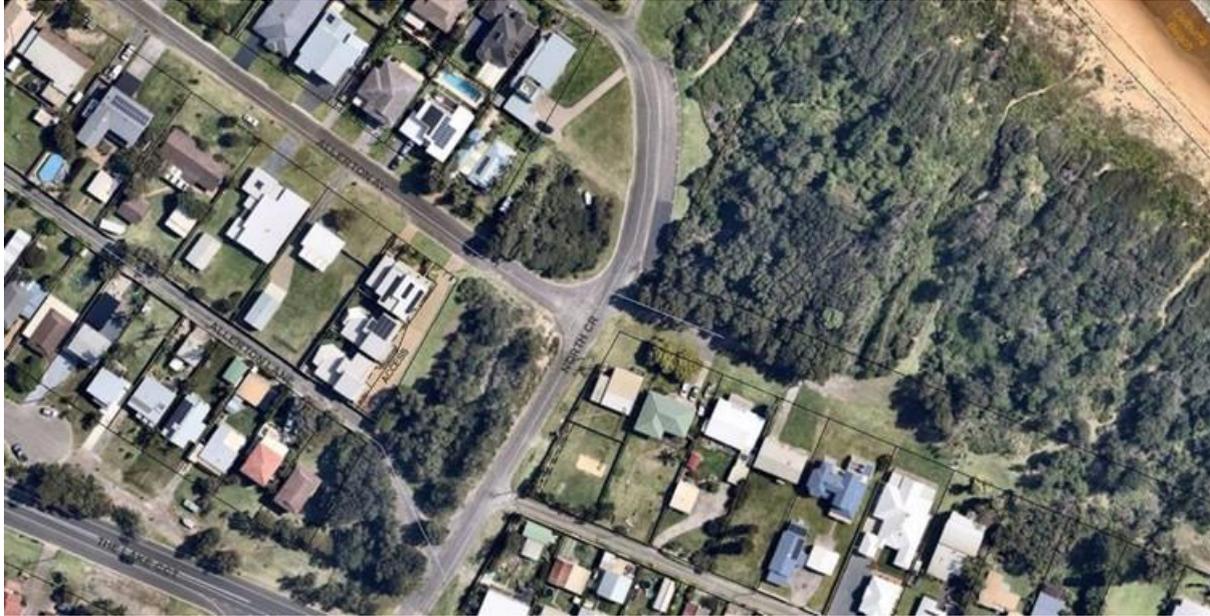
That:

1. Council halts all works on the Council owned green space which has been identified as surplus Council land on the northern side of North Crescent between the Lake Circuit and Marina Lane.
2. The CEO bring back to the earliest appropriate meeting a report which covers the following issues:
  - a. Proposed plans for the "Green Space" including capital works, land clearing, subdivisions, extent of the original community consultation and the associated time frames.
  - b. An environmental impact statement and cost benefit analysis for the planned project.
  - c. Suggestions for possible alternative uses of this land including the recategorisation of it as Community Land and the creation of a nature reserve.
  - d. A Consultation Plan which might include CCBs, tourism bodies and the wider Culburra community.
  - e. How far the project has progressed and the options to reconsider it.

### **Background**

In October 2018 Council resolved (MIN18.861), as the roads authority, to close the surplus road reserve adjacent to the formed alignment of North Crescent at Culburra Beach. The area in question is shown on the following aerial photo to the left of North Crescent - it is made up of three discrete areas between Marina Lane / Allerton Avenue / Allerton Lane / The Lake Circuit.

SA21.46



SA21.46

The intent of the road closure is to enable a 5 lot residential subdivision for Council to sell and invest in future road projects. In this regard it is noted that the subject land is zoned R2 General Residential and a subdivision of this nature is permissible with consent. This intention was clear in the Council report dated 16 October 2018.

Staff have acted on the road closure in accordance with the Council resolution and it is close to finalisation. This has involved notifications to adjacent owners and more broadly. There have also been formal agreements reached with adjacent owners regarding boundary adjustments associated with the road closure process.

The road closure will include the construction of kerb and guttering and drainage work.

The subsequent subdivision of the land would be subject to a development application and separate Council approval for the five lots.

“At this stage, no development application (DA) has been submitted for the envisaged 5 lot residential subdivision. However when this occurs there will be the opportunity for adjoining owners/residents and the broader community to again comment on the development that is being proposed including vegetation removal.

“Whilst Council is always willing to consider opportunities for improved outcomes, at this point Council is committed to proceeding further with this proposal and has expended resultant funding. Any future sale and/or development of the subject land will rely on subsequent processes.”

*Gordon Clark, Strategic Planning Manager, 15 March 2021*

This proposed subdivision will be directly across the road from the beach entrance. The existing area of remnant bushland is largely original native vegetation with mature trees and extensive understorey. What invasive species are there could be removed relatively easily under the supervision of a Council Bushcare Group.

Visiting wildlife include Bower Birds, Wrens, Micro Bats, Ospreys, White Breasted Sea Eagles and Echidnas. Notification of Council’s intention has not ranged beyond the nearby affected properties and there is no evidence of wider community consultation. Should the West Culburra Development go ahead the importance of the preservation of valuable bushland pockets in the face of declining urban tree cover in the Shoalhaven will increase. This land is part of a narrow corridor of remnant bushland linking Lakeside Park on Lake Wollumboola to the hind dune vegetation at Tilbury Cove.

To my knowledge there has been no cost benefit analysis undertaken for this project to determine the net monetary benefit to Council.

Such analysis would likely include:

- Value of staff time involved in the process and expenditure on consultant fees.
- Estimates of capital works to provide water, power, curb and guttering to both sides of North Crescent which will include drainage improvements, parking and other subdivision expenses, plus marketing and legal costs to prepare the land for sale.

Council sees this as a “commercial opportunity” and the net monetary benefit to Shoalhaven ratepayers when all blocks are sold is relatively easy to quantify.

What isn't easy to estimate is the ongoing intrinsic worth of the bushland as a quiet space for passive recreation into the future, on a rapidly developing peninsula.

## **SA21.47 Notice of Motion - Improved Parking Signage - Croobyar Rd, Milton**

**HPERM Ref:** D21/132942

**Submitted by:** Cllr Kaye Gartner

**Attachments:** 1. Photographs [↓](#)  
2. Letter from Milton Promotions Committee [↓](#)

### **Purpose / Summary**

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

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

That Council

1. Improve the signage for legal parking requirements on Croobyar Rd along the border of Milton Showground by:
  - a. Increasing the size and frequency of signage.
  - b. Ensure signage is affixed to immovable structures Further, that Council write to Milton Promotions Committee advising how those with fines can appeal them due to inadequate signage.
2. Write to Milton Promotions Committee advising how those with fines can appeal them due to inadequate signage.

### **Background**

On March 6th, many vehicles were fined on Croobyar Road for parking illegally i.e. front to the showground fence.

Cars were fined for not parking Rear to Kerb, despite the fact there is no kerb. They were mostly parked Front to kerb as the picture shows.

At the time I received representations from residents who were fined. Recently, Carol Joyce President, Milton Promotions Committee, wrote to Council about this same issue; her letter is attached.

The signage which indicates how cars can legally parked is inadequate. On March 6th, the day fines were issued, some signs were illegible or reversed and so not even on view.

On any day, the signs are too small and too far apart to read in time to begin backing up your car.

This small improvement will enable Milton Promotions Committee to confidently promote events that raise income for the Showground, provide an economic outlet for local stallholders and an enjoyable shopping or family fun events for locals and tourists like.

SA21.47





Milton Promotions inc.

PO Box 70

Milton NSW 2538

2<sup>nd</sup> April 2021

General Manager

Shoalhaven City Council

36 Bridge Road

Nowra NSW 2541

Re: Parking fines at Milton Showground

Cc Ward 3 councillors

Dear Sir

On the sixth of March there was finally some activity at the Milton Showground. Although a market had been held on the sixth of February it was rained out and had to close early. On March the sixth there was the monthly market and a fun fair, the first opportunity for a family outing for local families since covid19.

Then a parking officer appeared and booked all the cars parked front to curb along Croobyar Road in front of the showground. There are signs but they are very small and located high up on the fence.

We have been running a monthly market at the Milton Showground for years and everyone has always parked front to curb. The main reason is that in places the ground is so uneven and that it does not feel safe to reverse park in a low wheelbase car.

Of course, those who were fined were not parking legally but a warning could have been issued rather than spoiling an important day out in this way. Our goal in running these markets is to attract visitors to Milton, providing them with a positive experience to encourage them to return to support the local economy. We are aware from anecdotal evidence that some tourists were so angry that they said they will not return to this area.

We understand that some people have paid their fine, but others have not.

We request that Council reconsiders the fines issued on that day, improves the state of this parking space and improve the signage to make it more visible, ensuring that it meets current RFS guidelines for signage.

Kind regards

Carol Joyce

President, Milton Promotions Committee

## **SA21.48 Question on Notice - The River Road, Currowan**

**HPERM Ref:** D21/126803

**Submitted by:** Clr Kaye Gartner

### **Question**

The River Road is a Council road which is used on a regular basis by residents living in the Shallow Crossing / Brooman / Mogood area. Tourists also visit Shallow Crossing and surrounds so there is always a bit of traffic on this road especially during holiday time.

1. Is SCC aware of the current extent of use of The River Rd Currowan by logging trucks?
2. Is SCC aware of the number of near misses between road users and logging trucks in recent months?
3. Does SCC consider the mix of residents, tourists and logging trucks advisable?
4. Has SCC increased its maintenance schedule for The River Rd in the face of increased use by logging trucks?



### **Response**

A report addressing the questions will be submitted to a future Strategy & Assets Committee meeting.

SA21.48

## **SA21.49 Draft Delivery Program Operational Plan and Budget 2021-2022 - Public Exhibition**

**HPERM Ref:** D21/80866

**Department:** Corporate Performance & Reporting  
**Approver:** Kevin Voegt, Director - City Performance

**Attachments:**

1. Draft Delivery Program & Operational Plan & Budget 2021-2022 (councillors information folder) [⇒](#)
2. Draft Delivery Program & Operational Plan & Budget 2021-2022 - Fees & Charges (Part 1) (councillors information folder) [⇒](#)
3. Draft Delivery Program & Operational Plan & Budget 2021-2022 - Fees & Charges (Part 2) (councillors information folder) [⇒](#)

### **Reason for Report**

To provide Council with the Draft Delivery Program and Operational Plan (DPOP) and Draft Budget and Draft Fees and Charges for 2021/22, and to seek the endorsement of Council to place these documents on public exhibition, in accordance with legislative requirements.

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

That Council:

1. Endorse the 2021/22 Draft Delivery Program and Operational Plan, Budget, Fees and Charges for the purpose of placing on public exhibition for a period of 28 days.
2. Approve the Ministers allowable limit of a 2.6% increase (2% rate peg plus 0.6% SRV catch-up) in 2021/22 to the notional yield as permitted by Section 511 of the Local Government Act 1993.
3. Maintain the 2020/21 rating structure, comprising both base and ad valorem amounts noting that the use of a base amount results in bringing the higher and lower values closer together and in effect spreads the burden across the board to all ratepayers – noting also that this is a commonly used rating structure that is considered to provide the fairest and most equitable distribution of the rate levy across the LGA.
4. In accordance with Section 566(3) of the Act, endorse the rate of interest payable on overdue rates and charges for the period 1 July 2021 to 30 June 2022 (inclusive) to be 1.5% per annum. It is noted that this is significantly lower than the 2020 OLG recommended maximum of 7%. Interest charges will continue to be waived for ratepayers that are experiencing financial hardship and apply for financial assistance under Council's Hardship Policy.
5. Note that the proposed Waste Fees and Charges for 2021/22 have been included in the Draft DPOP and are tabled to Council for endorsement in a separate report to this Strategy & Assets Committee Meeting.
6. Receive a report on feedback from the community on the Draft 2021/22 DPOP and Budget following the 28 days public exhibition period.

### **Options**

1. Council resolves to place the Draft DPOP, Budget and Fees and Charges for 2021/22, on public exhibition for 28 days inclusive with the 2.6% rates increase as recommended.

Implications: The documents will be placed on public exhibition as presented in the report with a report back to a Council in early June with details of submissions received including any community feedback on the inclusion of 0.6% SRV increase in the Draft DPOP.

2. Council resolves to place the Draft DPOP, Budget and Fees and Charges for 2021/22, on public exhibition for 28 days with the Council Resolution on:
  - a. the full 4.98% SRV rates increase which will provide an additional \$1 million of revenue to fund additional works, services and/or infrastructure projects.
  - b. 2% rate peg rates increase which will not be sufficient to fund increase in recurrent operational costs.
  - c. Council nominating an alternate rate increase noting that each percent reduction from the recommended 2.6% increase would equate to a reduction in revenue of \$0.8 million.
  - d. Other amendments to the draft 2021/22 DPOP, Budget and Fees & Charges as determined by Council.

Implications: Council would need to provide direction to staff in relation to the necessary budget adjustments to accommodate the recommended alternate rate increase. Ideally, options in this regard should be placed on public exhibition with the DPOP documents presented in this report.

## Background

In accordance with the Integrated Planning and Reporting (IPR) requirements in the Local Government Act, Council has developed a Delivery Program for the period 2017-2022, extended by one year due to the delay in local government elections. The Delivery Program 2017-2022, inclusive of the draft Operational Plan and Budget 2021/22, is presented to Council for endorsement for public exhibition.

Council developed, exhibited, and adopted an accompanying Resourcing Strategy in 2017. The Strategy contains the Workforce Plan, Asset Management Plan and the Long-Term Financial Plan.

To allow for the efficient preparation of the 2021/22 draft budget and to facilitate greater transparency and alignment with Council's strategic priorities, Council adopted the following budget strategy and economic parameters at the December Strategy and Assets Committee meeting. The draft 2021-22 budget was prepared in accordance with Council's adopted

Budget Strategic Principles as outlined below:

Adopted Budget Strategy/Parameter	Achieved
The budget will not result in an unrestricted cash deficit.	✓
Maintain or improve Council's financial and asset management performance indicators reported in the annual financial statements.	✓
Maintain an adequate working funds balance.	✓
Rates are increased by 2.6% to cover known additional costs in 2021/22 with the additional loan repayments funded from reduced capital expenditure	✓
User fees and charges are increased by 2%	✓
Salaries and wages will be increased by 2%	✓
Materials and other expenditures increased by 0.50%	✓
The capital works program has the same level of general funding as 2020/21, with the additional loan repayments for the new loans in 2020/21 funded from this allocation	✓
Prioritise funding in the following order: <ol style="list-style-type: none"> <li>i. Provide sufficient funding for all continuing services</li> <li>ii. Continue Council's commitment to asset renewal</li> <li>iii. Continue a program of capital improvements at similar budget levels and ratios</li> <li>iv. Provide funding for recommended service expansions</li> </ol>	✓
<ol style="list-style-type: none"> <li>b. Should the need arise during the year for additional borrowings, the following options in priority order will be considered:               <ol style="list-style-type: none"> <li>i. Internal borrowing opportunities</li> <li>ii. Low-cost loan initiative</li> <li>iii. External loans not subsidised by the low-cost loan initiative</li> </ol> </li> </ol>	✓

SA21.49

### Council Priorities

The Delivery Program details what activities Council intends to undertake in order to achieve the key priorities from the Community Strategic Plan (Shoalhaven 2027). These priorities are grouped under the Key Themes of:

- Resilient, Safe and inclusive communities
- Sustainable, liveable environments
- Prosperous communities
- Responsible Governance

The combined Delivery Program and Operational Plan (DPOP) outlines the projects and services Council will deliver under each of the priorities identified by the community.

## Major Projects and Key Initiatives

Projects outlined in the draft DPOP 2021-22 have an emphasis on ongoing economic recovery from the impact of the COVID-19 pandemic and an ambitious \$230 million capital works program as part of a consolidated \$496 million budget. Full details on Council's planned major projects and initiatives are included in [Attachment 1](#) – Draft Delivery Program Operation Plan 2021-22.

Major project highlights include:

- Sanctuary Point Library – finalise the detailed design and pursue further funding opportunities to enable construction to commence.
- Boongaree Berry – Pump Track, Skate Park construction and delivery.
- Shoalhaven Community and Recreation Precinct (SCaRP) - Artie Smith Oval and Old Bomaderry Stadium Redesign.
- Materials Recovery Facility (MRF) developed, constructed and commissioned.
- Bioelektra Resource Recovery Facility with development assessment approval, EPA licence obtained, and construction commenced.
- Nowra Riverfront Precinct progressing with proposed urban design and land use planning changes which will enable redevelopment of this key city precinct.
- Continue important work on the Far North Collector Road to help bust traffic congestion and accommodate future housing growth.
- Moss Vale Road Urban Release Areas progressed with progressing detailed planning controls, construction of sewer and water infrastructure and the investigation and design of open space to serve a new community.

## Key Initiatives

- Prepare a Shoalhaven Live Music Action Plan and 'Live and Local' microfestivals.
- Investigate development of a Shoalhaven Children's Festival.
- Review and update the Access Areas for Dogs Policy including signage and guide.
- Investigate library service options for Sussex Inlet.
- Provide a range of programs to activate Destination Parks and Showgrounds across each precinct.

## Focus on Recovery and Resilience

Ongoing actions include:

- Working with partners to implement initiatives which encourage help-seeking and to build community understanding of mental health issues and available supports.
- Supporting the development of a long term Community-led Resilience Plan.
- Implementation of the updated Shoalhaven Adaptation Plan.
- Encouragement of business growth and job creation in response to the COVID-19 pandemic.
- Engagement to improve community understanding of emergency management arrangements.

## Performance targets

Performance targets against each Operational Plan Action have been included to ensure that Council continues to be accountable against the goals that have been set and in order to better manage community expectations.

Targets have been updated and reviewed based on returning to business under the new COVID-19 operating environment and based on the estimated 'business-as-usual' operation. This includes metrics such as visitor numbers at Council facilities such as the Shoalhaven Entertainment Centre or aquatic and leisure centres. Quarterly reporting will state any influence the pandemic response has on these targets.

## Revenue Policy

### 2021/22 Rates Increase

In 2010, the Independent Pricing and Regulatory Tribunal of New South Wales (IPART) was delegated responsibility for determining the allowable annual increase in local government general rates income. Shoalhaven City Council was declared as a Fit for the Future Council by the NSW State Government in 2015. This was based on a Council submission provided to the Office of Local Government (OLG) and IPART which outlined several actions the Council would undertake to improve its financial sustainability.

To ensure consistency with our Long-Term Financial Plan (LTFP) and to meet our Fit for the Future benchmarks, Council successfully applied to IPART in February 2018 for an SRV for each of the three financial years: 2018/19; 2019/20 and 2020/21.

The Special Rates Variation (SRV) was approved to allow the Council to improve its financial sustainability, fund capital expenditure, reduce its infrastructure backlog, reduce its operating deficit and fund asset renewal and maintenance.

As per IPART determination, in 2020/21 Shoalhaven City Council could increase rates by maximum 5% (2.6% rate peg plus 2.4% increase in addition to the rate peg as per approved SRV). However, considering unprecedented times of COVID-19 pandemic, Shoalhaven City Council did not take up full SRV and increased rates by 2.6% (rate peg only). According to the Local Government Act 1993, Council has up to 10 years to catch-up on any Special Rates Variation increase that wasn't taken up in previous years.

According to the budget parameters approved by the Council in December 2020, the 2021/22 Draft Budget includes a 2.6% rates increase (rate peg 2.0% plus 0.6% part of SRV catch-up) in 2021/22.

Indicatively, a 2.6% increase (2% rate peg plus 0.6% SRV) in the Council's 2021/22 rates will generate an additional \$2.1 million of revenue that will allow the Council to continue to deliver the services and infrastructure that seek to manage community needs and expectations.

It is important to note that IPART determines an annual rate peg increase based on the Local Government Cost Index (LGCI). The LGCI is a measure of movements in the unit costs incurred by NSW councils for ordinary council activities funded from general rate revenue. As such, the purpose of the rate peg is to compensate councils for the increase in their operational costs and it is required to fund ongoing operational expenditures of councils in NSW.

The 2% rate peg increase will generate \$1.6 million of additional revenue for the Council and will be fully utilised to absorb increases in salaries and wages as per Local Government Award.

Council already generates \$11.5 million of SRV income and an additional 0.6% SRV rates increase (\$480k) in 2021/22 will be allocated to fund essential SRV Roads and Transport Renewals Program.

The total SRV income above the actual rate peg for 2020/21 and proposed allocation for 2021/22 (including 0.6% increase) is summarised in the table below.

	2020/21 SRV Levied (\$)	2021/22 SRV Funding Allocation (\$)
Borrowing cost - Verons Estate infrastructure	68,503	65,662
Allow Council to cover the cost of existing service levels	3,036,916	2,838,413
<b>Fund New / Enhanced Service Levels</b>		
Additional Maintenance - Roads	630,375	642,983
Additional Maintenance - Buildings	210,125	214,328
Additional Maintenance - Parks & Reserves	210,125	214,328
Additional Operations	2,091,000	2,143,275
<b>Capital Expenses</b>		
Roads and Transport Renewals	2,371,293	3,895,845
Streetscape renewal	525,313	535,819
Sports Grounds Upgrades	224,446	535,819
Public Amenities	314,000	
Buildings Renewals	1,781,000	1,081,000
<b>Loan Repayments</b>		
Principal Repayments - Verons Estate Infrastructure	80,478	83,319
<b>TOTAL</b>	<b>11,543,574</b>	<b>12,250,791</b>

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#### Proposed 2021/22 Rates Structure

It is recommended that Council maintain the 2021/22 rating structure, comprising both base and ad valorem amounts. The use of a base amount brings the higher and lower values closer together and in effect spreads the burden across the board to all ratepayers. This is a common rating structure and is considered to provide the fairest and most equitable distribution of the rate levy across the LGA.

The rating structure has a flat base amount of \$661.00, with the exception of Residential – Non-Urban category that has a base of \$48.00 and Business – Ordinary category that does not have a base amount and is subject to an ad valorem rate in the dollar levied on the value of the property supplied by the Valuer General of NSW.

The following rates are proposed for 2021/22 in respect of each category of ordinary rate levied by the Council.

- Residential Rates: Will be levied a base amount of \$672 and an ad valorem rate of 0.18218 cents in the \$ for Ordinary Residential Rates and a base amount of \$48 and ad valorem of 0.18218 cents in the \$ for Residential Non-Urban Rates.
- Farmland: The rates for both Farmland and Dairy Farmland will be levied a base amount of \$672 and an ad valorem rate of 0.1510 and 0.07690 cents in the \$, respectively.
- Business: All sub-categories will utilise the same base amount of \$672.00, excluding Business Permit (Ordinary – Business category), where no base amount is applied given the type of properties within this category. However, different ad valorems have been applied, depending on the level of service provided in each area. An ad

valorem rate for Nowra CBD business rates is 0.56400 cents in the dollar, Business Permit 0.37503 and Business Commercial Industrial 0.26400.

### Interest on Overdue Rates & Charges

In response to the financial impacts faced by the community as a result of the COVID-19 Pandemic and in accordance with section 566(3) of the Act, it is recommended that the rate of interest payable on overdue rates and charges for the period 1 July 2021 to 30 June 2022 (inclusive) to be 1.5% per annum which is significantly lower than last year's OLG recommended maximum of 7%. Interest charges will continue to be waived for the ratepayers that experience financial hardship and apply for the financial assistance under the Council Hardship Policy.

Council won't charge interest on overdue rates and charges until 30 June 2021 and introduction of nominal 1.5% interest in 2021/22 financial year will encourage ratepayers that can afford to pay rates to make payments on time, while interest will be waived for the ratepayers who experience financial difficulties and who can contact the Council regarding any difficulty in paying rates.

## Budget Summary

### *Income Statement by Fund*

	(\$'000)			
	General Fund	Water Fund	Sewer Fund	Consol.
Income from Continuing Operations	303,662	29,718	55,952	331,861
Expenses from Continuing Operations	249,739	29,314	42,493	265,724
Net Surplus	53,920	404	13,459	66,134
Net Surplus/(Deficit) before Capital	(737)	(446)	10,109	7,277
Net Cash Movement	(49,951)	(14,960)	(10,047)	(74,958)
Net Reserve Movement	(49,951)	(14,960)	(10,047)	(74,958)
<b>Net Unrestricted Cash Movement</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

The proposed Draft 2021/22 Budget includes an ambitious capital expenditure of \$230 million across General, Water and Sewer funds along with the \$265 million of operating expenditures required to provide the essential services to our community which brings the next year's consolidated budget to \$496 million.

	(\$'000)			
	General Fund	Water Fund	Sewer Fund	Consol.
Capital Budget	176,531	27,129	26,554	230,214
Operating Budget	249,739	29,314	42,493	265,724
Total Budget	426,279	56,435	69,046	495,938

Council's financial position has been and will continue to be impacted by COVID-19 measures along with the restrictions introduced to control the spread of the virus. This is

evident with our facilities operating under capacity and the requirement to implement additional safety measures across Council businesses. Council has transitioned to new ways to delivering services, whilst at the same time maintaining the health and wellbeing of our staff.

Whilst some of the restrictions have been eased or even lifted, in this uncertain global economic climate, circumstances can change rapidly causing further unexpected business disruption which has the potential to have significant financial consequences on the proposed 2021/22 Budget.

As is evident with all levels of government within Australia and indeed across the world, Council continues to operate in the context of uncertainty, with the proposed 2021/2022 budget being a flexible and dynamic budget to ensure the levels of services provided to the community remain unchanged with opportunities for expansion to be considered as and when the uncertainty decreases.

The financial impact of the situation is continually monitored, along with options to ensure Council continues to be managed in a fiscally responsible manner, and any necessary adjustments to the 2021/22 Budget will be provided for consideration through the quarterly budget review process or sooner should the circumstances warrant.

The budget was prepared based on the principles of prudent financial management and fiscal discipline. It is a balanced budget meaning that the budgeted general fund operational and capital expenditures do not exceed the general revenue and available internal and external restrictions of the Council and conforms to the requirement for generally no cash deficit budgeting. Maintaining a healthy level of working capital was also taken into consideration in the proposed 2021/22 Budget.

While Council continues to prioritise renewal and maintenance of existing assets during the budgeting process, the amount available for these activities remains insufficient due to limited available funds. Council's assets on average have expired 38.3% of their expected life and a large number of assets are in poor to very poor condition which is below customer expected levels of service.

The introduction of Special Rates in previous years has substantively addressed assets backlog, yet the current estimated backlog cost is \$56M to bring Poor and Very Poor assets to a satisfactory condition/standard and to meet the community's needs identified in the Community Strategic plan (CSP). Council assets also require annual maintenance of \$73M and Council currently is funding \$64M a funding gap of \$9M annually. Each financial year that required maintenance is not being fully funded increases risk and customer satisfaction decreases, as these services being provided from the assets become less fit for purpose, reliable, safe and secure; and each financial year the number of assets in poor to very poor is increasing. The proposed 2.6% increase of rates revenue and SRV catch-up in future years will continue to improve the situation as more funds will be allocated towards assets renewal and maintenance.

It is important for the Councillors to know that while the draft 2021/22 Budget is a balanced budget, it does not result in the replenishment of the unrestricted cash balance for the General Fund which was reduced by \$6.5 million as a result of Council providing the \$300 of financial relief per rate assessment subsidy.

The proposed balanced budget is outlined below (\$'000):

	2021/22 Budget (\$'000)			
	General Fund	Water Fund	Sewer Fund	Consol.
Rates & Annual Charges	110,301	4,438	46,734	161,473
User Charges and Fees	59,011	21,515	3,965	84,491
Interest and Investment Revenue	3,358	1,026	360	2,900
Other Revenues	3,906	6	0	3,912
Internal Revenue	52,201	1,883	1,543	0
Grants and Contributions provided for Operating Purposes	20,225	0	0	20,225
Grants and Contributions provided for Capital Purposes	54,657	850	3,350	58,857
<b>Total Income</b>	<b>303,659</b>	<b>29,718</b>	<b>55,952</b>	<b>331,858</b>
Employee Benefits and On-Costs	68,841	5,744	9,769	87,394
Borrowing Costs	1,974	0	3,680	5,459
Materials and Contracts	48,730	5,384	8,448	64,307
Depreciation and Amortisation	45,034	10,754	11,989	67,777
Other Expenses	35,757	2,022	2,686	40,787
Internal Expenses	49,403	5,410	5,921	0
<b>Total Expenses</b>	<b>249,739</b>	<b>29,314</b>	<b>42,493</b>	<b>265,724</b>
<b>Net Operating Results</b>	<b>53,920</b>	<b>404</b>	<b>13,459</b>	<b>66,134</b>
<b>Net Surplus/(Deficit) before Capital</b>	<b>(737)</b>	<b>(446)</b>	<b>10,109</b>	<b>7,277</b>
<b>Other Cash Adjustments</b>				
Capital Expenditure	(176,540)	(27,120)	(26,554)	(230,214)
New Borrowings	32,714	0	0	32,714
Loan Principal Repayments	(10,375)	0	(7,562)	(16,885)
Proceeds from the disposal of assets	5,296	120	100	5,516
Receipt of Internal Loan Repayment	0	1,052	0	0
Depreciation Adjustment	45,034	10,754	11,989	67,777
Dividend Paid to General Fund	0	(170)	(1,479)	0
<b>Net Cash Outflow</b>	<b>(49,951)</b>	<b>(14,960)</b>	<b>(10,047)</b>	<b>(74,958)</b>
<b>Reserve Movements</b>				
Net Transfers from Reserves	(49,951)	(14,960)	(10,047)	(74,958)
<b>General Fund Net Cash Movement</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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### Capital Works Program

An extensive \$230 million capital works program has been allocated in the Draft Budget for 2021/22.

Program / Project	Proposed Budget \$
Economic Development	35,410,669
Landfill and Transfer Station Operations	31,210,000
Roads	28,451,608
Parks, Reserves, Sport and Recreation Areas	19,659,717
Community, Residential and Commercial Buildings	13,726,129
Tourist Parks	9,115,000
Stormwater	5,935,373
Mechanical Services	5,835,500
Pedestrian Facilities	3,599,500
Traffic Management	3,297,700
Coastal and Estuary Management	2,919,450
Corporate Buildings	2,565,089
Management and Support	2,540,100
Car Parking	2,196,193
Entertainment Centre	2,057,000
Waterways Infrastructure	2,010,140
Tourism and Events	1,721,350
Swim and Fitness	887,700
Information Technology	660,300
Fire Protection and Emergency Services	649,000
Streetscapes	646,863
Library	465,400
Other	972,000
<b>Total General Fund Capital Works Program</b>	<b>176,531,181</b>
Water Services	27,129,153
Sewer Services	26,553,500
<b>Total Capital Program</b>	<b>230,214,434</b>

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The proposed funding sources for the capital works program are:

Funding Source	Proposed Budget	%
<b>Grants</b>	<b>50,299,810</b>	<b>28%</b>
<b>Loans</b>	<b>32,714,300</b>	<b>19%</b>
Biolektra Resource Recovery Facility	7,000,000	
Materials Recovery Facility (will not be required if BLER Grant application is successful)	8,000,000	
Old Bomaderry Basketball Stadium	1,250,000	
Caravan Park Development	5,264,300	
Local Roads Renewal	2,500,000	
Sanctuary Point - Francis Ryan Reserve - New Amenities	900,000	
Hyams Beach Reserve – New Amenities	450,000	
Matching Funding for potential grants (\$6 million for Sanctuary Point Library and \$1.35 million for Ulladulla Skate Park)*	7,350,000	
<b>General Fund including Carry Forwards</b>	<b>25,174,964</b>	<b>14%</b>
<b>Existing Loans</b>	<b>23,411,200</b>	<b>13%</b>
<b>Industrial Land</b>	<b>9,614,000</b>	<b>5%</b>
<b>Section 7.11 Deleted</b>	<b>8,423,066</b>	<b>5%</b>
<b>Special Rates</b>	<b>8,103,460</b>	<b>5%</b>
<b>Waste Reserve</b>	<b>6,210,000</b>	<b>4%</b>
<b>Plant Replacement</b>	<b>5,903,900</b>	<b>3%</b>
<b>Section 7.11</b>	<b>2,210,801</b>	<b>1%</b>
<b>Coast Management Infrastructure</b>	<b>1,411,011</b>	<b>1%</b>
<b>Stormwater Levy</b>	<b>1,153,000</b>	<b>1%</b>
<b>Other Internal Reserves</b>	<b>1,902,269</b>	<b>1%</b>
Total General Fund Capital Program	176,531,781	77%
Water Fund	27,129,153	12%
Sewer Fund	26,553,500	12%
<b>Total Capital Works</b>	<b>230,214,434</b>	<b>100%</b>

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It is important to note that COVID-19 might have significant impact on Council's ability to deliver and resource some projects and the capital works program remains flexible and will be reassessed by management as the situation evolves.

#### Budget Details – General Fund

The Operating Result for 2021/22, excluding capital grants, is a deficit of (\$737K), compared to the 2020/21 deficit of \$3,735K (as per current adopted budget). The main reason for the reduction in deficit in 2021/22 Draft Budget is increase in Waste fees and charges (discussed in the separate report) and increase of rates revenue by 2.6% which includes 0.6% of SRV catch-up (\$0.5 million) that will be allocated to fund capital projects.

When capital grants are included, the net operating result is a surplus of \$53,920K. There is no net impact on the cash flow result for unrestricted general fund, that is, the budget.

#### *Loan Program – General Fund*

Council utilises a mix of internal and external reserves along with external borrowings to deliver its capital works program.

This financial year Shoalhaven City Council was successful in securing low-cost loan subsidy for all new eligible loans (\$21.5 million). The NSW Government low-cost loan initiative assists councils with the cost of new infrastructure by funding 50% of the interest paid on borrowings related to infrastructure that enables new housing supply, and this subsidy will save Council over \$1.6 million in interest over the next 10 years. Next financial year Council will continue to actively manage its Balance Sheet, by taking advantage of the low interest rate environment and up some new borrowings in 2021/22 financial year.

In order to fund the delivery of key strategic projects and maintain a healthy level of working capital, the following new borrowings are proposed in 2021/22 financial year.

The proposed loan program is based on the principles of sound financial management endorsed by the Council:

- Only borrow to fund activities core to Council's agreed priorities and never borrow to fund an operating deficit.
- Borrowings must result into generation of additional revenue and/or savings.
- Debt Service Cover Ratio (measures the availability of operating cash to cover total debt servicing costs) should be greater than 2x benchmark.
- Debt Service Ratio (measures total debt servicing costs as a percentage of operating income less capital items and specific purpose grants and contributions) should not exceed the industry benchmark of 15%.

It is important for the Councillors to note that the Additional Provision for Borrowings of \$7.350 million might be utilised to fund infrastructure projects only if Council succeeds in acquiring grant funding for Sanctuary Point Library and Ulladulla Skate Park and additional borrowings are required to fund Council contribution to the grant funded projects.

In addition, Council has lodged 18 grant applications under Bushfire Local Economy Recovery (BLER) Fund. The total value of the projects submitted under BLER is \$61 million out of which, if successful, Council will need to contribute \$15.6 million (\$8.6 million from Water Fund, \$5.2 million from Waste Fund and \$1.8 million General Fund). These capital projects were excluded from the Draft DPOP and some changes to the capital works program for the and funding strategy might need to be revised depending on the outcome of the applications.

It was also noted that Council might have capacity to deliver additional works under the Rural Roads Sealing program and that a funding strategy including potential borrowings for additional works will be considered during quarterly budget reviews.

General Fund Projects	2021/22 (\$)	Funding Source
Bioelektra Resource Recovery Facility	7,000,000	Waste Fund
Materials Recovery Facility (will not be required if BLER Grant application is successful)	8,000,000	Waste Fund
Bomaderry Basketball Stadium	1,250,000	General Fund
Caravan Park Development	5,264,300	Additional Revenue from Tourist Parks
Local Roads Renewal	2,500,000	General Fund
Sanctuary Point - Francis Ryan Reserve - New Amenities	900,000	General Fund
Hyams Beach Reserve – New Amenities	450,000	General Fund
<b>Total</b>	<b>25,364,300</b>	
<b>Additional Provision for Borrowings</b>		
Matching Funding for potential grants (\$6 million for Sanctuary Point Library & \$1.35 million for Ulladulla Skate Park) *	7,350,000	General Fund
<b>Grand Total</b>	<b>32,714,300</b>	
<b>Total General Fund Loans</b>	<b>12,450,000</b>	
*Council pursues various grant opportunities and additional borrowings might be required to fund Councils contribution to the grant funded projects		

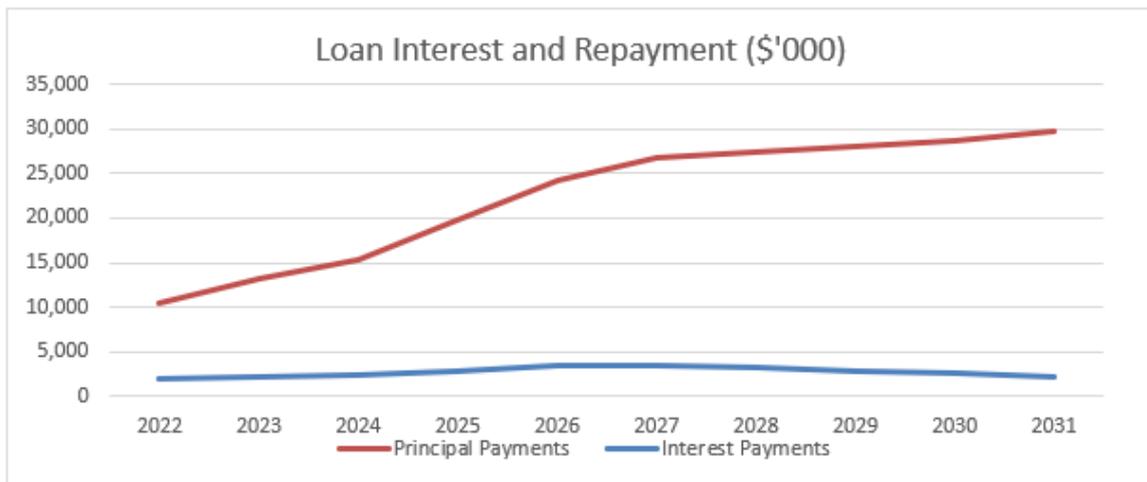
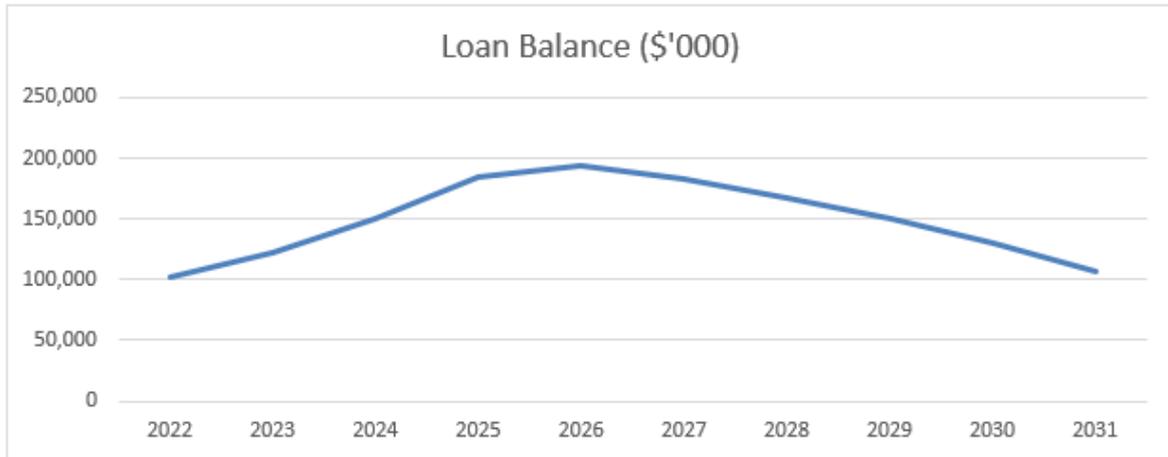
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Noting the timing of drawdown on loans and commencement of the projects across the year, an additional \$200K for the loans repayments of \$23 million loans has been factored into the 2021/22 operational budget as presented at the 2.6% rates increase. It is a common practice for the Council to get loans approved and the start of the financial year and to drawdown on new loans in the last quarter of the financial year.

