

Ordinary Meeting

Meeting Date: Tuesday, 14 October, 2025
Location: Council Chambers, City Administrative Building, Bridge Road, Nowra
Time: 5.30pm

Membership (Quorum – 7)

Clr Patricia White – Mayor

Ward 1

Clr Jason Cox
Clr Matthew Norris - Assist. Deput Mayor
Clr Peter Wilkins - Deputy Mayor
Clr Selena Clancy

Ward 2

Clr Ben Krikstolaitis
Clr Bob Proudfoot
Clr Jemma Tribe
Clr Luciano Casmiri

Ward 3

Clr Denise Kemp
Clr Gillian Boyd
Clr Karlee Dunn
Clr Debbie Killian

Please note: The proceedings of this meeting (including presentations, deputations and debate) will be webcast, recorded and made available on Council's website, 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.

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<https://www.shoalhaven.nsw.gov.au/Council/Meetings/Stream-a-Council-Meeting>.

Statement of Ethical Obligations

The Mayor and Councillors are reminded that they remain bound by the Oath/Affirmation of Office made at the start of the council term to undertake their civic duties in the best interests of the people of Shoalhaven City and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act or any other Act, to the best of their skill and judgement.

The Mayor and Councillors are also reminded of the requirement for disclosure of conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with the Code of Conduct and Code of Meeting Practice.

Agenda

1. Acknowledgement of Country

Walawaani (welcome),

Shoalhaven City Council recognises the First Peoples of the Shoalhaven and their ongoing connection to culture and country. We acknowledge Aboriginal people as the Traditional Owners, Custodians and Lore Keepers of the world's oldest living culture and pay respects to their Elders past, present and emerging.

Walawaani njindiwan (safe journey to you all)

Disclaimer: Shoalhaven City Council acknowledges and understands there are many diverse languages spoken within the Shoalhaven and many different opinions.

2. Moment of Silence and Reflection

3. Australian National Anthem

4. Apologies / Leave of Absence

5. Confirmation of Audio-Visual Attendance

6. Confirmation of Minutes

- Ordinary Meeting - 23 September 2025
- Extra Ordinary Meeting - 29 September 2025

7. Declaration of Interests

8. Presentation of Petitions

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Mayoral Minute

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16. Confidential Reports

Nil

MM25.23 Mayoral Minute - Illawarra Business Awards Winners 2025

HPERM Ref: D25/436979

Recommendation

That Council write to the Shoalhaven winners of the 2025 Illawarra Business Awards congratulating them on winning their respective business categories.

Details

The IMB Bank Illawarra Business Awards were held on Friday 19 September 2025 at the WIN Entertainment Centre, in recognition of the achievements of business and business leaders from across our region.

Council would like to acknowledge the efforts of all nominees and acknowledge finalists from all eighteen award categories, and congratulate all winners.

Council would like to especially congratulate the Shoalhaven Business award winners as follows:

- **Shoalhaven Business Chamber**, for winning the **2025 Outstanding Local Chamber Award**. This award “recognises a local chamber’s impact on their community in the past 12 months, with a focus on improving economic, environmental, or social impacts”.
- **Flagstaff Group**, for winning the **2025 Excellence in Diversity & Inclusion Award**. This award “recognises businesses that address the needs of a diverse community, including seniors, people from Culturally and Linguistically Diverse (CALD) backgrounds, and people with disability. An inclusive business facilitates the needs of all its employees and customers”.
- **Supercalla Private Properties**, for winning the **2025 Excellence in Micro Business Award**. This award “recognises a business that has effectively driven growth and is able to demonstrate the specific strategies implemented to achieve business success and/or resilience”.

On behalf of Shoalhaven City Council I would like to acknowledge the efforts of all nominees, acknowledge all finalists from all sixteen award categories, and congratulate all winners.

MM25.23

MM25.24 Mayoral Minute - Condolence Motion - Robert 'Rob' Powell

HPERM Ref: D25/404693

Recommendation

That Council notes the passing of Mr Robert 'Rob' Powell and expresses condolences to his wife Kim, their children and extended family.

Details

It is with great sadness that we acknowledge the passing of Mr Robert 'Rob' Powell, well-known and respected Milton Ulladulla local and resident of Mollymook.

Rob will be remembered as an icon of the Milton Ulladulla Community. A truly good bloke, a self-made loving family man and great leader, whose kindness and supportive nature made him both a fantastic boss and a pillar of the local community.

In July Rob was made an Honorary Member of Rotary Club Milton Ulladulla, recognising decades of service as a Rotarian and his significant contribution to the community.

As the owner and manager of the IGA Milton he was very highly regarded and respected whether it was for always supporting local sporting clubs or charities with sizable donations, or supporting and guiding young kids as they navigated the early days of their first job with him, or just in his general day to day interactions with the community, Rob will be fondly remembered as the epitome of community spirit.

Rob, despite being a very prominent member of the Milton Ulladulla was quite a humble man and donated incredibly generously to many local charity organisations and sporting clubs – more than most people would realise.

Rob had many passions in life, he loved travelling with his wife Kim, spending time with his friends and family, he loved horse racing and beloved racehorse; "Wobbly Boot", and the weekly ritual of a round of Golf with his son and good mates.

A truly beautiful soul, Rob was loved by many and will be fondly remembered for his humility, kindness, and generosity.

On behalf of Shoalhaven City Council Councillors and staff, I extend my condolences to his wife Kim and their children Lauren and Tim and their extended family.

MM25.24

MM25.25 Mayoral Minute - Congratulations - 2025 Shoalhaven Business Awards

HPERM Ref: D25/443727

Recommendation

That Council write to the winners of the 2025 Shoalhaven Business Awards congratulating them on winning their respective business categories.

