

## Central Floodplain Risk Management Committee

**Meeting Date:** Wednesday, 10 April, 2024  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 4.00pm

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

### Agenda

1. Meeting Conduct Statement
2. Acknowledgement of Country
3. Apologies
4. Confirmation of Minutes
  - Central Floodplain Risk Management Committee - 30 November 2022 ..... 1
5. Declaration of Interests
6. Introduction and Context to Presentations
7. Presentations
  - CFM24.1 Lower Shoalhaven River & St Georges Basin Flood Evacuation Capability Assessment - Water Technology
  - CFM24.2 St Georges Basin Floodplain Risk Management Study & Plan Presentation - Rhelm
8. Reports
  - CFM24.3 Membership Resignation - Zachariah Cleary.....5
  - CFM24.4 General Update on Flood Projects .....7
9. General Business

**Membership**

Clr Matthew Norris - Chairperson

All Councillors

CEO or nominee

Richard Carpenter

Zachariah Cleary

Ronald Carberry

Janis Natt

David Reynolds

Government Agency representatives:-

Local Aboriginal Land Council

NSW State Emergency Services

Department of Planning & Environment (DPIE)

Other relevant Government Agency representatives

Quorum – Three (3) (provided that a minimum of one (1) Councillor as the Chair or Acting chair and two community representatives are present)

Note: Any non-voting Councillor in attendance at any Committee meeting may act as an alternate voting member in circumstances where achievement of a quorum is required, noting that this doesn't apply when quorum specifies the quorum to require community member attendance.

**Purpose:**

The principal objective of the Central Floodplain Risk Management Committee is to assist Shoalhaven City Council in the development and implementation of one or more floodplain risk management plans for the central area of the Council. This will need to be in accordance with the NSW Floodplain Development Manual. The central area applies to the following catchments:

- St Georges Basin (includes Sussex Inlet);
- Jervis Bay;
- Currumbene Creek;
- Moona Moona Creek;
- Currarong Creek;
- Berrara Creek
- Callala Creek; and
- Swan Lake

**Role:**

1. To assist the Council in the development and implementation of a Flood Study, Floodplain Risk Management Study and Floodplain Risk Management Plan for the areas listed under 'Purpose' (see above).
2. To assist the Council monitoring and assessing the effectiveness of the management plans during and after their implementation.
3. To assist the Council providing input into known flood behaviour as part of the Flood Study; and
4. Facilitate broader community consultation and participation in floodplain risk management through informing and liaising with member community groups.

## MINUTES OF THE CENTRAL FLOODPLAIN RISK MANAGEMENT COMMITTEE

**Meeting Date:** Wednesday, 30 November 2022  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 4:05pm

The following members were present:

Clr Matthew Norris - Chairperson  
Mayor Amanda Findley – left at 5.04pm  
Clr Patricia White  
Clr John Kotlash  
Clr Mark Kitchener – arrived 4.12pm  
Mrs Janis Natt  
Mr David Reynolds

Others Present:

Mr Michael Roberts – Manager Environmental Services  
Mr Mark Stone – Lead Floodplain Management  
Mr Alexander Aronsson – Floodplain & Stormwater Quality Engineer  
Mr Tanvir Ahmed – Floodplain Engineer (Remotely)  
Ms Joanne Humphries – NSW SES (Remotely)  
Ms Shaza Raini – Department of Planning and Environment (DPE) (Remotely)  
Mr Adam Carney – NSW SES Shoalhaven Cluster (Remotely)

### Apologies / Leave of Absence

Apologies were received from Tracy Provest – SES and Nathan Pomfret – DPE.

### CFM22.10 Election of Chairperson

Mr Michael Roberts - Manager - Environmental Services assumed the role of Chairperson and asked the members present if there were any nominations for the role of Chairperson.

Clr White and Clr Kotlash nominated Clr Norris. Mr Michael Roberts asked if Clr Norris accepts the Nomination. The nomination was accepted.

Mr Michael Roberts asked the members present if there were any further nominations for the role of Chairperson. No further nominations were forthcoming.