Based on the current LTFP that may be subject to further change and review, following new loans are forecasted:

Year	Loan Term	New Loans	Principal Payments	Interest Payments	YE Loan Balance
2022	10 Years	32,714	10,376	1,974	102,223
2023	10 Years	33,859	13,202	2,226	122,880
2024	10 Years	42,758	15,395	2,478	150,243
2025	10 Years	54,033	19,675	2,871	184,601
2026	10 Years	33,146	24,238	3,389	193,509
2027	10 Years	16,271	26,670	3,469	183,109
2028	10 Years	11,337	27,348	3,225	167,097
2029	10 Years	11,697	28,052	2,914	150,742
2030	10 Years	8,600	28,598	2,610	130,744
2031	10 Years	6,387	29,677	2,242	107,455

Graphs below illustrate projected loan balance and loan interest and repayments over the next 10 years.



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Council Debt Service Cover Ratio (measures the availability of operating cash to cover total debt servicing costs) is forecasted to remain above 2x benchmark and Debt Service Ratio (measures total debt servicing costs as a percentage of operating income less capital items and specific purpose grants and contributions) will not exceed the industry benchmark of 15%.

Ratio	Benchmark	General Fund Projected 2021/22
Debt Service Cover Ratio	Greater than 2	3.75
Debt Service Ratio	Less than 15%	5%

**Budget Details - Shoalhaven Water**

The Operating Result for Water Fund for 2021/22, excluding capital grants, is a deficit of (\$446K). This is based on an increase of \$1 in the water availability charge and 5c increase in the water usage charge. When capital grants are included, the net operating result is a surplus of \$404K.

The Operating Result of Sewer Fund for 2021/22, excluding capital grants, is a surplus of \$10,109K. This is based on an increase of 1.8% in the sewer availability charge. When capital grants are included, the net operating result is a surplus of \$13,459K.

The Shoalhaven Water Group capital expenditure of \$53.6 million has been allocated in the Draft Budget for 2021/22. The total includes the following significant projects/programs:

- \$13.8 million for Moss Vale Road Development
- \$ 7.5 million for Electrical Workshop
- \$12.3 million for upgrade of Mains and Pumping Stations

**Community Engagement**

A community engagement strategy has been prepared to ensure that the community can be informed about the contents of the Draft Delivery Program and Operational Plan, Budget and Fees & Charges.

The engagement strategy includes a range of communication activities including advertising, media opportunities, digital promotions and information distribution, contact through CCBs, Business Chambers, and through Council's community engagement portal 'Get Involved'.

The exhibition will be promoted during existing community engagement sessions occurring throughout the 28 day period. Submissions will be able to be provided to Council online through our community engagement page, via email or in written form.

## SA21.50 Policy - Petitions to Council

**HPERM Ref:** D21/39061

**Department:** Business Assurance & Risk  
**Approver:** Kevin Voegt, Director - City Performance

**Attachments:**

1. Draft Policy - Petitions to Council [↓](#)
2. Draft Petitions Template Cover Page [↓](#)
3. Draft Petitions Template [↓](#)

### Reason for Report

To present for adoption a draft Policy for Petitions to Council, in accordance with MIN20.547.

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

That Council

1. Rescind MIN11.667.
2. Adopt the attached Draft Policy - Petitions to Council, POL20/48.
3. Amend the Code of Meeting Practice, POL19/27 at Clause 19.19 to read “ *The exact wording of petitions tabled at meetings of the Council shall be recorded in the minutes of that meeting. Petitions will be managed in accordance with the Council’s Policy for Petitions.*”

### Options

1. As recommended.

Implications: The Policy on Petitions to Council will be adopted and Council will be able to transparently manage the receipt of and response to petitions.

2. Council give alternative direction to staff.

Implications: This will delay the implementation of a policy to manage Council’s management of petitions.

### Background

A Notice of Motion presented to the 11 August 2020 Strategy & Assets Committee meeting (SA20.135) summarised some of the issues observed in petitions that can compromise their intent. Some petitions have been brought before Council containing errors and ambiguities.

The Notice of Motion submitted stated that:

*In recent times, Council has received petitions for and against issues that affect the Shoalhaven Region and there have been community concerns on how petitions are:*

- a. interpreted by Council especially when petitions for the same issue are received for and against.*
- b. dealt with by Councillors and Council staff.*
- c. Actions taken such as 500 signatures generates a report, what happens to less than 500 signatures.*

- d. Signatures from overseas and interstate people.
- e. where only locals should sign the petition for local matters.
- f. Electronic (change.org) Petitions and verifying the signatures.

Council resolved (MIN20.547):

*That Council request the Chief Executive Officer (or his nominee) to provide a report back to Council on development of a policy/guidelines or framework for Petitions to Council.*

The attached draft Policy is provided in response to the above resolution.

Previous Resolution MIN11.667

Council's current approach to the receipt and management of petitions was last formalised in 2011, when it was resolved (MIN11.667) "That when a petition containing 500 or more signatures is presented to Council that the subject matter of the petition trigger a report from the General Manager to the next Ordinary Meeting of Council" (emphasis added). This resolution is reflected in clause 9.19 of Council's Code of Meeting Practice.

It is recommended that MIN11.667 be rescinded, in conjunction with adoption of the Policy. This resolution constrains the presentation of a report to a specific timetable, being "the next Ordinary Meeting of Council". The draft Policy includes the provision for the CEO to determine the most appropriate meeting for reporting to Council, allowing sufficient time to conduct research and consultation where required. This amendment to current practice will improve the quality of reports and is more respectful of the work of the community in arranging petitions. It is proposed that the 500-signature threshold to trigger a report to Council will remain in place.

Draft Policy

The attached Petitions to Council Policy provides clarity but addresses petitions in a manner similar to current practice. Petitions meeting the criteria and containing 500 or more valid signatures will trigger a report to Council from the CEO. Petitions will be limited to those which relate to Council business (i.e. Council's assets, operations and responsibilities), or matters which affect Council or the Shoalhaven community in which the Council has influence.

The policy excludes petitions that relate to objections to environmental planning applications or to a planning decision that has already been made by Council.

It also excludes petitions regarding any matter relating to an individual or entity in respect of which that individual or entity has a right of recourse to a review or appeal under legislation.

A minimum of four (4) signatures must be attached to a petition to be classified as a petition.

Suggested petition templates for use by the community are also provided.

**Community Engagement**

The key message of a proposed Communications Strategy would be that Council wishes to provide fair and equal representation of community concerns by ensuring consistency and transparency in how it receives and manages petitions.

It is not anticipated that the provisions of the draft policy will negatively affect the ability of community members to bring petitions to Council - but will offer procedural clarity that will be of benefit to the community in planning and presenting their petitions.

Once a draft policy for petitions is endorsed by Council, the policy will be published and:

1. Advertised on Council's website (Get Involved Page)

2. Notified to Community Consultative Bodies
3. Given coverage on Council's Social Media pages

### **Policy Implications**

Council at present has no adopted policy regarding petitions. The introduction of this new policy aligns with the following key priorities of the Community Strategic Plan:

- 4.2 *Provide advocacy and transparent leadership through effective government and administration*
- 4.3 *Inform and engage with the community about the decisions that affect their lives*

The recommendation outlines amendments to the Code of Meeting Practice to align provisions of that Code with the proposed policy

### **Financial Implications**

Nil.

### **Risk Implications**

Nil.



**City Administrative Centre**  
Bridge Road (PO Box 42), Nowra NSW Australia 2541 - DX 5323 Nowra  
Phone: (02) 4429 3111 - Fax: (02) 4422 1816

**Southern District Office**  
Deering Street, Ulladulla - Phone: (02) 4429 8999 – Fax: (02) 4429 8939

Email: [council@shoalhaven.nsw.gov.au](mailto:council@shoalhaven.nsw.gov.au)

Website: [www.shoalhaven.nsw.gov.au](http://www.shoalhaven.nsw.gov.au)

For more information contact City Performance

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## Policy - Petitions to Council

**Policy Number:** POL20/48 • **Adopted:** [\[Click here to enter date\]](#) • **Minute Number:** [\[Click here to enter Minute number\]](#) • **File:** 6303E • **Produced By:** City Performance • **Review Date:** April 2025

### 1. PURPOSE

To provide a framework for the presentation and response to petitions to Council.

### 2. STATEMENT

This policy applies to all petitions forwarded to Shoalhaven City Council, including those forwarded directly to a Shoalhaven City Councillor or the Chief Executive Officer.

This policy excludes:

- Petitions that relate to objections to environmental planning applications or a planning decision that has already been made by Council; and
- Petitions regarding any matter relating to an individual or entity in respect of which that individual or entity has a right of recourse to a review or right of appeal conferred by or under any enactment.

### 3. PROVISIONS

Any member of the community may organise, sign or submit a petition.

Petitions can be submitted to any Shoalhaven City Councillor or the Chief Executive Officer

#### 3.1 Petitions to be relevant to Council

The following categories of petitions will be considered by Council:

- Matters relating to Council's assets, operations and responsibilities.
- Matters which:
  - affect Shoalhaven City Council or the Shoalhaven community, and
  - where Council is in a position to exercise some degree of influence.

If a petition concerns a matter over which Council has no direct control or a request is made for the Council to petition an external government agency, the Chief Executive Officer will consider action to be taken such as providing the petition to the relevant body on behalf of Council or providing a report to Council outlining the petition content.

Where a petition relates to a matter for which Council has no responsibility or ability to exert influence, the Chief Executive Officer or delegate may return the petition to the petitioner

*Shoalhaven City Council – Petitions to Council Policy*

organiser with an explanation and wherever possible provide advice on the appropriate agency or organisation to consider the petition.

**3.2 Required content for valid petition**

To be considered a valid petition, in addition to the petition being relevant to the Council as outlined at 3.1 above, a petition document must contain:

- A clear and concise statement identifying the subject matter and the action requested on each page / document submitted.
- The name and contact details of the person (and where relevant the organisation they are representing) who is submitting the petition to Council. If a contact person is not provided, Council will assume the first signatory to be the main contact.
- An accompanying statement summarising the intent of the petition and specifying the number of signatories. A minimum of four (4) signatories from different households are required.
- In the case of a paper petition (that is, a printed document submitted by hand or post):
  - a heading on each page indicating the subject matter and the action requested
  - the full name, address and signature of each person.

A template is provided at Appendix B for hardcopy petitions

- In the case of an electronic petition (that is, a document submitted by email or other electronic means), the full name and address of the person supporting the petition along with a statement by that person certifying that the statement identifying the subject matter and the action requested as set out at the beginning of the petition has not been altered.

Petitions hosted on online engagement platforms (that is, internet or e-petitions which are signed online, usually through a form on a website) will be accepted as long as they meet the requirements of a valid petition. Such petitions must be submitted in PDF format or printed version, not as a link to a website, and must include the details as set out above, with the email addresses of the persons supporting the petition as provided by the online engagement platform.

Shoalhaven City Council reserves the right to reject any petition that does not meet these criteria.

**3.3 Presentation of a Petition to the Council****a. Tabling at a Council meeting by a Councillor**

If a Councillor receives a completed petition they may either:

1. Table the original document at a meeting of the Council, or provide the Chief Executive Officer with an electronic PDF copy of the petition in advance of the meeting at which it is tabled. In accordance with Paragraph 9.19 of the Code of Meeting Practice the tabling of the petition will be recorded in the minutes and the petition will be assigned to the appropriate officer for action; or
2. Forward the petition to the Chief Executive Officer for registration by Council.

*Shoalhaven City Council – Petitions to Council Policy*

b. Receipt of petition as correspondence to the CEO

Where the Chief Executive Officer or other staff receive a petition, it will be registered in Council's Electronic Records Management system as correspondence and assigned to the appropriate officer, to be dealt with in accordance with correspondence standards and this Policy.

**3.4 Action Arising from the Receipt of a Petition**

1. Where a petition relates to a current consultation process, including planning and development matters on which the Council has not made final determination, the petition will be considered as a group submission to that process and correspondence from Council will be provided with acknowledgement, such correspondence being made with only the individual who submitted the petition. When a petition is received relating to a Development Application during the period of its public exhibition, it will be considered as a submission to the exhibition.
2. All other petitions received of fewer than 500 signatures will be treated as general correspondence to the Council.
3. In the event a petition containing 500 or more signatures on a matter which is not part of a consultation process is received by Council, the subject matter of the petition shall trigger a report from the Chief Executive Officer at a future meeting of Council. The timetable for the Report will be determined by the Chief Executive Officer.
4. The report shall provide the Council with an outline of the petition, subject and, where relevant, proposed further action which is intended or recommended by the Council. The petition submitter shall be advised by the report author of the meeting at which the report will be listed. The report will not include a copy of the signed petition for privacy reasons.
5. When a petition is received on a matter which has been addressed by the Council or is about the same issue as a previous petition received (within the previous 12 months), the Chief Executive Officer or Director may determine that that the issues raised have previously been addressed and a report to Council is not warranted, in which case the petitioner will be informed of this decision.

**3.5 Access to information and Privacy**

Petitions usually contain personal information such as signatures, addresses and contact details. Information contained in petitions will be managed in accordance with Council's Privacy Management Plan and requests for access petitions will be considered in accordance with the Government Information (Public Access) Act 2009 (GIPA Act) and the Privacy and Personal Information Protection Act 1998 (PPIP Act).

Where considered warranted Council may contact individuals who have signed the petition for reasons which may include: to clarify community sentiment; to arrange a community forum; or to provide correspondence about the subject matter of the petition they signed.

**4. IMPLEMENTATION**

City Performance will administer this policy.

**5. REVIEW**

City Performance (Business Assurance & Risk) will review this policy once every 4 years.



**Petition Submission Form – Appendix A**

This form is to be attached to petitions forwarded to Council. Further information about Council's submission process can be found at (link)

**Subject / Issue of this Petition:**

(Please outline the subject / issue for this petition)

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**Action / Outcome requested or required from Petition:**

(Please outline the action / outcome requested or required from this petition)

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<b>Number of persons who have signed the petition</b>	
<b>Number of signed pages attached</b>	
<b>Signature of person lodging petition (lead petitioner)</b>	
<b>Name</b>	
<b>Address</b>	
<b>Phone / Mobile Phone</b>	
<b>Name of organisation / group (if acting on behalf of an organisation/group)</b>	
<b>Date</b>	

Petitions should be submitted to Shoalhaven City Council:

- By post: PO Box 42, Nowra NSW 2541, Australia
- In person: 36 Bridge Rd Nowra NSW 2541
- By email: [council@shoalhaven.nsw.gov.au](mailto:council@shoalhaven.nsw.gov.au)

**Privacy Statement:** Shoalhaven City Council is collecting your personal information solely for the purpose of administering this petition and verifying its authenticity, as required by Council's petitions guidelines. Council will handle your personal information in accordance with the *Privacy and Personal Information Protection Act 1998* and the *Government Information (Public Access) Act 2009*.





## **SA21.51 Council Meeting Dates - Proposed Amendments**

**HPERM Ref:** D21/98510

**Department:** Business Assurance & Risk  
**Approver:** Kevin Voegt, Director - City Performance

### **Reason for Report**

To seek Council approval to vary the resolved dates of

- The Development & Environment Committee meeting of 4 May 2021, and the Strategy & Assets Committee meeting of 11 May 2021, to allow for Councillor attendance at the OzWater and Waste 2021 Conferences: and
- The 22 June 2021 Ordinary meeting which falls during the Australian Local Government Association National General Assembly.

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

That Council reschedule the following meetings:

1. Development & Environment Committee: from Tuesday 4 May 2021 to Tuesday 11 May 2021 commencing at 5.00pm
2. Strategy & Assets Committee: from Tuesday 11 May 2021 to Tuesday 18 May 2021 commencing at 5.00pm
3. Ordinary Meeting of Council: from Tuesday 22 June 2021 to Tuesday 29 June 2021 commencing at 5.00pm.

### **Options**

1. As recommended.
2. Retain any or all of the currently scheduled meeting dates as originally resolved.

Implications: The conduct of the meetings may be affected by absences due to attendance at the Ozwater Conference, Waste 2021 Conference, or National General Assembly.

3. Council reschedules the meetings to different dates.

### **Background**

#### May 2021 Development & Environment Committee and Strategy & Assets Committee meetings

Several Councillors will be attending either the Australian Water Association Ozwater'21 or the Waste 2021 Conference, scheduled for 4-6 May 2021 in Adelaide and Coffs Harbour respectively.

It is recommended that the 4 May Development & Environment Committee meeting be deferred by one week to allow Councillors to attend the conference. The following Strategy & Assets Committee meeting would consequently be rescheduled to the week after (18 May 2021).

June Ordinary Meeting of Council

The Australian Local Government Association National General Assembly has been scheduled for 20 to 23 June 2021. The Assembly is being held as a 'hybrid' event which allows the option of remote or physical attendance.

Consequently, it is necessary to reschedule the June Council Ordinary Meeting to allow Councillors to attend the conference.

**Community Engagement**

The community will be advised of the changes via notifications on Council's website and social media platforms.

## **SA21.52 Re-establishment of Alcohol Free Zones - Nowra East, Shoalhaven Heads, Culburra Beach/Orient Point, Mollymook**

**HPERM Ref:** D21/118179

**Department:** Business Assurance & Risk  
**Approver:** Kevin Voegt, Director - City Performance

**Attachments:**

1. Nowra East Location Map [↓](#)
2. Shoalhaven Heads Location Map [↓](#)
3. Culburra Beach Location 1 Map [↓](#)
4. Culburra Beach Location 2 Map [↓](#)
5. Orient Point/Crookhaven Location Map [↓](#)
6. Mollymook Location Map [↓](#)

### **Reason for Report**

To consider a proposal to re-establish those Alcohol Free Zones in areas of the Shoalhaven which are due to expire in 2021.

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

That:

1. Council proceed with the re-establishment process of the Alcohol Free Zones for a period of four (4) years in the areas of Nowra East, Shoalhaven Heads, Culburra Beach, Orient Point/Crookhaven 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 proposed areas as an Alcohol Free Zone, without further reference to Council.

### **Options**

1. As recommended – proceed with the re-establishment of the Alcohol Free Zones until 2025. As outlined in the report, these areas have been agreed to by the NSW Police as appropriate for the purpose of limiting alcohol consumption and maintaining community safety.
2. That Council does not proceed with the re-establishment of the Alcohol Free Zone in the areas specified in the report.

Implications: This may result in the increase of anti-social behaviour and property damage resulting from irresponsible street drinking.

### **Background**

Council has established the Alcohol Free Zones (which are due to expire in the near future) in accordance with Section 644 of the Local Government Act 1993, which prohibits

consumption of alcohol on Council-owned footpaths, roads and carparks within the zones specified in this report.

It is proposed that Council re-establish the following existing areas as declared Alcohol Free Zones:

- Nowra East (Refer Map Attachment 1)
- Shoalhaven Heads (Refer Map Attachment 2)
- Culburra Beach (Refer Map Attachments 3 & 4)
- Orient Point/Crookhaven (Refer Map Attachment 5)
- Mollymook (Refer Map Attachment 6)

Council sought support from the NSW Police Service - Shoalhaven Local Area Command, NSW Aboriginal Legal Service, NSW Anti-Discrimination Board, Council's Community Capacity Building Team, Business and Property Sections and Council's Ranger Services for the zones to be re-established for the allowed four (4) year period, for the purpose of preventing alcohol related crime in the area. No adverse comments have been received.

Notification has also been forwarded to a number of premises in the surrounding locations holding liquor licences.

### **Community Engagement**

Alcohol Free Zones are created in streets and car parks with the aim to reduce anti-social behaviour and property damage resulting from irresponsible street drinking. Advice from Police is that re-establishing these zones certainly assists them in performing their role.

In accordance with the Guidelines, should Council proceed with the re-establishment, community consultation will be conducted.

### **Financial Implications**

The direct costs associated with the re-establishment of the Alcohol Free Zones detailed in this report include advertising, general administration costs and the erection or placement of a sticker on signs, which can be funded within the current Budget.













## **SA21.53 2020/2021 Council Borrowings - Loan Agreement - Holiday Haven**

**HPERM Ref:** D21/128852

**Department:** Finance

**Approver:** Kevin Voegt, Director - City Performance

**Attachments:** 1. CBA Bank Loan Agreement (including letter of offer, authorised officer's certificate and drawdown notice). (under separate cover) [↔](#)

### **Reason for Report**

To seek Council approval to enter into a loan agreement with Commonwealth Bank of Australia for Holiday Haven's borrowing requirements.

### **Recommendation**

That Council:

1. Enter into a loan agreement with Commonwealth Bank of Australia for the amount of \$3,590,000 with a term of 10 years @ 1.94% to cover Holiday Haven's borrowing requirements that were included in the 2020/21 Operational Plan.
2. Execute the following documents:
  - a. Letter of offer.
  - b. Authorised officer's certificate.
  - c. Drawdown notice.

### **Options**

1. Adopt the recommendations in the report.

Implications: NIL.

2. Not adopt the recommendations and make an alternative resolution.

Implications: Commonwealth Bank of Australia will require reimbursement of costs to unwind fixed rate market transactions. On acceptance of the quote, Council acknowledged it may incur costs to receive a fixed rate until drawdown. Council will need to seek borrowings from other financial institutions.

### **Background**

Total borrowings for General Fund and Waste Fund of \$49,028,778 have been included in Council's Operational Plan subsequently amended by MIN20.535.

Council is currently seeking quotes from TCorp and other financial institutions to obtain loans for non-commercial developments of \$45,438,778. The remainder of the 2020/21 proposed borrowings for Holiday Haven, \$3,590,000, need to be sourced from other financial institutions because TCorp's loan facilities are not available for a Council-run business in competition with existing privately-run businesses. Council requested quotes from four financial institutions. The lowest quote received was from CBA with 1.94% fixed rate principal deductions for 10 years.

### **Financial Implications**

It is important for Council to gain the best interest rates on loan funding and locking this agreement in place will confirm a fixed term rate for the full 10 years of the loan agreement. This offer of loan funds from Commonwealth Bank of Australia requires formal acceptance by Council no later than 28 April 2021.

## **SA21.54 Report Back - Representations - Shoalhaven Hospital Car Parking**

**HPERM Ref:** D21/84426

**Department:** Strategic Planning  
**Approver:** Robert Domm, Director - City Futures

**Attachments:** 1. Sept 2020 Notice of Motion - Shoalhaven Hospital Staff Parking [↓](#)  
2. Responses - Nov/Dec 2020 - Shoalhaven Hospital Staff Parking Representations [↓](#)

### **Reason for Report**

Report back on the outcome of the 22 September 2020 resolution that:

*Council staff make representations to the State Government to ensure that nurses and hospital staff at Shoalhaven District Hospital are provided with 'free parking stickers', which cover on-street parking as well as on-site carpark parking.*

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

That Council receive the report on the outcome of representations regarding car parking associated with the Shoalhaven Hospital for information.

### **Options**

1. Receive the report for information.

Implications: This will essentially mean that nothing further is done at this point. However, it is likely that community representations will continue regarding parking issues associated with the hospital

2. Pursue one of the options discussed later in the report.

Implications: This will depend on whether any of the options discussed later are pursued, noting that to date Council's representations have been unsuccessful and may continue to be.

### **Background**

Following consideration of a further Notice of Motion on this issue (**Attachment 1**), Council resolved on 22 September 2020 (MIN20.638):

*That Council staff make representations to the State Government to ensure that nurses and hospital staff at Shoalhaven District Hospital are provided with 'free parking stickers', which cover on-street parking as well as on-site carpark parking.*

The CEO Note on the September 2020 Notice of Motion also contains an overview of previous Council representations in this regard and also comment on the option of parking stickers.

Letters were subsequently sent to both the NSW Minister for Health, Brad Hazzard MP and the Chief Executive Officer of the Illawarra-Shoalhaven Local Health District (ISLHD). Copies were sent to both local MPs.

The letters requested that the NSW Government provide free parking for nurses and hospital staff in accordance with the resolution and advised that Council was willing to work with the NSW Government to help provide the requested free parking.

Responses to both letters were received in late 2020 (**Attachment 2**) and these were circulated to Councillors at the time. The responses essentially note:

- From the start of the car park project it was identified that parking fees would be incurred for staff, patients and visitors at a regional rate.
- As part of the Covid-19 response, car parking has been free for healthcare workers at NSW hospitals.
- 400 on-site parking spaces are available for staff, volunteers and fleet vehicles.
- ISLHD has no jurisdiction over street parking.

From media reports in early March 2021, the free Covid-19 car parking response has ended and NSW Health has resumed charging hospital staff to park at their workplaces.

Given the representations that have been made in this regard and the responses received, Council needs to determine where to take further action in this regard. The broad options include:

*Do Nothing* – This would mean Council does nothing further in this regard. However, community representations will most likely continue regarding parking issues associated with the hospital. These may increase as work on the overall hospital masterplan advances and construction commences.

*Continue to Advocate for Free Parking* – Council's previous representations have been unsuccessful. Since late 2019 a number of approaches have been made to the NSW Government advocating for permanent free car parking for at least hospital staff and most recently for free parking stickers. Council could continue to advocate for permanent free parking but it remains that the NSW Government's position may not change.

Alternatively, Council could advocate for free parking for staff for a set timeframe (e.g. 2 years). This would at least acknowledge that major construction work is happening in the area and this will impact on local road infrastructure for the foreseeable future. This includes the bridge works and the hospital development. There are other works such as the Nowra Showground upgrade that will also impact.

As part of this the NSW Government could potentially negotiate with its contractor so they are recompensed. It is however considered highly likely that this option will also not be supported by the NSW Government.

*Cooperative Solutions* – These could be further considered but may not exist or be practical/desirable. These could include:

- *Parking stickers/permits* – this was suggested in the September 2020 resolution. Council could continue to push for the NSW Government to issue free parking stickers or parking permits/passes to hospital staff for the parking spaces within the hospital campus. This is unlikely to be successful given the most recent NSW Government response.

The suggestion of free parking permits/passes for on street parking would have little or no impact as noted in the commentary on the September 2020 Notice of Motion (see **Attachment 1**) and should not be pursued further.

- *Additional at grade parking close to the hospital* – this has been suggested previously and could involve the provision, possibly by Council, of additional free at grade parking in appropriate road reserves or other areas of public land (e.g. Showground precinct) close to the hospital.

This option is not ideal and would be problematic to achieve and difficult to justify (further loss of public land, cost shifting, community opposition, impacts on neighbours etc), particularly given a government funded multi-level car park exists.

- *Other options* – other potential options have been suggested, such as a shuttle bus paid for by NSW Government to existing public car parks (e.g. Gas Works Car Park) or under used public areas that are further away (e.g. West Street Oval).

Again, this is undesirable as existing public car parks have been funded and designed to meet existing needs and not those of existing public development (in this case the hospital) that has the opportunity to manage its own car parking needs on site.

### **Conclusion**

Given that previous representations in this regard have been unsuccessful and have not resulted in any change to the carparking arrangements associated with the hospital, Council needs to decide whether it continues to advocate in this regard and if so, for what.

### **Community Engagement**

No direct community engagement has been carried out by Council in regard to this issue.

### **Financial Implications**

This will depend on what is decided by Council regarding further actions.

## **CL20.196 Notice of Motion - Shoalhaven District Memorial Hospital - Staff Parking**

**HPERM Ref:** D20/402757

**Submitted by:** Clr 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 staff make representations to the State Government to ensure that nurses at Shoalhaven District Hospital are provided with 'free parking stickers', which cover on-street parking as well as on-site carpark parking.

### **Note by the CEO**

#### Previous Representations:

Parking in the vicinity of the Shoalhaven Hospital (and most hospitals) continues to be a contentious issue. It was hoped that this would be alleviated when the new multi-level car park was built at the hospital. However, whilst this new car park has opened and the parking capacity within the overall hospital campus has increased, use has still been constrained by the user pays model also implemented by NSW Health and usage of the new parking has not been optimal.

Representations have been made to the NSW Government in accordance with the following Council Resolutions:

#### 10 December 2019

1. *Receive the report on the intended fees for the new Shoalhaven District Memorial Hospital multi-level car park for information.*
2. *Receive a further report on the issues raised at this meeting.*
3. *Write back to the Illawarra Shoalhaven Local Health District noting the concerns of staff and local residents.*
4. *Write to both local State Members to request that they intervene to ensure that hospital staff are exempt from parking fees at the new Shoalhaven District Memorial Hospital multi-level car park.*

#### 21 January 2020

*That Council, consistent with its resolution of 10 December 2019, now proceed to write to the Illawarra-Shoalhaven Local Health District and both Local Members requesting that hospital staff be exempt from parking fees.*

The CEO of the Local Health District, both local MPs and the NSW Minister for Health responded. Copies of the responses were provided to all Councillors. The responses did not give any commitment that hospital staff would be exempted from the parking fees associated

with the new multi-level car park and noted that from the start of the project it was identified that parking fees would be incurred by staff, patients and visitors set at the regional rate. The response from the CEO noted the figure of 200 staff who could potentially use the staff allocated car parks, meaning 200 less vehicles in surrounding streets.

Proposed Recommendation

Council can write to the NSW Government requesting that 'free parking stickers' or parking permits/passes are issued to hospital staff (not just nurses) for the parking spaces that are within the hospital campus and that are understood to be administered under contract by Wilson Parking.

Regarding free parking permits/passes for on street parking, Council has a direct regulatory role in this regard. At present most of the streets around the hospital do not have time limited parking and as such are not managed by Council staff. Thus, there would be no need or role in these locations for a permit/pass. Council does however become involved if a vehicle is parked illegally or in an unsafe manner. For example, if it is blocking a driveway, parked too close to an intersection or otherwise parked in a dangerous manner. Permits/passes would not play any role in these circumstances.

There is also limited timed street parking in some locations around the Hospital - specifically Scenic Drive. The timing of these spaces is intended to be 'turn over' parking for patients and people visiting the hospital. Council does have the ability to consider issuing passes/permits for timed spaces in selected areas; however, this is usually done in limited circumstances or for set periods. Given the role of the spaces on Scenic Drive as 'turn over' parking this would not be recommended as it would potentially undermine the intended use.



**Health**  
Illawarra Shoalhaven  
Local Health District

Your ref: 42550E – (DT20/44025)  
Ref: IR20/2228

Mr Robert Domm  
Director – City Futures  
Shoalhaven City Council  
[council@shoalhaven.nsw.gov.au](mailto:council@shoalhaven.nsw.gov.au)

Dear Mr Domm

I refer to your correspondence of 10 November 2020 requesting free parking stickers for hospital staff to cover on street parking and hospital car parking at Shoalhaven District Memorial Hospital.

The Illawarra Shoalhaven Local Health District worked with Shoalhaven City Council during the planning and delivery of the multi-storey car park at Shoalhaven Hospital. From the start of this project it was identified that parking fees would be incurred for staff, patients and visitors and set at the regional rate.

From 10 April 2020, car parking has been free for healthcare workers at NSW public hospitals, as part of the Government's response to COVID-19. There are over 400 on-site parking spaces available for staff, volunteers and fleet vehicles.

The District has no jurisdiction over street parking.

Thank you for writing to me. Should you require any further information, please do not hesitate to contact Ms Sue Harris, Executive Director, Infrastructure Development on 4221 6839.

Yours sincerely

A handwritten signature in black ink that reads 'Margot K Mains'.

Margot Mains  
Chief Executive

Date: 26.11.2020

Illawarra Shoalhaven Local Health District  
ABN 13 567 011 035  
PO Box 239 Port Kembla NSW 2505  
Suite 2 Level 2 67-71 King Street Warrarong  
Tel (02) 4221 6899 Fax (02) 4221 6868  
ISLHD-TRIM@health.nsw.gov.au

SA21.54 - Attachment 2



**The Hon. Brad Hazzard MP**  
Minister for Health and Medical Research

Mr Robert Domm  
Director – City Futures  
Shoalhaven City Council  
Email: council@shoalhaven.nsw.gov.au

Your ref 42550E (D20/490424)  
Our ref M20/17858

Dear Mr Domm

Thank you for your letter about parking at Shoalhaven District Memorial Hospital.

I acknowledge the reasons that prompted you to write and appreciate your interest in this matter.

Ms Sue Harris, Executive Director Infrastructure Development, Illawarra Shoalhaven Local Health District has advised that you also wrote to the District about this matter. I note that Ms Margot Mains, Chief Executive, Illawarra Shoalhaven Local Health District responded. I enclose a copy for your reference.

Thank you again for writing. If you would like more information, please contact Ms Harris on 4221 6839.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Brad Hazzard', written over a date stamp.

03 DEC 2020

**The Hon. Brad Hazzard MP**  
Minister for Health and Medical Research

Encl.

## SA21.55 Nowra-Bomaderry Bypass - Chronology

**HPERM Ref:** D21/119809

**Department:** Strategic Planning  
**Approver:** Robert Domm, Director - City Futures

**Attachments:** 1. Chronology of Relevant Council Resolutions [↓](#)  
2. Map - Corridor Reserved for Nowra-Bomaderry Bypass [↓](#)

### Reason for Report

Present the requested chronology of Council decisions/actions regarding the regional services corridor/proposed Nowra-Bomaderry Bypass.

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

That the report on the Nowra-Bomaderry Bypass – Chronology be received for information.

### Options

The report is presented for information - Council can determine what subsequent action it may wish to take, noting that there are other recent resolutions in this regard that are also separately being progressed.

### Background

Council resolved on 23 February 2021 (MIN21.85):

*That Council staff prepare a chronology for the April Strategy & Assets Committee Meeting regarding the resolutions and reports specific to proposed routes for the Nowra Bypass options, over the past ten years or so. The chronology would essentially include some vital commentary and recommendations as to the point of view of Council's, or the State Government's, professional staff.*

This report responds to this resolution and sets out the key events and decisions regarding the corridor currently reserved and protected in the *Shoalhaven Local Environmental Plan (LEP) 2014*. **Attachment 1** provides a list of relevant Council decisions/considerations and **Attachment 2** indicates the currently corridor that is identified in the LEP.

