

## Shoalhaven Heads Estuary Taskforce

**Meeting Date:** Wednesday, 27 November, 2024

**Location:** Jervis Bay Room, 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**
  - Shoalhaven Heads Estuary Taskforce - 26 June 2024 ..... 1
5. **Declaration of Interests**
6. **Presentations**
  - SH24.9 Ongoing Item - Update From City Services
  - SH24.10 Presentation - Entrance Management and Flooding  
*Ms Robyn Flack will present to the Taskforce on Entrance Management and Flooding at Shoalhaven Heads.*
7. **Reports**
  - SH24.11 Action Table Report - Shoalhaven Heads Estuary Taskforce 27 November 2024 ..... 5
8. **General Business**

**Membership**

Clr Selena Clancy - Chairperson  
All Councillors  
Mr Gareth Ward MP (Nominee – TBA)  
Mr Phil Guy  
Mr Brian Allen  
Ms Jessica Zealand  
Mr Rob Russell  
Ms Natalie Lloyd  
Ms Robyn Flack  
Ms Jan Turbill

**Quorum** – Five (5) – One Councillor as Chair or acting Chair and four Community Members

**Purpose:**

The purpose of the Shoalhaven Heads Estuary Taskforce (SHET) is to act as an advisory and representative group on matters relating to the Shoalhaven River, its estuary and entrance at Shoalhaven Heads.

**Role:**

- To receive and disseminate information and updates to and from the Shoalhaven Heads community about the management of the Shoalhaven Heads estuary.
- To provide and receive information to the Northern CMP Advisory Committee in the preparation of the Lower Shoalhaven River CMP.
- To provide and receive information to the Northern Floodplain Risk Management Committee in the development and preparation of the Lower Shoalhaven Flood Risk Management Study/Plan.
- When the Lower Shoalhaven River CMP is adopted by Council on behalf of the community, the SHET will be disestablished.

## MINUTES OF THE SHOALHAVEN HEADS ESTUARY TASKFORCE

**Meeting Date:** Wednesday, 26 June 2024  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 4.10pm

The following members were present:

Clr Serena Copley - Chairperson  
Clr Patricia White – left 4.23pm  
Clr Matthew Norris  
Clr Tonia Gray (Remotely)  
Mr Phil Guy  
Ms Jessica Zealand (Remotely)  
Ms Natalie Lloyd (Remotely)  
Ms Robyn Flack (Remotely) – left 5.05pm

Others present:

Dr Michael Roberts – Manager Environmental Services

### Apologies / Leave of Absence

Apologies were received from Mr Rob Russell, Ms Jan Turbill and the City Services representatives.

### Confirmation of the Minutes

**RESOLVED** (Robyn Flack / Clr White)

That the Minutes of the Shoalhaven Heads Estuary Taskforce held on Wednesday 20 March 2024 be confirmed.

CARRIED

### Declaration of Interests

Nil

## PRESENTATIONS

### SH24.6 Ongoing Item - Update From City Services

HPERM Ref:  
D24/166593

Due to relevant staff being on leave and unavailability of the Director, the Taskforce were advised that the City Services Representative provided an apology for this meeting.

Note: Due to the unavailability of a City Services representative, this update was deferred to the next meeting.

## REPORTS

### SH24.7 Action Table Report - Shoalhaven Heads Estuary Taskforce 26 June 2024

HPERM Ref:  
D24/249230

Note: Clr White left the meeting 4.23pm during discussion on this item.

Note: The Committee discussed the Action Items, the below comments were noted:

- SH24.1 – Staff attended the Forum as requested and presented a summary of the Dredging Feasibility Study
- SH24.3:
  - Council is looking at entrance intervention in the Lower Shoalhaven River Coastal Management Program (CMP) and have recently engaged a consultant to prepare a Review of Environmental Factors.
  - Question on Notice – Will Council engage another consultant to update the Entrance Management Plan?
  - The CMP's and Flood Studies work hand in hand to provide the best solution in terms of flood risk management.
- SH24.4:
  - In relation to west of the boat ramp, Council received advice from DPI Fisheries that the area had been traversed and there are nil to negligible mangrove seedlings in that location.
  - The Lower Shoalhaven River CMP will go out on public exhibition in late August/September 2024
  - The permit to remove mangrove seedlings will expire on 4 October 2024
  - **Action – Council seek an extension from DPI Fisheries regarding the permit.**