Mr Michael Roberts declared Clr Norris Chairperson (to be endorsed by Council) for the period to September 2023.

**RECOMMENDATION** (By consent)

That Cllr Norris be appointed as Chairperson of the Central Floodplain Risk Management Committee.

CARRIED

**Confirmation of the Minutes****Recommendation**

That the Minutes of the Central Floodplain Risk Management Committee held on Friday 08 April 2022 be confirmed.

**RESOLVED** (Cllr Norris / Janis Natt)

That the Minutes of the Central Floodplain Risk Management Committee held on Friday 08 April 2022 be confirmed.

CARRIED

**Declarations of Interest**

Nil

**REPORTS****CFM22.7 Notification of Council Resolution - Central Floodplain Risk Management Committee Re-establishment****HPERM Ref:  
D22/446018****Recommendation (Item to be determined under delegated authority)**

That the Central Floodplain Risk Management Committee receive the Notification of Council Resolution – Central Floodplain Risk Management Committee Re-establishment report for information.

**RESOLVED** (Janis Natt / Cllr Norris)

That the Central Floodplain Risk Management Committee receive the Notification of Council Resolution – Central Floodplain Risk Management Committee Re-establishment report for information.

CARRIED

**CFM22.8 St Georges Basin Final Flood Study****HPERM Ref:  
D22/466871**

Note: Cllr Kitchener arrived at 4.12pm

Mark Stone addressed the Committee and provided a presentation. The presentation will be forwarded to members via email.

Below summary of comments made:

- The Public Exhibition period was from 6 June – 8 July 2022. A summary of community engagement methods was provided.
- A summary of Community Engagement Statistics was provided.
- A summary of community feedback on the draft St Georges Basin Flood Study was provided along with details of the specific changes incorporated into the final St Georges Basin Flood Study.
- The majority of community feedback was associated with potential flood mitigation measures which will be considered as part of the St Georges Basin Floodplain Risk Management Study & Plan (FRMS&P).
- As such only minor amendments were required to the final St Georges Basin Flood Study based on community feedback received.
- A summary of a proposed Flood Planning Level Policy for the St Georges Basin Floodplain was discussed.
- Council is now seeking endorsement of the final St Georges Basin Flood Study and proposed Flood Planning Level Policy for the St Georges Basin Floodplain.
- A summary of Community Engagement Statistics was provided.
- Council is now seeking endorsement of the Flood Study.
- Council has applied for further DPE grant funding, outcome of these applications will be known later this year.

Note: Cllr Findley left at 5.04pm during discussion on this item.

**Recommendation**

The Committee:

1. Receive the final St Georges Basin Flood Study (Cardno, 2022) report and Flood Planning Level for the St Georges Basin Floodplain Policy for information; and
2. Endorse the adoption of the St Georges Basin Flood Study (Cardno, 2022) and Flood Planning Level for the St Georges Basin Floodplain Policy.

**RECOMMENDATION** (Janis Natt / David Reynolds)

That Council:

1. Receive the final St Georges Basin Flood Study (Cardno, 2022) report and Flood Planning Level for the St Georges Basin Floodplain Policy for information; and
2. Endorse the adoption of the St Georges Basin Flood Study (Cardno, 2022) and Flood Planning Level for the St Georges Basin Floodplain Policy (attached to the report).

CARRIED

**CFM22.9 General Update on Flood Projects****HPERM Ref:  
D22/466872**

Clr White raised the membership of the Committee and the attendance of members.

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

The Committee receive the General Update on Flood Projects report for information.

**RESOLVED** (Clr Norris / David Reynolds)

That the Committee:

1. Receive the General Update on Flood Projects report for information.
2. Writes to current Community Member - Mr Tarbert to discuss membership opportunities going forward.

CARRIED

**GENERAL BUSINESS****CFM22.11 Additional Item - Consultation Huskisson Woollamia Community Voice**

Michael Roberts - Manager Environmental Services addressed the meeting and advised that Council along with Clr Kotlash attended a meeting with the Huskisson Woollamia Community Voice regarding their concerns with Currambene Creek, flooding and the 'zombie DA's' in that location.