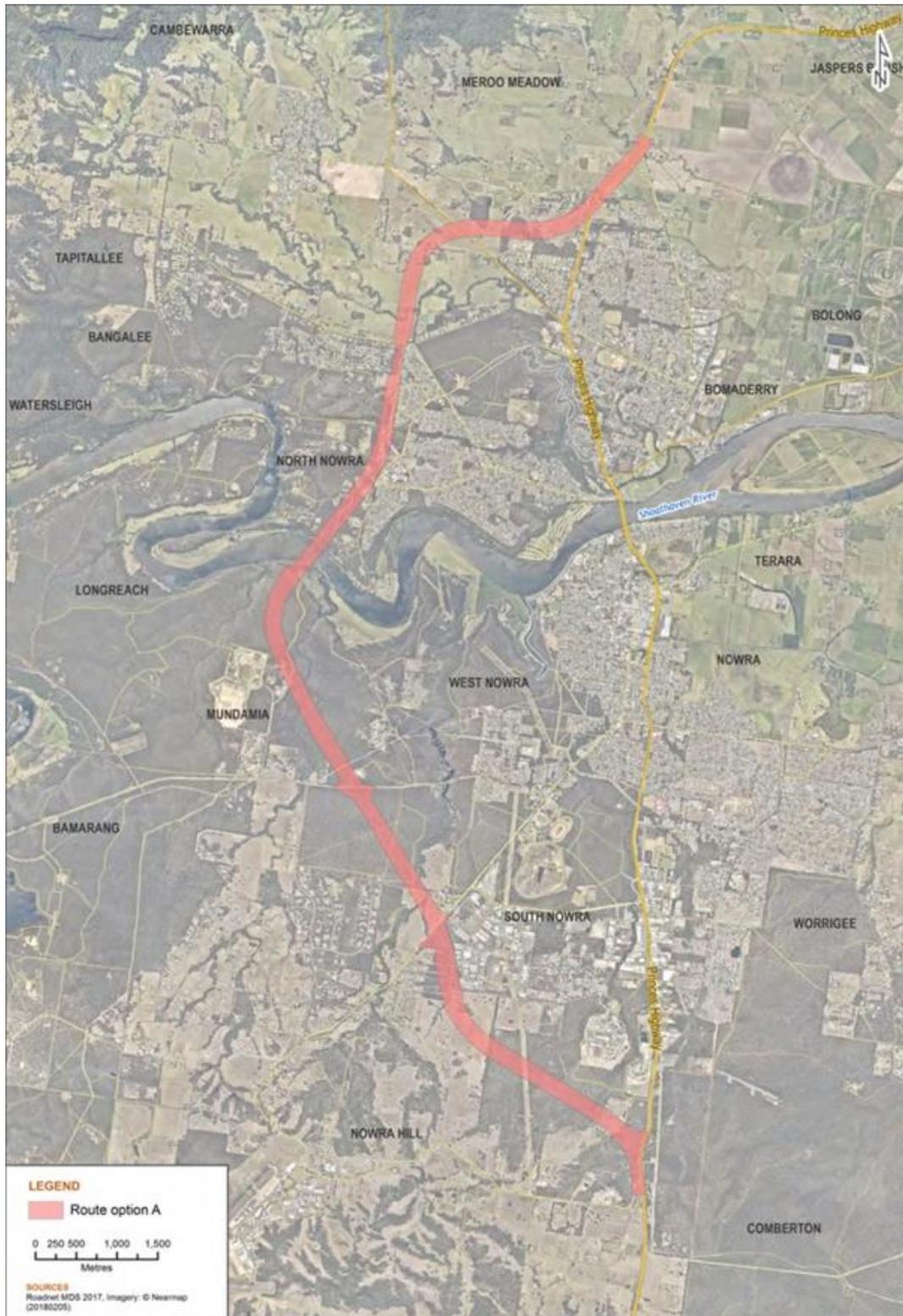
The recognition and protection of the corridor is achieved via an additional local provision in the LEP - *Clause 7.21 Development on land in the vicinity of the Western Bypass Corridor*. This clause limits/controls development that could compromise, restrict or otherwise prevent the future use of the corridor as a road. The corridor identified in the LEP is generally 200 metres wide – this provides flexibility for future siting of the bypass road and possibly other regional services as required (e.g. Eastern Gas Pipeline - already partially within the corridor around Nowra-Bomaderry).

Sections of the corridor have also been secured through time by Council's acquisition of strategic parts of the corridor (e.g. areas to south of Illaroo Road, Bangalee and also at Albatross Road, Nowra Hill). Other government decisions have also recognised the current corridor, such as the determination and resolution of Aboriginal Land Claims at various points along the route.

Council's ongoing advocacy for the planning and delivery of the bypass is thus based on the current corridor that is contained in the LEP. These include, for example, submissions to the

NSW Government's recently exhibited draft regional land use and transport plans and focussed representations to Governments calling for the immediate planning and accelerated delivery of the bypass.

The following map from material associated with the Nowra Bridge Project shows the current LEP corridor overlain on an aerial photograph of the Nowra-Bomaderry area.



SA21.55

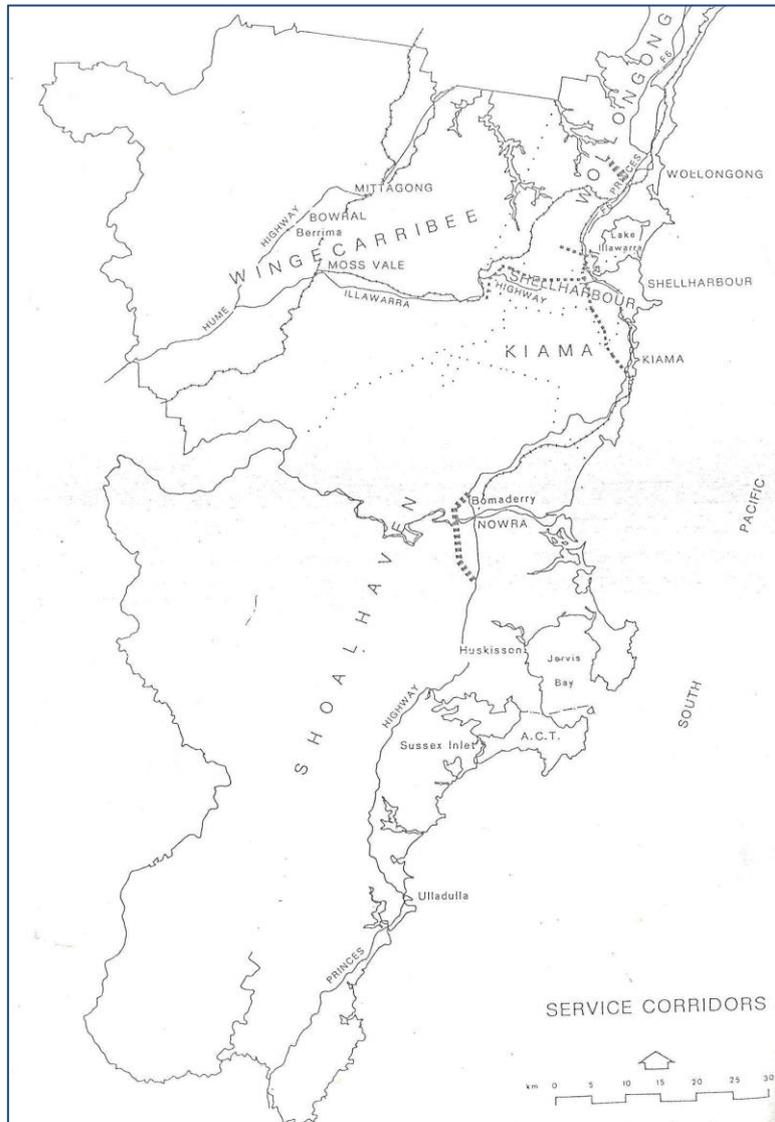
**Key Points - Current Corridor Selection & Advocacy Activity**

**Attachment 1** provides a list of relevant Council decisions/considerations. However, key events/decisions in the selection of the current corridor and a record of Council’s advocacy activity for its delivery are summarised below:

- **1986:** a ‘regional services corridor’ around Nowra-Bomaderry to the west was identified in the NSW Government’s *Illawarra Regional Environmental Plan (REP) No.1*. This plan was a formal environmental planning instrument and it recognised/protected the corridor and set planning outcomes for subsequent local environmental plans to do the same.

The provisions of the REP provided limitations on future development to protect the corridor and also encouraged the location, where appropriate, of relevant utility infrastructure in the corridor (Note: Eastern Gas Pipeline was subsequently located partially in the corridor).

The following map is an extract from the REP written instrument (Note: there were also more detailed maps that were produced).



*Extract: Illawarra REP 1986 (NSW Government)*

- **1990:** Amendment No.14 (Nowra Hill) to Shoalhaven LEP1985 was prepared by Council and gazetted by the NSW Government. This amendment identified in detail the corridor

SA21.55

south of the Shoalhaven River. As a result it also refined the potential bridge crossing point. Clause 40A Development in the vicinity of the regional services corridor was added to the LEP as part of this amendment.

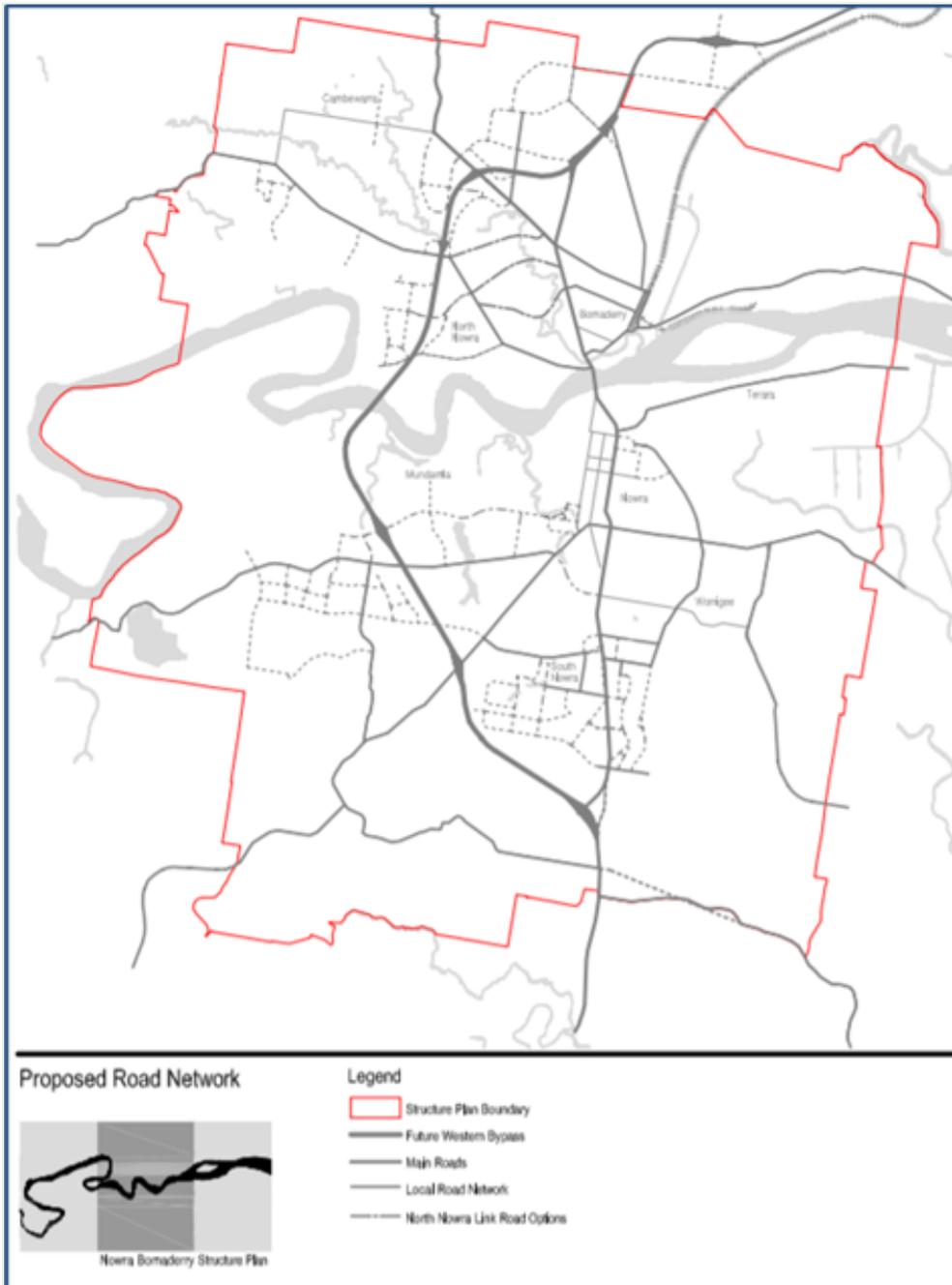
- **1992:** Following the Nowra Hill LEP amendment Council adopted its preferred option for the alignment of the corridor north of river, amending the previous route to reduce impacts on private property.

Council also resolved to undertake initial analysis for the amended route (engineering and flora and fauna) before including the corridor in the City-wide Local Environmental Plan (*Shoalhaven LEP 1985*).

- **2000:** Council released the Nowra Bomaderry Concept Plan as initial work in relation to a new Structure Plan for the Nowra-Bomaderry area. This plan discussed the Highway bypass options for the area (three) and the range of considerations, including the western one.

The 'concept' that was part of this plan showed the 'western bypass' alignment consistent with the decisions made by Council in 1990 and 1992. It is noted a feature of this concept was the placement of the proposed university campus and 'investigation areas' for residential and industrial adjacent to the western alignment to assist with future access.

- **2006:** Council confirmed its preferred corridor alignment (as settled in 1992) with further minor amendments to reduce impacts on private property, with the preparation and adoption of the Nowra-Bomaderry Structure Plan. This plan identified the western corridor as part of the indicative future road network – see extract below.



*Nowra-Bomaderry Structure Plan Extract*

- 2008:** The NSW Government (Department of Planning) endorsed the Nowra-Bomaderry Structure Plan and as a result the preferred western corridor alignment.

**Note:** No further substantive changes have been made to the preferred corridor alignment since this time.
- 2011-12:** The preparatory work and 2011 exhibition documents for the new City-wide Local Environmental Plan (then proposed to be named *Shoalhaven Local Environmental Plan 2009*) included the preferred corridor and proposed to protect and secure it through land use zones and land acquisition requirements. The 2011 draft LEP proposed that the corridor alignment would be zoned SP2 Infrastructure.

The October 2011 submission provided by the then NSW Roads & Traffic Authority (RTA) on the draft plan noted that 'the RTA supports the retention of the western bypass reservation. While the RTA has not undertaken a detailed review of the TRACKS

modelling undertaken to date to support the Nowra Bomaderry Structure Plan (NBSP) or undertaken its own investigations at this stage, it is considered important to retain the bypass reservation. It is considered likely that significant upgrades will be required to the Princes Highway to accommodate future growth in the Shoalhaven and the retention of the bypass alignment could provide an alternative in the event that the Princes Highway alone cannot accommodate future traffic flows’.

- **2013-14:** Work on the finalisation of the City-wide Local Environmental Plan (then named *Shoalhaven Local Environmental Plan 2013*) continued and still included the preferred corridor alignment. Including a second exhibition in 2013.

However, the measures to recognise and secure it were downgraded to the current protective controls (no zoning or land acquisition requirements) given that the NSW Government would not agree to be the acquisition authority for the corridor at that point as it was not yet on their forward plans.

Retaining an SP2 zoning would have required an acquisition authority to be nominated. If an authority is specifically not nominated then the default acquisition authority would be Council. Given this an alternative approach was taken and the preferred corridor alignment was mapped in the LEP (see **Attachment 2**) and the following clause supports the map layer:

Clause 7.21 Development on land in the vicinity of the Western Bypass Corridor

(1) *The objectives of this clause are as follows –*

- to minimise any visual or acoustic impacts on development proposed in the vicinity of the land to which this clause applies,*
- to ensure that development proposed in the vicinity of that land will not compromise, restrict or otherwise prevent the future use of that land as a road.*

(2) *This clause applies to land identified as “Cl 7.21” on the [Clauses Map](#).*

(2) *Despite any other provision of this Plan, development consent must not be granted for development on land in the vicinity of the land to which this clause applies unless the consent authority has assessed the following –*

- the impact of noise, vibrations and other emissions from any future construction and the ongoing use of that land as a road,*
- if the proposed development is a subdivision of land—whether or not the development would prejudice or otherwise restrict the future construction (including the provision of any public utility infrastructure) and operation of the proposed road.*

- **2014:** Shoalhaven LEP 2014 gazetted by the NSW Government.
- **2017:** Council confirmed the corridor in its advocacy document *Nowra Key Road Projects* presented to State and Federal Members and calling for ongoing planning, funding and delivery commitments related to important road projects.
- **2018:** Council’s submission to the NSW Government on the new Princes Highway bridge crossing the Shoalhaven River advocated, amongst other things, for the continued planning of the bypass.
- **2020:** The NSW Government publicly exhibits its draft long-term (20+ years) land use and transport planning documents for the Illawarra-Shoalhaven Region. Neither document identifies the preferred corridor; nor do they include any funding, planning, or delivery commitments for the bypass.

- **2021:** Council's submission on the NSW Government's draft Regional Plan (land use) and Regional Transport Plan for the Illawarra-Shoalhaven Region requests that the confirmed preferred corridor alignment be recognised and identified in these plans and advocates for funding commitments and immediate planning work to deliver the bypass. Council has also made focussed representations to State Members calling for the same.

It is noted that various other NSW Government technical reports, for example related to the current Nowra Bridge project, refer to the western bypass, for example the report: *Additional Shoalhaven River Crossing, Numbaa Island to Bangalee* (SMEC Pty Ltd for NSW RTA, July 2004).

### **Conclusion**

The current preferred corridor alignment for the proposed Nowra-Bomaderry Bypass was settled in 2008 by both Council and the NSW Government, following several amendments of the corridor first identified by the NSW Government in 1986. This corridor has since been confirmed on numerous occasions through the endorsement of land use planning strategies and publication of local environmental plans.

It is however disappointing that the NSW Government has not directly recognised or acknowledged the corridor alignment in its broader or longer-term plans for the Region and local area. This is perhaps because at this point it is not on their shorter-term planning and funding horizon. At present Council is the only body that is currently actively working through its planning scheme and related actions to protect and advance the corridor alignment so it is available in the future when needed.

Council's advocacy activity for the funding, planning and delivery of the bypass has been ongoing in earnest since 2012, with significant requests for action occurring during broader transport planning work (in 2017), planning for the new bridge (in 2018), and, most recently, the NSW Government's work preparing long-term land use and transport plans.

Based on the survey data and traffic modelling analysis and discussions with Transport for NSW staff generally there is agreement with the need to address the existing Princes Highway corridor through Nowra-Bomaderry first and in the shorter term, followed by a longer-term bypass of Nowra-Bomaderry; however, what is not agreed are the specific timeframes.

**Attachment 1: List of Relevant Council Resolutions**

Date	Subject	Resolution
4 Jul '89	Regional Services Corridor	That Council authorise further work to define more precisely the Regional Services Corridor north of the river.
18 Jul '89	Regional Services Corridor	That the request of the Illawarra Transport Advisory Committee concerning the Regional Services Corridor, Nowra, be referred to the Department of Planning for consideration within its review of the Illawarra Regional Plan [...].
18 Sep '90	Old Golf Links Estate (Lots 76-106, DP 29970) - Regional Services Corridor, off Albatross Road, South Nowra	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council approach the landowners of Lots 76-79, 81-103 and 105 and 106, DP 29970 and offer to purchase the lots for the proposal of securing an anchor point for the regional services corridor.</li> <li>2. Where owners wish to sell, then Council obtain valuations and negotiate the purchase price.</li> <li>3. The funds be obtained from future loan borrowings.</li> <li>4. A Meeting be held with the landowners to discuss the matter.</li> </ol>
16 Apr '91	Land Acquisitions - Regional Services Corridor - Old Golf Links Estate	That Council proceed with the acquisition of allotments affected by the proposed Regional Services Corridor in the Old Golf Links Estate at valuation [...].
7 Jul '92	Revision of Regional Services Corridor - North Nowra/Bomaderry	That a public meeting be called to advise the community of the proposals being put forward for consideration in relation to the revision of Regional Services Corridor in the North Nowra/Bomaderry Area and this meeting be held in the City Administrative Centre, Bridge Road, Nowra.
15 Sep '92	Additional Matter Services Corridor – North Nowra	That a report be submitted to the Policy and Planning Committee on the infringement into the River Ridge Estate by the proposed services corridor and the feasibility of identifying a more westerly route for the services corridor.
15 Dec '92	Regional Services Corridor - North Nowra/Bomaderry	<p>That in relation to the amendment to the Regional Services Corridor generally north of the Shoalhaven River in North Nowra/Bomaderry that Council:</p> <ol style="list-style-type: none"> <li>1. Adopt as draft policy the revised route of the corridor as shown on the plans with this report</li> <li>2. Resolve to prepare an LEP over that route in order to show the location of the corridor on LEP 1985 and also to amend the route shown in Illawarra REP No 1.</li> <li>3. Prior to exhibiting the draft LEP for comment Council undertake preliminary investigations including:               <ol style="list-style-type: none"> <li>a. engineering geology of the new bridge crossing point, and</li> </ol> </li> </ol>

**Attachment 1: List of Relevant Council Resolutions**

Date	Subject	Resolution
		<p>b. a preliminary flora and fauna study along this route to identify any likely significant impacts of such a road being developed there.</p> <p>4. Landowners affected by the former and these proposals be advised of the above.</p>
2 Nov '05	Nowra-Bomaderry Structure Plan	<p>That:</p> <ol style="list-style-type: none"> <li>1. The draft Nowra-Bomaderry Structure Plan be placed on public exhibition for a period of 8 weeks;</li> <li>2. Council hold a public meeting during the public exhibition period to outline the provisions of the Draft Plan; and</li> <li>3. Council formally resolve to prepare a Local Environmental Plan on the land to which the Draft Nowra-Bomaderry Structure Plan applies.</li> </ol>
28 Mar '06	Rezoning Request, Residue Gladioli Estate, Bomaderry	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council give in principle support to the Regional Services Corridor being moved north of Lot 51, DP 1011824, and to allow a development yield equivalent to a one acre sub-division (with the exception of the treed area).</li> <li>2. The matters raised at this Development Committee be taken into account during the final consideration of the Nowra Bomaderry Structure Plan.</li> </ol>
24 Oct '06	Draft Nowra Bomaderry Structure Plan - Exhibition Outcomes	<p>That Council adopt the Nowra Bomaderry Structure Plan with amendments as detailed in the body of the report, and forward the adopted Nowra Bomaderry Structure Plan to the Department of Planning for endorsement subject to:</p> <ol style="list-style-type: none"> <li>1. Inclusion as an urban expansion area of the following [...] An area between the amended bypass alignment and the existing Princes Highway south of Abernethys Lane with a provision of a buffer to the Princes Highway;</li> </ol>
27 Feb '07	Nowra Bomaderry Structure Plan	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council give in principle support to the Regional Services Corridor being moved south utilising the North West corner of Lot 51 DP1011824.</li> <li>2. Options be investigated and advertised to effected property owners then amend the Nowra Bomaderry Structure Plan accordingly.</li> </ol>

**Attachment 1: List of Relevant Council Resolutions**

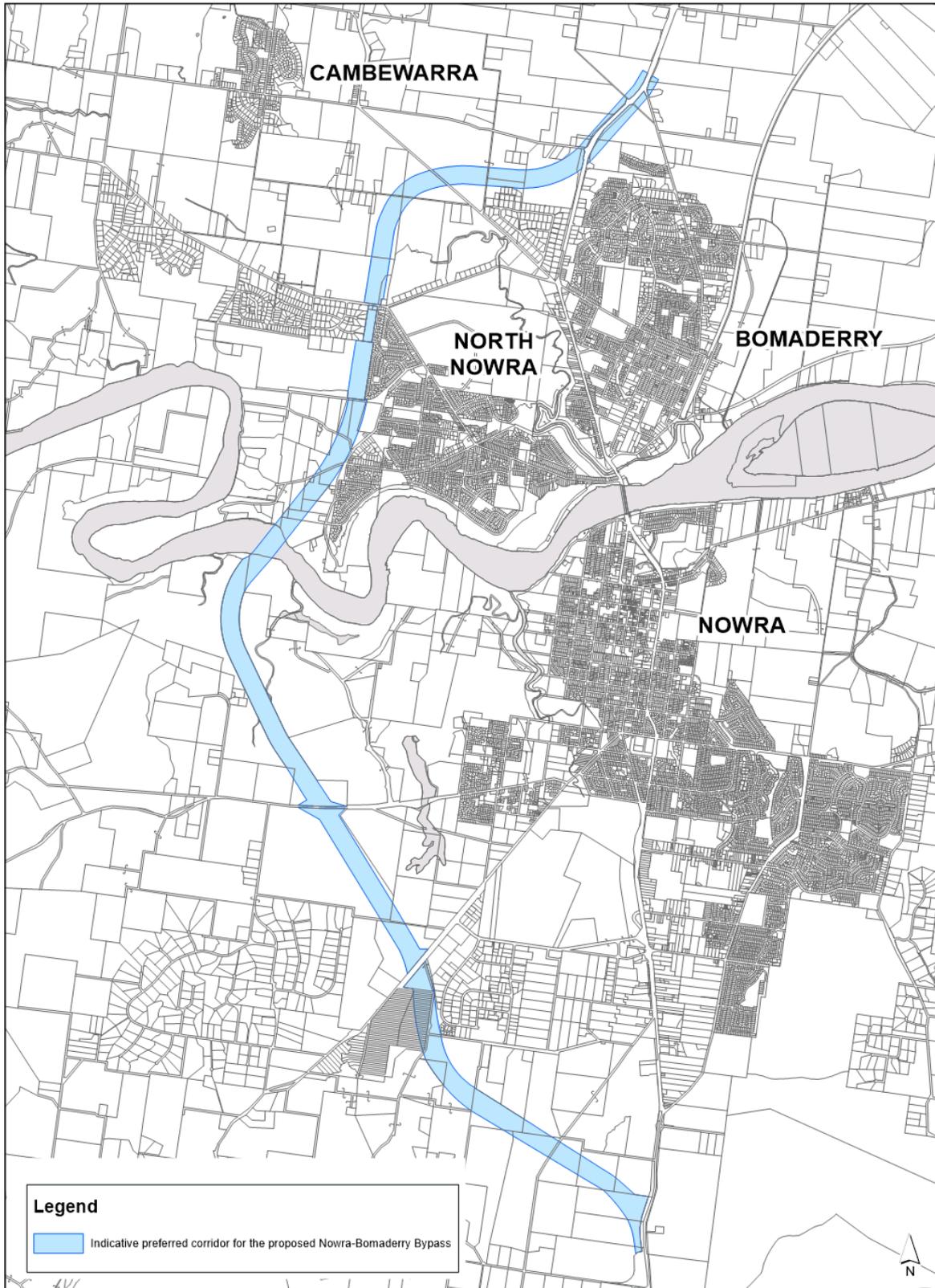
Date	Subject	Resolution
25 Sep '07	Nowra Bomaderry Structure Plan - Endorsement	<p>That</p> <ol style="list-style-type: none"> <li>1. Council amend the Nowra Bomaderry Structure Plan as follows:               <ol style="list-style-type: none"> <li>a. Section 6 Transport. An additional note to be included in this section stating that Detailed traffic modelling analysis be carried out as part of the Nowra Bomaderry LEP process, and it is noted that the environmental constraints will be considered as part of that analysis.</li> <li>b. Section 6.2 Road Network, Strategic Traffic Patterns. This section to be amended by the inclusion of the following text: However, the RTA has indicated that any bypass of Nowra Bomaderry would be a restricted access route. Shoalhaven Council will continue to liaise with the RTA to determine where, if any, limited access would be feasible.</li> </ol> </li> <li>2. Provide a notation in the text and a circle on the map stating that the actual location of the western bypass in the vicinity of the Princes Highway/Moss Vale Road and will be subject to further investigation.</li> <li>3. Forward the amended Structure Plan to the Department of Planning's Southern Regional Office for formal endorsement; and</li> <li>4. Continue to investigate the most appropriate location for the Western Bypass in the vicinity of Moss Vale Road to enable zoning of the Western Bypass corridor as part of the Nowra Bomaderry Local Environmental Plan in conjunction with the Roads &amp; Traffic Authority.</li> </ol>
8 Apr '08	Nowra Bomaderry Structure Plan	That the report of the General Manager (Strategic Planning) concerning the formal endorsement of the Nowra-Bomaderry Structure Plan be received for information.
26 Aug '08	Regional Services Corridor and the Bomaderry Nowra Structure Plan	That Council adopt the midline alignment, as shown in the attached plan, to avoid the removal of trees, as the route of the proposed regional services corridor for the formation of the Western Bypass in the vicinity of Bells Lane, Bomaderry.
24 Apr '12	Draft Shoalhaven Local Environmental Plan 2009 - Bomaderry Creek Regional Park & Nowra-Bomaderry Western Bypass Submissions	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Retain the R1 General Residential zone over Lot 109 DP 3060, Lot 7312 DP 1153421, Lot 152 DP 751258 and Lots 7325 &amp; 7326 DP 1161962, as exhibited in Draft Shoalhaven LEP 2009.</li> <li>2. Retain the proposed Western Bypass alignment, as exhibited in draft Shoalhaven LEP 2009.</li> <li>3. Continue the dialogue with Roads &amp; Maritime Services to ensure they commit to being the acquisition authority for the future Western Bypass.</li> </ol>

**Attachment 1: List of Relevant Council Resolutions**

Date	Subject	Resolution
3 Jun '14	Shoalhaven Local Environmental Plan 2014 – Finalisation	<ol style="list-style-type: none"> <li>1. The report regarding the finalisation of the Shoalhaven LEP2014 be received for information;</li> <li>2. Commence the process of preparing a planning proposal to make necessary “housekeeping” amendments to Shoalhaven LEP2014 and report this to Council for consideration prior to proceeding further.</li> <li>3. [...]</li> </ol>
13 Jun '17	Road Network Strategy - Nowra / Bomaderry - Key Road Projects - Timing	<p>That:</p> <ol style="list-style-type: none"> <li>1. The report on the Strategic Overview of the road network for Nowra – Bomaderry be received for information,</li> <li>2. Council endorse the priorities and timing of the Nowra Key Road Projects,</li> <li>3. State and Federal Members of Parliament be advised of the endorsed projects to commence advocacy and to seek their commitment to future planning and funding,</li> <li>4. Staff work collaboratively with State Government roads and transport authorities to assist in the planning of these projects, and</li> <li>5. The timing for the projects be as outlined in the report attachment on page 274 of the attachments (as shown below).</li> </ol>
18 Sep '18	New Shoalhaven Bridge - Nowra - Submission to RMS - Properties Acquisition - Traffic Lights Riverview Road Precinct - Western Bypass	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. [...],</li> <li>4. Make urgent representations to RMS (copied to Shelley Hancock MP and Gareth Ward MP) with respect to:               <ol style="list-style-type: none"> <li>a. the removal of the traffic lights at the intersection with the Riverview Road precinct;</li> <li>b. the need to continue planning for the Western Bypass of Nowra.</li> </ol> </li> </ol>
25 Jan '21	Submissions Endorsed - Draft Illawarra-Shoalhaven Regional Plan 2041 & Proposed Special Infrastructure Contribution Scheme - Request Inclusion Nowra-Bomaderry Bypass	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Amend the proposed submission on the draft Illawarra-Shoalhaven Regional Plan 2041 to strongly request the NSW Government’s commitment to advancing the Nowra-Bomaderry Bypass and identify a strategic corridor for the Bypass in the final Illawarra-Shoalhaven Regional Plan 2041.</li> </ol>

**Attachment 1: List of Relevant Council Resolutions**

Date	Subject	Resolution
		<ol style="list-style-type: none"> <li>2. Forward the amended submission on the draft Illawarra-Shoalhaven Regional Plan 2041 to the NSW Department of Planning, Industry and Environment.</li> <li>3. Endorse the proposed submission on the proposed Illawarra-Shoalhaven Special Infrastructure Contribution Scheme and forward it to the NSW Department of Planning, Industry and Environment.</li> <li>4. Advise other member councils of its intention to request inclusion of the Nowra-Bomaderry Bypass in the Illawarra-Shoalhaven Regional Plan 2041.</li> </ol>
25 Jan '21	Notice of Motion - Nowra By-pass	That invitations be extended to Michael McCormack, Leader of the National Party, Deputy Prime Minister & Minister for Infrastructure, Transport & Regional Development; Shelley Hancock MP, Member for South Coast; Gareth Ward MP, Member for Kiama; and Fiona Phillips MP, Member for Gilmore to attend a meeting with Council staff and Councillors with a view to progressing the construction of the by-pass route around Nowra. The agenda for the meeting would include funding opportunities, timeframes and a summation of progress to date.
2 Mar '21	Proposed Submission - Draft Illawarra Shoalhaven Regional Transport Plan	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Amend the proposed submission on the draft Illawarra-Shoalhaven Regional Transport Plan (Attachment 1) to also request the elevation of Initiative 13 Princes Highway Upgrade – Jervis Bay Road Intersection from Initiatives in Planning (0-10 years) to Initiatives in Delivery (0-10 years) to respond to the urgent need for this infrastructure and Transport for NSW's current work on a preferred option for this intersection.</li> <li>2. Endorse the amended submission and forward it to the NSW Government (Transport for NSW) for consideration.</li> <li>3. Provide in the submission that the State Government fast track the grade separation of the Kalandar Street intersection and the widening of the Princes Hwy from Nowra Bridge through to South Nowra upon completion of the third Nowra Bridge.</li> <li>4. Seek assurances from Transport for NSW that this Motion will not delay or defer the complete bypassing of the Nowra-Bomaderry Township.</li> </ol>



SA21.55 - Attachment 2

## **SA21.56 Shoalhaven, the Economic Future**

**HPERM Ref:** D21/114006

**Department:** Economic Development  
**Approver:** Robert Domm, Director - City Futures

### **Reason for Report**

This report was requested as a Notice of Motion passed at the 23 February 2021 Council meeting.

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

That Council:

1. Accept the report of the Shoalhaven, the Economic Future.
2. Establish a comprehensive position, with examples, of the impact of the Biodiversity Conservation Act on the pricing and development of employment lands in Shoalhaven and report this to a future Strategy and Assets Committee including:
  - a. Prepare a strategy to lobby the NSW Government to address the implications of the Biodiversity Conservation Act on employment lands.
  - b. Case studies of where the impacts were detrimental to the creation of employment within Shoalhaven.
3. Continue to foster and grow its industry base and concentrate on extending this diverse industry mix across the City so that a greater level of economic resilience can be delivered in periods of economic adversity.

### **Options**

1. Accept the resolution as printed.  
Implications: More opportunities to further advocate the Shoalhaven position
2. Propose an alternate resolution.  
Implications: Change a winning formula or modify it.

### **Background**

This report is in response to the following resolution (MIN21.84) passed by Council at its 23 February 2021 meeting:

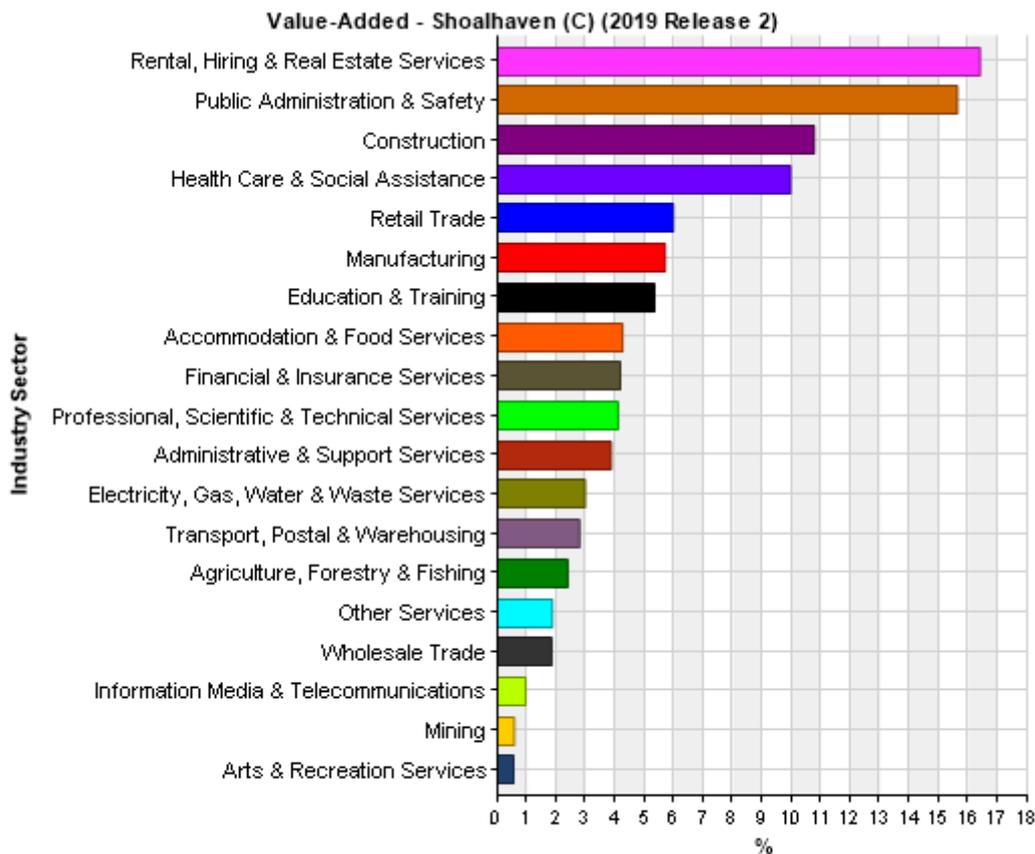
*That the Economic Development Department of Shoalhaven City Council prepare a report for the April Strategy & Assets Committee Meeting detailing the following:*

1. *How the “thinking” regarding economic development has evolved as a result of the recent infrastructure windfall.*
2. *The adequacy of our zonings to accommodate the expected future business and investment opportunities.*
3. *The potential for our city to establish itself, increasingly, as a “hub” in the hi-tech or even the traditional manufacturing type industries.*

Over the last decade the subjects of “Economic Development” and “Regional Development” have emerged in importance at a political level owing to the “noise” being created from within the regions that they felt neglected, had greater influence and a potential to be part of a solution rather than a problem.

At the political level, the more populous regional Australia together with the outer metropolitan electorates became the areas that could shore up a government or provide the opportunity to move an opposition into government. Issues such as a hospital, an upgrade to a state or federal highway, improved facilities at a railway station, an upgrade or even a new school provided the fodder to sway electorates. There were always grants to Councils or community groups that were also in the mix, despite there being no “pork barrelling” but rather an identified community need.

Shoalhaven Council has played its part in this process. Lobbying for improvements to infrastructure has been something that this Council has done well. The fact that our economy has been steadily growing in Shoalhaven from \$3.74b in 2013 to \$6.15b in 2020 has demonstrated a 9.9% average annual growth in Gross Regional Product for the LGA. The following table shows the component industry sectors and the % that they contribute to this GRP.



The infrastructure windfall

The focus by governments, and oppositions, on the outer metropolitan and regional cities, has been to the benefit of the regional ring around Sydney. Council has been active over many years to drive its agenda and concentrate its lobbying on those assets that would return a social and economic benefit to this region.