Details

The Shoalhaven Business Awards were held on Friday 1 August 2025 at the Shoalhaven Entertainment Centre, recognising the achievements of 40 years of business and business leaders from across our region.

Council would like to acknowledge the efforts of all nominees and acknowledge finalists from all sixteen award categories, and congratulate all winners.

2025 Shoalhaven Business Award Winners

- **Employer of Choice – 20 employees & under** - Activate Health & Movement
- **Employer of Choice – 21 employees & over** – CareSouth
- **Outstanding Business Leader – 20 employees & under** - Claire Carson – South Coast Therapy & Support Group
- **Outstanding Business Leader – 21 employees & over** - Heather Marciano – BCR Communities
 - **Highly Commended** - Erica Jones – Interchange Shoalhaven
- **Outstanding Young Business Leader** - Leonard White – Lone Fig Environmental
- **Outstanding Employee** - Jeremy Comas – Lone Fig Environmental
 - **Highly Commended** - Ritchie Butler – Bomaderry High School
- **Excellence in Innovation** - Hannahs Beauty Clinic
- **Excellence in Large Business** - Encore Support Group
- **Excellence in Small Business** - Good Things Organic
- **Excellence in Micro Business** – Supercalla
- **Outstanding New Business** - Blak Cede
- **Outstanding Community Organisation** - BCR Communities
- **Outstanding Visitor Experience** - Cupitt's Estate
- **Excellence in Diversity & Inclusion** - Bomaderry High School
 - **Highly Commended** - Stella Studioz
 - **Highly Commended** - Southern Cross Housing
- **Shoalhaven Food Network Award** - The Valley Table
- **2025 Business of the Year** – Supercalla

MM25.25

On behalf of Shoalhaven City Council, I congratulate all nominees on their nomination, all finalists and winners on their outstanding achievements.

MM25.25

CL25.357 Notice of Motion - Residential Properties with Occupancy Restrictions Imposed by Council

HPERM Ref: D25/430637

Submitted by: Cllr Luciano Casmiri

Purpose / Summary

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

Recommendation

That Council instructs the CEO to report to Council on properties and locations where Council has imposed a restriction on the number of days that the property can be owner occupied or rented for.

Background

Some residential properties are subject to limitations imposed by Councils primarily through conditions in the DA approval, which can restrict property types, occupancy, and usage to manage issues like housing rental affordability due to the limitations.

Note by the CEO

There are properties in various locations throughout Shoalhaven where the development or desired development outcome consistent with the zone or endorsed planning is tourist accommodation (example: self-serviced or serviced holiday apartments) . Depending on the underlying land use zoning in the Local Environmental Plan there is often a limitation within the development consents in these locations relating to permanent occupancy to limit potential land use conflict and ensure that the tourist focus is recognised. Also in relevant locations/examples, outcomes were agreed to on the basis of shorter term tourist use as opposed to more permanent occupation (e.g. development density or car parking outcomes different to the medium density DCP/Code).

An example location where this is relevant is the Golf Avenue, Shepherd Street, Ocean Street precinct at Mollymook Beach. An example development consent in this location includes a condition that: 'This consent is for tourist occupation of the development only and the building shall not be occupied as a permanent place of residence'. This has then transferred to the subdivision plan as a restriction that limits occupation to non-permanent purposes with a maximum period of occupation to not exceed 42 days and limited to 150 days in any calendar year.

The requested information is not readily available and will require staff to review and research a range of records to be able to respond.

CL25.357

CL25.358 Notice of Motion - Office Of Local Government (OLG) Investigation - Appointment of New CEO

HPERM Ref: D25/442733

Submitted by: Cllr Bob Proudfoot

Purpose / Summary

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

Recommendation

That:

1. Shoalhaven City Councillors give their enthusiastic support for the now announced investigation by the Office of Local Government (OLG) into the recent selection process leading to the appointment of the new CEO, being Mr Andrew Constance.
2. Councillors acknowledge that the Minister for Local Government, Mr Ron Hoenig and subsequently the OLG have responded to widespread community concern regarding the CEO selection process.
3. At the conclusion of the OLG investigation Council provide the community with a summary of the outcome and findings.
4. Every opportunity be given to individual Councillors to make a positive contribution to the OLG investigation.
5. Detailed minutes pertaining to this vital notice of motion be forwarded to Local Government Minister, Mr Ron Hoenig and the OLG.
6. Further legal advice, this time written legal advice, be provided as to why the rescission motion regarding the appointment of the CEO on 30 September 2025 was disallowed.
7. A full breakdown of the entirety of costs incurred during the entire CEO recruitment process be publicly communicated as an act of good faith and transparency.

CL25.358

CL25.359 Notice of Motion - Waste Tipping Voucher Weight Saving

HPERM Ref: D25/442753

Submitted by: Cllr Jason Cox

Purpose / Summary

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

Recommendation

1. Recommend the existing Waste tipping vouchers be reviewed and reduced from 300KGs per household to 250KGs per household to reduce land fill and save SCC monies paid to State via levy. Actual difference from \$530 to \$442 Per Tonne.
2. Recommend a review of tech ability to bring in alignment with other council's computer systems whereby ratepayer only utilise the actual per KG amount calculated at the tip rather than lose the whole voucher value in one transaction for fairness, value and transparency to ratepayers.
3. Recommend the request for State to correctly charge SCC as Regional Council and not a Metropolitan one.
4. Confirm when depots accept household vouchers whether they are recorded at the correct KG's or at full face weight value and submitted at \$530 per tonne to clarify whether we, as ratepayers are correctly not on paying State govt more than the actual KG's in reality.