The process was a good example of how Council has carried out effective stakeholder engagement.

There being no further business, the meeting concluded, the time being 5.41pm.

Clr Matthew Norris  
CHAIRPERSON

## **CFM24.3 Membership Resignation - Zachariah Cleary**

**HPERM Ref:** D24/30941

**Department:** Business Assurance & Risk

**Approver:** Michael Roberts, Manager - Environmental Services

### **Reason for Report**

To advise the Central Floodplain Risk Management Committee of the resignation received from Mr Zachariah Cleary and fill the vacancy through the current opened Expression of Interest.

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

That the Central Floodplain Risk Management Committee accept the resignation of Mr Zachariah Cleary and thank him for his contribution to the Committee and fill the vacancy through the current opened Expression of Interest.

### **Options**

1. Accept the recommendation  
Implications: Vacant position will be filled.
2. Adopt an alternate recommendation  
Implications: Unknown

### **Background**

Council received notice from Mr Zachariah Cleary of his resignation as a community representative on the Central Floodplain Risk Management Committee on the 25 January 2024.

An Expression of Interest was undertaken in July 2023 and remains open until the vacancies have been filled. The website will be updated to include this additional vacant position and notification has been sent to the Members with an advertisement flyer with information on how to apply and encouraging the Members to share this flyer with their networks and within the community.

### **Community Consultations**

Council is currently looking for Expressions of Interest on the Northern, Central and Southern Floodplain Risk Management Committee's and will include this vacancy in the Central Committee's EOI and update the website accordingly.

### **Risk Implications**

Noting this resignation, there is now three (3) vacancies on the Central Floodplain Risk Management Committee being the following positions:

- One (1) youth representative between ages 16 & 30

- Two (2) local community representative

The Expression of Interest has been opened since July 2023 with little uptake and applications from the community. There is no expiry/closure date on the EOI and is currently promoted on Council's webpage, social media and a flyer has been designed and sent to Members and staff of the Committee to share with their networks and community.

The Quorum of this Committee is three (3), inclusive of two (2) community representatives and one (1) Chair, being a Councillor. As there are now three (3) community representative vacancies, reaching quorum could be a potential be problematic until these positions are deemed filled.



## CFM24.4 General Update on Flood Projects

**HPERM Ref:** D24/55503

**Department:** Environmental Services

**Approver:** James Ruprai, Director - City Development

### Reason for Report

To provide the Central Floodplain Risk Management Committee (FRMC) with an update on various flood related projects in the Central FRMC region.

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

The Committee receive the General Update on Flood Projects report for information.

### Options

1. The Committee receive the General Update on Flood Projects report for information.

Implications: Nil.

2. The Committee could choose to provide an alternative recommendation for consideration by Council.

Implications: Unknown.

### Background

#### Lower Shoalhaven River and St Georges Basin Flood Evacuation Capability Assessment

Council has engaged a consultant, Water Technology, to complete this investigation.

The study will provide critical planning information for both Council and the NSW State Emergency Service (SES) to assist communities within the Lower Shoalhaven River and St Georges Basin floodplains to be safely evacuated during flood events. The study will also ensure future development is undertaken in areas in which roads have the capacity to safely evacuate residents at times of flood (in accordance with the Local Environmental Plan Flood Planning requirements). Furthermore, the outputs from this study will assist communities to prepare themselves ahead of a flood event to reduce their reliance on emergency services.

Water Technology will provide a presentation on this project. This will include a summary of the key objectives, project scope, deliverables, and key interfaces with the St Georges Basin Floodplain Risk Management Study & Plan (FRMS&P).

This project is fully funded by the Federal Government's Preparing Australian Communities – Local Stream Program and is expected to be completed in early 2025.

#### St Georges Basin Floodplain Risk Management Study and Plan

Following the completion of the *St Georges Basin Flood Study (2022)* and adoption in early 2023, Council has received grant funding from the NSW Department of Climate Change, Energy, the Environment and Water (DCCEEW) (previously DPE) Floodplain Management Program to undertake the St Georges Basin FRMS&P.