Projects such as the upgrades to HMAS Albatross (\$603m), the PH upgrade – Gerringong to Bomaderry (\$1,062m), the building and subsequent upgrade to the South Coast Correctional

SA21.56

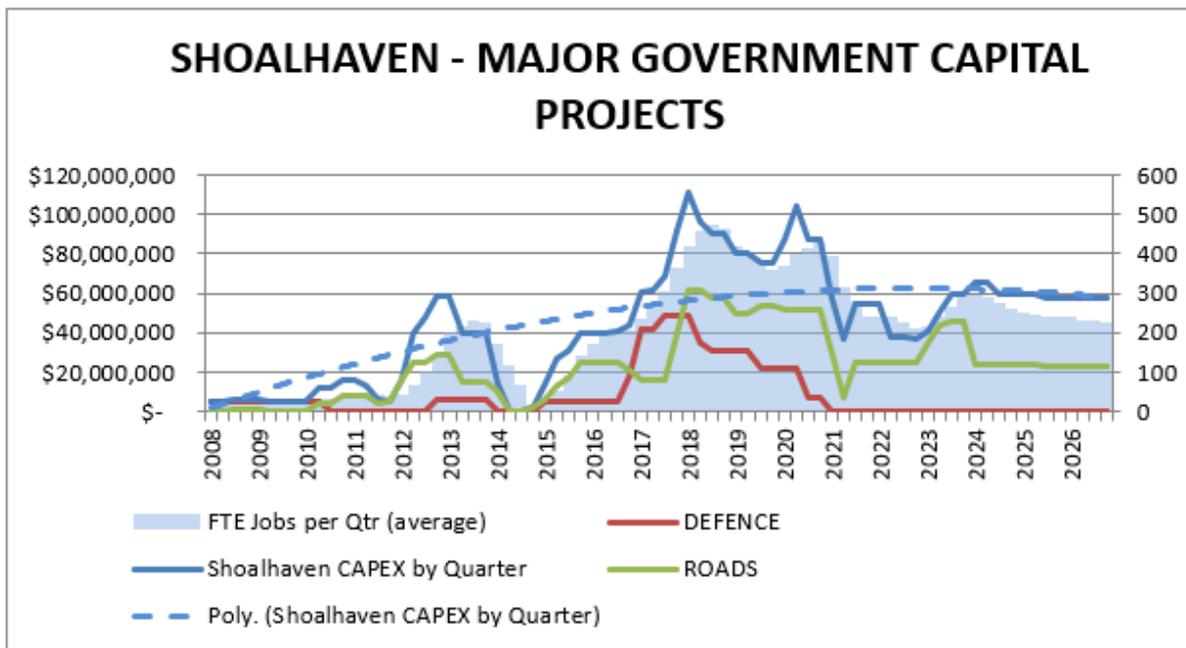
Centre (\$260m), have been great shots into the arm of the Shoalhaven economy. Today we see further major projects either underway:

- Shoalhaven River Crossing (\$342m),
- Upgrading South Coast Rail – Berry to Bomaderry (\$44m)

or being planned for commencement in the near future:

- Shoalhaven Hospital (\$432m)
- South Coast Rail – Toolijooa passing loop (\$125m)
- Jervis Bay Rd intersection (c\$50m)

These capital projects represent major growth on the area and provide employment directly and indirectly as can be seen in the following graph:



SA21.56

As shown in the graph the average input of around \$60m per quarter over the period 2017-2027 has been generating 250 FTE jobs consistently over this period.

This significant hard infrastructure has been able to demonstrate to many groups that Shoalhaven is on the up and that the success of securing this body of work represents co-operation between the 3 levels of government. From this a focus by other agencies to recognise Shoalhaven as a growth region, and one that demands to be considered, has been seen in reports and strategies from a local, regional and state perspective. Private analysts, like Bernard Salt and others, have been identifying Shoalhaven as one of the emerging growth centres.

The engine drivers of the growth of the Shoalhaven economy have been quick to respond to the impacts of COVID and experienced growth and employment shortages from mid-2020 and exist still today. This confidence in investment in production capacity comes about because of the infrastructure boom that they can see happening in this region. So, has this delivered, and being constructed, infrastructure had an effect? It adds to the confidence of local entrepreneurs as well as instils confidence of the boardrooms of the bigger entities that make investment decisions which affect Shoalhaven.

This Council has endeavoured to be ahead of the strategic game required through the identification of the assets needed to accommodate growth and investment. If a business wishes to establish in Shoalhaven and employ 200+, it can be done. The major national brands have spent much locally to address the growing market: Woolworths, Bunnings,

Harvey Norman, Aldi... they have not been courted, they look at the statistics and the government spend - and their dollars follow accordingly.

The new growth centre model, Special Activation Precincts, have been announced across the State, but in Shoalhaven these same strategists for government have not found where Nowra or Shoalhaven fits in their model. They have identified the aviation and defence support industry, now 25 years young in Shoalhaven; the recycling/reuse economy, a sector that Council has been involved in but has not yet secured an icon entity; and the Shoalhaven River waterfront at Nowra.

The time is right for one or two of these to take off, or might it be aquatic biotechnology and nutraceuticals that could be the next big industry sector in Shoalhaven, or could it be marine tourism?

#### Supporting winners

25 years ago, when unemployment was around 15-17%, and even 15 years ago when again unemployment was 10-12%, it was easier to seek funding based on social disadvantage and slower growth indicators.

In the last decade, the mantra has changed somewhat to reflect the successful results of the lobbying and hard work to that of “follow our indicators and be part of this growth”. The projects currently on the horizon total around \$2.7b and reflect improvement in roads, rail, maritime, shopping precincts, medical and general employment lands. Through these initiatives around 4000 new direct jobs will be created by 2031. These capital projects will be funded by different mixes of Federal, State and Local governments.

The focus in the more recent pipeline of grants and subsidies is the deliberate criteria to grow regional economic development, and through this that new jobs will be created.

Shoalhaven has been able to demonstrate that the focus of the Council has always been on stimulating the economy proactively, and this strategy has been easy to sell to grant providers now that there is a definite bias by governments to support regional areas.

In more recent times, recovery and resilience have become the focus, but Council has been able to adapt and has become innovative in this space.

#### Forward planning is not all Plain-Sailing

Council has generally been ahead of the demand for employment lands, both commercial and industrial. The 80 hectare rezoning of rural residential land at South Nowra to industrial IN1 is probably the most significant example of this. The rezoning itself only goes part of the way in creating a resource for the future. The provision of adequate industrial infrastructure – roads, drainage, water, sewer, communications and electricity – are all necessary prerequisites and in the case of South Nowra could be in the order of \$100m.

In this instance, and there are others, Council needs to step in as the infrastructure co-ordinator to bring these projects forward, and this role needs to be proactive and ongoing.

Changes to State and Federal legislation can also both be a double-edged sword. The introduction of the Biodiversity Conservation Act 2016 has a noble intent to secure our natural environment. However, this legislation could well seriously impede Shoalhaven’s strategic forward planning to identify and set aside areas as zoned employment precincts into the future. The BCAct has arguably rendered many of these future employment lands as unviable due to the fact that they are relatively forested lands and the Biodiversity offsets to be paid can inflate the cost of development to be around 500% of the market price, rendering the project undeliverable.

One such incidence is on Council’s own Flinders Industrial Estate. An area of approximately 6ha zoned IN1 requires an assessment under the BCAct. The initial appraisal by a qualified assessor was that the offsets could be in the order of \$6.2m or \$100/m<sup>2</sup>. This amount can be reduced by undertaking specific studies to assess the quality of the habitat and the evidence

of species occurring in the area. These studies are required to be undertaken during certain times of the year and may even require several years of study. So, for a parcel of land that has an assessed market value of \$100/m<sup>2</sup>, that has a further development cost of in excess of \$500,000, could require around \$200,000 in environmental studies, and may take 3-5 years to resolve, then the question needs to be asked should Council proceed with this development at all?

Similar parcels of IN1/IN2 land exist with other virgin bushland at South Nowra and across the City that are owned in the main by the NSW Government or various Local Aboriginal Land Councils. To eliminate or effectively withdraw these lands from future development could mean that with all the good intentions in the world, Shoalhaven may not have the capacity to create the right types of hi-tech employment and be unable to capitalise fully on the infrastructure windfall which now besets us.

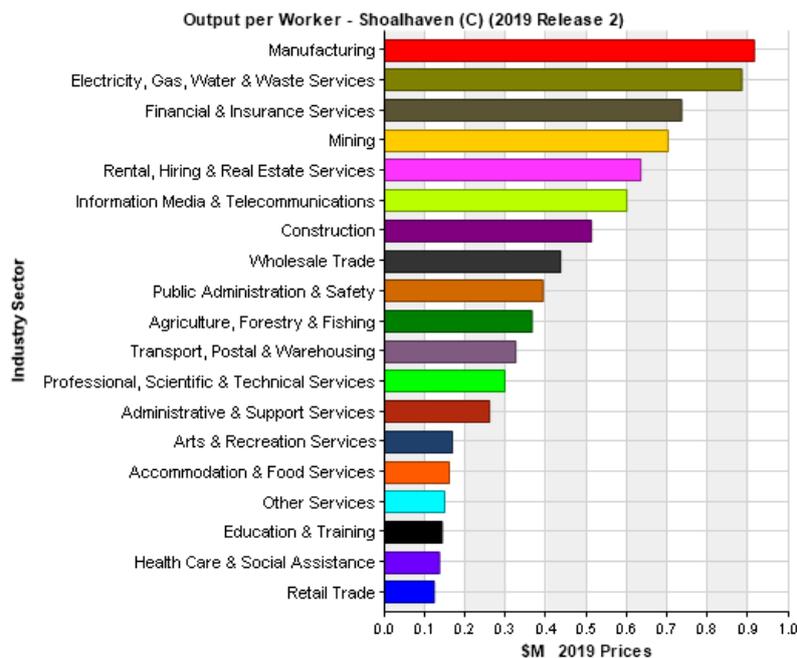
This opens up a new challenge for Council to move on. Some years ago, this Council heavily lobbied for the Native Conservation Act to not apply to industrially zoned land. Council was successful in having industrially zoned land declared as “urban”, the same as residential and commercially zoned land, and thus became exempt from the provisions of the NC Act.

In this instance the BCAct is far more restrictive as it imposes an offset charge against the developer and around 80% of industrially zoned in Shoalhaven would be affected, with the greatest impost being upon the Crown and LALCs’ holdings, rendering their employment lands unviable.

Manufacturing is not dead

Manufacturing in Shoalhaven has been strong for decades and represents one of the stronger industrial sectors generating many direct jobs, but also it is the strongest sector for generating downstream or indirect jobs.

The trend to more advanced methods of manufacturing has been adopted by local industry to achieve greater productivity. Automation does not necessarily reduce labour but allows greater output per unit of labour, something that has raised the \$ output per worker from \$130,027 in 2013 to \$172,325 in 2020 or an average rise of 5% per annum. From the table below, the sectors that can be attributed to local businesses are Manufacturing, Construction and Wholesale Trade which strongly services those sectors as well.



It is true that this advanced manufacturing sector, the supporting industries and technologies, as well as the construction sector lifted Shoalhaven out of COVID and will be the mainstay of the economic value adding locally. The government and administrative sector is also very important, especially when the payroll is coming from the national or state expenditure streams.

### Summary

The future for the Shoalhaven to remain a diverse and vibrant economy is for the opportunities to exist for the industry sectors with the higher local employment multipliers to grow in the local area. Manufacturing and Construction are the two strongest sectors in this regard.

Council as well as local business have been to the fore with regard to utilising grants and subsidies to drive this growth. Continuation of this strategy is supported by Council's Economic Development Office.

The availability of employment lands is critical to achieve growth, and whilst the zones are in place, the cost of development is currently inhibiting this because of the implications of the Biodiversity Conservation legislation.

Advanced technology is the way forward, and local industry are willing to embrace and invest in this, and have even established an Advanced Manufacturing Centre operated by Air Affairs P/L where modern trade skills are transferred to the up-and-coming technicians across a range of skill areas. It is these home-grown technicians of the future that will be the mainstay of the local growth as they explore national and export markets to sell their skills and technologies.

Shoalhaven has always been at the forefront with business innovation, something recognised by the higher levels of government and rewarded by successful applications for grants for Council and local business. This work will continue with projects such as:

- Flinders Industrial Estate stage 10
- Albatross Aviation Park stage 5
- Woollamia Industrial Estate stages 5 & 5A
- Ulladulla Harbour berthing facility
- Woollamia Maritime Precinct
- Ulladulla Boardwalk stages 3, 4 & 5
- Improvements to transport networks
  - PH: Jervis Bay Rd – Sussex Inlet Rd
  - PH: Milton Ulladulla bypass
  - PH: Lake Burrill to Batemans Bay
  - Upgrade of link from Nerriga to Tarago for HML vehicles
  - Sth Coast Rail: Extending the home yard at Bomaderry station
  - Sth Coast Rail: Toolijooa Passing loop
  - Sth Coast Rail: new mid-point turnout for Dunmore siding
  - Sth Coast Rail: Train turnaround siding between Unanderra and Coniston Junction
  - Addressing issues relating to Nowra traffic congestion
- Economic Development business as usual

- Attracting new business to area
- Working with local business to expand and develop
- Co-ordinating training sessions for business
- .....

Local businesses will tap into these improved infrastructure assets and invest in their premises, their plant and most importantly, their people.

### **Community Engagement**

Local business groups, in conjunction with the Economic Development Office, are supportive of the local economic growth and performance. The key industries that do deliver in this regard are not seeking local notoriety but rather ensure that their employees, their local suppliers are appreciative of and value their efforts.

### **Policy Implications**

There are some policies at all levels of government that impinge on the productivity of business and the allowance of growth. It is incumbent on Council, through its Economic Development Office and others, to draw to the attention of governments where issues to allow business and employment to flourish are restrictive.

One such need is to address the negative impact that the Biodiversity Conservation Act is having on the ability to supply local employment opportunities.

### **Financial Implications**

Council's support for local industry needs to embrace the supply of goods and services. There is also an implication here for local businesses to offer "value for money" to Council. In the Civil contracting and building space the majority of Council works are won locally.

### **Risk Implications**

By Council not remaining proactive in the Regional Economic Development space and just awaiting the next handout or grant, other regions, towns and localities will offer a better product in the diverse marketplace. Trying to maintain a diversified economy is the key. In recent times the vulnerability of certain smaller villages that had concentrated on tourism was and is clearly evident and there is a need to have these villages attempt to diversify their own economies away from the singular tourism product.

## **SA21.57 Land Acquisition Matters - Cambewarra Locality**

**HPERM Ref:** D21/75969

**Department:** Technical Services

**Approver:** Paul Keech, Director - City Services

### **Reason for Report**

This report is to provide Council with an opportunity to consider a confidential report for the acquisition of land in the Cambewarra locality.

Further information is provided in a separate confidential report in accordance with Section 10(2)(c) of the Local Government Act 1993; if the information was disclosed, this would confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business with.

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

That Council, in accordance with Section 10(2)(c) of the Local Government Act 1993, consider a separate confidential report in relation to property acquisition matters associated with Cambewarra locality.

### **Options**

1. Adopt the recommendation

Implications: Consider a separate confidential report for the proposed acquisition of land in the Cambewarra locality.

2. Not adopt the recommendation

## SA21.58 Proposed Licence - Council as Lessee from Wardens of the Anglican Parish of Ulladulla

HPERM Ref: D21/77497

Department: Technical Services

Approver: Paul Keech, Director - City Services

### Reason for Report

This report provides Council with an opportunity to consider a license arrangement with the Wardens of the Anglican Parish of Ulladulla, over the carpark area on the Church grounds being Lot 11 DP 1225771 as depicted in the below diagram.

### Recommendation

That Council:

1. Enter into a Licence agreement with Wardens of the Anglican Parish of Ulladulla for the carpark area of the Church grounds from 16 March 2021 to 14 February 2026 for an annual rent amount of \$3,000 + GST per annum;
2. Authorise the rent to be paid from Finance Project 101771 Southern Local Roads;
3. Authorise the Common Seal of the Council of the City of Shoalhaven to be affixed to any document required to be sealed and delegate to the Chief Executive Officer authority to sign any documentation necessary to give effect to this resolution.

### Options

1. Resolve as Recommended

Implications: This will provide highly utilised public carparking for the township of Milton until such time as the Milton Carparking Strategy is finalised.

2. Not adopt Recommendation

Implications: Lack of public carparking in Milton may result in Council having to finalise the Milton Carparking Strategy and require additional costs in carparking construction for a new carpark.

### Background

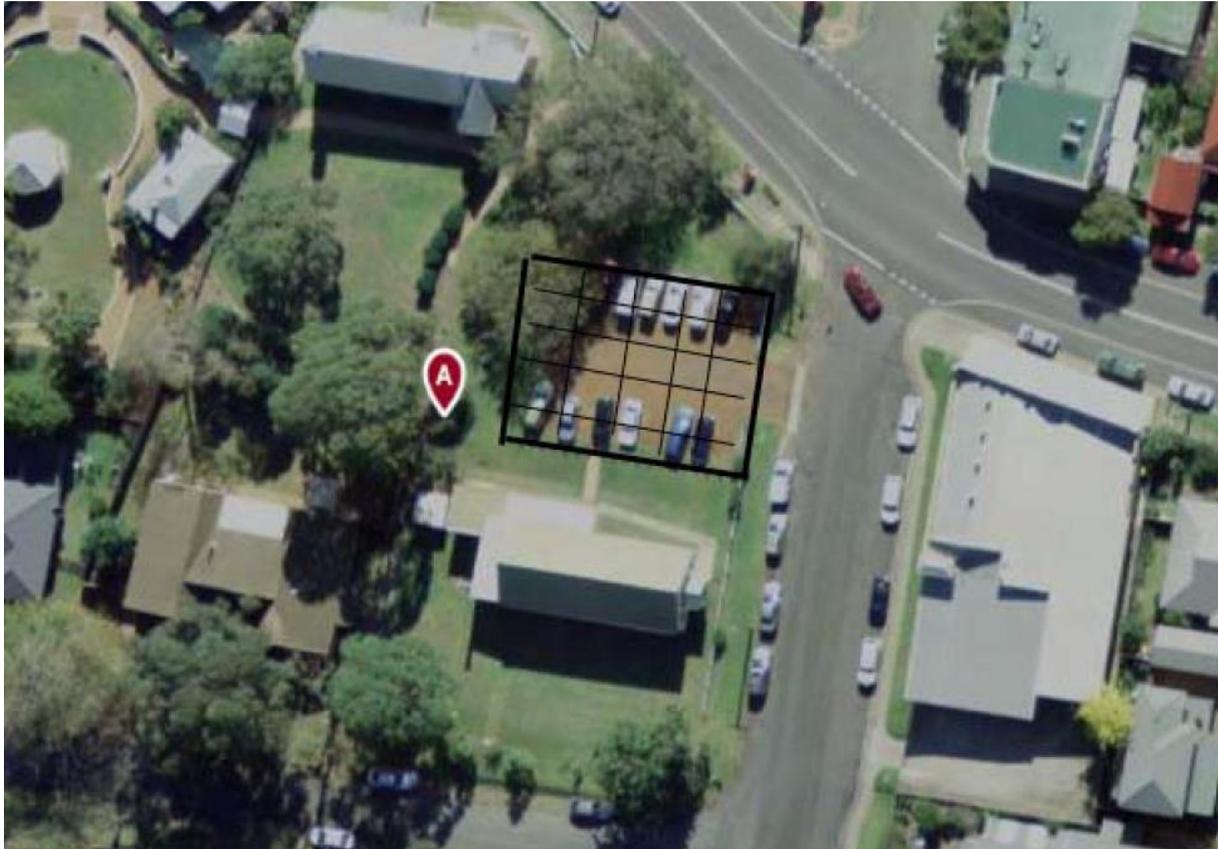
Council as Lessee initially entered into a license agreement in 2005 with the Wardens of the Anglican Parish of Ulladulla over the carparking area of the Church grounds. This was to alleviate the lack of public parking in the township of Milton until the Parking Strategy for Milton has been finalised.

Throughout the years, and more so during peak times, Milton traffic and the lack of parking becomes a major problem within the township.

A new license arrangement is now required and will commence on 16 March 2021 through to 14 February 2026. Any further term post 14 February 2026 will require approval from the Church Ordinance.

The diagram below shows the location of the carpark in black hatching on the corner of Princes Highway and Church St Milton.

Plan of Licensed area in black hatching



SA21.58

The negotiated agreement, subject to Council approval is based on the following:

<b>Licensor</b>	The Wardens o the Anglican Parish of Ulladulla (Church) ABN: 99 407 643 753
<b>Licensor's address</b>	PO Box 475 ULLADULLA NSW 2539
<b>Parish</b>	Anglican parish of Ulladulla
<b>Church</b>	Church of St Peter & St Paul Milton
<b>Licensee</b>	Shoalhaven City Council ABN: 59 855 182 344
<b>Licensee's address</b>	The CEO PO Box 42 NOWRA NSW 2541
<b>Term</b>	Commencing Date: 16 March 2021 Termination Date: 14 February 2026
<b>Property</b>	Lot 11 DP 1225771 known as St Peter and St Pauls Anglian Church Milton (formally referred to as Lot 1 DP 780778)

<b>Premises</b>	As set out on the plan of licenced area in black hatching, for the avoidance of doubt excluding the toilets on the church hall.
<b>Dyas and hours of use</b>	There are no restriction except as provided in Clause 22 Special Conditions.
<b>Licence Fee</b>	\$3,000 plus GST (three thousand dollars plus GST)
<b>Permitted Use</b>	Car parking - public
<b>Public Liability</b>	\$10 million

<p><b>Special Conditions</b></p>	<p><b>'22 Special Conditions</b></p> <p>(a) The Licensee will be responsible for marking the car park and spaces and undertaking all required repairs at its own cost to keep the car park in good working condition provided that it must not undertake any works (including marking and repairs) without the prior written consent of the Licensee.</p> <p>(b) The Licensee may impose such parking restrictions as it sees fit up to 3 hours on the Premises provided that the Registered Proprietor and Churchwardens will have exclusive use of the Premises:</p> <p>(i) each Sunday for a period beginning 1 hour before and terminating 1 hour after a church service is carried out on the Property; and</p> <p>(ii) on any other day when a church service is carried out on the Property and the Licensor and Churchwardens are not required to give notice of such a service.</p> <p>(c) The Licensee must inspect the Site and the Access Way each Month and repair any hazard or defect as soon as reasonably possible at the expense of the Licensee.</p> <hr/> <p>(d) The Licensee must install 2 litter bins on the Premises as soon as reasonably practicable after the commencement of this Licence and such bins must be serviced on at least a fortnightly basis by the Licensee.</p>
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**Community Engagement**

The subject land is not owned by Council, therefore there is no requirement for any public notification resulting from this license proposal.

**Policy Implications**

Not applicable

**Financial Implications**

Council will be responsible for line marking and maintenance to keep the car park in good working condition.

Rental income of \$3000 + GST per annum has been negotiated for the carpark area and will draw from Finance Project 101771 - Southern Local Roads.

**Risk Implications**

There are no risks to Council in continuing to occupy the car park premises.

## SA21.59 Appointment of Native Title Manager and Notification to Minister for Planning, Industry & Environment

**HPERM Ref:** D21/106791

**Department:** Technical Services  
**Approver:** Paul Keech, Director - City Services

**Attachments:** 1. Native Title Manager confirmation letter - Melissa Boundy [↓](#)

### Reason for Report

To provide Council with the opportunity to appoint the Senior Property Officer, Technical Services, City Services as Shoalhaven City Council's Native Title Manager as required under Section 8.6 of the Crown Land Management Act 2016 (CLM Act 2016) and provide notice of same to the Minister under Section 8.8 of the CLM Act 2016.

### Recommendation

That Council:

1. Appoint Melissa Boundy – Senior Property Officer, Technical Services, City Services, as Shoalhaven City Council's Native Title Manager;
2. Reconfirm appointment of the following relieving Native Title Managers in the absence of the Senior Property Officer, Technical Services, City Services:
  - a. Property Officer – Amanda Walker; and
  - b. Property Officer – Michelle Deudney.
3. Advise the Minister for Planning, Industry & Environment as required by Section 8.8 of the Crown land Management Act 2016.

### Options

1. Resolve as recommended.

Implications: Council will meet its statutory obligation under the CLM Act 2016 to appoint a Native Title Manager and provide notification to the Minister.

2. Not resolve as recommended.

Implications: Council will need to notify the Minister a Native Title Manager has not been appointed stating reasons why. This may delay the delivery of Council projects on Crown Land.

### Background

Council's recent organisation restructure resulted in the position of Property Unit Manager – Technical Services (previous Native Title Manager), lateral transfer to Strategic Property Manager – City Futures. The Native Title Manager position was directly associated with the Property Unit Manager position which now ceases to exist.

The restructure created a new position of Senior Property Officer – Technical Services, City Services, to undertake the functions of the previous Property Unit Manager role including Native Title Manager responsibilities.

The CLM Act 2016 commenced 1 July 2018. The practice of managing Crown Lands in the Shoalhaven has changed significantly to comply with the requirements under the CLM Act 2016. One of the changes relates to a need for each Council to nominate a qualified Native Title Manager.

To be qualified as a Native Title Manager, the person must attend a training session prepared by the Crown Solicitors Office and the Department of Planning, Industry and Environment (Crown Lands Office). The Senior Property Officer and Property Officers nominated have attained the Native Title Manager qualification.

### **Community Engagement**

There is no requirement for community consultation.

### **Policy Implications**

Section 8.8 of the CLM Act 2106 requires each Council to give notice to the Minister for Planning, Industry & Environment of the name and contact details of any person the Council has engaged or employed as a Native Title Manager. The notice must be given as soon as practicable after 30 June (but not later than 31 October) of each year.

Section 377(1) of the Local Government Act 1993 states that the giving of a notice to the Governor or Minister is a non-delegable function meaning a resolution of Council is required.

### **Financial Implications**

There is no financial implication.

### **Risk Implications**

The Senior Property Officer has attained the appropriate qualification and there is more than one staff member qualified to provide Native Title Management advice in times of staff leave. There is nil risk.



Reference: LBN20/2193

Ms Melissa Boundy  
Property Officer  
Shoalhaven City Council  
PO Box 42  
NOWRA NSW 2541

Dear Ms Melissa,

**Subject: Confirmation of approved training as Native Title Manager  
Crown Land Management Act 2016**

This letter provides confirmation that Melissa Boundy, having completed the approved training below, is qualified to act as a Native Title Manager for the purposes of Part 8 of the *Crown Land Management Act 2016* which commenced on 1 July 2018.

**Introductory Native Title Training  
Delivered by the NSW Department of Planning, Industry and Environment,  
Online on 5 November 2020**

For further information about the qualified training, please contact Ms Janelle Pearson, Council Crown Land Managers Team, Crown Lands in the NSW Department of Planning, Industry and Environment via email: [council.clm@crowmland.nsw.gov.au](mailto:council.clm@crowmland.nsw.gov.au)

Yours sincerely

A handwritten signature in black ink, appearing to be 'M. Pearson'.

**Executive Director, Reform and Engagement, Crown Lands  
Department of Planning, Industry & Environment**

17/11/2020

SA21.59 - Attachment 1

## **SA21.60 Waste Services - Fees and Charges - Requested Percentage Increase**

**HPERM Ref:** D21/120419

**Department:** Commercial Services  
**Approver:** Paul Keech, Director - City Services

### **Reason for Report**

At the Waste Services Presentation to the Councillors Briefing the preliminary estimates of revenue required and options available to ensure environmental compliance, financial stability and service continuity were discussed. Waste Services has been requested to explore options for the 2021/2022 fees and charges.

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

That Council:

1. Adopt a 7% increase to all Waste Service Fees and Charges as listed in the draft 2021/22 DPOP Fees and Charges to:
  - a. Maintain all existing service levels
  - b. Continue current free vouchers for waste services
  - c. Provide two additional new green waste vouchers to the suite of free services
  - d. Maintain working capital
  - e. Deliver the 10 Year Capital Works Program, deferring the following projects and plant to 2022/23:
    - i. Huskisson Hardstand \$285k
    - ii. Huskisson Relocation Offices \$150k
    - iii. West Nowra Fence \$130k
    - iv. West Nowra Waste Handler \$400k
2. Note subsequent years fees and charges percentage increases:

If grant application is unsuccessful:

  - i. 2022/2023 – 7%
  - ii. 2023/2024 – 6%

If grant application is successful:

  - i. 2022/2023 – 5%
  - ii. 2023/2024 – 5%

### **Options**

1. Adopt the recommendation of 7% increase to Waste Services Fees and Charges for 2021/22. With subsequent years fees and charges increase of:

If grant application is unsuccessful:

  - i. 2022/2023 – 7%

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- ii. 2023/2024 – 6%
- If grant application is successful:
- i. 2022/2023 – 5%
  - ii. 2023/2024 – 5%
2. Adopt a 9% increase to Waste Services Fees and Charges for 2021/22. With the following implications:
- a. Maintain all existing service levels
  - b. Continue current free vouchers for waste services
  - c. Provide two additional new green waste vouchers to the suite of free services
  - d. Maintain working capital
  - e. Deliver the original 10 Year Capital Works Program including the works deferred to 2022/23.
3. Adopt a 5% increase to Waste Services Fees and Charges for 2021/22. With the following implications:
- a. Maintain all existing service levels
  - b. No free green waste vouchers, however, maintenance of the existing suite of free services
  - c. Deliver the 10 Year Capital Works Program, deferring the following projects and plant to 2022/23:
    - i. Huskisson Hardstand \$285k
    - ii. Huskisson Relocation Offices \$150k
    - iii. West Nowra Fence \$130k
    - iv. West Nowra Waste Compactor \$1M
  - d. No increase in the Waste Reserve to recover from the natural disaster impact

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## **Background**

Waste Services is a self-funded unit of Council that provides the community with domestic waste services (kerbside collection, bulky waste removal and green waste removal), Recycling and Waste Depots, a landfill cell, associated waste services and waste education.

Waste Services preliminary proposal for a 9% fees and charges increase in 2021/22 ensured the provision of compliant and responsive services, continued asset maintenance and infrastructure development and a financially viable option.

All domestic waste charges are levied in accordance with Section 496 of the Local Government Act 1993. The charges are calculated in accordance with Section 501, 502 and 504 of the Act and must not exceed the reasonable cost to Council of providing domestic waste services. The NSW Office of Local Government's Council Rating and Revenue Raising Manual requires that revenue from the Domestic Waste Management charge must be kept separate from general rating income, and only used for expenditure related to Domestic Waste Management. Of particular note is the IPART review which is continuing into domestic waste charges.

Tipping fees and ancillary fees and charges are calculated based on the costs of operation and charge as full cost recovery.

Over the last two years Council, through the Waste Service, has supported the community through assistance during the natural disasters and COVID challenges. This assistance and new recycling contracts have impacted the Waste Reserve by in excess of \$5.3M and has included:

- Total Gate Revenue Loss (25,795 tonne) – \$1.606M
  - Green waste bushfire mitigation (6,946 tonne) – \$716k
  - Flood waste (224 tonne) – \$62k
  - Bushfire demolition (828 tonne) – \$322k
  - Bushfire demolition (PWA funded) (17,797 tonne) – cost neutral.
  - Vouchers – Green Waste - \$506k to end February 2021.
- Recycling Costs Increase (2020/21) – \$1.5M
- Domestic Waste Management Charge (COVID Relief Payments) – \$2.2M

In 2021/22, Waste Service plans to continue to implement strategies and initiatives required under the Waste Avoidance and Resource Recovery Act (WARR) 2001 to minimise waste and reduce the environmental impact. This will be supported through the Capital Works Program totalling \$32.2M. The projects include:

- Materials Recovery Facility (MRF) - Up to \$18M in 2021/22
- Bioelektra - \$7M in 2021/22
- New Landfill Cell - \$1.5M
- Green Tiles Demonstration MICROfactorie™
  - (Only if grant application approved) \$0.5M
- Education Centre design only \$0.5M
- Leachate Management - \$1.1M
- Landfill Compactor - \$1M
- Minor Capital Works - \$2.1

Council has applied for two grants for the MRF: firstly, a \$13M Grant application to NSW government, Bushfire Local Economic Recovery Fund (BLERF), and secondly, a \$10M Grant application to Federal Government, Building Better Regions Fund (BBRF). The grants are mutually exclusive with only one grant able to be accepted. Should either of the grants be successful the estimated 2022/23 loan repayments will reduce from ~\$2.3M to ~\$1.3M per year.

Fees and Charges are required to increase to meet the increasing cost of free services, the new loan repayments and incrementally replenish the Waste Reserve. The following free waste services will continue:

- 2 Waste Vouchers includes pick-up
- Additional Recycling Service for six weeks over Christmas
- Mulch
- Fire Weed Disposal
- Drop off:
  - Polystyrene
  - Electronic Waste
  - Sorted Mixed Recyclables
  - Scrap Steel
  - Paint & Oils
  - Batteries & Light Globes

Additionally, Council has indicated that a new free service i.e. two green waste vouchers, would be considered as part of the 2021/22 budget.

In response to the request from the Councillors Briefing, the following options have been investigated. The primary underpinning considerations have been:

- Compliance with legislative and licence requirements
- Capability to provide existing services to the community and depots
- Maintenance of the existing free services
- Ensuring asset integrity and future service delivery capability
- Delivery and consideration of potential one year deferral of components of the 10 Year Capital Works Program
- Consideration of the new free green waste vouchers
- An appropriate increase while ensuring prices are affordable to the community and in line with pricing of other neighbouring Councils.

The following options have been developed based on funding capital projects through loans, waste operations and the waste reserve. Should grant application prove successful, the percentage increase in subsequent years will be reduced.

**Option One – Increase of 7%**

- Maintain all existing service levels
- Continue current free vouchers for waste services
- Provide two additional new green waste vouchers to the suite of free services
- Maintain working capital
- Deliver the 10 Year Capital Works Program, deferring the following projects and plant to 2022/23:
  - i. Huskisson Hardstand \$285k
  - ii. Huskisson Relocation Offices \$150k
  - iii. West Nowra Fence \$130k
  - iv. West Nowra Waste Handler \$400k
- Subsequent Year Increases
  - 2022/2023 – 7%
  - 2023/2024 – 6%

**Option Two – Increase of 9%**

- Maintain all existing service levels
- Continue current free vouchers for waste services
- Provide two additional new green waste vouchers to the suite of free services
- Maintain working capital
- Deliver the original 10 Year Capital Works Program including the works deferred to 2022/23.
- Initial contribution to the Waste Reserve to incrementally re-establish the capability to respond to natural and other disasters
- Subsequent Year Increases:

- 2022/2023 – 5%
- 2023/2024 – 5%

**Option Three – Increase of 5%**

- Maintain all existing service levels
- No free green waste vouchers, however, the existing suite of free services maintained
- No increase in the Waste Reserve to recover from the natural disaster impact
- Reduce ability to respond to community needs such as disaster recovery
- Deliver the 10 Year Capital Works Program, deferring the following projects and plant to 2022/23:
  - i. Huskisson Hardstand \$285k
  - ii. Huskisson Relocation Offices \$150k
  - iii. West Nowra Fence \$130k
  - iv. West Nowra Waste Handler \$400k
  - v. West Nowra Waste Compactor \$1M
- Subsequent Year Increases:
  - 2022/2023 – 7.5 %
  - 2023/2024 – 7 %

Reduction in the percentage increase to all options will occur if grant funding is successful. This proposed percentage increases are shown below for a successful \$10M grant application.

	Option 1	Option 2	Option 3
2021/2022	7.00%	9.00%	5.00%
2022/2023	5.00%	3.00%	5.50%
2023/2024	5.00%	3.00%	4.00%

## Financial Implications

Financial Impact to Community (2021/2022)

2021/2022		Option 1	Option 2	Option 3
<b>Domestic Waste Management Charge</b>	<b>Current Year</b>	<b>7%</b>	<b>9%</b>	<b>5%</b>
Standard Service 120ltr	\$385.00	\$412.00	\$420.00	\$404.00
1 <sup>st</sup> 240ltr Service	\$670.00	\$717.00	\$730.00	\$703.50
<b>Landfill Gate Fee</b>				
Mixed Waste Charge (per 100kg)	\$38.90	\$41.50	\$42.40	\$40.80
Domestic Trailer (per trailer)	\$77.00	\$82.00	\$84.00	\$81.00
Domestic Car (per car)	\$20.00	\$21.40	\$21.80	\$21.00
Green Waste Charge (per 100 kg)	\$11.00	\$11.80	\$12.00	\$11.60

2022/2023		Option 1	Option 2	Option 3
<b>Domestic Waste Management Charge</b>		<b>6%</b>	<b>5%</b>	<b>7.5%</b>
Standard Service 120ltr		\$437.00	\$441.00	\$434.00
1 <sup>st</sup> 240ltr Service		\$760.00	\$767.00	\$756.00
<b>Landfill Gate Fee</b>				
Mixed Waste Charge (per 100kg)		\$44.00	\$44.50	\$43.90
Domestic Trailer (per trailer)		\$87.00	\$88.00	\$87.00
Domestic Car (per car)		\$22.70	\$22.90	\$22.60
Green Waste Charge (per 100 kg)		\$12.50	\$12.60	\$12.50

2023/2024		Option 1	Option 2	Option 3
<b>Domestic Waste Management Charge</b>		<b>6%</b>	<b>5%</b>	<b>7%</b>
Standard Service 120ltr		\$463.00	\$463.00	\$464.00
1 <sup>st</sup> 240ltr Service		\$806.00	\$805.00	\$809.00
<b>Landfill Gate Fee</b>				
Mixed Waste Charge (per 100kg)		\$46.60	\$46.70	\$47.00
Domestic Trailer (per trailer)		\$92.20	\$92.40	\$93.10
Domestic Car (per car)		\$24.10	\$24.00	\$24.20
Green Waste Charge (per 100 kg)		\$13.30	\$13.20	\$13.40

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To ensure prices are affordable to the community and are in line with other waste providers, price comparison have been conducted across similar councils. This table highlights that Shoalhaven City Council is able to increase prices and remain reasonably priced across the councils.