Background

Currently the Recycling and Waste Depots charge for Domestic Mixed Waste (including Commercial & Building) @ \$530 per tonne. Important to note that this disposal charge includes a State Government charge of \$174.20 plus GST per Tonne or \$191.62 incl GST to be paid to State per household tonne. This represents a 36.15% levy applied by State on Ratepayers. Ratepayers Vouchers are calculated at \$1.76 per KG and a 50KG reduction would result in a saving to SCC of approx. \$88 Per Household which will assist SCC in its budget and could be passed on or at least go towards minimising any future SRV's. For some context: Green Waste is \$152 per Tonne; Car Tyres at \$25 each and a mattress at \$39 each. See SCC website for further info.

Note by the CEO

Waste Disposal is charged at \$530 per tonne. Current maximum weight allowed per voucher is 300kg or up to 1m³ equivalent to \$159 of rubbish disposal.

Waste tipping vouchers are funded from the Domestic Waste Management Charge and not from General Rates. Therefore, any potential savings could only be used to offset increases in the domestic waste services costs.

A review of Waste Services Policies has been undertaken, and a Draft Waste Services Fee Waivers and Subsidies Policy will be presented to Council for consideration. The tipping vouchers are covered by the Waste Services Fee Waivers Policy. The policy review is the

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most appropriate mechanism to make changes to the tipping voucher service provision. Changes to the tipping voucher service have both financial and reputational risks for Council and should be considered in the full context of the waste service.

Multiple letters have been written State and Federal members over the years requesting the change to Shoalhaven City Council's Waste Levy classification from Metropolitan to Regional. One letter was sent as recently as October 2025.

Waste Levy is paid per tonne when the waste is landfilled and not when it is received at the depots.

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CL25.360 Notice of Motion - Impacts of the Environmental Planning and Assessment Amendment (Planning System Reforms) Bill 2025 on Shoalhaven City Council and Community

HPERM Ref: D25/443221

Submitted by: Cllr Debbie Killian

Purpose / Summary

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

Recommendation

That Council:

1. Notes with concern the introduction of the Environmental Planning and Assessment Amendment (Planning System Reforms) Bill 2025 and its potential to reduce local planning control, transparency, and community confidence in planning decisions in NSW.
2. Acknowledges the importance of local and regional expertise in planning decisions, particularly for developments that affect regional economies, biodiversity, farmland, and community safety.
3. Writes to the Premier, Minister for Planning and Public Spaces, and Ms Liza Butler Member for South Coast opposing the Bill in its current form and calling for its withdrawal pending full consultation with councils, regional organisations of councils (ROCs), and local communities.
4. Advocates through Local Government NSW (LGNSW), Country Mayors Association and regional organisations of councils for a united regional local government response to the Bill and strong input to the development of the detail which will ultimately surround the implementation of the bill.
5. Requests a report from staff identifying potential impacts of the Bill on Council's planning functions and regional responsibilities, including environmental protection, bushfire resilience, infrastructure assessment, and community consultation.

Background

On 17 September 2025, the NSW Government introduced the Environmental Planning and Assessment Amendment (Planning System Reforms) Bill 2025. While presented as a housing measure, the Bill makes sweeping changes to the planning system that apply to all development across NSW, including mining, industrial, agricultural and infrastructure projects that directly impact regional communities.

The Bill:

- Centralises planning powers in new State-led authorities, removing decision-making from councils and local planning panels.
- Removes key safeguards requiring environmental and bushfire risk considerations in development assessment, despite escalating climate risks in regional NSW.

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- Reduces the role of specialised agencies such as the Environment Department and RFS in giving expert advice, leaving our communities exposed to inappropriate or unsafe development.
- Limits community input by cutting consultation requirements and removing the object of “increased opportunity for community participation” in environmental decision making.
- Increases corruption risks, with broad discretion for State authorities to fast-track rezonings and approvals, contrary to Independent Commission Against Corruption (ICAC) advice.

Council is the closest level of government to our community, and we are best placed to incorporate local knowledge, environmental conditions, and community priorities in land use planning. The proposed Bill erodes this role, weakening protections for regional communities, the environment, and public trust in the planning system.

Note by the CEO

The most effective advocacy at this stage of the process is through actions such as those outlined in points 1-4.

In relation to point 5, Council staff are closely monitoring the passage of legislation through NSW Parliament. To be most effective, the timing of detailed reports(s) to Council will align with the further progress of the Bill. This will ensure that Council’s response (and staff resources) focuses on up-to date versions of the proposed legislative reforms, and that Council provides informed and timely detailed submission(s) when formal feedback deadlines are announced.

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CL25.361 Report of the Shoalhaven Motor Sports Working Group - 30 September 2025

HPERM Ref: D25/443000

MS25.2 Items for Discussion - Shoalhaven Motor Sports Working Group

HPERM Ref:
D25/422193

Recommendation

That Council, as recommended by the Shoalhaven Motor Sports Working Group,

1. Provide a budget of \$20,000 to progress the Working Group Agenda, including Motor Sports stickers, social media and general promotion etc.
2. Direct Staff to confirm by the next Shoalhaven Motor Sports Working Group meeting what state significant development pathways exist for the project and the site at Yerriyong, and as part of that, seek the feedback and assistance of the Local State MP's.
3. Direct Staff to investigate options for placing a petition regarding a Motor Sports Complex on the Council website.
4. Direct Staff to invite RDA Illawarra-Shoalhaven to participate at the next meeting as a member on the Committee to assist with the realisation of a Motor Sports Complex.
5. Following the completion of part 1 of the recommendation, request the Mayor to contact the NSW Minister for Planning & Public Spaces to meet with a small delegation from Council and the Working Group to establish a path way forward for a State Significant Project.
6. Undertake necessary representations when required to relevant State Members and Ministers and Federal Members and Ministers to help build momentum and show support for this important project in the Shoalhaven.