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

That the Shoalhaven Heads Estuary Taskforce:

1. Accept and receive the Action Table Report (Attachment 1) for information.
2. Acknowledge the following actions as complete and remove from the action table:
  - a. SH24.1 - Report Received - Outcomes of Lower Shoalhaven River Pre-Dredging Feasibility Study - Staff Attend Shoalhaven Heads Forum Meeting 1 May 2024.
  - b. SH24.3 - Coastal Protection Works - Shoalhaven Heads - Dry Notch Maintenance - Relocate Clean Sand - Tidal Flats in Front of Holiday Haven Caravan Park - Annual Basis.
  - c. SH24.4 - Shoalhaven Heads Estuary - Mangrove Seedlings Removal Extension request

(West of the River Rd Wharf to Storm Water Drain).

- d. SH24.5 - Business Arising From Previous Minutes - Ongoing Heading Only Item - Update from City Services.

**RESOLVED** (Robyn Flack / Phil Guy)

That the Shoalhaven Heads Estuary Taskforce:

1. Accept and receive the Action Table Report (Attachment 1) for information.
2. Acknowledge the following actions as complete and remove from the action table:
  - a. SH24.1 - Report Received - Outcomes of Lower Shoalhaven River Pre-Dredging Feasibility Study - Staff Attend Shoalhaven Heads Forum Meeting 1 May 2024.
  - b. SH24.3 - Coastal Protection Works - Shoalhaven Heads - Dry Notch Maintenance - Relocate Clean Sand - Tidal Flats in Front of Holiday Haven Caravan Park - Annual Basis.
  - c. SH24.4 - Shoalhaven Heads Estuary - Mangrove Seedlings Removal Extension request (West of the River Rd Wharf to Storm Water Drain), and seek an extension from DPI Fisheries regarding the permit.
  - d. SH24.5 - Business Arising From Previous Minutes - Ongoing Heading Only Item - Update from City Services.

CARRIED

## GENERAL BUSINESS

Dr Michael Roberts provided the following updates for the members:

- On 22 April 2024, Council adopted the Sea Level Rise Projections. Council is required to update the Sea Level Rise Projections every seven (7) years. The previous projection for 2100 were 0.36 metres, now by 2100 the projection has been estimated to be 0.85 metres.
- The Open Coast and Jervis Bay CMP was adopted by Council on 6 May 2024 and now this has gone to the relevant Minister for Certification.
- Revegetation – Shoalhaven River Foreshore (River Road) – Council has engaged a contractor to map trees in that location, look at the maximum growth potential and the trigger level of when trimming would be required so the viewing corridors are not impacted on.
- An email that was provided to the Councillors in response to the flood in June was read to the meeting.

### **SH24.8 Additional Item - Action SH24.6 - City Services Update**

It was noted that the City Services Representative was an apology.

The Members raised the following questions and points for discussion for the next meeting.

Members raised the following to be addressed by the City Services staff at the next meeting:

- Debris along the beach area preventing beach access and fallen trees
- Flood debris clean up, currently on River Road Reserve which affects the mowing of the Reserve and the public space.

- **Action – City Services to investigate any potential clean-up of debris from recent flood on the River Road Reserve.**
- Who is responsible for floating debris in the Harbour?
- Pathway along River Road, date of completion, and feedback on the preventative cycle fencing opposite 11 River Road and the completion date?

**RESOLVED** (By consent)

That City Services provide an ongoing update in addition to the below questions:

- Update on the debris along the beach area preventing beach access and fallen trees
- Update on the flood debris clean up, currently on River Road Reserve which affects the mowing of the Reserve and the public space.
  - **Action – City Services to investigate any potential clean-up of debris from recent flood on the River Road Reserve.**
- Who is responsible for floating debris in the Harbour?
- Pathway along River Road, date of completion, and feedback on the preventative cycle fencing opposite 11 River Road and the completion date?

CARRIED

Note: Robyn Flack left the meeting at 5.05pm.

Note: The meeting lost quorum at 5.05pm.

There being no further business, the meeting concluded, the time being 5.05pm.