Waste Services Charges Comparison (2020/2021)						
	Shoalhaven	Kiama	Shellharbour	Wollongong	Wingecarribee	Lake Macquarie
120L Bin Service Equivalent	\$385/y	\$590/y	\$430/y	\$411/y	\$540/y	\$400/y
240L Bin Service Equivalent	\$670/y	\$790/y	\$570/y	\$677/y	\$698/y	\$451/y
Mixed Waste Disposal	\$389/t	n/a	\$398/t	\$384/t	\$340/t	\$400/t
Mixed Waste Trailer	77	n/a	n/a	\$117.00	n/a	n/a
Green Waste Disposal	\$110/t	n/a	\$220/t	\$126/t	\$123/t	\$165/t
Green Waste Trailer	30	\$28.00	n/a	\$38.00	n/a	n/a

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### Working Capital Calculations

Below is the working capital calculation for the Waste Management Reserve. The recommended increases will maintain the Reserve close to the benchmark. Please note that a 7% increase in fees and charges may require borrowing from internal reserves to fund the temporary working capital shortfall during the 2022/23 financial year.

	Successful Grant Application			Unsuccessful Grant Application		
	2022	2023	2024	2022	2023	2024
	7.0%	5.0%	5.0%	7.0%	7.0%	6.0%
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<b>Current Assets</b>						
Cash and cash equivalents	3,640	3,115	4,232	4,140	3,858	4,209
Receivables	788	788	788	788	788	788
<b>Current liabilities</b>						
Payables	1,610	1,659	1,708	1,610	1,659	1,708
Borrowings	1,868	1,901	1,936	2,789	2,839	2,891
<b>Estimated Working Capital Available</b>	<b>951</b>	<b>343</b>	<b>1,376</b>	<b>529</b>	<b>148</b>	<b>398</b>
Benchmark	788	788	788	788	788	788

In relation to the benchmark indicated above, Councillors will recall the General Fund working capital calculation established in the 2020/21 DPOP based on an amount equivalent to value of receivables plus inventory. For consistency a similar approach has been used to determine the Waste Management working capital and benchmark.

### **Risk Implications**

The capability to provide assistance to the community is limited due to the \$5.3M draw down on the Waste Reserve in recent years.

The inability to deliver projects within the 10 year capital program may result in increased expenditure due to increased operating costs for exporting recycling materials out of the region and potential non-compliance of landfill licensing conditions.

The deferral of replacement of substantial plant will have three impacts, firstly increased maintenance; secondly, the increased potential for failure and finally reduced resale values.

## SA21.61 Tenders - Supply Slow Speed Shredder

**HPERM Ref:** D21/110628

**Department:** Commercial Services  
**Approver:** Paul Keech, Director - City Services

### Reason for Report

To inform Council of the tender process for Supply of a Slow Speed Shredder for Waste Services..

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.

### 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.

### Details

Tenders for the above were invited by listing on Tenderlink and advertised through Sydney Morning Herald for a period of three weeks, ending 23 February 2021. A previous Request for Quotation process via Local Government Procurement failed to produce a suitable supplier. The tender covers the supply of a Slow Speed Shredder to meet the operational requirements of Waste Services.

#### Tenders Received

Tenders were received from the following:

Tenderer	Location
BT Equipment (Metso)	Sydney NSW
CEA Equipment Pty Ltd (Komptech)	Sydney NSW
GCM Enviro Pty Ltd (Tana)	Sydney NSW
Finlay Pty Ltd (Terex)	Burpengary Qld

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

### Financial Implications:

Adequate funds have been allocated in the Waste Management Plant Replacement budget 20-21 for this purchase.

## SA21.62 Tender - Hillcrest Avenue South Nowra - Road Rehabilitation

HPERM Ref: D21/106808

Department: Works & Services

Approver: Paul Keech, Director - City Services

### Reason for Report

To inform Council of the tender process for Hillcrest Avenue South Nowra Road Rehabilitation.

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.

### 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.

### Options

1. Accept the recommendation and consider the matter in a confidential setting

Implications: The Hillcrest Ave Road construction works may be undertaken in a timely manner.

2. Council could choose not to accept the recommendation, and select a different contractor, giving reasons.

Implications: This is not recommended as an extensive tender evaluation, comprising price and non-price criteria, has been undertaken in accordance with the Tender Evaluation Plan.

### Details

Council has requested tenders for the Hillcrest Avenue, South Nowra (Ch0.36 km -1.35 km) Full-Service Pavement Rehabilitation on Thursday 25 February 2021 which closed at 10:00am on Monday 8 March 2021. Two (2) tenders were received at the time of closing.

The full-service package of works comprises the rehabilitation of the eastbound carriageway and parking lane between chainage 360m and 820m and full width construction to chainage 1350m.

### Tenders Received

Tenders were received from the following:

<b>Tenderer</b>	<b>Location</b>
North Shore Paving Co Pty Ltd	Lindfield NSW
Downer EDI Works Pty Ltd	Rosehill NSW

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

**Community Engagement:**

Nil

**Policy Implications**

Nil

**Financial Implications:**

The total budget for this project is \$1.05M (Council contribution from the general fund).

SA21.62

## **SA21.63 Tenders - Demolition & Construction of an Accessible Boardwalk - Ray Brooks Reserve**

**HPERM Ref:** D21/120979

**Department:** Technical Services

**Approver:** Paul Keech, Director - City Services

### **Reason for Report**

To allow Council to consider the Tender Evaluation Panel’s recommendation concerning Tender Reference 66485E – Demolition & Construction of an Accessible Boardwalk – Ray Brooks Reserve.

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.

**SA21.63**

### **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.

### **Options**

1. Accept the recommendation and consider the matter in a confidential setting.
2. Defer the matter to a Councillor Briefing.

### **Background**

Council obtained grant funding via the LCRA Phase 1 grant to renew the existing 30 year old timber boardwalk at Palm Beach, Sanctuary Point.

Council called Tenders for the Demolition and Construction of an Accessible Boardwalk on 15 February 2021 which closed at 10:00am on 23 March 2021.

Works include the demolition of the existing timber boardwalk, construction of an accessible composite boardwalk and associated concrete works at Ray Brooks Reserve, Palm Beach, Sanctuary Point to improve access to the reserve.

### **Details**

#### Tenders Received

Tenders were received from the following:

<b>Tenderer</b>	<b>Location</b>
BY Group Pty Ltd	Sydney (tender also notes an office in Sanctuary Point)
Frontier Assembly Pty Ltd	Wishart, Queensland

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

**Policy Implications**

Nil for this report.

**Financial Implications:**

Refer to Confidential Report.

**Risk Implications**

Refer to Confidential Report.

## **SA21.64 Shoalhaven Entertainment Centre Progress Update**

**HPERM Ref:** D21/130644

**Department:** Building Services

**Approver:** Paul Keech, Director - City Services

### **Reason for Report**

To inform Council of the progress on the Shoalhaven Entertainment Centre Improvements and anticipated financial implications for completing future works.

In accordance with Section 10A(2)(c) of the Local Government Act 2003, this report shall remain confidential as it contains information, that would if disclosed confer a commercial advantage of a person whom council is conducting business. It is not in the public interest to disclose this information as it may impact on the ability of Council to undertake works in the future. This information will be considered under a separate confidential report.

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

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

### **Options**

1. Council accept the recommendation as presented.

Implications:

Council proceed with the design and installation of the Fire Suppression (Sprinkler) system and in doing so reduce the quantity of additional BCA compliance measures to be addressed. This option provides additional building protection of property and occupants. Council issue a new fire safety order enabling the works to proceed within a two year duration which satisfies F&RNSW requirements. Also enables building to reopen to public in May 2021.

2. Council amend the recommendation.

Implications:

Council risks not complying with the standing emergency fire safety order and advice issued by Fire & Rescue NSW; therefore, jeopardising reopening of the Shoalhaven Entertainment Centre in May 2021.

### **Background**

Councillors will recall a briefing on the Shoalhaven Entertainment Centre (SEC) upgrade works in May 2020. Following the Councillor Briefing a report was presented to the Ordinary Meeting of Council on 26 May 2020 which recommended a staged implementation program for the building compliance and upgrade works and the establishment of a Councillor Reference Group to provide feedback, resolve design details and give direction to staff. This meeting also outlined an overall project budget of \$4.85M. Council subsequently resolved, at the Strategy & Assets Committee meeting on the 11 August 2020 (MIN20.566C), as follows.

*That Council:*

1. Note that the progress on the works associated with Shoalhaven Entertainment Centre as follows:
  - a. Stage 1- Alucobond cladding replacement - Construction Ready
  - b. Stage 2- Building Code of Australia (BCA) alterations - Construction Ready
  - c. Stage 3a - Building improvement – Still under investigation
  - d. Stage 3b - Technical and WHS upgrades – Still under investigation
  - e. Stage 4- Kingspan cladding replacement - Construction Ready

Council most recently considered the Shoalhaven Entertainment Centre project on 24 November 2020 (confidential and open report) when the Builders Contract for Stage1 works was formally awarded to Duratec Ltd. Soon after compound fencing was erected and works on site commenced.

Since that time the staging has changed to maximise the extent of works undertaken during the COVID restricted period, to optimise the benefits of completing works while the Centre is shut down and to minimise the level of continued disruption to the ongoing operations of the SEC.

While building compliance has been the primary focus (mainly related to cladding), the opportunity to facilitate significant building and equipment improvements has also been seen as an important community outcome.

The current stage 1 works (under construction) and as endorsed by Council in November 2020 combines all the earlier Stage 1 cladding replacement, substantial elements of the previous Stage 3 (a) and (b) improvements (e.g. Cafe renovation, audio and visual upgrades) as well as part of the Stage 4 Kingspan cladding replacement. The extent of the compliance works have been guided by expert Fire Safety Engineers Report (AED) recommendations and the most serious non-compliances will be addressed as part of the first Stage.

Progress on the Stage 1 works is progressing well and Duratec are confident they will complete their contract on time at the end of April 2021. In other words, the SEC is on target to re-open for normal operations during May this year.

However, significant components of the overall project need to be completed over coming years and additional funding will need to be allocated to facilitate these works. Consideration is also being given to planned future short closures during low season (January/February 2022 and potentially January/February 2023) for the next 2-3 years, if necessary, to enable additional works to be completed with minimal operational disruption. Other options are being investigated contingent on the works required and determining whether any aspects of this can be undertaken whilst the Centre is operational.

### **Community Engagement**

Community engagement is being addressed through consultation with key stakeholders, including the Shoalhaven Arts Board.

A detailed communications strategy and plan has been developed and is being implemented covering all aspects of the project, advising of any change to current operations and implementation of alternative arrangements. The aim to ensure customers and the community are kept informed with relevant information and contact details.

### **Policy Implications**

Included within the confidential report.

### Financial Implications

Included within the confidential report.

### Risk Implications

Included within the confidential report.

## SA21.65 Nowra Showground - Potential Grants and Project Update

**HPERM Ref:** D21/48332

**Department:** Community Planning & Projects

**Approver:** Kevin Norwood, Manager - Shoalhaven Swim Sport Fitness

### Reason for Report

To provide a report back to Council on the capacity to attract grant funding for heritage works and works of a general nature at Nowra Showground in response to MIN21.29.

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

That Council:

1. Accept the Nowra Showground report for information.
2. Continue to advocate for funding for improvements at Nowra Showground to State and Federal Government.
3. Continue to collaborate with Nowra Show Society and other key stakeholders on the delivery of projects and developing grant applications.

### Options

1. Adopt the recommendation.

Implications: The recommendation acknowledges the work that has been undertaken and is ongoing at Nowra Showground

2. Adopt an alternative recommendation.

Implications: Depending on the nature of the alternative recommendation, it may require additional staff resourcing and funding which are not currently available or planned for within City Lifestyles Directorate

### Background

Nowra Showground is the largest of Shoalhaven's four Showgrounds, comprising a range of significant buildings and other facilities, including several with important heritage values.

The easily accessible location of Nowra Showground and its proximity to the Shoalhaven River makes it a popular destination for a range of public as well as private events and other ongoing activities such as camping and day use pursuits.

The Showground consists of both Council-managed Crown Land (Reserve No D580011) and Council owned Community land. It contains:

- A significant Pavilion building with capacity for up to 200 people
- A Committee Room with capacity for up to 70 people
- Main Arena with grandstand and substantial floodlighting
- Six tennis courts with clubhouse
- Two cricket ovals which also accommodate AFL and Rugby League.
- Horse / cattle stables as well as a substantial area of open space

At its Ordinary Meeting on 25 January 2021, Council resolved (MIN21.29):

*That Council staff prepare a report on its capacity to attract both heritage grants as well as grants of a general nature, necessary to bring the infrastructure at Nowra Showground up to a standard in line with community expectations.*

The purpose of this report is to provide a report back to Council on the capacity to attract grant funding at Nowra Showground, whilst providing a general update on various improvements and infrastructure projects recently completed and currently underway.

### **Potential Grant Funding**

A number of heritage and general grant funds offered by State and Federal Government agencies are available throughout the year, including:

- Heritage Specific Grant Programs
  - NSW Heritage Grants – for identification, conservation and promotion of heritage and generally available each one to three years via Heritage NSW
  - Aboriginal Cultural Heritage Grants – for identification, conservation and promotion of heritage and generally available each one to three years via Heritage NSW
  - Community War Memorials Fund – to help conserve, protect and repair war memorials at least once a year via NSW Office of Veterans Affairs
- General Grant Programs
  - Building Better Regions – to facilitate job creation, drive economic growth, build stronger regional country communities and generally available annually via the Federal Government’s Department of Infrastructure, Transport, Regional Development and Communications
  - Stronger Country Communities Fund – to facilitate delivery of local projects in regional communities and generally available annually via the NSW Department of Premier and Cabinet
  - ClubGrants – enables delivery of local community services, programs and projects and generally available twice a year via NSW Office of Liquor and Gaming
  - Local Roads and Community Infrastructure Program – part of the Federal Government’s COVID-19 Stimulus package and aims to deliver priority local road and community infrastructure projects across Australia, supporting jobs and resilience of local economies – generally available annually via the Federal Governments Department of Infrastructure, Transport, Regional Development and Communications
  - Bushfire Local Economic Recovery Fund – part of the bushfire support that is co-funded by Federal and NSW Governments for bushfire recovery, response and

preparedness and generally available annually via the NSW Department of Regional NSW

- Crown Reserves Improvement Fund – this program supports Crown land managers to undertake repairs / maintenance projects, pest and weed control, delivery of new recreational infrastructure or environmental initiatives. The program is generally available annually via the NSW Department of Planning, Infrastructure and Environment - Crown Lands.
- NSW Government Showground Stimulus Funding Package Rounds 1 and 2 – this program funds maintenance and improvement works at showgrounds around NSW. The program is provided to stimulate economic growth over short-term timeframes in local economies impacted by the COVID-19 pandemic.

### **Successful Grant Funding and Project Roll Out**

A number of grant applications have been submitted by Council for various improvements, upgrades and new infrastructure at Nowra Showground under State and Federal Grant programs. These include, but are not limited to:

- Local Roads and Community Infrastructure Grant Program
- Stronger Country Communities Fund
- Regional Growth - Environment and Tourism Fund
- Crown Reserves Improvement Fund

In the last three years, over \$1.7million in grant funding and Council budget allocations has been obtained under these grant programs for delivery of the following works:

- Cattle arena fence
- Cattle loading ramp
- Spectator seating
- Drainage – cattle wash down
- Boundary fence
- Horse stables – safety / ventilation mesh
- Concept design – new amenities, kitchen
- Cattle yard fencing
- Seating
- Mesh in stables
- Perimeter fencing
- Cattle ramp improvements
- Floodlighting, including floodlight controller
- Irrigation

### **Pending Grant Applications**

Council recently made a grant application under the Community War Memorials Fund, provided by NSW Department of Communities and Justice – Office of Veterans Affairs. The application was for a heritage assessment to the value of approximately \$10,000 for the

Junction Street Memorial Gates to guide future repairs / works after it was damaged. This application is pending determination.

A grant funding submission has also been made under the Bushfire Local Economic Recovery Fund for improvement across all 4 showgrounds to the value of \$4,035,367 of which \$1,140,484 is for Nowra Showground to deliver various improvements including new amenities, solar system, LED/Solar lighting with mobile charging stations and a new camp kitchen.

### **Additional Works / Projects at Nowra Showground**

#### Plan of Management and Masterplan

Council is currently preparing a new Plan of Management and Masterplan for Nowra Showground as part of the legislated Crown Lands Review process. This is also in recognition of the Showground's changing needs and changes in context of the surrounding area, including the growing suburban footprint and historical significance of the site.

Council has undertaken preliminary relevant consultation in February 2021 which included consultation with key stakeholders and the broader community. The consultation undertaken highlighted the community investment in Nowra Showground, and desire to capitalise on its strengths as a valued community asset.

There is potential within the Plan of Management and Masterplan to identify additional works beyond that which is currently underway and / or planned at Nowra Showground. Any works identified will be consistent with identified values, and feedback on the Showground's future direction as provided by key stakeholders and community during the preliminary consultation. Identifying a scope of works through these documents is necessary to allow the works to be undertaken under relevant Local Government and Crown Lands Management legislation.

It is anticipated that this will be submitted to the Minister for Crown Lands to proceed to public exhibition in April 2021. A report will be submitted to Council to proceed to public exhibition upon receipt of the Ministers concurrence.

#### Projects Underway

Council is working towards delivering several other projects within Nowra Showground, of which the total project value is approximately \$1.1M. These projects are at various stages, and include the following:

- Family Café and Judges Box
- Cattle Shed
- Pavilion Landscape Plan
- Fire compliance
- Internal road network
- Pavilion painting and re-roofing
- Flood light towers
- Hanging Rock Facelift and Historical Signs (subject to Plan of Management and Masterplan)
- Upgrade to Public Address System (with Nowra Show Society)

#### Internal Road Network

It has been widely recognised that Nowra Showground's internal road network requires a range of improvements. The following items have been identified for Nowra Showground

maintenance repairs and are programmed to commence in early April 2021, weather permitting. Major resealing works are to be identified in the Long Term Financial Plan and placed in a shovel-ready state to allow for grant opportunities.

1. Immediate bitumen patching already undertaken
2. Gravel Internal Roads:
  - a. Gravel (200t) to be stockpiled and used to repair washouts / scours / shoulders and gravel roads
  - b. Re-instate shoulders / table drains (where possible) including removal of built-up material
  - c. Bitumen seal repair works on various internal access roads
  - d. Estimated cost of the above is \$30,000
3. Major Resealing costs within highlighted locations
  - a. Northern sealed section
    - Resurfacing 5,000m<sup>2</sup> - \$35,000
    - Patching works - \$5,000



- b. Southern sealed section
  - Resurfacing 1,500m<sup>2</sup> - \$10,000
  - Patching works - \$5,000



SA21.65

Total resurfacing cost + \$5,000 contingency = \$60,000

Resurfacing works are seasonally influenced and would need to be undertaken between October - April in the warmer months. This work would need to be planned prior to October 2021.

### Governance / Stakeholder Relationships

Council recognises that the Nowra community is diverse and will be engaging a consultation process which enables key user groups, individuals in the community and Council staff to voice their ideas.

In late 2020, Council transitioned to the new Asset Custodian Model, resulting in operational management being placed with Shoalhaven Swim Sport Fitness within City Lifestyles, with Community Planning and Projects being responsible for strategic planning. The new Asset Custodian Model now provides stakeholders and customers with a single point of contact for all enquiries relating to Nowra Showground.

To date, Shoalhaven Swim Sport Fitness officers are developing strong relationships with all stakeholders and have conveyed the new Model and relevant staff contacts. To ensure that relationships are further developed, Council officers are meeting with external stakeholder groups on a monthly basis, to allow each stakeholder the opportunity to voice their concerns and to contribute to the Works Program.

In discussions with various user groups, all are in support of a Council officer being instated to undertake caretaker / coordination of Showground maintenance duties. At time of writing this report, Council officers are current reviewing options for maintenance and upkeep of Nowra Showground precinct.

Council's three other Showgrounds –Berry, Kangaroo Valley and Milton – continue to operate under delegation of S355 Management Committees which are responsible for day-to-day operations at these three Showgrounds.

The four Show Societies throughout Shoalhaven take an active interest in their facilities' operations, in order to support their Showgrounds' suitability for the annual agricultural shows.

### **Community Engagement**

At Council's Strategy & Assets Meeting held 13 June 2017, it was resolved to establish a S355 Management Committee at Nowra Showground. Council approached user groups seeking membership nominations. Nowra Showground user groups, including Nowra Show Society, did not wish to assume delegated authority for Showground operational management; therefore, it has continued under Council's management.

The option to establish a caretaker / coordinator role at Nowra Showground is being investigated. Such a role would have operational oversight of Nowra Showground, be a point of contact for users, further activate the precinct and develop income streams through such activities as events and overnight stays (camping, caravans, RVs etc.). The appointment of a Caretaker / Coordinator will also assist in compliance, maintain a point of contact for Ranger Services and provide onsite reactive cleaning and maintenance.

Community engagement plays an essential role in each of the projects which have been completed, are currently underway, or planned, at Nowra Showground. The establishment of Project Control Groups for individual projects has allowed Council staff to engage with relevant stakeholders and facilitate effective and efficient delivery of projects.

These forums enable clear and direct communication between internal staff, external stakeholders and consultants (where relevant), to discuss key project concerns / issues and address matters which require further direction / consideration.

Nowra Showground Ideas Day

In March 2017 Council staff facilitated an ideas day at Nowra Showground. The consultation provided an opportunity to the community and key stakeholders to identify key issues and areas for improvement. The key priorities as conveyed by the community and key stakeholders were as follows:

- Introduction of a Caretaker
- Management of the camping area and other land uses
- Improving the cleanliness and overall visual amenity and appeal of the Nowra Showground
- Improving the internal road network
- Addressing homelessness

To date, the key priorities as identified above have been actioned, are currently in progress or will form part of the Plan of Management and Master Plan.

Stakeholders

Nowra Showground is an important public space used by many people, both Shoalhaven residents and visitors. This multi-functional site – a major recreational centre in Nowra – is of high social value for past and present generations dating back to 1886, and these include:

- Nowra Show Society
- NSW Holstein Association
- South Coast Beef Producers Association
- Nowra Jets Rugby League
- Nowra Cricket Club
- Shoalhaven Dog Club
- Bomaderry AFL
- Nowra Poultry Club
- Nowra Croquet Club
- Nowra Men’s Shed

**Financial Implications**

The current operational budget allocated to Nowra Showground is as follows:

Income		Expenses	
Licence / Leasing	22,692	Amenities cleaning / grounds maintenance / minor building maintenance	197,000
Camping	59,862		
Sportsground / Building hire	100,025		
<b>Total</b>	<b>\$182,579</b>	<b>Total</b>	<b>\$197,000</b>

**Summary of Grant Funding**

Received / Granted \$	\$1,700,000 (Approx).
Pending \$	\$1,150,000 (Approx).

Additional budgets may be necessary to accommodate any additional projects, or to provide matching funding / co-contributions for grant applications at Nowra Showground. These can be addressed through quarterly budget reviews, or reports to Council, on an 'as needs' basis. Options to provide caretaker / coordinator functions to support the development and growth of new opportunities, activation and income streams are currently being explored.

## SA21.66 Request for Plaques and Memorials - Plaques and Memorials Policy

**HPERM Ref:** D21/93797

**Department:** Community Planning & Projects

**Approver:** Kevin Norwood, Manager - Shoalhaven Swim Sport Fitness

**Attachments:** 1. Detailed Information - Requests for Plaques and Memorials (councillors information folder) [⇒](#)

### Reason for Report

To seek Council approval via a resolution for the requests for nine (9) plaques to be installed within the public domain in Berry, Currarong, Huskisson, Vincentia, Narrawallee, Bendalong, Ulladulla and Sanctuary Point in accordance with the Plaques and Memorials Policy.

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

That Council:

1. As per the Plaques and Memorials Policy:
  - a. Approve the request for a new seat and plaque at Princess Street Reserve, Berry.
  - b. Approve the request for a replacement seat and plaque at Berry Showground within the Swimming Pool grounds, Berry
  - c. Approve the request for a plaque at Moona Moona Creek Reserve, Huskisson.
  - d. Approve the request for a plaque at Collingwood Beach Reserve, Vincentia.
  - e. Approve the request for a new seat and plaque at Matron Porter Drive / Narrawallee Inlet Reserve, Narrawallee.
  - f. Approve the request for a plaque at Bendalong Boat Ramp, Bendalong.
  - g. Approve the request for a new seat and plaque at Paradise Beach Reserve, (Sanctuary Point Public Reserve) Sanctuary Point.
  - h. Approve the request for a new seat and plaque at Booree Street Car Park, Ulladulla.
  - i. Approve the request for a new seat and plaque at Elliott Reserve, Currarong.
2. Advise the applicants of Council's determination of the requests.

### Options

1. Adopt the recommendation.

Implications: This is consistent with the adopted Plaques and Memorials Policy and will allow staff to advise the applicants of the outcome of their request.

2. Adopt an alternative recommendation.

Implications: An alternative recommendation may be inconsistent with the Plaques and Memorials Policy.

## Background

As per the adopted Plaques and Memorials Policy (POL19/70), Council staff have received a number of requests to install a plaque in memory of a person on Council owned and/or managed land. This report summarises the requests received, identifies whether they are for new infrastructure or existing and whether the request is consistent with the adopted Policy.

The requests received are located in various areas within Shoalhaven and are addressed in the next section of this report. In accordance with the adopted Plaques and Memorials Policy (POL19/70), a Council resolution is required to approve the installation of a plaque or memorial.

## Consideration of Requests - Plaques and Memorials Policy

Council has received nine (9) requests for plaques on Council owned and / or managed land. These are summarised in *Table 1* below. Additional detail of the individual requests is provided within the **Councillors Information Folder** to ensure that these requests are managed sensitively.

*Table 1 – Summary of Requests for Plaques*

	Infrastructure Request	Preferred Location	Consistency with Policy
1	New Seat and Plaque	Berry Township	Yes
2	Replacement Seat and Plaque	Berry Village Pool – Berry Showground, Berry	Yes
3	Plaque only	Moona Moona Creek Reserve, Huskisson	Yes
4	Plaque only	Collingwood Beach Reserve, Vincentia	Yes
5	New Seat and Plaque or Picnic Table and Plaque	Matron Porter Drive / Narrawallee Inlet Reserve, Narrawallee	Yes
6	Plaque only	Bendalong Boat Ramp, Bendalong	Yes
7	New Seat and Plaque	Paradise Beach Reserve, Sanctuary Point (sanctuary Point public Reserve)	Yes
8	New Seat and Plaque	Booree Street Car Park, Ulladulla	Yes
9	New Seat and Plaque	Elliott Reserve, Currarong	Yes

## Policy Implications

The requests received have been considered in line with the criteria contained within the adopted Plaques and Memorials Policy.

As per the approval process of the Policy, a Council resolution is required to approve the installation of the plaque or memorial.

Each application is generally consistent with the Plaques and Memorials Policy and is therefore recommended to be supported. Where applications have been for ‘townships’, Council staff have negotiated with the applicant to determine a specific location, this is detailed in the attachment.

## Financial Implications

As per the adopted Plaques and Memorials Policy, the delivery of the requests will be funded by the applicant, however Council will be responsible for maintenance and operational costs.

The Asset Custodian for each of the preferred locations of each requests has considered each individual request and noted that the maintenance and operation of the new infrastructure will be managed within existing Operational Budgets.

## **SA21.67 Acceptance of Grant Funding - Everyone Can Play 2020/21 - Variety Livvi's Place Playspace Marriott Park**

**HPERM Ref:** D21/99342

**Department:** Community Connections

**Approver:** Kevin Norwood, Manager - Shoalhaven Swim Sport Fitness

**Attachments:** 1. Final concept plans - Variety Livvi's Place Playspace [↓](#)  
2. Cost Estimate - Variety Livvi's Place Playspace (councillors information folder) [⇒](#)

Reason for Report To inform Council of a successful funding application to Everyone Can Play 2020/21 for the delivery of the first stage of the Variety Livvi's Place Playspace within Marriott Park, Nowra.

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

That Council receive this report for information on the successful funding application to Everyone Can Play 2020/21 for \$300,000 towards the delivery of Variety Livvi's Place Playspace, Marriott Park.

### **Options**

1. Adopt the recommendation.

Implications: This will allow for the progression of the delivery of the Playspace within Marriott Park, in line with the community's expectation.

2. Council adopt an alternative recommendation.

Implications: Depending on the nature of the alternative recommendation, this may not meet community expectations and potentially result in the funding being withdrawn, and the delivery of the Playspace within Marriott Park being delayed and pending other future funding.

### **Background**

In conjunction with the Marriott Park Master Plan, in 2019 Council partnered with Variety NSW ACT to develop a design an Inclusive Playspace in Marriott Park, Nowra. This design was the result of a successful grant application under the Variety – Livvi's Place Design Grant.

This project enabled Variety, on behalf of Council, to engage Ayling and Drury Landscape Architects to prepare the concept design for the Variety Livvi's Place Playspace within Marriott Park. Consultation with users of the existing Playspace, relevant stakeholders, and broader community was undertaken to inform the design of the draft concept plan.

The Playspace is nature based with strong local landscape and Aboriginal themes. Key materials include sandstone, hardwood timber, and native vegetation representing the landscape of the Shoalhaven River. The Playspace is fully inclusive and includes different

precincts for nature play, imaginative play, sensory play, quiet places, and adventurous activities. The Playspace concept is included as Attachment 1.

The Marriott Park Master Plan and the concept of the Variety Livvi's Place Playspace were reported to Council's Strategy and Assets Committee on 21 July 2020. It was resolved (MIN20.489):

*That Council:*

1. *Note the adoption of the Marriott Park Master Plan following the Public Exhibition period in accordance with MIN20.31*
2. *Undertake community consultation on the Draft Concept Plan – Livvi's Place Inclusive Playspace – Marriott Park; and*
  - a. *If no significant feedback is received as part of the community consultation, the Draft Concept Plan – Variety Livvi's Place Playground – Marriott Park be finalised and deemed adopted; or*
  - b. *If significant adverse feedback is received, update the Draft Concept Plan – Variety Livvi's Place Playground – Marriott Park and report the outcomes of the public exhibition period to Council prior to adoption.*
3. *Advocate for funding to deliver Marriott Park improvements as per the adopted Marriott Park Master Plan.*

The exhibition of the Variety Livvi's Place Playspace concept received no significant adverse feedback, and as a result, the Playspace Concept Design was adopted.

Since the adoption of the Variety Livvi's Place Playspace, Council has been investigating and preparing funding applications to assist the delivery of the project. An application to the NSW Everyone Can Play grant was submitted by Council in November 2020.

### **Everyone Can Play Funding**

The Variety Livvi's Place Playspace has been designed so that it can be delivered in a staged approach, or in its entirety, depending on future funding and the success of grant applications with other government departments. Due to the scale and cost estimate of the new Playspace, Council have proposed to fund the delivery in two stages. The funding application under Everyone Can Play was for one stage of the Playspace.

In March 2021, Council was informed that their application to Everyone Can Play 2020/21 to the value of \$300,000 was successful. The funding agreement has been signed and returned, under the delegation assigned to the Director - City Lifestyles.

The funding received is \$300,000 from the Everyone Can Play program, with matching contribution which is included in the Council's Community Planning and Projects team current budget. The works covered by the successful grant application include the upper terrace of the Playspace, nature trail, lawn terrace, circular seating nooks, Black Cockatoo sculpture, picnic shelters, inclusive access, creek bed with sandstone blocks, musical instruments, accessible play shelter / tunnel and entry / footpaths.

The funding received from Everyone Can Play requires the project to be completed within 18 months of the finalisation and acceptance of the funding agreement.

### **Community Engagement**

Variety and Council staff worked in collaboration to consult with the community to inform the concept design of the Variety Livvi's Place Playspace. The consultation included community surveys, workshops, school visits, and a pop-up stall on site to determine the community's needs and desires for a new Playspace in Marriott Park.

The consultation results were used to prepare the concept design of the Variety Livvi's Place Playspace. Further consultation was conducted during the public exhibition, to determine the level of support of the draft concept design. As a result of the exhibition, it was concluded that there was a high level of support for the Playspace, and the design was adopted.

The progression of the project is consistent with the 2021/22 Delivery Plan Operation Plan Action which specifies the implementation of Marriott Park Master Plan and Livvi's Place Inclusive Playspace as a priority project, and specifically that the project progress to "Prepare plans and advocate for funding for Marriott Park improvements" (Action 1.1.02.01).

### **Policy Implications**

The *Community Infrastructure Strategic Plan (CISP)* recognises Marriott Park as one of the main destination parks in Nowra. The CISP identifies Marriott Park as a "Regional Recreation Park" and recommends the development of a Master Plan, including a pathway network. The development of the Playspace is also consistent with Council's resolution (MIN20.405) that categorises Marriott Park as a "Destination Park".

The Marriott Park Master Plan and the Livvi's Place Inclusive Playspace are in line with the recommendations and actions detailed the CISP, and its categorisation as a Destination Park.

### **Financial Implications**

The funding received under Everyone Can Play is \$300,000 with a Council contribution of another \$300,000 from an existing Community Planning and Projects budget.

The Draft Budget for the 2021/22 Financial Year identifies further funding for the investigation and detailed design of the Playspace and other elements in the park. Once this aspect is completed the funding to date will allow for the delivery of stage one of this Playspace, with further elements of the Playspace being funded in subsequent years of Council capital works program.

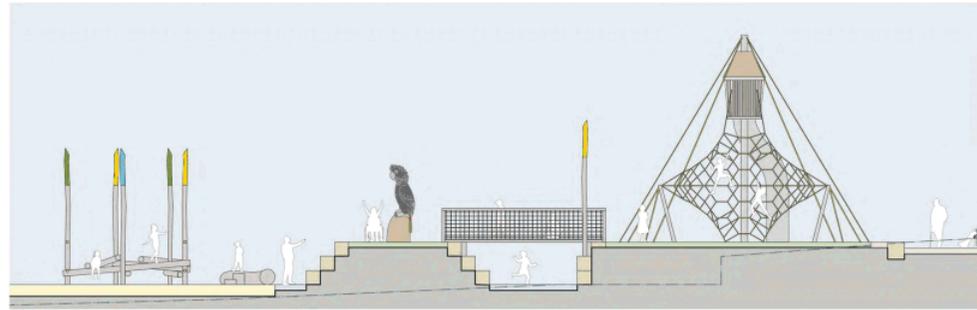
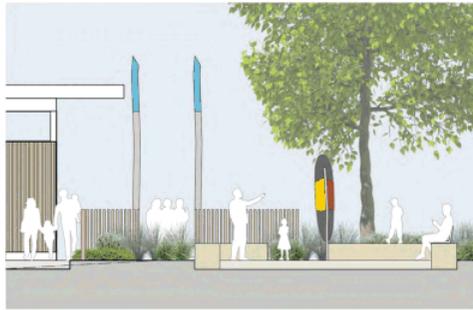
### **Next Steps**

Upon the approval and finalisation of the funding agreement, Council staff will go out to tender for the detailed design and construction of Stage 1 of the Marriott Park Master Plan, which involves the delivery of the Variety Livvi's Place Inclusive Playspace.