Note by the CEO:

There is no budget allocated to this committee and any approved funding would need to be considered as part of the quarterly review.

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CL25.362 Report Back - Community Wellbeing Grants 25/26 Applications - Treading Lightly - Safe Waters Community Care

HPERM Ref: D25/416004

Department: Business Assurance & Risk

Approver: Mathew Badcock, Acting Director – City Performance

Attachments:

1. Report CL25.262 - Community Wellbeing Grants Program 2025 - Panel Recommendation [↓](#)
2. Treading Lightly - Additional information - Community Wellbeing Grants 25/26 Applications (councillors information folder) [⇒](#)

Purpose:

This report seeks Councils endorsement for funding to Treading Lightly and Safe Waters Community Care as determined by the Community Wellbeing Grants Assessment Panel and following the provision of additional information to Council.

It is also recommended to provide an additional \$1000 in Grant funding to Water Fest Shoalhaven due to an error in the previous resolution.

Summary and Key Points for Consideration:

Council considered the 2025 Community Wellbeing Grants Program on 26 August 2025 ([MIN25.410](#)). When determining the Grants the Council did not determine the applications received from Treading Lightly and Safe Waters Community Care, and resolved the following:

‘Suspend approval of payment of Treading Lightly and Safe Waters Community Care, being a total of \$22,725.00, for a Councillor Briefing before being reported back’.

In preparation for the briefing and this report staff have obtained the additional information requested by Council from those two (2) grant applicants this is provided below.

The original report and recommendation to Council on 26 August 2025, which outlined the process followed for the 2025 Community Wellbeing Grants Program, and the Grants Assessment Panel recommendations, is attached to this report (**Attachment 1**), as well as the minutes of the Grants Panel.

It is also recommended to provide an additional \$1000 to Water Fest Shoalhaven. It was resolved on 26 August 2025 (MIN25.410) to provide \$2000 in grant funding to Water Fest Shoalhaven, however, upon review the final commentary before resolution was publicly referenced as being \$3000. Further information is provided in background to this report.

Recommendation

That Council,

1. Note the additional information provided by Treading Lightly and Safe Waters Community Care, and the process followed for the 2025 Community Wellbeing Grants Program as outlined in report CL25.262 (Attachment 1).
2. Approve the funding for Treading Lightly and Safe Waters Community Care as recommended by the Community Wellbeing Grants Assessment Panel, totalling \$22,725.00:

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Safe Waters Community Care	First Aid Training for Our Volunteers	\$ 4,725
Treading Lightly Inc	Rental support for the Treading Lightly Hub, Milton	\$18,000

3. Approve the allocation of an additional \$1000 of Funding to Water Fest Shoalhaven for the reasons outlined in the report.

Options

1. As recommended.

Implications: The grants will be paid to Treading Lightly and Safe Waters Community Care as recommended by the Grants Assessment Panel, and an additional \$1000 awarded to Water Fest Shoalhaven. This will result in funds of \$23,725 being expended from the Community Grants budget, leaving an available balance of \$1,611.74 in the Grants Budget.

2. That Council determines funding to the applicants differently to the recommendation made by the Community Wellbeing Grants Assessment Panel.

Implications: This will depend on the alterations made to the recommendation.

3. That Council determines not to pay the Grant funding as recommended by the Grants Assessment Panel and returns the remaining funds to Councils General Fund.

Implications: A total of \$22,725 will be returned to Councils General Fund.

4. That Council determines not to pay the additional funding to Water Fest Shoalhaven.

Implications: The \$1,000 will be returned to Council's General Fund, as per the previous resolution of the Council.

Background and Supplementary information

On 26 August 2025, Council considered a report outlining the process followed for the 2025 Community Wellbeing Grants Program which included the Grants Assessment Panel recommendations for funding (**Attachment 1**). At the meeting of 26 August 2025, Council resolved to provide funding to the majority of organisations recommended by the Panel ([MIN25.410](#)); however, Council wanted further information on two (2) of the applicants and resolved:

"3. Suspend approval of payment of Treading Lightly and SafeWaters Community Care, being a total of \$22,725.00, for a Councillor Briefing before being reported back."

Council was briefed on 18 February 2025 and staff provided information and context around these two applications. As a result, consultation with Councillors, additional information has been requested from both organisations in relation to their applications, which is detailed below.

Treading Lightly

Council requested the following additional information from Treading Lightly:

- A copy of their financial statements for 2024/2025, if available for review.
- Whether the organisation was successful in receiving the grant of \$20,000 from Bendigo Bank in 2024, and if this was used towards rent?

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- Documentation that clarifies and demonstrates what proportion of grant funding received from Council was expended towards rental payments.
- How often the Treading Lightly hub is used by community groups without charge?

Treading Lightly responded on 25 September 2025 with the information requested, which has been attached in the Councillors Information folder (**Attachment 2**).

Safe Waters Community Care

Council requested the following additional information from Safe Waters Community Care:

‘Whether Safe Waters Community Care has made any efforts toward pursuing free training opportunities for first aid that may be provided to community organisations.’

Safe Waters responded on 18 September 2025 with the following information:

“At Safe Waters, we deeply value the dedication of our volunteers who are the backbone of our service. With no government funding and only 1.5 paid staff, we rely heavily on our volunteer team to provide a safe and welcoming environment for guests experiencing homelessness.

We recently held a volunteer feedback session, and a clear message emerged: our volunteers want to be equipped with certified first aid training—just as our staff are—so they can respond confidently and safely in emergency situations. This is not just a request; it reflects our shared commitment to duty of care when working with some of the most vulnerable members of our community.