Clr Serena Copley  
CHAIRPERSON

## SH24.11 Action Table Report - Shoalhaven Heads Estuary Taskforce 27 November 2024

**HPERM Ref:** D24/359744

**Department:** Business Assurance & Risk

**Approver:** Bruce Gibbs, Manager - Development Services

**Attachments:** 1. Attachment - Action Table Report - Shoalhaven Heads Estuary Taskforce - 27 November 2024 [↓](#)

### Reason for Report

The purpose of this report is to provide the Shoalhaven Heads Estuary Taskforce with a progress report on outstanding/completed actions.

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

That the Shoalhaven Heads Estuary Taskforce:

1. Accept and receive the Action Table Report (Attachment 1) for information.
2. Acknowledge the following actions as complete and remove from the action table:
  - a. SH24.8 - Additional Item - Action SH24.6 - Ongoing - City Services Update - Investigate - flood debris - River Road

### Options

1. As recommended.

Implications: The Action Table will be received and updated to reflect recently completed actions.

2. That the Shoalhaven Heads Estuary Taskforce note the update to the Action Table and request more information.

Implications: Additional information as requested will be provided to the group at the next meeting.

At the meeting held on 20 March 2024, it was requested that a list of all actions arising from the meeting be provided to be considered at the next meeting. Following this meeting, staff decided to begin providing an on-going action table report so the Shoalhaven Heads Estuary Taskforce can keep a record of outstanding and completed actions. This report is to update the Shoalhaven Heads Estuary Taskforce on outstanding/completed actions from previous meetings.

Attachment 1 provides information regarding the status of actions from previous meetings, including items which are completed or still in progress. Staff can provide an update at the meeting, should members have any further questions on the status of actions.

**Shoalhaven Heads Estuary Taskforce  
Completed Actions**

**Action Sheets Report**

**Please Note**, there are currently no outstanding actions for the Shoalhaven Heads Estuary Taskforce. All actions listed below have been completed by staff and are now reported to the Taskforce.

<b>Meeting Date:</b> 26/06/2024	<b>Item No:</b> SH24.8	<b>Officer:</b> Berzins, Michael	<b>Completed:</b> 11/09/2024
<b>Title:</b> Additional Item - Action SH24.6 - Ongoing - City Services Update - Investigate - flood debris - River Road			
<p><b>RESOLVED</b> (By consent)</p> <p>That City Services provide an ongoing update in addition to the below questions:</p> <ul style="list-style-type: none"> <li>• Update on the debris along the beach area preventing beach access and fallen trees</li> <li>• Update on the flood debris clean up, currently on River Road Reserve which affects the mowing of the Reserve and the public space. <ul style="list-style-type: none"> <li>○ <b>Action – City Services to investigate any potential clean-up of debris from recent flood on the River Road Reserve.</b></li> </ul> </li> <li>• Who is responsible for floating debris in the Harbour?</li> <li>• Pathway along River Road, date of completion, and feedback on the preventative cycle fencing opposite 11 River Road and the completion date?</li> </ul> <p>CARRIED</p>		<p><b>Notes:</b></p> <p><b>21 Aug 2024 1:55pm Utber, Alexander</b> Cleanup of debris on River Rd Reserve completed as of 21/8/2024, 1. Coastal Team (Nigel Smith) will action any beach concerns., 2. Debris on the reserves have been cleaned up as per comment., 3. Not sure about the floating debris, maybe Nigel would know more., 4. Path is complete and open. There is one outstanding item, a seal is required on the road shoulder, this will be completed in the next week or two, however it doesn't impede the functioning of the path.</p> <p><b>19 Sep 2024 2:05pm Kooyman, Pamela - Completion</b> Completed by Kooyman, Pamela on behalf of Berzins, Michael (action officer) on 11 September 2024 at 2:05:18 PM - 1. Works are considered complete and further monitoring will occur as business-as-usual (19 November 2024 – Roberts, Michael) 2. Debris on the reserves have been cleaned up as per comment, 3. Navigational hazards are the responsibility of TfNSW (19 November 2024 – Roberts, Michael) 4. Path is complete and open. There is one outstanding item, a seal is required on the road shoulder, this will be completed by the end of the calendar, however it does not impede the functioning of the path.</p> <p><b>19 Nov 2024 10:08 pm, Roberts, Michael</b> Discussions commenced with Clr Clancy about potential resources that can be utilised to relocate flood debris in high priority locations. DPIRD – Fisheries will be advised, and a <i>Fisheries Management Act 1994</i> (NSW) permit is more than likely required for these works to proceed.</p>	