# Variety Livvi's Place Inclusive Play Space Marriott Park - Nowra

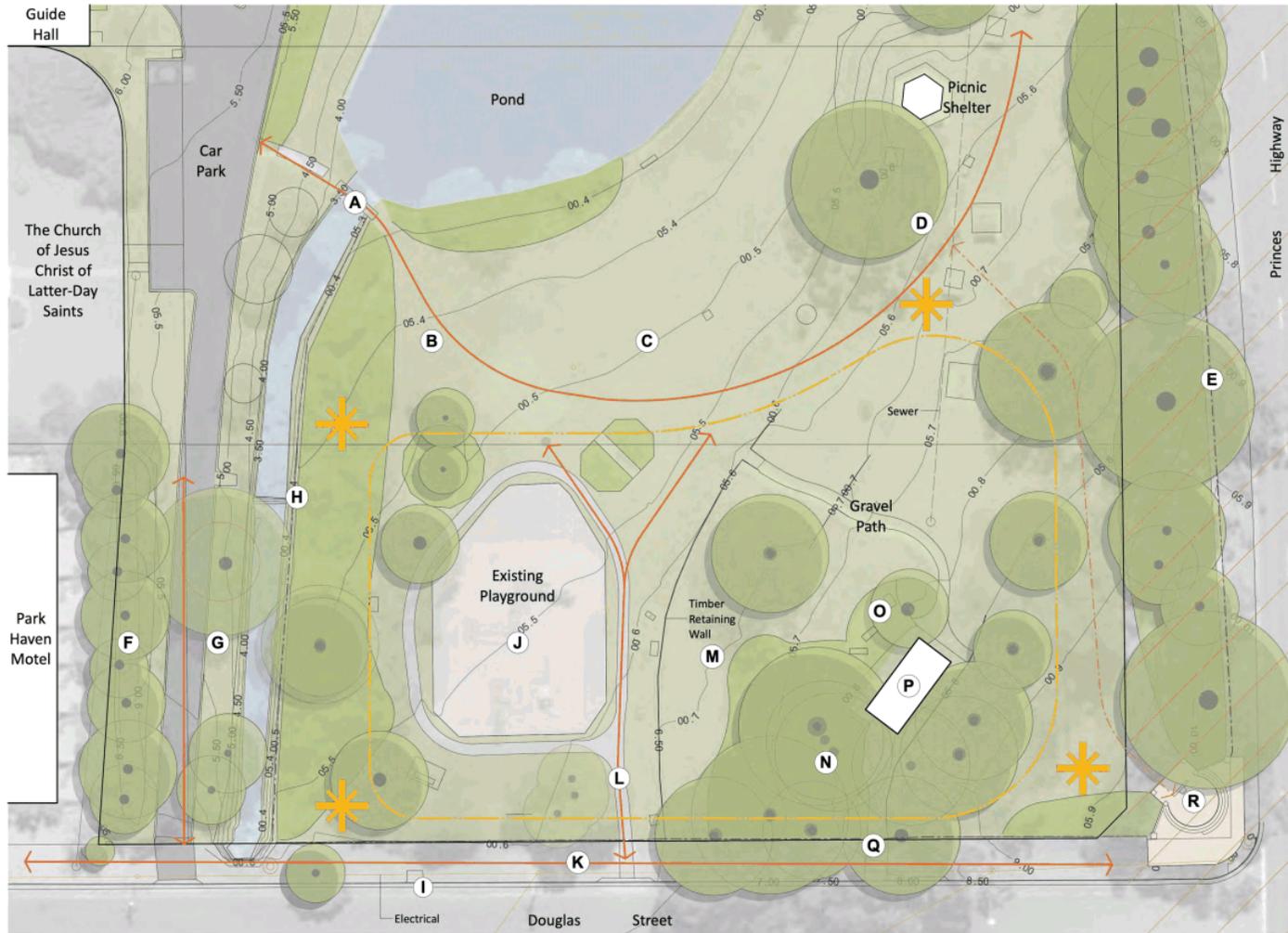
## Concept Plans

July 2020



### DRAWING SCHEDULE

- 01 Analysis Plan
- 02 Schematic Plan
- 03 Concept Plan
- 04 Detail Plan
- 05 Typical Sections 1
- 06 Typical Sections 2
- 07 Typical Sections 3
- 08 Schedules 1
- 09 Schedules 2



NOTES

- A** EXISTING BRIDGE: Existing timber bridges and approaches not connected to a path network or compliant with inclusive access. Investigate replacement / alternative pedestrian routes to playground.
- B** LOOP PATH: Opportunity to significantly improve park circulation and inclusive access to playground with a loop path around the park pond. Path would provide access to all park elements along with being a fitness and interpretive feature in its own right.
- C** PROXIMITY TO POND: Ensure secure barriers around perimeter of playground, particularly regarding its close proximity to the park pond.
- D** EXISTING PICNIC AREA: Popular picnic area with northern aspect and pond views with mountain ridge in background. Opportunity to upgrade facilities with strong connections to the playground.
- E** HIGHWAY VERGE: Consider noise, visual, and access impacts. Maintain safety fencing and vegetation buffer to attenuate traffic noise. Consider future highway expansion and its impact on the playground footprint.
- F** PARKHAVEN MOTEL UNITS: Ensure privacy and security is maintained between units and park driveway. Existing trees to be retained.
- G** EXISTING DRIVEWAY AND OPEN STORMWATER CULVERT: Current driveway provides no parking or access to playground. Open culvert is also a safety issue in such close proximity to playground. Opportunity to reconfigure driveway and cover/pipe culvert to allow accessible entry and parking to playground.
- H** EXISTING SHRUBS AND TREES ALONG STORMWATER CULVERT: Vegetation inhibits passive surveillance and visibility of playground to the broader park and surroundings.
- I** ON STREET PARKING: Opportunity to provide angled on street parking along Douglas Street to improve parking quantity for park use.
- J** EXISTING PLAYGROUND: Popular playground even with aged equipment and facilities. Opportunity to significantly improve and expand to a regionally significant inclusive playground.
- K** DOUGLAS STREET VERGE: Lacks any footpaths or streetscape elements. Footpaths along length of Douglas St would improve inclusive access to playground.
- L** DOUGLAS ST PLAYGROUND ENTRY: Doesn't connect with any adjoining paths. Investigate suitability once playground is expanded.
- M** ELEVATED TURF TERRACES: Opportunity to use elevated terrace area for playground expansion utilising the level change for play activity and northerly views.
- N** EXISTING EUCALYPTS: Opportunity to highlight and promote as prominent playground character / feature including sensory and shade use.
- O** STONE MEMORIAL: Relocate to a more suitable outside area outside of playground (potentially in future heritage memorial garden).
- P** EXISTING AMENITY BUILDING: Aged amenity in a poor location for accessibility and passive surveillance. Investigate alternative location to western side of playground that is more inclusive and connected to other park facilities.
- Q** EXISTING SERVICE VEHICLE ACCESS: Consider retention if still suitable as an access point after playground upgrade.
- R** HISTORICAL PARK ENTRANCE: Visual presence but no longer a desirable access point to park or playground due to highway proximity. Opportunity to retain with informal or minor access to park and playground.

LEGEND

- |                             |                             |                     |                                     |                           |
|-----------------------------|-----------------------------|---------------------|-------------------------------------|---------------------------|
| — Site boundary             | ● Existing trees            | ■ Concrete pavement | ■ Pond & open drains                | ▨ Future highway widening |
| — Potential playground area | ■ Bitumen pavement          | ■ Turf              | ★ Potential playground entry points |                           |
| □ Existing structures       | --- Existing boundary fence | ■ Garden beds       | → Circulation                       |                           |

**Marriott Park**  
**Variety Livvi's Place Inclusive Play Space Concept**

ayling | drury landscape architecture

ABN 73 351 433 301 www.aylingdrury.com.au  
43 Parkett St, Newer NSW 2541 p 041 533 18 e info@aylingdrury.com.au

CLIENT  
**Variety**  
The Children's Charity NSW/ACT

SCALE  
0 1 5 10 20m



PROJECT NUMBER  
AD1921  
DATE  
06 July 2020

**ANALYSIS PLAN**

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- |  |  |
|--|--|
| <b>CIRCULATION</b>   | <b>PLAY ELEMENTS</b>                             |
| PEDESTRIAN ENTRY POINTS<br>Including signage   | JUNIOR NATURE PLAY AREA                          |
| NEW AMENITY BUILDING<br>Adjoining playground.  | SENIOR ADVENTURE PLAY AREA                       |
| ACCESSIBLE LOOP PATHS<br>Inclusive circulation in park and playground.                   | MUSICAL INSTRUMENTS                              |
| STEPS<br>Level changes   | SAND PLAY  |
| WAYFINDING & INTERPRETATION<br>WAYFINDING LANDMARKS<br>Addressing key entries and views. | WATER PLAY                                       |
| CULTURAL ELEMENTS<br>Local indigenous interpretive elements defining play themes.        | INCLUSIVE CAROUSEL                               |
| VEHICLE ACCESS<br>Car park and service vehicle entry points.                             | CLIMBING   |
| CAR PARKING<br>New on-street and off-street car parking locations.                       | TOWER STRUCTURE                                  |
| HIGHWAY EXPANSION<br>Allowance for future road widening.                                 | SLIDES   |
|  | SWINGS   |
|  | BRIDGE   |
|  | SECLUDED PLAY                                    |
|  | STEPPERS & BALANCING                             |
|  | SENSORY / NATURE PLAY                            |
|  | FLYING FOX                                       |
|  | TRAMPOLINE                                       |
|  | FITNESS STATION                                  |
|  | SHELTERS & SEATING<br>PICNIC SHELTER & FURNITURE |
|  | BENCH SEAT                                       |
|  | <b>VEGETATION</b>                                |
|  | NATIVE PLANTING                                  |

- LEGEND**
- Accessible pathways
  - Sandstone retaining walls and barriers
  - New underground stormwater line
  - Playground perimeter fencing

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ABN 73 351 423 101 www.aylingdrury.com.au  
 43 Parkett St, Lennox Head 2541 ph 041 570 181 e info@aylingdrury.com.au

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DATE  
06 July 2020

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**SCHEMATIC PLAN**

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NOTES

- 1 NEW CAR PARK: Reconfigured driveway and covered/piped culvert allowing parking to playground and park. Approx. 40 spaces, including 2 accessible parks and designated service/cleaning vehicle bay.
- 2 NEW AMENITY BUILDING: Located at western playground entry with inclusive facilities and good visibility. Existing amenity building in southeast corner removed.
- 3 FITNESS STATION: Future works as part of park upgrade.
- 4 LOOP PATH: Significantly improved park circulation and inclusive access to playground with a loop path around the park pond. Path would provide access to all park elements and be a feature in its own right.
- 5 WESTERN PLAYGROUND ENTRY: Includes external furniture (eg: seat, bin, bike racks, drink fountain) and playground signage/maps on gate and fence.
- 6 PICNIC AREA: Shelter with accessible picnic furniture.
- 7 ACCESSIBLE SENSORY PATH: Rubber softfall path through native sensory garden. Includes intimate performance space with musical instruments and open tunnel / shelter from rounded weathered steel loops that can be temporarily covered with loose branches and leaves in the garden. This path also provides access to inclusive water and sand play elements.
- 8 JUNIOR SAND AND WATER PLAY: Shaded sand play featuring native animal and tail feather timber sculptures, springers and diggers. Water play includes a splash area, water pumps, weirs, and sandstone creek bed. A platform springer, water pump, and sand digger are inclusive with rubber safe fall also ramping into the sand.
- 9 INTERMEDIATE LOG CLIMB AREA: Suitable for junior / intermediate developmental levels. Climbing structures and balance ropes on tall hardwood poles with coloured ends evoke the existing stand of spotted gums. Large natural logs and steppers lines the eastern edge with a ribbon of rubber safe fall interpreting the Shoalhaven River and providing inclusive access.
- 10 CENTRAL ISLAND & BLACK COCKATOO TOTEM: Large black cockatoo timber sculpture centrepiece on mound. Accompanying signage relays the Aboriginal story of Nowra's name whereby a white cockatoo flew to an erupting Cambewarra Mountain, turning the bird black with burnt red tail feathers. Story to be written and approved by local elders. Treasure hunt map / text also include as discovery play to find five missing tail feathers within the play space. 1.5m high mound retained with sandstone blocks with inclusive access from middle terrace via timber bridge with inclusive net. Thoroughfare underneath also offers trampolines.
- 11 SWINGS AND LARGE CAROUSEL: Rubber safe fall provides access to inclusive carousel, timber framed inclusive swing, net swing, and two traditional swings.
- 12 SOUTHERN PLAYGROUND ENTRY: Includes external furniture(eg: seat, bin), timber totems and signage/maps on gate and fence. Connects with new paths on Douglas Street improving neighbourhood accessibility and on-street long vehicle parking.
- 13 CIRCULAR SEATING NOOKS: Sandstone arrival/meeting nook provided inside the entry under existing spotted gums. Includes a tail feather sculptural element.
- 14 PATHWAY NETWORK: A looped 2.5m wide concrete pathway provides inclusive access to each play area with maximum grades of 1:20. This loop path also offers learn to ride / scooter use and service vehicle access (via northern entry).
- 15 MIDDLE TERRACE: This elevated play area features a significant climbing net, lookout, and slide. This element will be visible from the highway and the park. It will offer significant northerly views to the Cambewarra Range and intimate canopy views of the surrounding gums. The existing timber retaining wall is replaced and realigned with sandstone blocks and planting. The terrace also includes an accessible 1.5m high embankment slide, and inclusive access to the central island.
- 16 LAWN TERRACE: Lawn area under existing tree at northern end of middle terrace. Used for picnics and gatherings with platform seats, inclusive bench seats, and a timber feather sculpture. It is accessed via central steps or the loop path.
- 17 PICNIC AREA: Shelter with accessible picnic furniture adjoining lawn terrace.
- 18 NORTHERN PLAYGROUND ENTRY: Includes tall totems and signage/maps on gate and fence. Connects with park loop path and adjoins picnic area. Also provides service vehicle access to play space.
- 19 UPPER TERRACE: The upper terrace features a 30m double flying fox including one with inclusive seat. The flying fox is reached via timber step and ramp. It also provides accessible entry into the gum tree grove and nature trail area.
- 20 NATURE TRAIL: A looped compacted gravel path with interpretive elements meanders between existing gum trees and provides a nature based sensory experience. The trail is enclosed with new native plant beds and includes steppers and beams. An intimate circular seating nook around significant trees includes a tail feather sculpture.
- 21 LINE OF FUTURE HIGHWAY EXPANSION: Allowing highway widening in long term.
- 22 HISTORICAL PARK ENTRANCE: Stone structure retained in the short term as an informal entry point into the play space. Existing fencing is used to enclose the play space along the eastern boundary.
- 23 SERVICE VEHICLE ACCESS
- 24 PARK PICNIC FACILITIES: New shelter, BBQ's and furniture as part of park upgrade.

LEGEND

- Site boundary
- - - Playground boundary fence
- New amenity building
- Existing tree to be removed
- Existing tree to be retained
- Proposed tree
- Proposed plant bed
- Concrete pavement
- Bitumen pavement
- Sandstone
- Mulch safe fall
- Rubber safe fall
- Sand safe fall
- Turf
- Cockatoo & tail feather sculptures
- Tall timber totems with coloured tips

GENERAL CHARACTER

This is an inclusive nature based play space with strong local landscape and Aboriginal themes. Key materials include sandstone, hardwood timber, and native vegetation representing the landscape of the Shoalhaven River. The use of long logs and totems has a direct context with the existing stands of Spotted Gums in the play space and the broader landscape. Sandstone blocks are used to provide elevation and terracing of play areas and informal seating. Extensive planting adds shade, enclosure, softening, and sensory experience. The play space encourages natural and local materials, stories, and sculpture.

**Marriott Park  
Variety Livvi's Place Inclusive Play Space Concept**

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ABN 73 351 423 101 www.aaylingdrury.com.au  
43 Puket Street NSW 2541 p 043 521 58 e info@aylingdrury.com.au

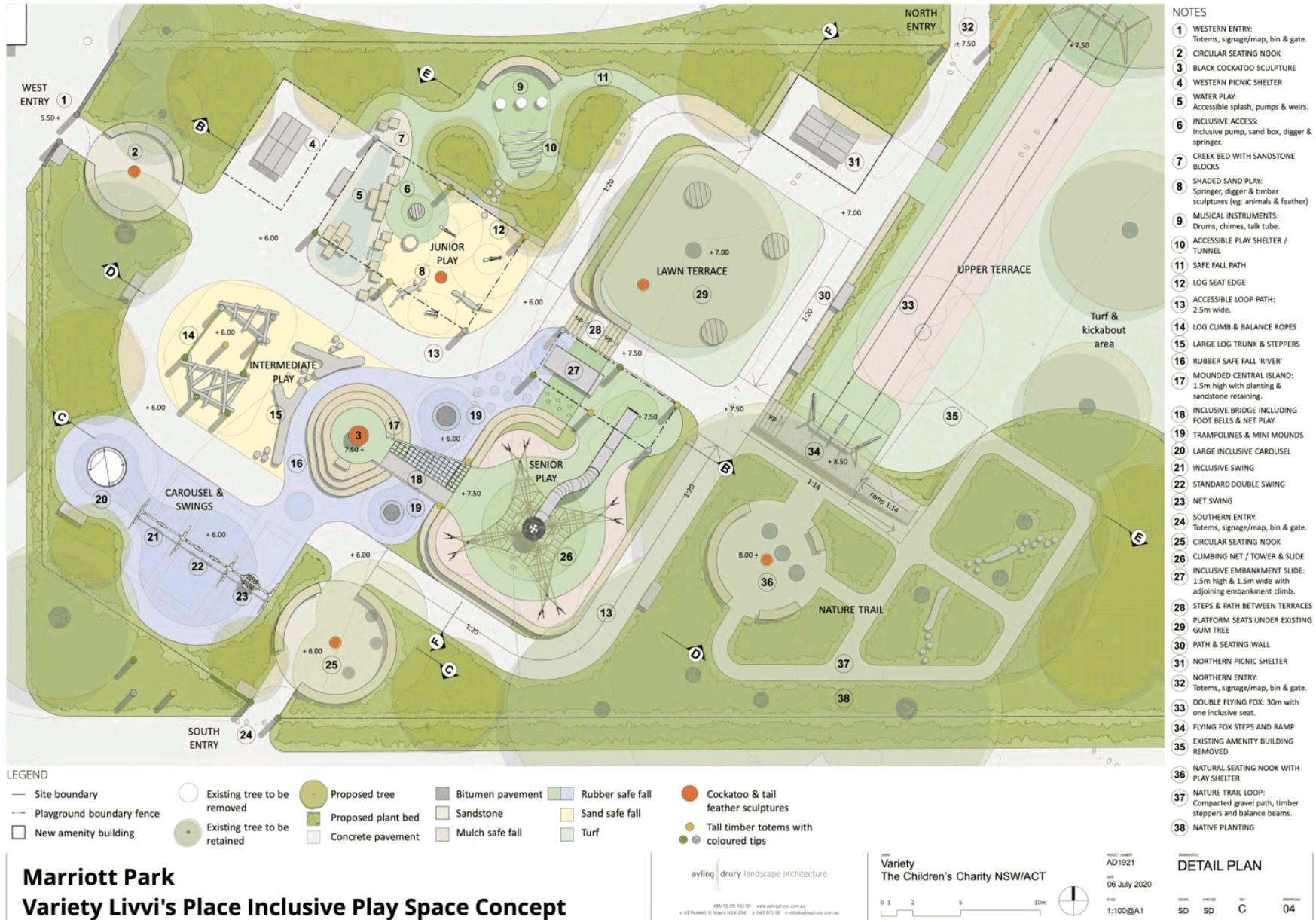
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**Variety  
The Children's Charity NSW/ACT**

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**AD1921**  
DATE  
**06 July 2020**

**CONCEPT PLAN**

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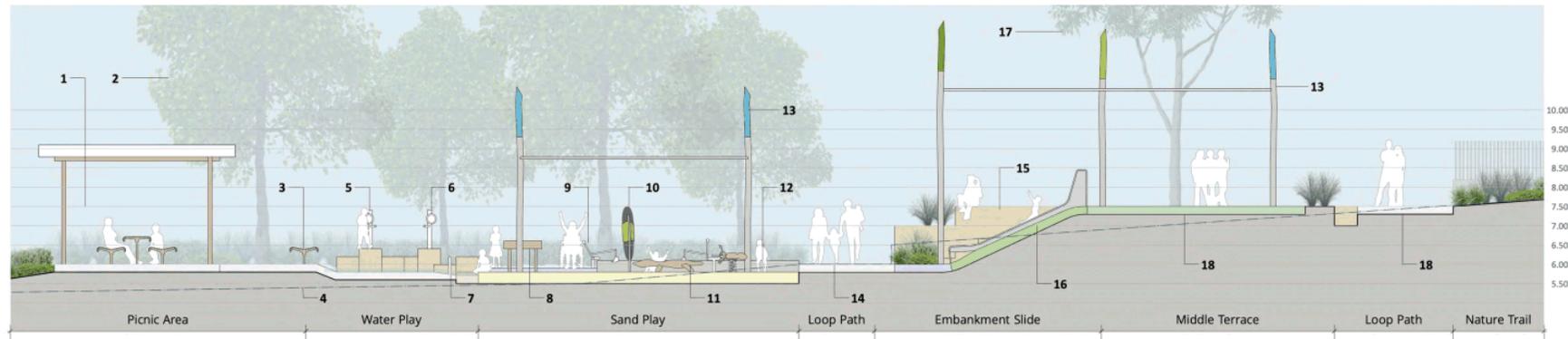
**Marriott Park  
Variety Livvi's Place Inclusive Play Space Concept**



Notes

- |                                 |   |   |                                    |                                      |
|---------------------------------|---|---|------------------------------------|--------------------------------------|
| 1 WESTERN PROPERTY BOUNDARY     | 4 EXISTING STORMWATER CHANNEL PIPED UNDERGROUND     | 7 ACCESSIBLE CAR PARK                           | 10 ENTRY TOTEMS                    | 13 INCLUSIVE BENCH SEAT              |
| 2 EXISTING TREES TO BE RETAINED | 5 EXISTING GROUND LINE                              | 8 SHARED CONCRETE PATH                          | 11 SANDSTONE SEATING BLOCKS        | 14 NATIVE PLANT BED AROUND PERIMETER |
| 3 EXPANDED OFF STREET CAR PARK  | 6 NEW INCLUSIVE AMENITY BLOCK FOR PLAYGROUND & PARK | 9 PLAYGROUND PERIMETER FENCING (metal & timber) | 12 COCKATOO TAIL FEATHER SCULPTURE |                                      |

TYPICAL SECTION A scale 1:50



Notes

- |                              |  |                                  |                                |                                 |
|------------------------------|--|----------------------------------|--------------------------------|---------------------------------|
| 1 PICNIC SHELTER & FURNITURE | 4 EXISTING GROUND LINE                                 | 7 WATER WEIR                     | 11 NATIVE ANIMAL PLAY ELEMENTS | 15 STEPS AND SANDSTONE WALL     |
| 2 NEW NATIVE SHADE TREE      | 5 WATER PUMP, SANDSTONE BLOCKS & INCLUSIVE SPLASH AREA | 8 INCLUSIVE SAND BOX             | 12 LOG SEAT EDGE               | 16 INCLUSIVE EMBANKMENT SLIDE   |
| 3 BENCH SEAT                 | 6 INCLUSIVE WATER PUMP                                 | 9 INCLUSIVE SAND DIGGER          | 13 SHADE SAIL WITH TOTEM POSTS | 17 EXISTING TREE TO BE RETAINED |
|                              |  | 10 TIMBER TAIL FEATHER SCULPTURE | 14 2.5m WIDE CONCRETE PATH     | 18 RUBBER SAFE FALL             |

TYPICAL SECTION B scale 1:50

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ABN 73 351 423 361 www.aylingdrury.com.au  
43 Parkett St, Newer NSW 2541 ph 048 520 188 e info@aylingdrury.com.au

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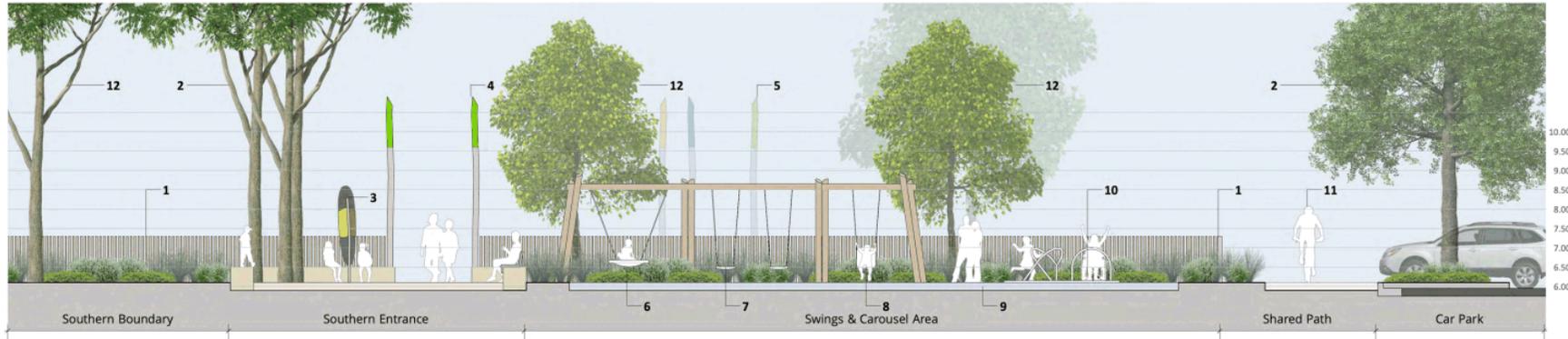


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06 July 2020

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**TYPICAL SECTIONS 1**

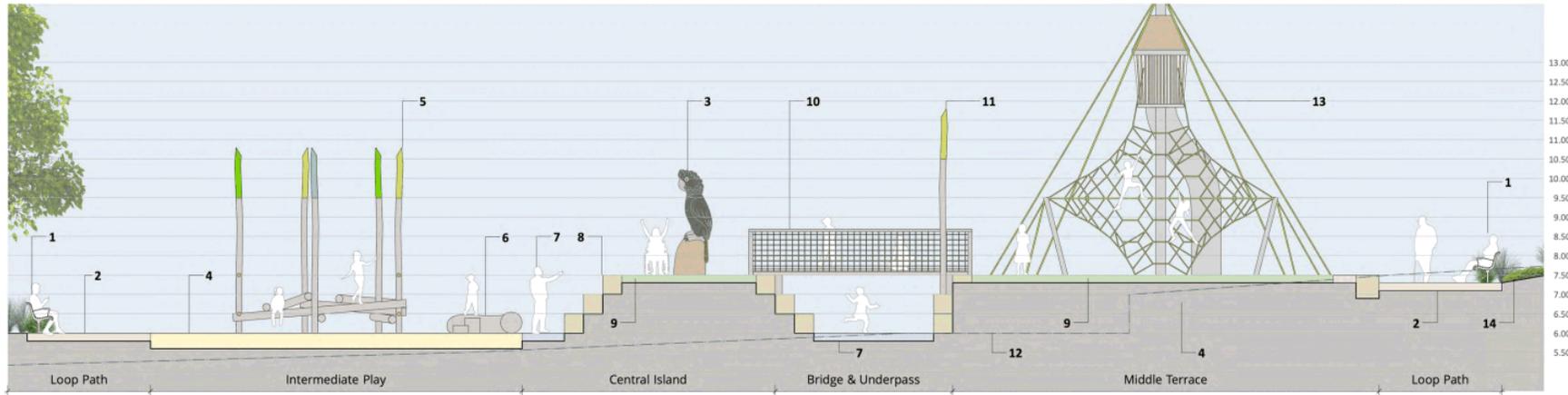
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Notes

- |                                     |   |                            |                                  |
|-------------------------------------|---|----------------------------|----------------------------------|
| 1 NATIVE PLANTING & PERIMETER FENCE | 4 ENTRY TOTEMS & GATE                     | 7 STANDARD SWINGS          | 10 LARGE INCLUSIVE CAROUSEL      |
| 2 EXISTING TREES TO BE RETAINED     | 5 TOTEMS IN PLANT BED FRONTING DOUGLAS ST | 8 INCLUSIVE SWING          | 11 CONCRETE EXTERNAL SHARED PATH |
| 3 COCKATOO TAIL FEATHER SCULPTURE   | 6 NET SWING                               | 9 RUBBER SAFE FALL 'RIVER' | 12 PROPOSED NATIVE TREES         |

TYPICAL SECTION C



Notes

- |                            |                                      |                                     |                          |  |
|----------------------------|--------------------------------------|-------------------------------------|--------------------------|--|
| 1 INCLUSIVE BENCH SEAT     | 4 SAFE FALL SAND                     | 7 RUBBER SAFE FALL 'BLUE RIVER'     | 10 TIMBER BRIDGE AND NET | 13 LARGE CLIMBING TOWER WITH LOOKOUT & SLIDE |
| 2 2.5m CONCRETE LOOP PATH  | 5 INTERMEDIATE LOG CLIMB WITH TOTEMS | 8 STACKED SANDSTONE MOUND           | 11 COLOURED TOTEMS       | 14 NATIVE SENSORY PLANTING                   |
| 3 BLACK COCKATOO SCULPTURE | 6 LARGE LOG TRUNK AND STEPPERS       | 9 RUBBER SAFE FALL 'GREEN MOUNTAIN' | 12 EXISTING GROUND LINE  |  |

TYPICAL SECTION D

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ABN 73 351 423 101 www.aylingdrury.com.au  
43 Plunkett St, Nowra NSW 2541 ph 043 520 58 e info@aylingdrury.com.au

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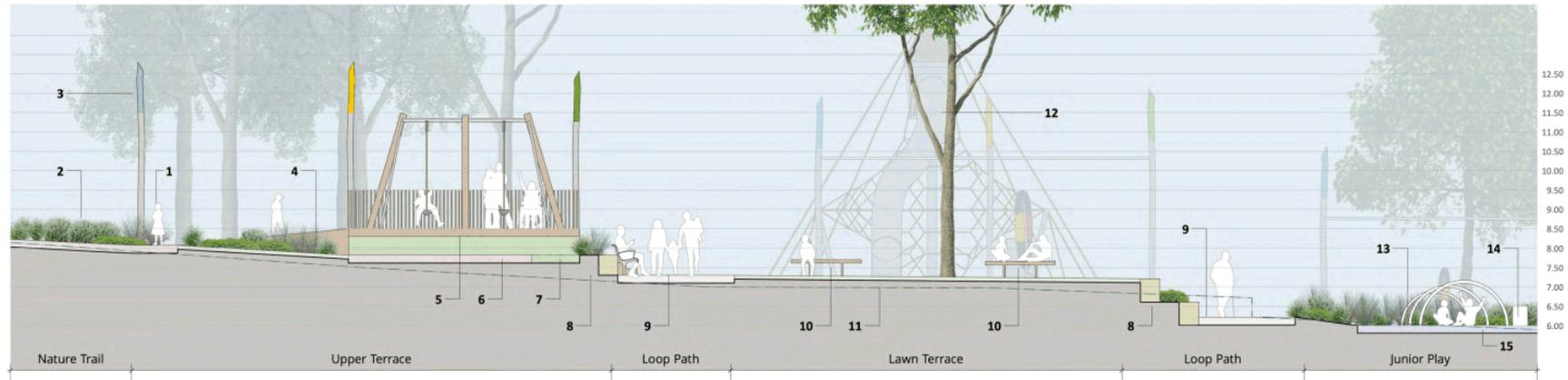
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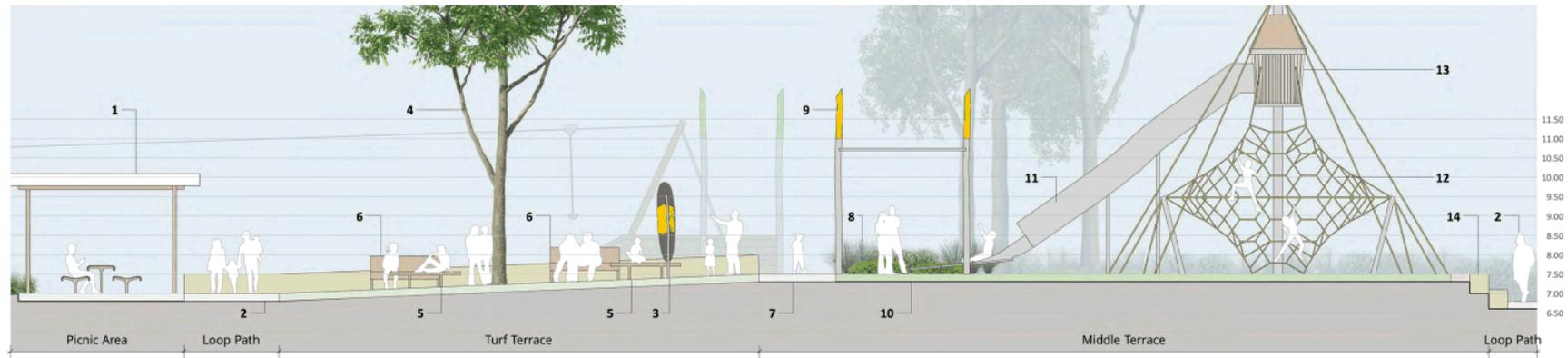
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Notes

- |                           |   |   |  |                          |
|---------------------------|---|---|--|--------------------------|
| 1 COMPACTED GRAVEL TRAIL  | 4 FLYING FOX RAMP & STEPS                   | 7 RUBBER SAFE FALL ACCESS PATH                | 10 PLATFORM SEATING & TURF UNDER EXISTING TREE | 13 PLAY SHELTER / TUNNEL |
| 2 NATIVE SENSORY PLANTING | 5 DOUBLE 30m FLYING FOX WITH INCLUSIVE SEAT | 8 SANDSTONE BLOCK RETAINING WALL AND PLANTING | 11 EXISTING GROUND LINE                        | 14 MUSICAL INSTRUMENTS   |
| 3 COLOURED TOTEMS         | 6 MULCH SAFE FALL                           | 9 2.5m CONCRETE LOOP PATH                     | 12 EXISTING TREE TO BE RETAINED                | 15 RUBBER SAFE FALL      |

TYPICAL SECTION E



Notes

- |                                   |                                    |  |                       |                                   |
|-----------------------------------|------------------------------------|--|-----------------------|-----------------------------------|
| 1 PICNIC SHELTER & FURNITURE      | 4 EXISTING TREE TO BE RETAINED     | 7 TERRACE CONCRETE PATH                | 10 RUBBER SAFE FALL   | 13 LOOKOUT TOWER                  |
| 2 2.5m CONCRETE LOOP PATH         | 5 PLATFORM PICNIC SEATS            | 8 SANDSTONE BLOCKS AND NATIVE PLANTING | 11 LARGE SLIDE        | 14 SANDSTONE BLOCK RETAINING WALL |
| 3 COCKATOO TAIL FEATHER SCULPTURE | 6 SEATING WALL WITH INCLUSIVE SEAT | 9 SHADE SAIL WITH TOTEMS POSTS         | 12 LARGE CLIMBING NET |                                   |

TYPICAL SECTION F

**Marriott Park**  
**Variety Livvi's Place Inclusive Play Space Concept**

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43 Puntnett St, Newry NSW 2541 p 041 570 18 e info@aylingdrury.com.au

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TYPICAL SECTIONS 3

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PLAYGROUND SCHEDULE

CLIMBING NET AND SLIDE  
*(TYPE TO BE CONFIRMED)*

Qty: 1  
Supplier: Kompan (kompan.com.au)  
Type: Corocord COR10430 Combination with Curved Stainless Steel Tunnel. Alternative product also considered eg: playrope.com.au



LARGE CAROUSEL

Qty: 1  
Supplier: Play evolution (playe.com.au) or similar  
Type: Inclusive Carousel



FLYING FOX (Timber & inclusive seat)

Qty: 1  
Supplier: Kompan (kompan.com.au)  
Type: Robinia Double Cableway NRO882 with one inclusive seat (Alternative product also considered eg: playrope.com.au)



INCLUSIVE BRIDGE & NET

Qty: 1  
Supplier: Bespoke timber construction item with supplied net (eg: Kompan or similar)  
Type: Final design and layout in consultation with landscape architect.



EMBANKMENT SLIDE

Qty: 1  
Supplier: Playrope (playrope.com.au) or similar  
Type: 1.5m high x 1.5m wide inclusive stainless steel slide



SWINGS

Qty: 1 x Net Swing  
2 x Standard swings  
1 x Inclusive Swing  
Supplier: Kompan (kompan.com.au)

Type: Triple combination swing NRO907 with net, standard and inclusive seat. Alternative product also considered eg: playrope.com.au



LOG CLIMB

Supplier: Bespoke Item eg: Timber Creations  
Type: Local hardwood Final design and layout by supplier in consultation with landscape architect.



TIMBER STEPPERS AND BALANCE LOGS

Supplier: Local artist or by Timber Creations or Local hardwood  
Type: Final design and layout by supplier in consultation with landscape architect.



SPRINGERS (ANIMAL & PLATFORM)

Qty: 3  
Supplier: Bespoke item eg: Timber Creations or Kompan (kompan.com.au)  
Type: Robinia springers (platform and ants NRO119)



SAND DIGGERS

Qty: 1 x standard  
1 x inclusive  
Supplier: Playrope (playrope.com.au)  
Type: Kaiser and Kuhne  
Code: 0-32620-000



WATER PUMP

Qty: 1 x standard  
1 x inclusive  
Supplier: Playrope (playrope.com.au)  
Type: Kaiser and Kuhne  
Code: 0-33131-001



SANDSTONE BLOCKS

General: Bespoke installation.  
Supplier: Gosford Quarries or similar.  
Type: Wheel Sawn sandstone 'quarry log'.



OPEN SHELTER/TUNNEL

Qty: 1  
General: Bespoke installation  
Type: Curved weathered steel



MUSICAL INSTRUMENTS

Qty: 4  
Supplier: Percussion play www.percussionplay.com or similar  
Type: Drums, Xylaphone, Chimes, Talk tubes



TRAMPOLINES

Qty: 2  
Supplier: Playrope (playrope.com.au)  
Type: Interplay Salto Trampoline RADO 150 (Code MA-SA-03) & RADO 175 (Code MA-SA-05)



SCULPTURE SCHEDULE

COCKATOO TOTEMS

Qty: 1  
Supplier: Bespoke artist, preferably local Aboriginal  
Type: Local hardwood timber



COCKATOO TAIL FEATHERS

Qty: 5  
Supplier: Bespoke artist, preferably local Aboriginal  
Type: Local hardwood timber



COLOURED TIMBER TOTEMS

Qty: 25  
Supplier: Bespoke artist, preferably local Aboriginal  
Type: Local hardwood timber



NATIVE ANIMALS

Qty: 5  
Supplier: Bespoke artist, preferably local Aboriginal  
Type: Local hardwood timber



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ABN 73 351 423 501 www.aylingdrury.com.au  
43 Plunkett St, Nowra NSW 2541 ph 041 520 58 e info@aylingdrury.com.au

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**Variety**  
The Children's Charity NSW/ACT

PROJECT NUMBER  
AD1921  
DATE  
06 July 2020

DOCUMENT TITLE  
**SCHEDULES 1**

ISSUE NO.  
SD SD C 08

FURNITURE SCHEDULE

SHELTERS

Qty: 2  
Supplier: Landmark landmarkpro.com.au or similar  
Type: Peninsula K309 (4 x7m)  
Material: Hardwood timber



PICNIC TABLE SETTING

Qty: 4 tables  
8 x Benches  
Supplier: Street Furniture Australia streetfurniture.com  
Type: Classic Plaza Table (CMP6) with DDA compliant end wheelchair access, and Benches (CMP4)  
Material: Jarrah hardwood battens and black powder coated steel frame



BENCH SEATS

Qty: 8  
Supplier: Street Furniture Australia streetfurniture.com  
Type: Classic Plaza DDA Seat (CMP5)  
Material: Jarrah hardwood battens and black powder coated steel frame



PLATFORM SEATS

Qty: 3  
Type: Bespoke circular platform seat  
Material: Hardwood battens and steel frame



DRINKING FOUNTAIN

Qty: 1  
Supplier: Botton & Gardiner bottonandgardiner.com.au  
Type: Prospect Drinking Fountain W/ Dog Bowl & Bottle Tap



BIKE RACKS

Qty: 5  
Supplier: Street Furniture Australia streetfurniture.com  
Type: Slim Hoop (BST02-2)



**Marriott Park**  
**Variety Livvi's Place Inclusive Play Space Concept**

PLANT SCHEDULE

BOTANICAL NAME	COMMON NAME	POT SIZE (mm)	MATURE SIZE (H x W)
<b>TREES</b>			
Corymbia maculata	Spotted Gum	45L	25 x 10
Tristaniopsis laurina 'Luscious'	Water Gum	45L	8 x 5
Elaeocarpus reticulatus	Blueberry Ash	45L	8 x 5
Syzygium leumannii	Small Leaved Lily Pili	45L	8 x 5
<b>SHRUBS</b>			
Acmena smithii	Lilly Pilly	150	1 x 2
Melaleuca hypericifolia	Red Honey-myrtle	150	2 x 2
Banksia ericifolia	Heath leaved Banksia	150	2 x 2
Callistemon linearis	Narrow-leaved Bottlebrush	150	2 x 2
Correa alba	White correa	150	2 x 2
Leptospermum continentale	Prickly Tea-tree	150	2 x 2
Crowea exalata	Waxflower	150	1 x 1
Rhagodia spinescens	Aussie Flatbush	150	0.5 x 1
Westringia 'Mundi'	Coastal Rosemary Mundi	150	1 x 2
<b>GRASSES &amp; GROUNDCOVERS</b>			
Lomandra longifolia 'Tanika'	Lomandra tanika	Forestry Tube	1 x 1
Dianella caerulea	Blue Flax Lily	Forestry Tube	1 x 1
Themeda australis	Kangaroo Grass	Forestry Tube	1 x 1
Poa labillardieri var labillardieri	Tussock	Viro Tube	1 x 1
Banksia prostrate	Prostrate Banksia	150	1 x 1
Grevillea juniperina	Woolly Grevillea	150	3 x 2
Hardenbergia violacea 'Meema'	False sarsaparilla	150	0.5 x 2
Scaevola humilis	Purple Fusion	150	0.2 x 1.5
Melaleuca hypericifolia	Red Honey-myrtle	150	2 x 2
Myoporum parvifolium	Creeping boobialla	Forestry Tube	1 x 1



Corymbia maculata



Tristaniopsis laurina



Elaeocarpus reticulatus



Melaleuca hypericifolia



Westringia 'Mundi'



Lomandra tanika



Dianella caerulea



Myoporum parvifolium

## SA21.68 Feasibility Report - Provision of Sewer to Tomerong Village

HPERM Ref: D21/85066

Department: Water Asset Planning & Development

Approver: Robert Horner, Executive Manager Shoalhaven Water

### Reason for Report

The CEO has submitted a Significant Non Pecuniary Interest declaration in relation to this item. This report has been approved by the Director – City Services.