Unfortunately, after exploring all available options, we have found no free first aid training opportunities in our area. We believe that access to this training is essential—not optional—for those who serve on the front lines of compassion and care. We are seeking support to ensure our volunteers receive nationally accredited first aid certification. This investment will not only empower our team but also strengthen the safety and resilience of the Safe Waters community.

We hope that this information will allow the Council to approve our request. It is a real privilege to serve our community via Safe Waters' homeless hub and highway shelter.”

Water Fest Shoalhaven

It was resolved on 26 August 2025 (MIN25.410) that Council provide \$2000 in grant funding to Water Fest Shoalhaven. However, it was recently brought to the attention of staff that the amount of grant funding provided to Water Fest was to be \$3000. This occurred as a result of misunderstanding, as at the meeting of 26 August 2025, Cllr Clancy moved to provide \$2000 in grant funding to Water Fest Shoalhaven which was outlined in the minutes on the screen. However, in the summation of debate on the item, the Mayor declared the amount to be \$3000, which was not addressed in the Minutes and altered in the resolution. It was however, identified by the applicants who have advised Councillors that that amount has been the foundation on which their plans have been made. The Minutes of the 26 August Council Meeting were confirmed by the Council as correct before this issue became known.

It is therefore recommended, as requested by Councillors, that Council provide an additional \$1000 in grant funding to Water Fest Shoalhaven.

Grants Assessment Panel Feedback

Provided below is a copy of the original Grants Assessment Panel Feedback and recommendation for each of the applications which are the subject of this report:

Treading lightly – recommended for \$18,000.

‘The Panel agreed that this was an excellent application with many letters of support evidencing how well the community are engaged with the space. The Panel recommended the full amount’.

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Safe Waters Community Care – recommended for \$4,725.

'The Panel agreed that although the application did not score well and lacked detail, that Safe Waters provides a critical service for the Homeless Community, and first aid training is very important in that space. The Panel recommended the full amount. It was noted that the applicant could have co-contributed costs to strengthen the application'.

Water Fest Shoalhaven –

After assessment of the application in accordance with the Policy, the Panel did not recommend funding for this application. However, the Council considered funding appropriate and resolved to provide a grant at the 26 August 2025 Ordinary Meeting.

Internal Consultations

An email was sent to all Councillors on 12 September 2025, in which staff advised that a briefing was to occur on 18 September 2025 regarding the two (2) suspended Grant applications. In this communication, staff provided documentation and background on each applicant and asked Councillors to review and submit any questions or queries they might have in advance of the briefing.

The briefing occurred on 18 September 2025, in which Councillors were further consulted regarding the overall Community Wellbeing Grants program, and how applications are scored. Information was also provided about the applications submitted by Treading Lightly and Safe Waters Community Care.

Consultation with Councillors resulted in requests for further information from both the applicants, which is detailed above in the Background and Supplementary Information section of this report.

External Consultations

No external consultation was required as part of this report.

Community Consultations

Both Treading Lightly and Safe Waters Community Care have been consulted in to obtain the additional information requested by Council and included in this report.

Policy and Statutory Implications

Applications were assessed by the Panel in line with Council's adopted [Community Wellbeing Grants Policy](#), and the recommendation above has no impacts upon the current Policy. The Council may identify and consider amendments to the policy if required.

Financial Implications

In accordance with the resolution of the Council of 25 March 2024 (MIN24.150) the Community Wellbeing Grants budget for 2025/2026 has remained at \$180,000 making the total considerable amount for each application \$18,000 (being 10% of the total funds) in accordance with the Policy.

On 26 August 2025 Councils resolved (MIN25.410) to provide a total of \$154,663.26 in grant funding to the successful applicants, which left a total of \$25,366.74. As part of this resolution, Council resolved: "6. *At the conclusion of the Community Wellbeing Grants Program, return the remaining budget to Council's General Fund.*"

If Council resolves to approve the recommendations to provide a further total of \$23,725 in grant funding as outlined in this report, this will leave an available balance of \$1,611.74 to be returned to Councils general fund.

Risk Implications

If Council substantially defers from the recommendations by the Panel, this could undermine the independent process and divert funds from organisations who have demonstrated a need for a Grant, in accordance with the Council's adopted policy.

If there is a delay in the determination and distribution of funds until a later time, this could result in organisations becoming ineligible under the Policy if funding is determined after their event/project takes place.

CL25.262 Community Wellbeing Grants Program 2025 - Panel Recommendation

HPERM Ref: D25/339862

Department: Business Assurance & Risk
Approver: Katie Buckman, Director - City Performance

Attachments: 1. Informal Minutes - Grants Assessment Panel Meeting 31 July 2025 (under separate cover) [🔗](#)

Purpose:

This report seeks Council's endorsement for funding to the successful applicants as determined by the Community Wellbeing Grants Assessment Panel.

Summary and Key Points for Consideration:

Council has undertaken its annual [Community Wellbeing Grants Program](#) (previously titled as the Community Donations Program) with a total budget \$180,000, with applications opening on 27 May 2025 and closing on 24 June 2025.

In accordance with the [Community Wellbeing Grants Policy](#), the Grants Assessment Panel met on 31 July 2025. The Panel considered all 40 applications received totalling \$243,904.00 of requested funds and recommended that the total amount of funding of \$156,388.26 be granted by resolution of the Council to the 31 organisations listed below. Further details about the applications recommended and not recommended for funding can be found at **Attachment 1** of the report, along with the Grants Assessment Panel feedback.