During 2023, Council prepared the Technical Brief (in consultation with the NSW DCCEEW and NSW SES), tender documents, and procured a consultant to complete the St Georges Basin FRMS&P.

Council has engaged a consultant, Rhelm, to complete this investigation.

Rhelm will provide a presentation on this project. This will include a summary of the key objectives, project scope, deliverables, and key interfaces with the Lower Shoalhaven River and St Georges Basin Flood Evacuation Capability Assessment, St Georges Basin, Sussex Inlet and Berrara Creek Coastal Management Program (CMP), and Shoalhaven LGA Floor Level Survey for Flood Planning projects.

At the time of writing this report, Council was preparing a Get Involved webpage for the St Georges Basin FRMS&P, media release, and emails to notify all Community Consultative Bodies (CCBs) of the commencement of this study. This communication will notify the community that suggestions for additional mitigation options they would like to be considered as part of this investigation can be provided for consideration in this study. Council also welcomes further ideas from the Central FRMC on additional mitigation options to be included for consideration.

As part of the *St Georges Basin Flood Study (2022)* community consultation phase, Council requested input regarding specific flood mitigation options to be considered as part of the upcoming FRMS&P. As a result, initial community consultation will not be undertaken as part of this study. As noted above, Council however welcomes feedback on any additional mitigation measures that the FRMC and community would like to be considered in this investigation.

A number of preliminary mitigation options were identified from community consultation and the *St Georges Basin Flood Study (2022)*. These measures are summarised below and will be investigated in this project.

- Flood Modification:
  - Larmer Avenue bridge relief structure.
  - Levees along lower Tomerong Creek at Sanctuary Point.
  - Increase size of diversion pipe from Tomerong Creek to oval channel.
  - The Park Drive and Mountain Street cumulative fill strategy / house raising.
  - The Park Drive voluntary house purchase and provide designated flow path and/or The Park Drive road raising and bigger culverts.
  - Fairview Crescent levee.
  - Sussex Inlet cumulative fill strategy / house raising.
  - Investigate Sussex Inlet Channel modification/improvement. This needs to be undertaken for targeted dredging as identified from the St Georges Basin, Sussex Inlet, Swan Lake, and Berrara Creek Coastal Management Program.
- Emergency Management:
  - Provide gated flood free access roads from Erowal Bay and Wrights Beach.
  - Wool Road and Larmer Ave Road raising.
  - Sussex Inlet Road and Springs Road raising.
  - Jacobs Drive road raising (in combination with Sussex Inlet fill strategy). This needs to consider the potential impacts that may arise from mosaic filling.

- The Park Drive road raising (in combination with Park Drive and Mountain Street cumulative fill strategy). This needs to consider the potential impacts that may arise from mosaic filling.
- Flood Education to Improve Flood Awareness and Preparedness.
- Potential mitigation options identified from Lower Shoalhaven River and St Georges Basin Flood Evacuation Capability Assessment (FECA) investigation in which flood evacuation capacity deficiency is identified from the FECA. This could include road raising, local bridge/culverts upgrades, additional road network capacity, evacuation route raising, construction of flood free evacuation routes and other relevant measures.
- Planning and Property:
  - Voluntary house raising, house purchase or land swap.
  - Foreshore areas house raising.
  - The Park Drive, Sanctuary Point voluntary purchase/house raising.
  - Sussex Inlet cumulative fill strategy/house raising.
  - Review flood planning levels for future development.
  - Strategic designated cumulative fill policy for future development.
  - Rezoning high risk locations.
  - Rezoning and/or back zoning.

The suitability of measures previously identified in the *St Georges Basin Floodplain Risk Management Study & Plan – Climate Change Assessment (WMAwater, 2013)* will be considered for further consideration where they have not yet been implemented. This previous study will be superseded by the St Georges Basin FRMS&P when completed.

Management actions being investigated as part of the St Georges Basin, Sussex Inlet and Berrara Creek CMP will be reviewed and included in the St Georges Basin FRMS&P if there is a potential flood risk management benefit requiring further investigation.

The feasibility of potential mitigation measures, along with preliminary environmental and Aboriginal heritage due diligence will be completed for all potential options prior to further assessment in the FRMS&P.