Council at its Strategy & Assets Committee meeting on the 10 November 2020 resolved (MIN20.819) as follows:

That the CEO (Executive Manager, Shoalhaven Water):

1. Undertake a feasibility study into the provision of a sewerage scheme to Tomerong village and environs that will:
  - a. Reduce the amount of nutrient finding its way into St Georges Basin.
  - b. Promote a healthier village environment.
  - c. Connect to the St Georges Basin Treatment Plant to facilitate a connection with the Reclaimed Water Management Scheme to enable an increase to the amount of irrigation water available to farmers.
2. Report to Council when the study is completed and such report include the possibility of the proposal being part funded by grant source(s).

This report is in response to that Notice of Motion.

### Recommendation

That Council include \$7.3 million for the Tomerong Sewerage Scheme (as a pressure sewer scheme) in the Sewer Capital Works Program, for completion in the 2028/29 financial year based on the following:

1. Design of the scheme to commence in 2026/27 and construction commence in 2027/28,
2. Noting that the scheme is not currently funded, review the sewer availability charge as part of the 2022/23 DPOP preparation to ensure the project is accommodated in the Long Term Financial Plan,
3. Shoalhaven Water to seek grant funding to assist with the financing of the scheme.

### Options

1. As recommended. Provide a pressure sewer system to the village zoned properties in Tomerong, for completion in 2028/29.

Implications: The estimated cost of the project is approximately \$7.3 million (2021). The project is not currently included in the 20 year Capital Program and therefore not funded, thus requiring a review of the sewer availability charge moving forward.

2. Proceed with the Tomerong Sewerage Scheme in a different year than has been nominated in this report.

Implications: Sewer availability charges will need review in line with a nominated revised program. Should Council wish to bring this project forward then it would need to determine which project(s) to defer from the current program.

3. Not proceed with the scheme and continue with the current onsite management of sewage within the village.

Implications: On-site sewage management facilities would continue to be utilised within the village under the existing management regime by Council's City Development Directorate.

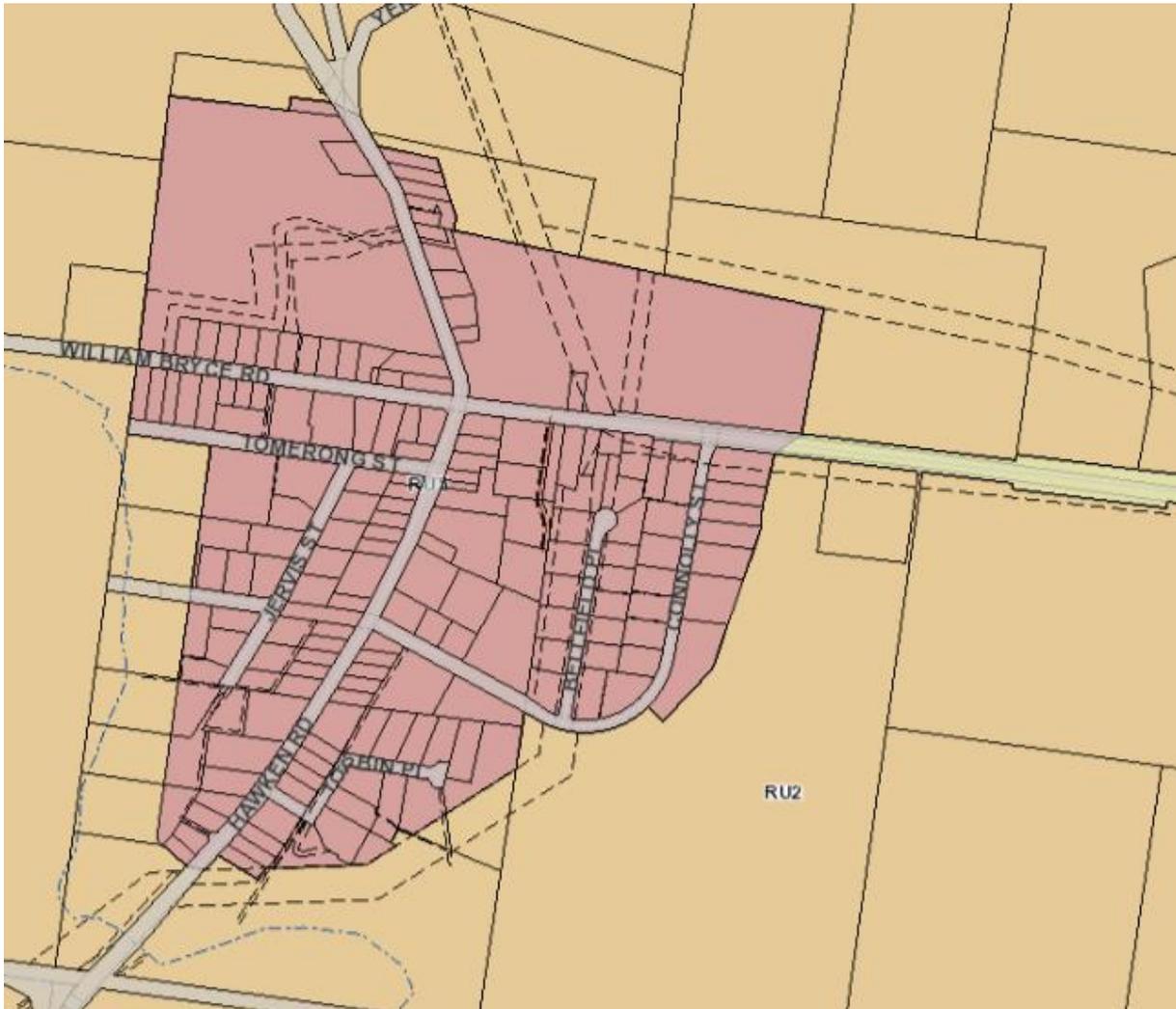
## **Background**

It is understood that Council has received representations from the members of the Tomerong community regarding the provision of a reticulated sewerage scheme to serve the Village.

In response to Council's Resolution of 10 November 2020 Shoalhaven Water has proceeded with a feasibility study for the provision of a pressure sewer system for the Tomerong Village. The decision to base the feasibility on a pressure sewer system in lieu of a gravity system is due to the topography of the area, the existing built environment, and the ability to monitor sewer flow activity within the scheme.

Pressure sewer systems specialist Pressure System Solutions Pty Ltd (PSS) were engaged to undertake the feasibility study for the servicing of Tomerong Village. PSS has extensive experience with designing Shoalhaven pressure sewer schemes, having completed designs for Lake Tabourie, Lake Conjola, Currarong, Kangaroo Valley and more recently the Woollamia and St Andrews Way schemes. For the purpose of the feasibility, the extent of the scheme was defined by the village zoned area and is shown below. The full extent would require confirmation as part of the scheme development, including community consultation.

This Report also provides a recommendation as to a suitable timing for the project, should Council resolve to proceed with it. The basis of the timing follows consideration of the current capital works commitment, resource allocation to current projects and the minimisation of any rise in the sewer availability charge.



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Figure 1: Proposed Sewer Service Area

The objectives of the study were to examine the feasibility of a sewerage system servicing all properties within the RU5 zoned area (approximately 164 existing properties and 10 vacant lots), discharging to the Sewage Treatment Plant (STP) located in The Wool Road, St Georges Basin, and to provide indicative costs for the project.

### Feasibility Study Findings

The study assessed two strategy options as follows:

1. Provision of a pressure sewer system that would discharge directly to the STP utilising the onsite pump units (similar to the Kangaroo Valley scheme),
2. Provision of a pressure sewer system discharging to the STP via a booster pumping station and rising main (similar to the Lake Tabourie Scheme).

Hydraulic modelling of the two options demonstrated that it was not feasible for the pressure sewer system to discharge directly to the STP due to excessive pressure losses experienced over the 6.5km length from the Village to the STP. Option 2 was determined as feasible, subject to environmental studies and other statutory approvals required.

The preferred option is shown in Figure 2 below.

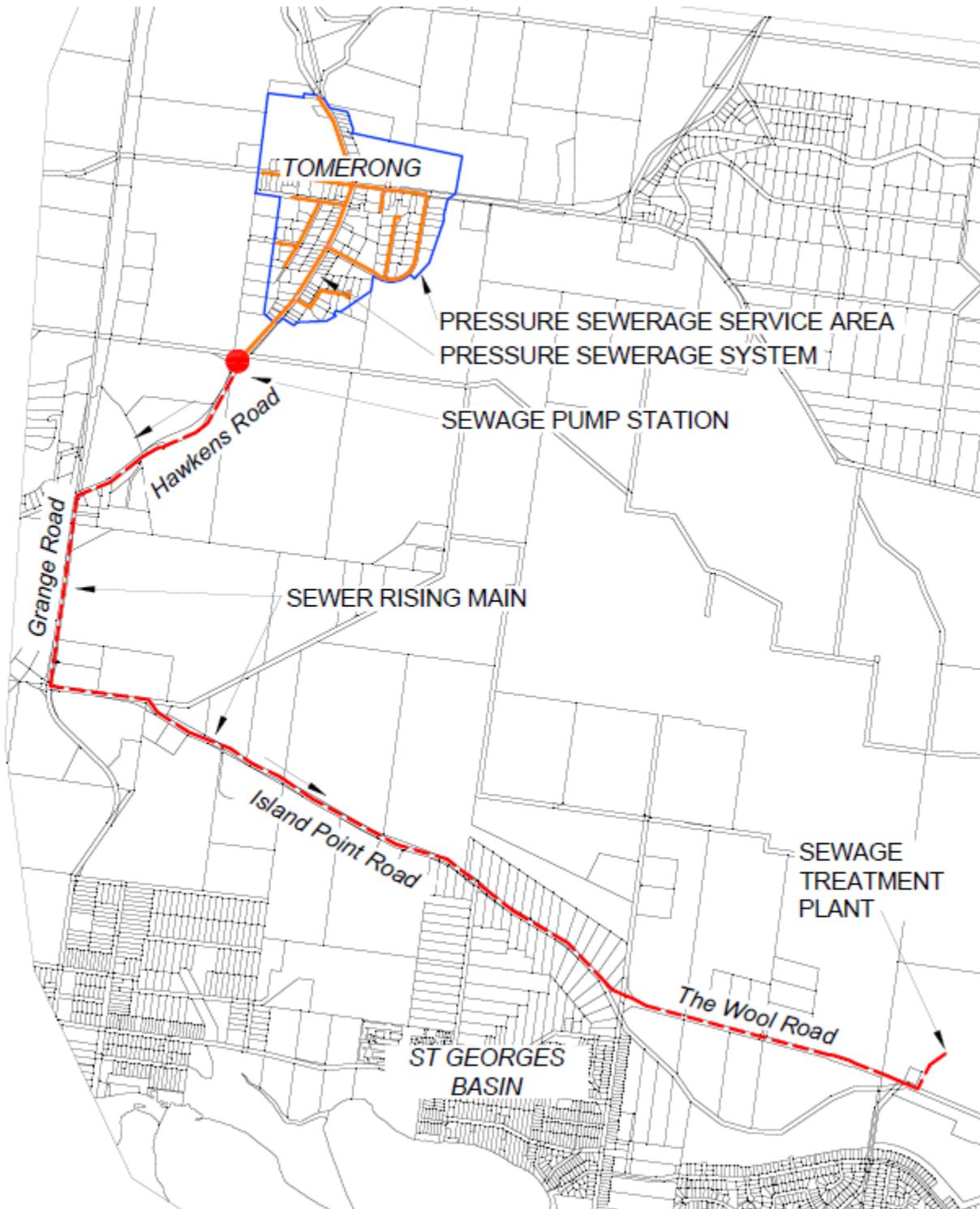


Figure 2: Pressure Sewer Concept Design

The recommended strategy is to provide a booster pumping station, indicatively located near the intersection of McGuire Way and Hawkens Road, with a dedicated rising main extending to the STP. The locations of infrastructure will require confirmation through the investigation and consultation phases of the project.

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## Financial Implications

The following summarises the costs associated with the provision of a pressure sewer scheme to Tomerong Village, a booster pumping station and rising main connecting to the St Georges Basin STP. These estimated costs are subject to change as the project proceeds through more detailed investigations.

- Tomerong Village Pressure Sewage System = \$3,340,815
- Booster Sewage Pumping Station and Rising Main = \$2,940,250
- Survey/Design/Investigation = \$410,000
- Construction/Project Management = \$600,000

**Total Project Estimate** = \$7,291,065 (equates to approximately \$42,000 per property)

Note: All costs above are exclusive of GST.

The primary source of grant funding for major water and sewerage infrastructure projects is through the State Government's Safe and Secure Water Program, managed by the Department of Primary Industry and Environment (DPIE). Funding under the scheme is allocated according to a risk-based priority framework.

Under the current assessment criteria, the Tomerong Sewerage Scheme has not been identified as a priority scheme. Some initial feedback was sought from DPIE in October 2020 which indicated that Tomerong onsite management facilities did not present a high risk when compared to other projects throughout NSW.

Given the proposed timing for the project Council will have opportunities to undertake more detailed risk assessments associated with the scheme, with a view to raising the priority level of the project and potentially attract funding.

## SA21.69 Shoalhaven Water Reclamation Annual Report 2019-20

**HPERM Ref:** D21/102117

**Department:** Water Operations & Maintenance

**Approver:** Robert Horner, Executive Manager Shoalhaven Water

**Attachments:** 1. Reclamation Annual Report 2019 - 2020 (under separate cover) [⇒](#)

### Reason for Report

As part of the consent conditions for the Northern Reclaimed Water Management Scheme (known as REMS), annual reporting of the Scheme's performance is required. Further, an undertaking was made to the community that Council would monitor and report to it on health and environmental aspects of the Scheme. Since the inception of REMS 1A in 2001, the Annual Report has been expanded to include reclaimed water use and biosolids management from each of Council's sewerage schemes.

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

That Council note the Shoalhaven Water Reclamation Annual Report 2019/20, and endorse its distribution to key stakeholders and make it available on Council's website.

### Options

1. As recommended.

Implications: The Annual Report is circulated to various interested parties and stakeholders as well as being made available on the website.

2. The Committee could request further information on Council's water reclamation schemes

Implications: Further advice from staff could be provided.

### Background

The Annual Report, incorporating all reclaimed water management activities with performance highlights, has been prepared (see attachment).

In summary:

- Shoalhaven City Council is involved in water reclamation schemes at most of its thirteen wastewater treatment plants involving re-use on 33 properties.
- The largest scheme is the Northern Shoalhaven Reclaimed Water Management Scheme (REMS) involving six wastewater treatment plants and re-use on 25 properties.
- During 2019/20 approximately 2,310ML of reclaimed water was beneficially re-used from all schemes in the Shoalhaven, 31% of all reclaimed water produced.
- The REMS Stage 1A entered its eighteenth year of operation with 78% of scheme output beneficially re-used with the surplus released to Penguin Head. This percentage is above the long-term average rate of re-use for the REMS due to the high demand during the 2019/20 drought and fires.

- There was approximately 360ML of the REMS water recycled for dairy yard wash down and stock drinking in 2019/20, replacing previous usage of potable water for these purposes.
- Each of the water reclamation schemes met its water quality targets with respect to disinfection of reclaimed water.
- Approximately 1,240 tonnes of processed, dewatered biosolids were applied to farmland during 2019/20 in accordance with NSW Government environmental guidelines.
- Environmental monitoring undertaken as part of the REMS, Shoalhaven Heads, Ulladulla and Conjola sewerage schemes found no significant adverse outcomes.
- REMS stage 1B works were completed including the upgrade of Nowra and Bomaderry wastewater treatment plants (WwTPs) and their integration into the REMS distribution system.
- Ultraviolet disinfection systems have been constructed to increase disinfection performance at the Callala, Culburra and Vincentia WwTPs in line with current water recycling guidelines.
- Designs have been completed for a reclaimed transfer main from the Sussex Inlet WwTP to the local golf course with construction due to occur in late 2020
- Designs are also underway for an expansion of the REMS Bulk Storage (REMS Stage 2) with construction subject to grant funding availability

The 2019/20 Water Reclamation Annual Report highlights Council's commitment to the promotion of the beneficial reuse of treated wastewater (reclaimed water) and the solids removed during the treatment process (biosolids). The REMS scheme, together with Council's other reuse schemes, can promote sustainable development by:

- Protecting the environment
- Reducing the demand for potable water supplies
- Promoting local economic development
- Directly involving the community in water conservation

For each reclamation project, Council has established procedures to ensure the water recycling activity complies with NSW and Commonwealth guidelines.

The annual report meets the requirements of the environmental monitoring plan for Council's reuse schemes.

### **Community Engagement**

The Annual Report is circulated to various interested parties and stakeholders as well as being made available on Council's website. Engagement with key stakeholders as well as the broader community is an ongoing part of the REMS project.

Extensive community consultation was undertaken as part of the REMS 1B construction program. The past, present and future commitment of Shoalhaven Council to the scheme is an excellent example of Council's leadership in this field.

## SA21.70 Australian Government Bureau of Meteorology - National Performance Report 2019/20 Urban Water Utilities

**HPERM Ref:** D21/107858

**Department:** Water Business Services

**Approver:** Robert Horner, Executive Manager Shoalhaven Water

### Reason for Report

The purpose of this report is to inform Council of the performance outcomes for Shoalhaven Water following the National Performance Report (NPR) 2019-20 for Urban Water Utilities. The NPR is a comprehensive “report card” released in February 2021, that enables benchmarking against other Water Authorities/Utilities.

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

That Council receive the Australian Government Bureau of Meteorology National Performance Report 2019-20 for Urban Water Utilities for information be received for information in accordance with the Committee’s delegated authority from Council.

### Options

1. Council could seek additional information on any of the indicator results.

### Background

The Shoalhaven Water Customer Service Plan outlines water and wastewater customer services and responsibilities in accordance with the legislative framework for Local Government Water Utilities in NSW. The NPR 2019-20 for Urban Water Utilities produced by the Australian Bureau of Meteorology (BOM) benchmarks the performance of 85 urban water service providers, comprising 80 water utilities and 5 bulk water suppliers, against a range of indicators covering water resources, pricing, environment, finance, assets, health, and customer service.

Performance monitoring and benchmarking of Council’s Water Supply and Sewerage businesses is required under the terms of the National Water Initiative (NWI) and is facilitated by the BOM. The BOM specifies the criteria by which Water Utilities are monitored and the results are tabled publicly each year.

This report is provided to Council following initial analysis of the results and as a summary of the Shoalhaven Water performance against that of the 24 comparative sized utilities. 14 of these utilities are in NSW of which Shoalhaven Water is the largest.

#### Utilities – Grouped by Size

For the purpose of NPR, the contributing utilities are grouped by number of connected properties. The utility groups used are:

Group	Number Connected Properties
Major	100,000+
Large	50,000 to 100,000
Medium	20,000 to 50,000
Small	10,000 to 20,000

With 49,800 connected properties, Shoalhaven is the largest of all Medium Utilities nationally. With steady growth, it is likely that in the coming years, Shoalhaven will move into the Large Utilities reporting group. Comparative analysis of Shoalhaven’s performance against both Medium and Large Utilities has therefore been included in this report to give an indication of performance against both current and future reporting peers.

Similar sized utilities in Medium Utility group include:

Water Utility	Number Connected Properties
Shoalhaven City Council	49,800
Mackay Regional Council (Qld)	46,100
Wannon Water (Vic)	43,600
Mid-Coast Council (NSW)	39,400
Fraser Coast Regional Council (Qld)	38,700
Lower Murray Water Corp. (Vic)	34,300

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Indicators

The National Performance Report is designed to outline water consumption trends and 166 indicators relating to the performance of the urban water industry to:

- Provide nationally consistent definitions and approaches which enable realistic comparisons to be made,
- Inform customers about the level of service they are receiving,
- Build community confidence and improve the water literacy of the community,
- Inform the decision-making processes of government, regulatory agencies, and water businesses, and
- Encourage greater transparency in the way water is managed.

The indicators used in the 2019-20 NPR are contained within 7 broad headings.

- |                    |                |           |
|--------------------|----------------|-----------|
| 1. Water resources | 4. Customer    | 7. Health |
| 2. Pricing         | 5. Asset       |           |
| 3. Finance         | 6. Environment |           |

An example of the result for Shoalhaven within each of the headings has been extracted from the published report as indicated below, together with commentary as applicable to support the results across the suite of indicators.

## WATER RESOURCES

### W12 - Average Annual Residential Water Supplied (kL/property)

The average annual residential water supplied indicator (W12) reports the average volume (kL/property) of water supplied to residential properties during the reporting year.

The average volume is influenced by a number of factors, including:

- climate
- rainfall
- water conservation measures (for example, water restrictions)
- availability of water supply
- housing density; and
- water prices.

The 2019-20 year saw variable weather conditions as well as devastating bushfires. Whilst there were 71 days of Level 1 water restrictions due to drought conditions, water consumption in 2019-20 increased by 6.2%. At 155kL/property, ours was in the mid-range consumption level across all Medium Utilities.

**Table 1** W12 - Average Annual Residential Water Supplied (kL/property)

Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Lower Murray Urban and Rural Water Corp	519.9	518.5	490.0	0.3%
Rockhampton Regional Council	382.7	375.0	342.7	2.1%
Riverina Water County Council	338.0	343.0	311.0	-1.5%
Bundaberg Regional Council	260.8	243.3	217.5	7.2%
Gladstone Regional Council	251.4	239.0	132.5	5.2%
Albury City Council	246.0	252.0	237.0	-2.4%
Grampians Wimmera Mallee Water Corp	240.7	248.8	316.4	-3.3%
Wingecarribee Shire Council	218.0	206.0	216.0	5.8%
Mackay Regional Council	215.3	186.8	180.2	15.3%
Dubbo Regional Council	207.0	337.0	386.0	-38.6%
Fraser Coast Regional Council	191.1	185.9	163.8	2.8%
Tweed Shire Council	177.0	177.0	176.0	0.0%
Queanbeyan-Palerang Regional Council	171.0	158.0	167.0	8.2%
Shoalhaven City Council	155.0	146.0	157.0	6.2%
East Gippsland Region Water Corporation	152.9	160.0	157.4	-4.4%
Coffs Harbour City Council	151.0	154.0	170.0	-1.9%
Mid Coast Council	144.0	155.0	142.0	-7.1%
Port Macquarie-Hastings Council	144.0	160.0	172.0	-10.0%
Wannon Water	141.2	147.2	144.1	-4.1%
Tamworth Regional Council	141.0	247.0	291.0	-42.9%
Eurobodalla Shire Council	121.0	121.0	123.0	0.0%
South Gippsland Region Water Corporation	115.0	119.5	118.5	-3.7%
Clarence Valley Council	115.0	159.0	155.0	-27.7%
<b>GROUP AVERAGE - MEDIUM</b>	208.7	219.1	215.9	-4.8%
<b>GROUP AVERAGE - LARGE</b>	226.0	228.7	214.9	-1.2%
<b>NATIONAL AVERAGE</b>	209.3	218.3	217.6	-4.1%

### W26 Recycled Water Supplied (Total Volume - ML)

W26 - Total recycled water supplied is the sum of all treated sewage effluent used by the utility and its customers. It includes residential, commercial, industrial, agricultural, and environmental use as well as onsite use by the utility.

Shoalhaven recorded a modest increase in use of recycled water for 2019-20. Further increases are probable due to the completion of REMS 1B and the planned REMS Stage 2 Dam.

**Table 2 – W26 Total volume of recycled water supplied (ML)**

Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Fraser Coast Regional Council	6918	5591	4739	24%
Mackay Regional Council	4034	4263	4263	-5%
Tamworth Regional Council	3622	4563	4060	-21%
Albury City Council	3297	2457	3885	34%
Gladstone Regional Council	2494	3174	3166	-21%
Shoalhaven City Council	2218	2185	2289	2%
Dubbo Regional Council	2159	2448	3043	-12%
Wannon Water	1725	2008	1779	-14%
MidCoast Council	1398	1432	1290	-2%
Coffs Harbour City Council	1281	965	1650	33%
East Gippsland Region Water Corporation	1072	1139	2774	-6%
Tweed Shire Council	874	879	852	-1%
Rockhampton Regional Council	735	717	755	3%
Port Macquarie-Hastings Council	610	440	400	39%
Bundaberg Regional Council	585	533	352	10%
Eurobodalla Shire Council	433	239	228	81%
Lower Murray Urban and Rural Water Corp	408	483	387	-16%
Clarence Valley Council	386	376	376	3%
Wingecarribee Shire Council	171	186	179	-8%
South Gippsland Region Water Corporation	122	111	108	10%
Queanbeyan-Palerang Regional Council	70	70	70	0%
Grampians Wimmera Mallee Water Corp	0	2569	2147	-100%
Wagga Wagga City Council	no data	4986	5008	n.a.
<b>GROUP AVERAGE - MEDIUM</b>	1573.3	1818.0	1904.3	-13.5%
<b>GROUP AVERAGE - LARGE</b>	2126.5	2327.2	2274.5	-8.6%
<b>NATIONAL AVERAGE</b>	3179	3100.8	2965.4	2.5%

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### **PRICING**

There are various indicators by which utilities are measured on pricing. This can include straight charge comparisons or total customer bills based on the utility residential average or a universal 200kL of water use.

#### P3 – Typical Residential Bill – Water - based on average residential annual water supplied.

In 2019-20 Shoalhaven again recorded the most affordable annual residential bill (water) at \$354.55, noting that this modest increase reflects the 2% increase in average water consumed.

The result again places Shoalhaven as having the lowest annual residential bill for water supply across all measured utilities nationally.

**Table 3 - P3 – Typical Residential Bill (\$) – water**  
Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Shoalhaven City Council	\$354.55	\$335.17	\$358.95	6%
Wannon Water	\$379.84	\$379.20	\$373.21	0%
Clarence Valley Council	\$407.20	\$515.24	\$506.09	-21%
Tamworth Regional Council	\$497.01	\$654.98	\$721.13	-24%
Albury City Council	\$506.01	\$526.83	\$510.22	-4%
Lower Murray Urban and Rural Water Corp	\$521.17	\$526.33	\$502.93	-1%
South Gippsland Region Water Corp	\$526.50	\$533.23	\$532.43	-1%
East Gippsland Region Water Corporation	\$528.20	\$525.94	\$575.80	0%
Coffs Harbour City Council	\$608.47	\$604.77	\$636.70	1%
Port Macquarie-Hastings Council	\$641.53	\$665.24	\$700.80	-4%
Riverina Water County Council	\$652.94	\$668.94	\$626.11	-2%
Dubbo Regional Council	\$701.63	\$957.57	\$1,049.81	-27%
Mackay Regional Council	\$713.09	\$702.97	\$676.85	1%
Tweed Shire Council	\$729.38	\$720.49	\$701.73	1%
Bundaberg Regional Council	\$729.39	\$746.74	\$720.97	-2%
Rockhampton Regional Council	\$737.75	\$711.12	\$675.31	4%
Wingecarribee Shire Council	\$737.87	\$717.02	\$557.99	3%
Queanbeyan-Palerang Regional Council	\$752.22	\$998.50	\$917.20	-25%
Eurobodalla Shire Council	\$771.25	\$766.95	\$768.08	1%
Fraser Coast Regional Council	\$798.91	\$806.37	\$808.98	-1%
MidCoast Council	\$823.19	\$872.96	\$763.69	-6%
Grampians Wimmera Mallee Water Corp	\$870.12	\$874.80	\$898.66	-1%
Gladstone Regional Council	\$1,486.00	\$931.18	\$755.10	60%
<b>GROUP AVERAGE - MEDIUM</b>	\$672.79	\$684.46	\$666.90	-1.7%
<b>GROUP AVERAGE - LARGE</b>	\$700.00	\$707.00	\$687.00	-1.0%
<b>NATIONAL AVERAGE</b>	\$699.00	\$706.00	\$701.00	-1.0%

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P8 – Typical Residential Bill – Water & Sewer - based on average residential annual water supplied.

The typical residential bill (P8) has the same parameter to water as shown above but includes sewerage charges. Shoalhaven has the sixth lowest typical residential bill in the Medium group, being \$222 less than the group average and \$122 less than the national average.

**Table 4 – P8 – Typical Residential Bill (\$) – water & sewer**

Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
South Gippsland Region Water Corp	\$1,001	\$1,014	\$1,013	-1.3%
Lower Murray Urban and Rural Water Corp	\$1,010	\$1,019	\$997	-0.9%
Wannon Water	\$1,110	\$1,126	\$1,130	-1.4%
East Gippsland Region Water Corporation	\$1,188	\$1,200	\$1,256	-1.0%
Albury City Council	\$1,219	\$1,249	\$1,245	-2.4%
Shoalhaven City Council	\$1,231	\$1,211	\$1,213	1.7%
Tamworth Regional Council	\$1,342	\$1,488	\$1,548	-9.8%
Grampians Wimmera Mallee Water Corp	\$1,367	\$1,378	\$1,407	-0.8%
Rockhampton Regional Council	\$1,375	\$1,344	\$1,307	2.3%
Queanbeyan-Palerang Regional Council	\$1,442	\$1,679	\$1,594	-14.1%
Dubbo Regional Council	\$1,477	\$1,723	\$1,808	-14.3%
Bundaberg Regional Council	\$1,492	\$1,501	\$1,469	-0.6%
Mackay Regional Council	\$1,522	\$1,506	\$1,477	1.1%
Port Macquarie-Hastings Council	\$1,524	\$1,536	\$1,567	-0.8%
Coffs Harbour City Council	\$1,530	\$1,454	\$1,467	5.2%
Clarence Valley Council	\$1,549	\$1,655	\$1,648	-6.4%
Fraser Coast Regional Council	\$1,559	\$1,554	\$1,612	0.3%
Tweed Shire Council	\$1,597	\$1,586	\$1,546	0.7%
Wingecarribee Shire Council	\$1,607	\$1,572	\$1,403	2.2%
Eurobodalla Shire Council	\$1,741	\$1,730	\$1,726	0.6%
MidCoast Council	\$1,842	\$1,905	\$1,813	-3.3%
Gladstone Regional Council	\$2,236	\$1,676	\$1,512	33.4%
<b>GROUP AVERAGE - MEDIUM</b>	\$1,453	\$1,459	\$1,444	-0.5%
<b>GROUP AVERAGE - LARGE</b>	\$1,378	\$1,389	\$1,370	-0.8%
<b>NATIONAL AVERAGE</b>	\$1,353	\$1,360	\$1,314	-0.5%

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P7 - Annual bill based on 200kL/annum (water & sewerage) (\$)

The annual bill based on 200 kL for water and sewerage services (P7) is the sum charge for the provision of services to a residential customer using a typical volume of water. This indicator aids comparisons between utilities and is a more realistic benchmark of pricing and transparency of tariff increases.

Table 5 shows Shoalhaven's performance within the Medium group (\$202 less than group average and \$77 less than the National average). Table 6 makes a further comparison to utilities surrounding the Shoalhaven (\$292 less than the average).

**Table 5 - P7 Annual bill based on 200kL/a (water & sewerage) (\$)**

Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Lower Murray Urban and Rural Water Corp	\$786	\$793	\$794	-0.9%
Albury City Council	\$1,134	\$1,149	\$1,163	-1.3%
South Gippsland Region Water Corp	\$1,148	\$1,160	\$1,158	-1.0%
Rockhampton Regional Council	\$1,191	\$1,182	\$1,180	0.8%
Wannon Water	\$1,221	\$1,253	\$1,253	-2.6%
East Gippsland Region Water Corporation	\$1,304	\$1,317	\$1,352	-1.0%
Grampians Wimmera Mallee Water Corp	\$1,308	\$1,326	\$1,355	-1.4%
Shoalhaven City Council	\$1,309	\$1,303	\$1,290	0.5%
Tamworth Regional Council	\$1,435	\$1,416	\$1,407	1.3%
Bundaberg Regional Council	\$1,448	\$1,448	\$1,453	0.0%
Dubbo Regional Council	\$1,462	\$1,443	\$1,430	1.3%
Mackay Regional Council	\$1,509	\$1,499	\$1,493	0.7%
Wingecarribee Shire Council	\$1,559	\$1,554	\$1,374	0.3%
Gladstone Regional Council	\$1,606	\$1,596	\$1,622	0.6%
Fraser Coast Regional Council	\$1,616	\$1,581	\$1,679	2.2%
Tweed Shire Council	\$1,667	\$1,657	\$1,617	0.6%
Coffs Harbour City Council	\$1,679	\$1,590	\$1,552	5.6%
Port Macquarie-Hastings Council	\$1,695	\$1,654	\$1,648	2.5%
Clarence Valley Council	\$1,762	\$1,758	\$1,760	0.2%
Eurobodalla Shire Council	\$2,030	\$2,017	\$2,008	0.6%
MidCoast Council	\$2,043	\$2,070	\$2,010	-1.3%
Queanbeyan-Palerang Regional Council	\$2,324	\$1,843	\$1,724	26.1%
<b>GROUP AVERAGE - MEDIUM</b>	\$1,511	\$1,482	\$1,469	1.9%
<b>GROUP AVERAGE - LARGE</b>	\$1,368	\$1,369	\$1,362	-0.1%
<b>NATIONAL AVERAGE</b>	\$1,386	\$1,384	\$1,315	0.1%

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**Table 6 - P7 Annual bill based on 200kL/annum (water & sewerage) (\$)**

Performance Comparison – Utilities near Shoalhaven

Utility	2019-2020	2018-2019	2017-2018	% Change
Sydney Water Corporation	\$1,147	\$1,119	\$1,129	2.5%
Shoalhaven City Council	\$1,309	\$1,303	\$1,290	0.5%
Goulburn Mulwaree Council	\$1,501	\$1,512	\$1,537	-0.7%
Wingecarribee Shire Council	\$1,559	\$1,554	\$1,374	0.3%
Eurobodalla Shire Council	\$2,030	\$2,017	\$2,008	0.6%
Bega Valley Shire Council	\$2,058	\$2,009	\$1,992	2.4%
<b>AVERAGE</b>	\$1,601	\$1,586	\$1,555	0.9%

## FINANCE

### F16 - Total capital expenditure for water and sewerage (\$000s)

This comparison presents the total capital expenditure in real dollar terms and provides the total level of capital investment against similar sized utilities. A number of factors influence capital expenditure (age/lifecycle of infrastructure and growth) and therefore a utility

performance in this indicator will be “lumpy” over time as many projects are one off and can take several years to complete.

With the REMS project works largely completed, Shoalhaven’s capital expenditure on sewer infrastructure (\$15,924,000) made up the bulk of the total as relating to REMS and Pressure Sewer System design and construction at Woollamia and St Andrews Way, Coolangatta.