Recommendation

That Council

- Note the information in the report outlining the process followed for the 2025 Community Wellbeing Grants Program, including the applications received.
- Approve the funding of the 2025 Community Wellbeing Grants recommended by the Community Wellbeing Grants Assessment Panel, totalling \$156,388.26 to the following community organisations and community groups in the Shoalhaven:

Organisation	Donation For:	Amount Recommended
PURE Health Advising	PURE Health Local Series – A Blueprint for Healthy Ageing in Shoalhaven	\$2,500.00
North Shoalhaven Meals on Wheels	Volunteer Appreciation	\$1,500.00
Shoalhaven First Nations Film Festival Incorporated	Storytelling Workshops for Young Indigenous Men and Women in the Shoalhaven	\$8,830.00
Vincentia Matters Incorporated	Vincentia Connections Community Wellbeing Day (Mental Health Month)	\$2,400.00
Apex Club of Milton Ulladulla	Milton Ulladulla Community Kindness Initiative	\$5,000.00

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Shoalhaven Lydian Singers Inc	Shoalhaven Lydians "Sing Gloria" Christmas December Concerts	\$3,200.00
Mission Australia	Youth Beat Outreach Program	\$5,386.00
CareSouth Ltd	Aunties & Uncles Program	\$5,850.00
Safe Waters Community Care	First Aid Training for Our Volunteers	\$4,725.00
Growing Together South Coast	Food for Thought - fostering community wellbeing through participation in sustainable food production	\$6,500.00
South Coast & Country Community Law	2025 Shoalhaven Koori Touch Football Competition	\$2,500.00
Noah's Inclusion Services	Noah's Challenge 2025	\$4,000.00
The Lions Club of Bomaderry Nowra	Joint SCC and Bomaderry Nowra Lions Carols in the Park Carols in Harry Sawkins Park, Nowra	\$10,000.00
Community Connect South Shoalhaven	South Shoalhaven Community Expo	\$10,000.00
Sanctuary Point Community Pride	Spring Into Sanctuary Point Fair	\$650.00
Meet the Makers Festival Inc	Meet the Makers Festival	\$6,000.00
Milton Folk, Jazz and Blues Festival	Milton Folk, Jazz and Blues Festival 2026	\$5,000.00
Friends of Callala Seniors Group	Friends of Callala - A Seniors Group	\$952.00
Albatross Musical Theatre Company	Albatross Musical Theatre Company Rental Subsidy	\$8,000.00
Tomerong School of Arts	Tomerong School of Arts Rates Subsidy	\$2,000.00
Sussex Inlet Foundation for Community Development Inc	Rental support for Sussex Inlet Foundation for Community Development Inc	\$12,000.00
Sussex Inlet District Chamber of Commerce	Community Rent Assistance - Ellmoos Centre Usage	\$6,000.00
Wandandian Progress Association Inc	Rates Reimbursement for Joint Wandandian Community/SCC Emergency Support Project	\$1,880.00
CWA Berry Branch	CWA Hall, 79 Victoria St, Berry - rate subsidy	\$2,500.00
Shoalhaven City Concert Band	Hire of Rehearsal Venue and Assistance for Summer Sounds Workshop	\$5,006.00
Berry RSL sub-Branch	Berry RSL Rates Donation Equivalent	\$3,300.00

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Treading Lightly Inc	Rental support for the Treading Lightly Hub, Milton	\$18,000.00
Shoalhaven Historical Society	Rental Subsidy - Nowra Museum	\$1,300.00
Cambewarra School of Arts	Subsidies Council Rates	\$2,259.26
Shoalhaven Youth Orchestra	Shoalhaven Youth Orchestra	\$8,000.00
Five Villages Community Garden Inc	Five Villages Community Garden	\$1,150.00

- Advise the remaining applicants that their application for the Community Wellbeing Grants Program have been unsuccessful.
- Return the remaining budget balance of \$23,611.74 to Council's General Fund.

Options

- As recommended.
Implications: The Grants will be paid to the community organisations and groups as listed within the recommendation as recommended by the Grants review panel. This will result in funds of \$156,388.26 being expended from the Community Grants fund, leaving an available balance of \$23,611.74 in the Grants budget for Councils consideration.
- That Council approve the funding as recommended by the Grants Panel totalling \$156,388.26 as well as any additional funding being awarded to those Community organisations or groups as decided by Council.
Implications: The available balance of \$23,611.74 will be reduced by any additional donation amounts decided by Council.
- That Council determines funding to applicants differently to the recommendation made by the Community Wellbeing Grants Assessment Panel.
Implications: This may delay the determination and distribution of funds until a later time if the resolution is not immediate and could possibly result in organisations becoming ineligible if funding is determined after their event/project takes place.
- Council determines that remaining funds following determination is not returned to the General Fund and retained in case other urgent funding matters are determined by Council, or the funds be rolled into the following budget year.
Implications: The funds will be held for possible use later in the financial year or the following year and will not be available to be utilised for other purposes.

Background and Supplementary information

At the 29 April 2025 Ordinary meeting, Council resolved ([MIN25.198](#)) to make changes to the Community Donations Policy as outlined in the [report 29 April 2025](#). In summary, the following was amended:

- The Policy was renamed the 'Community Wellbeing Grants Policy'.

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- The *Subsidised Rental, Rates and Use of Council Facilities* was removed as a category and incorporated into the *General Grants* category.
- A maximum amount considered for each application was included, being 10% of the available budget, as adopted by Council.

In accordance with the resolution of the Council of 25 March 2024 (MIN24.150) the Community Wellbeing Grants budget for 2025/2026 has remained at \$180,000 making the total considered amount for each application \$18,000 under the Policy.

The process undertaken in accordance with the adopted Policy for the 2025/2026 Financial Year has been as follows:

1. Correspondence to past donation recipients, both successful and unsuccessful to advise them of the application period opening and closing dates – (27 May 2025 – 24 June 2025).
2. Advertising and promotion of the Community Well Being Grants via Council website and other Council networks.
3. Receiving and collating applications, as well as assisting applicants by following up outstanding documentation necessary for assessment. Applications closed on 24 June 2025.
4. A meeting of the Community Wellbeing Grants Assessment Panel was held on 31 July 2025 to assess the applications received. The minutes of the Assessment Panel meeting can be found at **Attachment 1**.