This project is 2/3 funded by the DCCEEW Floodplain Management Program and is expected to be completed by the end of 2025.

### **Shoalhaven LGA Floor Level Survey for Flood Planning**

Council has received grant funding from the NSW Reconstruction Authority through the Disaster Risk Reduction Fund (DRRF) to undertake this project. The DRRF is jointly funded by the Federal and New South Wales governments.

The purpose of this project is to undertake a floor level survey of existing dwellings located on flood prone land within the Shoalhaven LGA to assist in reducing existing and future flood risk to the Shoalhaven community. Properties to be surveyed were identified using flood mapping from Council's previously adopted flood investigations.

This project will include floor level survey in the St Georges Basin, Currumbene Creek and Moona Moona Creek catchments within the Central FRMC area. The floor level survey for the Currumbene Creek and Moona Moona Creek catchments were captured in 2023. At the

time of writing this report, floor level surveys were being obtained for communities to the north of St Georges Basin, with Sussex Inlet to follow.

The outputs of the study, the surveyed floor levels, will be shared with the NSW SES to incorporate this information into their flood event emergency response procedures.

Council will utilise the floor level data to undertake flood damages assessments and assess the suitability of potential flood mitigation measures investigated in the St Georges Basin FRMS&P.

Council has created a project webpage and issued a media release prior to the project commencing.

<https://www.shoalhaven.nsw.gov.au/Projects-Engagement/Major-Projects-Works/Shoalhaven-LGA-Floor-Level-Survey-for-Flood-Planning>

Letters are being sent to all landowners for which property access was required to undertake this dwelling floor level survey.

All remaining areas will be completed prior to the project completion in May 2024.

### **EOI for Vacant Community Representatives on Committee**

It is noted that there are currently three (3) vacancies on the Central FRMC, one (1) youth representative and two (2) local community representatives. As a result, Council has issued an expression of interest (EOI) to fill these vacancies.

As per the Terms of Reference, memberships for *Local Representatives* on the committee consists of:

*“...five (5) local community representatives, one (1) youth representative between ages 16 and 30, and one (1) indigenous representative, which meet the following criteria:*

- *A broad interest, knowledge and understanding of floodplain management and the areas within the committee’s jurisdiction.*
- *A commitment to floodplain management in the nominated Council area; and*
- *Local resident or business person living or working in or near a flood prone area.”*

More information can be found in the Committee’s Terms of Reference, available on Council’s website.

[Terms of Reference Northern / Central / Southern Floodplain Risk Management Committees](#)

This EOI will remain open until the remaining FRMC vacancies have been filled.

### **Induction Program for Local Representatives**

During the Northern FRMC meeting held on 7 December 2022, it was requested that Council staff investigate the implementation of an induction program for local representatives on the committee. A resolution was later made during the Council meeting on 23 January 2023 for Council staff to pursue this request (MIN23.15).

Floodplain Risk Management (FRM) is a highly technical field consisting of a range of professional disciplines such as Floodplain Engineering, Hydraulics, Land Use Planning, Civil Engineering and Emergency Management. It can be, understandably so, challenging for community representatives to review comprehensive technical reports, such as a flood study, to provide feedback to the committee on these reports and to convey the content of the reports to the community.

To improve the effectiveness of the FRMCs and to assist community representatives with their work on the committee, Council's Floodplain Management Unit has worked on an Induction Program. However, considering the ongoing EOI to fill current FRMC vacancies, the Induction Program was delayed until after these vacancies have been filled. This Induction Program will be held in the next six (6) months and is expected to include an email to all FRMC members with links to helpful background videos, followed by a Q&A session held in person and MS Teams for ease of attendance by members.

### **Flood Alert Network Audit, Maintenance and Upgrade**

Annual audits have been completed for all rainfall gauges, water level gauges and repeater stations included in the Shoalhaven Flood Alert Network. Some maintenance actions are currently underway as a result of these audits.

Council is also undertaking a staged upgrade of all flood alert network gauges from ALERT1 to ALERT2 equipment. This is required to ensure the ongoing functionality and resilience of these critical assets.