**Table 7 – F16 Total capital expenditure for water and sewerage (\$000s)**

Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Wannon Water	\$28,437	\$21,340	\$19,347	33.3%
Mackay Regional Council	\$24,849	\$20,738	\$12,605	19.8%
Shoalhaven City Council	\$24,217	\$40,906	\$129,702	-40.8%
Tamworth Regional Council	\$21,794	\$7,924	\$10,603	175.0%
South Gippsland Region Water Corp	\$21,498	\$16,986	\$30,431	26.6%
Fraser Coast Regional Council	\$21,050	\$22,627	\$20,054	-7.0%
East Gippsland Region Water Corporation	\$17,195	\$11,214	\$8,608	53.3%
Bundaberg Regional Council	\$17,112	\$9,725	\$27,748	76.0%
Wingecarribee Shire Council	\$16,289	\$16,776	\$17,215	-2.9%
Grampians Wimmera Mallee Water Corp	\$14,010	\$19,863	\$16,549	-29.5%
Eurobodalla Shire Council	\$13,786	\$15,377	\$20,623	-10.3%
Gladstone Regional Council	\$13,632	\$15,491	\$27,470	-12.0%
Queanbeyan-Palerang Regional Council	\$13,145	\$10,226	\$12,436	28.5%
Tweed Shire Council	\$12,248	\$9,757	\$8,557	25.5%
Rockhampton Regional Council	\$10,827	\$15,452	\$17,538	-29.9%
Lower Murray Urban and Rural Water Corp	\$9,583	\$13,307	\$12,953	-28.0%
Albury City Council	\$7,619	\$10,308	\$5,527	-26.1%
Clarence Valley Council	\$6,816	\$8,065	\$4,431	-15.5%
Coffs Harbour City Council	\$6,183	\$9,762	\$7,235	-36.7%
MidCoast Council	\$5,191	\$11,155	\$15,860	-53.5%
Port Macquarie-Hastings Council	\$3,944	\$31,645	\$19,835	-87.5%
<b>GROUP AVERAGE - MEDIUM</b>	\$14,735	\$16,126	\$21,206	-8.6%
<b>GROUP AVERAGE - LARGE</b>	\$34,083	\$32,575	\$33,989	4.6%
<b>NATIONAL AVERAGE</b>	\$67,868	\$66,073	\$56,971	2.7%

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**F13 - Combined Operating cost (\$/property)**

This indicator is considered to be one of the most important benchmarks within the NPR reporting suite. The indicator measures the operating costs (for operation, maintenance, and administration) of each water utility in relation to the number of properties serviced. Operating costs are influenced by many factors, including:

- utility size
- climate and rainfall
- the method and the distance that water is transported
- the sources of water
- input cost escalation (e.g., the costs of fuel, chemicals, and labour), and
- the level of water and sewage treatment required

The combined operating cost for Shoalhaven was \$982 per property, up \$74 on the previous year (\$908). This increase is largely attributed to the following:

1. COVID financial assistance and fire relief provided to ratepayers,
2. Depreciation expense
3. The bushfires, which resulted in increased maintenance and operational costs to each fund

**Table 8 – F13 Combined Operating cost (\$/property)**

## Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Rockhampton Regional Council	\$665	\$682	\$668	-2.6%
Lower Murray Urban and Rural Water Corp	\$715	\$745	\$777	-4.0%
Clarence Valley Council	\$717	\$807	\$844	-11.2%
Grampians Wimmera Mallee Water Corp	\$793	\$977	\$1,023	-18.8%
Fraser Coast Regional Council	\$806	\$914	\$1,033	-11.8%
Bundaberg Regional Council	\$830	\$837	\$846	-0.8%
East Gippsland Region Water Corporation	\$847	\$916	\$950	-7.5%
Albury City Council	\$848	\$774	\$712	9.6%
Coffs Harbour City Council	\$891	\$1,013	\$1,033	-12.0%
Wannon Water	\$958	\$974	\$996	-1.6%
Wingecarribee Shire Council	\$962	\$921	\$919	4.4%
Dubbo Regional Council	\$974	\$1,007	\$933	-3.3%
Shoalhaven City Council	\$982	\$908	\$804	8.1%
Port Macquarie-Hastings Council	\$1,009	\$921	\$990	9.6%
South Gippsland Region Water Corp	\$1,014	\$1,118	\$907	-9.3%
MidCoast Council	\$1,034	\$1,225	\$1,010	-15.6%
Tamworth Regional Council	\$1,050	\$1,037	\$1,042	1.2%
Tweed Shire Council	\$1,089	\$1,047	\$1,023	4.0%
Mackay Regional Council	\$1,134	\$1,191	\$1,031	-4.7%
Eurobodalla Shire Council	\$1,157	\$1,096	\$1,091	5.6%
Queanbeyan-Palerang Regional Council	\$1,238	\$1,264	\$1,402	-2.0%
Gladstone Regional Council	\$1,300	\$1,290	\$1,587	0.8%
<b>GROUP AVERAGE - MEDIUM</b>	\$955	\$985	\$983	-3.0%
<b>GROUP AVERAGE - LARGE</b>	\$948	\$917	\$901	3.4%
<b>NATIONAL AVERAGE</b>	\$1,027	\$963	\$944	6.6%

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**CUSTOMER**
**C15 – Average duration of unplanned outages (minutes)**

This indicator reports the average time (in minutes) that a customer is without water supply due to an unforeseen interruption to service. It also includes instances in which scheduled (planned) interruptions exceed the time limit originally notified by a utility. It is a partial indicator of customer service and the condition of the water network, and of how effectively the operation of the network is being managed.

Nationally, rural water supply networks have higher interruption timeframes owing to the expanse of networks and overcoming difficult access conditions. Shoalhaven (153 minutes) has historically been higher than others given that we also have the third largest mains network in our group, however the results vary year to year depending on the nature, location, or environmental conditions of a particular incident. In 2019-20 there were 5 unplanned outages which affected more than 100 customers, of which these averaged 2 hours in duration. In response to this statistic, Shoalhaven Water has embarked on a

significant water main replacement program focussing on those with a history of repeated breaks.

**Table 9 – C15 Average duration of unplanned outages (minutes)**

Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Mackay Regional Council	19.6	19.1	63.6	2.6%
Gladstone Regional Council	50	69.8	23.2	-28.4%
Rockhampton Regional Council	55.3	32.6	34.4	69.6%
Fraser Coast Regional Council	56.6	104.8	230.3	-46.0%
Lower Murray Urban and Rural Water Corp	66.6	62	59	7.4%
Bundaberg Regional Council	84	58	77	44.8%
Tamworth Regional Council	86	420	0	-79.5%
Port Macquarie-Hastings Council	90	90	30	0.0%
South Gippsland Region Water Corp	90	121	101	-25.6%
Albury City Council	95	254	266	-62.6%
Grampians Wimmera Mallee Water Corp	102.9	115.1	103.4	-10.6%
Dubbo Regional Council	123	142	129	-13.4%
Riverina Water County Council	125	233	242	-46.4%
Eurobodalla Shire Council	135	178	237	-24.2%
Tweed Shire Council	139	159	141	-12.6%
Shoalhaven City Council	153	94	147	62.8%
Wannon Water	158	90.3	79.3	75.0%
East Gippsland Region Water Corporation	169	72	76	134.7%
Coffs Harbour City Council	177	207	120	-14.5%
Wingecarribee Shire Council	245	341	270	-28.2%
<b>GROUP AVERAGE - MEDIUM</b>	111.0	143.1	121.5	-22.5%
<b>GROUP AVERAGE - LARGE</b>	100.0	97.0	95.0	3.1%
<b>NATIONAL AVERAGE</b>	128.1	132.4	126.5	-3.2%

SA21.70

**C14 – Percentage of calls answered by an operator within 30 seconds.**

This indicator measures the number of calls answered within 30 seconds after the “operator” option is selected. It gives an indication of the efficiency of the utility’s customer service arrangements and is affected by the ratio of customer service staff to customers, particularly when severe events result in a large increase in customer calls.

In 2019-20 the percentage of calls answered Nationally was 79.1% and the average in the medium group was 84.9%. Shoalhaven continued its strong performance with 98% making this the thirteenth year at or above our group average.

**Table 10 - C14 – Percentage of calls answered by an operator within 30 seconds.**

## Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
East Gippsland Region Water Corporation	99	99	99	0.0%
South Gippsland Region Water Corp	98.38	98.57	98.75	-0.2%
Wannon Water	98.15	98.6	98.8	-0.5%
Shoalhaven City Council	98	98	98	0.0%
Mackay Regional Council	97	97	97	0.0%
Dubbo Regional Council	93	69	No data	34.8%
Grampians Wimmera Mallee Water Corp	92.93	90.9	91.4	2.2%
Lower Murray Urban and Rural Water Corp	89	94	95	-5.3%
Bundaberg Regional Council	82	96	95	-14.6%
Gladstone Regional Council	78.3	79.7	100	-1.8%
Port Macquarie-Hastings Council	78	75	96	4.0%
Coffs Harbour City Council	73	76	99	-3.9%
Tweed Shire Council	72	69	50	4.3%
Eurobodalla Shire Council	65	66	65	-1.5%
Albury City Council	60	60	50	0.0%
Rockhampton Regional Council	No data	75.9	80	n.a.
Wingecarribee Shire Council	No data	99	97	n.a.
<b>GROUP AVERAGE - MEDIUM</b>	84.9	84.8	88.1	0.1%
<b>GROUP AVERAGE - LARGE</b>	76.4	78	85.6	-2.1%
<b>NATIONAL AVERAGE</b>	79.1	78.9	81.7	0.3%

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**C13 – Total complaints water and sewerage (per 1,000 properties)**

This indicator is a partial measure of a utility's customer satisfaction and operational performance. Complaints are recorded based on verbal or written communication.

At an average of 1 complaint per 1,000 properties, the result remains a very positive outcome in comparison to the group and National figures.

**Table 11 – C13 – Total complaints water and sewerage**

## Performance Comparison Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Gladstone Regional Council	0	0	0.3	0.0%
Coffs Harbour City Council	0.1	0.2	0.1	-50.0%
Lower Murray Urban and Rural Water Corp	0.1	3.2	1.7	-96.9%
Shoalhaven City Council	1	0.9	2	11.1%
Tweed Shire Council	1	1	1	0.0%
Albury City Council	2	1.2	2	66.7%
MidCoast Council	2	3.4	3	-41.2%
Wannon Water	3.4	4	6	-15.0%
East Gippsland Region Water Corporation	3.6	3.6	3.7	0.0%
South Gippsland Region Water Corp	4.1	5.7	8.9	-28.1%
Grampians Wimmera Mallee Water Corp	8.7	0.4	8.3	2075.0%
Port Macquarie-Hastings Council	12	28.5	6	-57.9%
Fraser Coast Regional Council	14.4	10.1	15.1	42.6%
Dubbo Regional Council	21	15.2	17	38.2%
Eurobodalla Shire Council	22	11.9	4	84.9%

Bundaberg Regional Council	28.2	52.6	59.7	-46.4%
Rockhampton Regional Council	48.4	46	39.9	5.2%
Tamworth Regional Council	51	68.8	48	-25.9%
Mackay Regional Council	70.8	60.9	93.4	16.3%
Queanbeyan-Palerang Regional Council	76	88.4	55	-14.0%
Wingecarribee Shire Council	110	119	81	-7.6%
Clarence Valley Council	115	42.7	19	169.3%
<b>GROUP AVERAGE - MEDIUM</b>	25.8	21.6	1.0	19.5%
<b>GROUP AVERAGE - LARGE</b>	7.9	9.1	9.3	-13.2%
<b>NATIONAL AVERAGE</b>	16.1	21.2	14.6	-24.1%

## ASSETS

### Water Mains - A8 - Water main breaks (number per 100 km of water main)

The Shoalhaven network of water mains is extensive at 1,586km and is ranked third longest in the Medium group. The result for this indicator is based on a calculation which includes the number of customers affected in each instance, divided by length of total water mains.

Similar to the results for C15 – *Average duration of unplanned outages*, the increased results for 2019-20 result are attributed to a small number of outages which affected more than 100 customers. The most frequent cause of these mains breaks this year was pressure breaks of large size mains (i.e. >200mm), an increase of 166% on the previous year.

A targeted program of works to replace high risk pipelines has been progressing over the past few years and it is expected this result will further improve over time.

**Table 12 - A8 Water main breaks (no. per 100 km of water main)**

Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Albury City Council	3.5	4.5	3.9	-22.2%
Tamworth Regional Council	3.7	10.1	6.8	-63.4%
Wannon Water	5.1	5.2	8.3	-1.9%
Dubbo Regional Council	5.4	7.8	9.7	-30.8%
Mackay Regional Council	7.2	7.3	6.6	-1.4%
Fraser Coast Regional Council	7.9	7	3.6	12.9%
Port Macquarie-Hastings Council	7.9	5.7	4.2	38.6%
Wingecarribee Shire Council	8.3	14.6	8.1	-43.2%
Tweed Shire Council	9.3	9.5	7.5	-2.1%
Rockhampton Regional Council	10.8	11.2	12.3	-3.6%
Coffs Harbour City Council	11	8.2	9.7	34.1%
Shoalhaven City Council	11.2	6.1	6.5	83.6%
MidCoast Council	13.7	8.3	8.9	65.1%
East Gippsland Region Water Corporation	15.4	15.9	17.1	-3.1%
Riverina Water County Council	16.7	6	8.1	178.3%
Eurobodalla Shire Council	17.2	28.1	9.1	-38.8%
Queanbeyan-Palerang Regional Council	21.4	15.8	6.5	35.4%
Bundaberg Regional Council	22	4.6	3.9	378.3%
South Gippsland Region Water Corp	24	32.7	34.3	-26.6%
Lower Murray Urban and Rural Water Corp	26.4	33.4	26.2	-21.0%
Grampians Wimmera Mallee Water Corp	45.2	57.1	58.5	-20.8%
Gladstone Regional Council	63.7	98.5	10.8	-35.3%

Clarence Valley Council	86.1	9.4	5.9	816.0%
<b>GROUP AVERAGE - MEDIUM</b>	19.3	17.7	12.0	8.9%
<b>GROUP AVERAGE - LARGE</b>	14.9	15.6	17.0	-4.5%
<b>NATIONAL AVERAGE</b>	17.1	17.3	15.9	-1.2%

#### Sewer Mains - A14 and A15 - Sewerage Main/Property connection breaks and chokes

These indicators provide the number of breaks and chokes per 100 km of sewer mains (A14) and the number of connections breaks and chokes per 1,000 properties (A15). They are presented together in the NPR annual reporting publication to provide a complete picture of the sewer system performance.

There was a shift in 2018-19 as to how breaks and chokes are attributed (mains versus customer connection) as the location of the issue. As a result, there was a redistribution into which category these breaks and chokes are reported, from 2018 onwards. Results over the last two years are consistent and show strong performance against both our peer utilities as well as nationally.

**Table 13 – A14 Sewer Main breaks and chokes (number per 100km)**

Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Tweed Shire Council	0	0	0	0.0%
Shoalhaven City Council	3	3	11	0.0%
Mackay Regional Council	3.1	3.5	2.2	-11.4%
Port Macquarie-Hastings Council	6	9	14	-33.3%
Wingecarribee Shire Council	8	45	26	-82.2%
East Gippsland Region Water Corporation	8.1	6.9	7.6	17.4%
Gladstone Regional Council	8.4	7.9	5.6	6.3%
Wannon Water	9.2	12.1	12.5	-24.0%
Fraser Coast Regional Council	9.4	7.9	7.1	19.0%
Tamworth Regional Council	12	7	8	71.4%
South Gippsland Region Water Corp	13.3	36.6	13.4	-63.7%
Lower Murray Urban and Rural Water Corp	16	19	16	-15.8%
Rockhampton Regional Council	18.3	21.7	17	-15.7%
Bundaberg Regional Council	20.3	13.1	11.5	55.0%
MidCoast Council	27	24	22	12.5%
Eurobodalla Shire Council	29	37	33	-21.6%
Grampians Wimmera Mallee Water Corp	43.2	43	42.1	0.5%
Albury City Council	52	44	9	18.2%
Queanbeyan-Palerang Regional Council	55	101	59	-45.5%
Dubbo Regional Council	63	40	38	57.5%
Clarence Valley Council	66	64	36	3.1%
Coffs Harbour City Council	88	82	84	7.3%
<b>GROUP AVERAGE - MEDIUM</b>	25.4	28.5	21.6	-11.1%
<b>GROUP AVERAGE - LARGE</b>	16.5	14.8	16.2	11.5%
<b>NATIONAL AVERAGE</b>	26.0	25.8	24.4	0.8%

**Table 14 – A15 Property connection breaks and chokes (number per 1,000 properties)**

Performance Comparison – Medium Utility Group

Utility	2019-2020	2018-2019	2017-2018	% Change
Port Macquarie-Hastings Council	0.2	0.2	1	0.0%
Tweed Shire Council	0.4	0.3	0.8	33.3%
Mackay Regional Council	1.2	0.6	2.2	100.0%
East Gippsland Region Water Corporation	1.3	1.6	1.8	-18.8%
Fraser Coast Regional Council	1.5	2.3	2.8	-34.8%
Gladstone Regional Council	1.5	1	0.6	50.0%
Wannon Water	2	3	3	-33.3%
Albury City Council	2.7	4.1	4.5	-34.1%
Tamworth Regional Council	2.9	5.4	10.2	-46.3%
Coffs Harbour City Council	3	2	0.5	50.0%
Shoalhaven City Council	3.1	3.5	0	-11.4%
Clarence Valley Council	4.2	5.7	20.4	-26.3%
Eurobodalla Shire Council	4.2	4.3	5.8	-2.3%
South Gippsland Region Water Corp	5.1	10.1	3.7	-49.5%
Bundaberg Regional Council	7.6	13.2	8.7	-42.4%
Wagga Wagga City Council	8.5	7.8	5	9.0%
Dubbo Regional Council	8.6	7	6.9	22.9%
Lower Murray Urban and Rural Water Corp	9	8	7	12.5%
Rockhampton Regional Council	12.8	11.6	9.7	10.3%
Wingecarribee Shire Council	16.7	8.4	16.9	98.8%
Grampians Wimmera Mallee Water Corp	33.1	34.9	35.1	-5.2%
<b>GROUP AVERAGE - MEDIUM</b>	6.17	6.43	6.98	-4.0%
<b>GROUP AVERAGE - LARGE</b>	3.23	3.08	3.09	4.7%
<b>NATIONAL AVERAGE</b>	7.2	6.9	6.8	4.3%

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## ENVIRONMENT

### E12 - Total net greenhouse gas emissions

The total net greenhouse gas emissions (net tonnes CO<sub>2</sub> equivalent per 1,000 properties) indicator (E12) reports the contribution of the utility's operations to greenhouse gas (GHG) emissions and are required to be referred to the National Greenhouse Accounts Factors issued by the Department of Environment and Energy.

Comparing different utilities' net GHG emissions is impacted by a number of variables affecting emissions, including:

- sources of water;
- gravity versus pumped networks;
- geographical conditions (influencing the need for pumping);
- the number of large-volume customers;
- the extent of industry within the customer base;
- the prevailing greenhouse policy in the jurisdiction; and
- the method of calculation.

### Special Note:

Since 2018-19, Shoalhaven Water have worked closely with Department of Planning, Industry & Environment (DPIE) to review the overly complex GHG model, specifically as it relates to Methane Correction Factors. The current model does not appear to be well understood or correctly interpreted across Water Utilities nationally. We have confidence and confirmation by DPIE, that the data reported for Shoalhaven for 2018-19 and again in 2019-20 is an accurate representation of GHG's for our operation, however other utilities may not yet have had an opportunity to correct their use of the model.

Shoalhaven Water have continued to work with DPIE to campaign for a simplification of the method of reporting to ensure a greater level of accuracy and eliminate the ability to skew data reported. It is anticipated that the calculation methodology of this indicator will be updated for the 2020-21 reporting year.

**Table 15 – E12 Total net greenhouse gas emissions (net tonnes CO<sub>2</sub> equivalent per 1,000 properties)**

Performance Comparison – Medium Utility Group (utilities supplying both sewer & water)

Utility	2019-2020	2018-2019	2017-2018	% Change
Mackay Regional Council	0.1	0.1	n.a.	0.0%
Bundaberg Regional Council	37	39.5	n.a.	-6.3%
Clarence Valley Council	169	181	252	-6.6%
Queanbeyan-Palerang Regional Council	184	169	200.3	8.9%
East Gippsland Region Water Corporation	340.9	367.7	351.3	-7.3%
Albury City Council	367	383	418	-4.2%
Tamworth Regional Council	391	376	469	4.0%
Tweed Shire Council	413	420	730	-1.7%
MidCoast Council	416	453	425.6	-8.2%
South Gippsland Region Water Corp	423.5	445.8	454	-5.0%
Coffs Harbour City Council	428	386	459	10.9%
Dubbo Regional Council	468	563	505	-16.9%
Grampians Wimmera Mallee Water Corp	473.3	566.2	476.7	-16.4%
Eurobodalla Shire Council	495	500	530	-1.0%
Port Macquarie-Hastings Council	527	482	304	9.3%
Rockhampton Regional Council	562.1	445.3	475.3	26.2%
Lower Murray Urban and Rural Water Corp	577.8	623.6	643.2	-7.3%
Wannon Water	611.3	704.1	695.6	-13.2%
Wingecarribee Shire Council	733	416	442.1	76.2%
Shoalhaven City Council	739	754	479.4	-2.0%
<b>GROUP AVERAGE - MEDIUM</b>	417.8	413.8	461.7	0.97%
<b>GROUP AVERAGE - LARGE</b>	463.1	459	417.6	0.89%
<b>NATIONAL AVERAGE</b>	396.1	401.5	406.1	-1.34%

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### Community Engagement

A copy of the full BOM performance report in a similar format is available from the [BOM website](#). A full dataset of the results from the 166 indicators also available.

Links and a summary of Shoalhaven's performance have been promulgated for customers on the Shoalhaven Water website and segments will be contained within the Customer Service Plan for benchmarking against the targets specified in that strategic document. An update of the Customer Service Plan can be found at the Shoalhaven Water [website](#).

Full analysis of the entire suite of indicators is being undertaken to address any issues including future considerations for inclusion into the Shoalhaven Water Strategic Business Plan.

**Financial Implications**

There are no financial implications for Council resulting from this report that have not been addressed separately.

## SA21.71 Evaluation of New Water Recycling Projects - Cost-Benefit Framework

**HPERM Ref:** D21/114445

**Department:** Water Operations & Maintenance

**Approver:** Robert Horner, Executive Manager Shoalhaven Water

**Attachments:** 1. Recycled Water Project Assessment Methodology [↓](#)

### Reason for Report

This report is provided in response to the following Council Notice of Motion MIN20.420 in which consideration of a reclaimed water supply to the Vincentia Golf Club was requested as well as a framework for evaluating similar new projects.

*That:*

1. *Shoalhaven Water work with Vincentia Golf Club to secure the installation of R.E.M.S irrigation water when:
 
  - a. *A current allocation is surrendered or when:*
  - b. *New allocations become available as a result of the expansion of the scheme due to U.R.A's coming on line.*
  - c. *If water allocations cease to be used by a licensee for an extended period, or are infrequently used, Council give consideration to the reallocation of some or all of the water allocation.**
2. *Council receive a report on the process that can facilitate such an allocation, including cost benefit analysis.*

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

That

1. Council adopt the Recycled Water Project Assessment Methodology for new water recycling projects as outlined in this report and in the attachment to this report.
2. The adopted assessment methodology be incorporated into Council's Reclaimed Water Policy.
3. Based on consultation, low feasibility and high costs, no further assessments regarding supply of reclaimed water to the Vincentia Golf Club be undertaken at this time.

### Options

1. As recommended.

Implications: The evaluation methodology will be used to assist in developing future, cost-effective water recycling projects.

2. Council could request further information on the evaluation of water recycling schemes, including the Vincentia Golf Club

Implications: Further advice from staff could be provided.

## Background

Council supplies reclaimed water to approximately 33 properties in the Shoalhaven including dairy farms, sporting grounds and golf courses. Most of these properties (25) are supplied through the REMS which is a highly planned scheme. Several other recycling schemes have been developed opportunistically with the irrigation properties providing most of the infrastructure required to access reclaimed water from Council's wastewater treatment works.

In line with Council's Reclaimed Water Policy (POL 19/62), any new water recycling project/proposal is assessed in terms of:

- Availability of reclaimed water within the scheme
- Council costs of providing suitable reclaimed water supply.
- The extent of the benefits that could arise from reclaimed water irrigation.
- The suitability of the site for reclaimed water irrigation including any significant environmental or public health constraints (per government guidelines).

New water recycling schemes may require NSW Government Approval under Section 60 of the Local Government Act 1993 – if there is not already an existing Approval in place for the wastewater treatment plant in question.

It should be noted that for the REMS, there is an historical waiting list of properties wishing to connect to the scheme.

## Community Engagement

In response to Part 1 of Council's Notice of Motion (MIN20.420), Shoalhaven Water undertook consultation with the St Georges Basin Country Club in October 2020. The aim of that consultation was to establish the current and future reclaimed water use requirements. The Vincentia Golf Club Superintendent advised that the existing supply of captured stormwater was adequate to irrigate the existing nine-hole golf course, even under drought conditions such as experienced in 2019/20.

The St Georges Basin Country Club's CEO advised that there were no plans at this stage to expand or upgrade the Vincentia Golf Club which might then require an increase in irrigation demand.

## Framework for Evaluating Cost-Benefits of New Schemes

Council's Reclaimed Water Policy (POL19/62) states, for new water recycling projects, the need for '*Assessing all proposed schemes and initiatives consistent with long term economic, social and environmental sustainability criteria.*'

Regarding these aspects:

- Environmental sustainability includes assessment of impacts (and benefits) on surface waters, groundwater and soils. These assessments would normally be done via a Review of Environmental Factors appropriate to the size/scale of the activity.
- Social sustainability includes aspects such as improved recreation amenity (such as turf quality at sporting grounds & golf courses), conservation of potable water supplies and reductions in environmental discharge of treated effluent (widespread Shoalhaven community preference).
- Economic sustainability includes the construction and operating costs of water recycling schemes as well of the financial and employment benefits that result from increased production/utilisation of irrigated lands (whether public or private).

An evaluation framework has been developed by Shoalhaven Water to quantify and compare costs and benefits of water recycling projects (refer attached Assessment Methodology). The Vincentia Golf Club will be used as an example of how this framework can be utilised for new projects.

The costs of developing water recycling projects can vary based on complexity, size and associated new infrastructure required. To provide a common basis for comparison, a cost-effectiveness analysis has been used. This allows comparison across a range of project circumstances. In this instance, Costs are only those incurred by Council in providing infrastructure to facilitate the water recycling projects such as pipelines and any additional treatment/sterilisation equipment required to comply with NSW/Australian Water Recycling Guidelines. Costs are expressed as annualised capital costs (total costs spread over 20 years) per megalitre of water recycled (\$/ML). A range of existing projects were assessed using this methodology as shown in the table below. The annualised council capital costs (in 2019-20 dollars) ranged from \$228 to \$3,950 per ML (refer attached Assessment Methodology).

Quantifying the benefits of a water recycling project is more problematic as many of the benefits (such as improved social amenity, enhanced environmental protection) do not have an easily defined 'market value'. A qualitative scoring system is therefore proposed to rank project benefits in terms of a range of outcomes including:

- Enhanced environment protection
- Business sustainability
- Amenity of public access spaces
- Potable water conservation

Each benefit category is rated from 1 to 3 with a maximum point score of 12 across all four categories. As shown in Table 1 and the attached Appendix 1, the benefit scores from various water recycling projects ranged from 4 to 12.

**Table 1. Water Recycling Project Cost-Effectiveness and Benefit Scores**

Water Recycling Project	Council Capital Cost/ML - Annualised**	Qualitative Benefits Score (out of possible 12)
REMS Stage 1A	\$300	12
Shoalhaven Heads GC	\$228	7
St G Basin GC	\$525	5
Sussex Inlet GC	\$917	6
Sussex - Thomson St*	\$950	5
White Sands Park*	\$3,950	6
Huskisson Soccer*	\$1,088	6
Ulladulla Sports Ground*	\$413	4

\* Council sites

\*\* Capital costs spread evenly over 20 years (2019/20 \$s)

In the case of the Vincentia Golf Club, there would be significant capital costs to establish supply from the REMS network. Reclaimed water would need to be sourced from the Vincentia wastewater treatment plant to ensure adequate levels of sterilisation to meet current water recycling guidelines. This connection could require up to 3,000 metres of new pipeline with construction costs of approximately \$750,000 based on current contract prices. Based on advice from the Club, the utilisation at the nine-hole golf course is expected to be relatively modest, around 20ML per year. Using the criteria in Appendix 1, the benefit score was assessed at 4 with modest benefits to environment protection, business sustainability and public amenity.

Comparisons are made in Table 2 between the estimated cost-effectiveness and benefits from a possible new reclaimed water supply to the Vincentia Golf Club with the averages from three existing golf course recycling schemes. Table 2 shows the estimated cost-effectiveness of supplying the Vincentia Golf Club is substantially higher, and the benefit score lower, than for other golf course schemes previously developed in the Shoalhaven.

**Table 2. Comparisons of Shoalhaven Golf Course Water Recycling Schemes**

<b>Water Recycling Project</b>	<b>Current Council Capital Cost/ML - Annualised</b>	<b>Qualitative Benefits Score (out of 12)</b>
Vincentia Golf Club pipeline*	\$1,875	4
Average of other Shoalhaven golf courses supplied with reclaimed water	\$557	6

\* Assumes 100% Council contribution to upstream project costs.

**Financial Implications**

Future water recycling projects can be assessed using the methodology outlined in this report. This will help determine which projects will provide value for money in terms of any Council expenditures.

As a guide, projects involving commercial businesses (such as farms or golf courses) should have a cost-effectiveness of \$700/ML or lower and a benefit score of 6 or greater.

For sporting grounds, with higher public usage and amenity values, the cost-effectiveness threshold should be \$1,200/ML or less and a benefit score of 5 or greater.

Projects above these \$/ML benchmarks would need to have significant public interest benefits.

The use of private funds or grant monies towards future water recycling projects could reduce Council expenditures and improve overall cost-effectiveness of the project from a community standpoint.

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**Appendix 1 – Details of Framework for Estimating Cost-Effectiveness & Benefit Scores for Water Recycling Projects**

**1) Cost- Effectiveness Calculations – Shoalhaven Schemes**

<b>Project</b>	<b>2019/20 Equivalent Council Capital Cost</b>	<b>Average Volume Reused ML/yr</b>	<b>Current Council Capital Cost/ML - Annualised***</b>
REMS Stage 1A*	\$9,000,000	1,500	\$300
Shoalhaven Heads GC	\$228,000	50	\$228
St G Basin GC	\$315,000	30	\$525
Sussex Inlet GC	\$550,000	30	\$917
Sussex - Thomson St**	\$114,000	6	\$950
White Sands Park**	\$79,000	1	\$3,950
Huskisson Soccer Fields**	\$87,000	4	\$1,088
Ulladulla Sports Ground**	\$33,000	4	\$413
<i>Vincentia GC (est.)</i>	<i>\$750,000</i>	<i>20</i>	<i>\$1,875</i>

\* REMS 1A - 50% NSW gov't subsidy deducted from 2019/20 capital cost.

\*\* Council sites

\*\*\* Capital costs spread evenly over 20 years

**2) Qualitative Benefit Scores of Shoalhaven Reclaimed Water Projects (0-3 points per category)**

Project	Environment Protection	Business Sustainability	Amenity of Public Access Spaces	Potable Water Conservation	Score out of possible 12
REMS Stage 1A**	XXX	XXX	XXX	XXX	12
Shoalhaven Heads GC	XXX	XXX	X	-	7
Sussex Inlet GC	XXX	XX	X	-	6
St G Basin GC	XXX	XX	X	-	5
White Sands Park	X	-	XXX	X	5
Huskisson Soccer Fields	X	-	XXX	XX	6
Sussex - Thomson St	X	-	XXX	XX	6
Ulladulla Sports Ground	X	-	XX	X	4
<i>Vincentia GC</i>	X	XX	X	-	4

**Benefits Scoring Criteria**

Environment	Commercial	Public Amenity	Water Conservation
XXX - significant (>20%) reduction in environmental discharge	XXX - significant drought proofing of business (high reliance on reclaimed water)	XXX - significant public use of area	XXX - significant potable savings >20ML/yr
XX - moderate reduction >10% & <20%	XX - moderate drought benefit (partly reliant on other water sources)	XX - some public usage	XX - modest potable savings >5ML/yr & <20ML/yr
X - small reduction (<10%)	X - modest benefit	X minimum public use	X - minor savings >1ML/yr

## SA21.72 Payment of Dividend from Shoalhaven Water 2019-20

**HPERM Ref:** D21/116211

**Department:** Water Business Services

**Approver:** Robert Horner, Executive Manager Shoalhaven Water

**Attachments:** 1. Water & Sewer Audit Report 2019-20 (under separate cover) [⇒](#)

### Reason for Report

The adoption of this report will enable Council to pay a dividend from the Sewer Fund surplus to the General Fund, which was declared in 2019-20 financial year and will be paid in 2020-21. The calculated dividend from the surplus is \$1,377,162.

The Water Fund surplus forecast for 2019-20 was not realised due the impact of significant financial assistance measures provided to the Community following bushfire and Covid related events. As a result, the Water Fund did not generate a surplus in 2019-20 and no dividend will be paid from the Water Fund to the General Fund in 2020-21.

### Recommendation

That Council

1. Determines substantial compliance with the *Best Practice Management of Water Supply and Sewerage Guidelines* has been achieved and the dividend will be paid from the Sewer Fund as declared in 2019-20.
2. Make representation to DPIE (Water) for exemption under the Best Practice Management Guidelines to pay a dividend from the Water Fund, and if successful seek advice as to a methodology for calculation of such dividend.

### Options

1. Adopt the Recommendation.

Implications: The dividend declared will be payable to the General Fund.

2. Council could choose not to pay the full dividend from the Sewer Fund.

Implications: Any unpaid amount of the proposed dividend for would remain in the Sewer Fund Reserve. The current budget for General Fund Revenue (2020-21) would require adjustment (be reduced) to reflect any unpaid dividend.

### Background

Council has previously resolved to adopt the *Best Practice Management of Water Supply and Sewerage Guidelines (2007)* as its guiding document for management of the Shoalhaven Water business of Council. Since the adoption of the Guidelines Shoalhaven Water has consistently achieved substantial compliance with those requirements, enabling a dividend to be paid to General Fund and access to State Government funding for capital projects.

The Guidelines identify six broad criteria which are supported by a number of checklists which function as a “road map” to navigate compliance requirements.

A pre-requisite to the payment of a dividend from the surplus (in accordance with section 409 (5) of the Local Government Act 1993) from water and sewer funds is that Council must achieve substantial compliance with the required outcomes for each criterion in the *Best Practice Management of Water Supply and Sewerage Guidelines (2007)*. This achievement is determined by a qualified external auditor.

Council has recently fulfilled the pre-requisite to obtain an independent Audit Report for 2019-20. Council is now required to resolve in a council meeting open to the public that it has achieved outcomes for each of the 6 criteria within the *Best Practice Management of Water Supply and Sewerage Guidelines (2007)*. The attached Audit Report serves as confirmation of Council's substantial compliance with those Guidelines for 2019-20.

During the audit year Shoalhaven endured a series of emergency events and Council's focus turned towards community support (through relief/reduction of charges and debt recovery) and the introduction of a recovery and resilience program.

Amidst this Shoalhaven Water continued to progress components of its Integrated Water Cycle Management (IWCM) strategy. This included the development of:

- Current Asset Management Plans for Water and Sewer infrastructure
- Current Drought Management Plan
- Current Customer Service Plan and 2020/21 Draft Customer Service Plan
- Current Demand Management Strategy
- Water and Sewer Servicing Strategies with planning horizon to 2041
- Capital works plans with 20 year horizon including major projects
- Current Bulk Water Supply Agreements negotiated with WaterNSW, and
- A suite of documents reflecting current work on sustainable energy solutions, implementation of Internet of Things (IoT) solutions, complementing our major SCADA systems upgrades, and responses to bushfire resilience and recovery following the 2020 bushfire season.

Shoalhaven Water is currently undertaking the following IWCM related activities to continue the work required to maintain our compliance with *The Best Practice Management Guidelines*:

- A review of the trunk potable water distribution network with a major focus on providing a resilient potable water supply linking our Northern and Southern Supply zones.
- An updated Secure Yield Assessment following the Dept. of Primary Industries – Office of Water, assuring future urban water security.
- Finalisation of an investment business case for the development of an in-house strategic network modelling capability to enable continuous assessment of future water and sewer infrastructure needs over the long-term planning horizon.
- Commissioning of independent consultants to assess our sustainability; this comprises three core components: Water Sustainability, Energy Sustainability and Socio-Economic Sustainability.

With continued delays in the release of the DPIE guidelines regarding this work Shoalhaven Water has continued with the development of components that will inform the IWCMS. This work will continue over the coming years to ensure Shoalhaven Water is in a strong position to complete the IWCMS (in accordance with revised Guidelines) in 4 years' time.

**Community Engagement**

In accordance with Section 409 (7b) of the Local Government Act 1993 the Council must indicate in an open meeting that the Guidelines have been complied with, prior to paying the dividend. This Report serves that purpose and following Council’s adoption of the Report, Council will submit a “*Statement of Compliance*” and “*Statement of Dividend Payment*” to the Department of Planning, Industry and Environment to finalise this matter.

**Financial Implications**

The *Best Practice Management of Water Supply and Sewerage Guidelines (2007)* define the eligibility for a dividend in two parts, as follows:

- Dividend for Tax Equivalents (All LWU’s must pay this dividend)
- Dividend from Surplus (only payable if annual capital expenditure does not exceed 3% of the current replacement cost).

**Confirmation of Eligibility**

<b>Fund</b>	<b>Dividend for Tax Equivalents</b>	<b>Capital Expenditure (Capex) (2019/20)</b>	<b>3% of Current Replacement Cost (2019/20)</b>
Sewer Fund	\$153,018	\$15.9m	\$27.2m > Capex
Water Fund	\$105,000	\$8.3 m	\$21.9m > Capex

The dividend payable from surplus is the lower of the following three calculations:

1. 50% of the fund surplus (before dividends)
2. Number of Assessments x \$30, less the dividend for tax equivalents.
3. Cumulative surplus before dividends for the three years to June 2020, less the cumulative dividends for the two years to June 2019.

Based on the above 3 calculations the dividend payable is option 1 - 50% of the fund surplus and this equates to \$1,377,162 from the Sewer Fund only.

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## 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.