As part of the procedure in accordance with the [Community Wellbeing Grants Policy](#), adopted at the Ordinary meeting of 29 April 2025, a Grants Assessment Panel was formed with the purpose of independently assessing applications across different areas of Council which involved staff from Environmental Services, Community Connections, Grants, Business & Events and Business Assurance & Risk.

The Grants Assessment Panel met on Thursday, 31 July 2025. The Panel considered all 40 applications received totalling \$243,904.00 of requested funds and recommended:

- That of the 40 applications received, 31 be provided funding in full or part.
- That 9 applications do not receive funding on the basis that they are ineligible under the policy criteria, did not provide sufficient information for assessment, or were not considered appropriate to fund. (This represents \$56,025.00 in applications. These are shown in table 2 of Attachment 1.)

The total amount of funding recommended to be paid for the 2025/2026 Financial Year by the Grants Assessment Panel is \$156,388.26.

This leaves an available balance of \$23,611.74 for 2025/2026 Financial Year.

Internal Consultations

In accordance with the [Community Wellbeing Grants Policy](#) a Community Wellbeing Grants Assessment Panel was formed with the purpose of independently assessing applications across different areas of Council, which involved the following staff: Environmental Services (Lead – Land Management), Cultural & Community Services (Manager - Community Connections, Grants Officer and the Business & Events Coordinator) and Business Assurance & Risk (Manager – Business Assurance & Risk).

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External Consultations

External consultation is not required under the [Community Wellbeing Grants Policy](#) and is not deemed necessary to undertake for the program, as the appropriate expertise exists within Council.

Community Consultations

Past applicants of donations, both successful and unsuccessful, were contacted via email to advise of the opening of the 2025/2026 Community Wellbeing Grants Program and were encouraged to review the eligibility criteria to apply for a donation in line with the [Community Wellbeing Grants Policy](#).

Advertising was undertaken via Council's website and social media. Appropriate departments were also made aware so they could send information on the Grants Program to their relevant networks.

Information, eligibility criteria and online application forms were made available via Council's website. The application period was open for a month from 27 May 2025 – 24 June 2025.

It is worth noting the following statistics regarding application numbers over the years:

- 58 applications financial year 2023/2024
- 46 applications financial year 2024/2025 (first round)
- 39 applications financial year 2024/2025 (second round)
- For this financial year a total of 41 applications were received. 1 applicant withdrew their application.

Policy and Statutory Implications

Applications were assessed in line with Council's adopted [Community Wellbeing Grants Policy](#), and the recommendation above has no impacts upon the current Policy.

Financial Implications

In accordance with the resolution of the Council of 25 March 2024 (MIN24.150) the Community Wellbeing Grants budget for 2025/2026 has remained at \$180,000 making the total considerable amount for each application \$18,000, in accordance with the Policy.

If Council resolves to approve the recommendation as outlined in the report, this will leave an available balance of \$23,611.74 for 2025/2026 Financial Year. This balance is available for further consideration by Council as outlined in the options of this report.

Risk Implications

If Council substantially alters the applicants receiving funds as recommended by the Panel, this could undermine the independent process and divert funds from organisations who have demonstrated a need for a Grant.

It should also be noted that if there is a delay in the determination and distribution of funds until a later time, this could possibly result in organisations becoming ineligible under the Policy if funding is determined after their event/project takes place.

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CL25.363 Disclosure of Pecuniary Interest Returns 2024/25 - Ongoing Register of Pecuniary Interest Returns September 2025

HPERM Ref: D25/393646

Department: Business Assurance & Risk

Approver: Mathew Badcock, Acting Director – City Performance

Attachments:

1. 24/25 Annual Returns - Councillors & Committees [↓](#)
2. 24/25 Annual Returns - CEO Office [↓](#)
3. 24/25 Annual Returns - City Performance [↓](#)
4. 24/25 Annual Returns - City Development [↓](#)
5. 24/25 Annual Returns - City Services [↓](#)
6. 24/25 Annual Returns - Shoalhaven Water [↓](#)

Purpose:

To provide Council with the following:

- Register of Pecuniary Interest Returns lodged with the Chief Executive Officer (CEO) for the period of 1 July 2024 to 30 June 2025 as required under Section 4.21 of the Code of Conduct.
- Register of Pecuniary Interest Returns from newly designated persons lodged with the Chief Executive Officer for the period of 1 September 2025 to 30 September 2025 as required under Section 440AAB of the Local Government Act 1993 and Part 4.26 of the Code of Conduct.

Summary and Key Points for Consideration:

A Councillor or designated person must make and lodge a Return with the General Manager (Chief Executive Officer), in accordance with section 4.21 of the Model Code of Conduct, and Council's adopted Code of Conduct (the Code), within 3 months after:

- (a) Becoming a Councillor or designated person, and
- (b) 30 June of each year, and
- (c) the Councillor or designated person becoming aware of an interest they are required to disclose under Schedule 1 of the adopted Code of Conduct that has not been previously disclosed in a return lodged under paragraphs(a) or (b).

Under the Section 440AAB of the Local Government Act, the General Manager (Chief Executive Officer) must keep a register of returns disclosing interests that are required to be lodged under a code of conduct.

Annual Disclosure Register

In accordance with Part 4.21(b) of the Code, the lodgement date for Pecuniary Interest returns covering 1 July 2024 to 30 June 2025 was 30 September 2025.

Persons with an obligation to lodge a pecuniary interest return by 30 September 2025 are listed in **Attachments 1 - 6** of the register tabled at this meeting.

Initial Pecuniary Interest returns Under Part 4.21(a) of the Code, newly designated persons are required to complete an Initial Pecuniary Interest Return within 3 months of becoming a designated person.

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Section 440AAB (2) of *The Local Government Act 1993* states:

Returns required to be lodged with the general manager must be tabled at a meeting of the council, being the first meeting held after the last day specified by the code for lodgement, or if the code does not specify a day, as soon as practicable after the return is lodged.

Part 4.26 of the Model Code of Conduct states:

Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.

This report is one of a series of reports of this nature which will be provided throughout the year to align with the legislative requirements.

Those persons who have submitted a return within the period in accordance with their obligation to lodge an initial pecuniary interest return are listed below:

Directorate	Name	Designated Position Start Date	Returned
City Development	Joanne Jennings	1 September 2025	3 September 2025
City Development	Mohammad Kaiser Ahamed	1 September 2025	5 September 2025

Recommendation

That the report regarding the Disclosure of Pecuniary Interest Returns lodged for the period of 1 July 2024 to 30 June 2025 and the Ongoing Registers September 2025 be received for information.

Options

1. As recommended

Implications: Receiving the report ensures that Council meets its statutory obligations under the *Local Government Act 1993* regarding the disclosure of pecuniary interests.

Background and Supplementary information

The Executive Management Team at its meeting on 19 March 2024 resolved the following definition of a 'designated officer':

That EMT advise the determination of the positions captured by Designated Person is as follows

1. All Councillors
2. The Chief Executive Officer
3. Directors
4. Members of the Shoalhaven Leadership Team
5. All staff with a purchasing delegation of \$100,000
6. Staff with Significant Planning Delegations, comprising:
 - a. All development assessment staff authorised to determine Development Applications, or issue Complying Development Certificates, Construction Certificates and Building Inspection Certificates.

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- b. *All strategic planning staff involved in the assessment of planning proposals and development of planning instruments.*
- c. *Staff in Building Compliance and Certification Roles.*
- d. *Regulation and Enforcement, being*
 - i. *Staff actively engaged in investigation and enforcement activities.*
 - ii. *Individuals in the following identified roles:*
 - *Public Officer*
 - *General Counsel*
- 7. *Voting Members of Council Committees which have financial delegation.*
- 8. *Independent members of the Audit, Risk and Improvement Committee*
- 9. *Representatives of the Council on the Joint Regional Planning Panel (Should any be appointed in future)*

This report contains the tables of disclosure from Designated Persons, as defined above, for both the annual period 1 July 2024 to 30 June 2025, and the period 1 September to 30 September 2025 for newly Designated Persons, and is submitted directly to the Ordinary Meeting according to the requirements of the Code of Conduct and the Local Government Act 1993.

Advice provided to Council by the Office of Local Government is that 'hard copies' of returns are no longer required to be tabled at the Council meeting. Therefore, the register of returns for this period is attached and tabled.

Electronic versions of the disclosure documents (with relevant redactions) are available on the Council website, in accordance with requirements under the Government Information (Public Access) Act, 2009, and as resolved by the Executive Management Team at its meeting on 23 November 2021:

That EMT amend the approach of the Council to reflect the requirements of the GIPA Act by placing appropriately redacted Returns of Interest of Councillors and Designated Officers on the Council Website from 1 April 2022.

Annual Disclosures

For Annuals Disclosures, notice requesting completion of the form was provided to:

- All Councillors via hard copy and email on 11 July 2025 and in person on 26 August 2025 for outstanding forms
- Committee members via email on 11 July 2025
- Designated Staff via email between 10 July and 15 August 2025

Further reminders were sent via email to Designated officers with outstanding forms on 24 September 2025 reminding them to complete the form. Outstanding returns were also followed up individually via email or phone call as the deadline drew closer.

Internal Consultations

Internal consultation is not required as the process for Pecuniary Interest forms is governed by the *Local Government Act 1993*, the Model Code of Conduct and the Government Information (Public Access) Act, 2009.

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External Consultations

External consultation is not required as the process for Pecuniary Interest forms is governed by the *Local Government Act 1993*, the Model Code of Conduct and the *Government Information (Public Access) Act, 2009*.

Community Consultations

Community consultation is not required as the process for Pecuniary Interest forms is governed by the *Local Government Act 1993*, the Model Code of Conduct and the *Government Information (Public Access) Act, 2009*.

Policy Implications

The obligations with respect to the Pecuniary Interest Returns by Councillors and Designated Persons are in accordance with the Model Code of Conduct, Council's adopted Code of Conduct, and the *Government Information (Public Access) Act, 2009*.

Financial Implications

There are no financial implications for this report.

Risk Implications

A failure to meet the obligations with respect to the Pecuniary Interest Returns by a Councillor or Designated Person leaves Council at risk of non-compliance with legislative requirements, which can also lead to reputational harm, and demonstrate a lack of transparency and accountability.

Failure of a designated officer or Councillor to complete a return within the required timeframe or include relevant information in a return may amount to a breach of Part 4 of the Code of Conduct.

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Councillors			
Position	First Name	Surname	Date Returned
Councillor	Gillian	Boyd	13/07/2025
Councillor	Luciano	Casmiri	31/07/2025
Councillor	Selena	Clancy	29/09/2025
Councillor	Jason	Cox	12/08/2025
Councillor	Karlee	Dunn	22/07/2025
Councillor	Natalee	Johnston	30/07/2025
Councillor	Denise	Kemp	28/09/2025
Councillor	Ben	Krikstolaitis	26/05/2025
Councillor	Matthew	Norris	26/08/2025
Councillor	Bob	Proudfoot	29/07/2025
Councillor	Jemma	Tribe	17/07/2025
Councillor	Patricia	White	17/07/2025
Councillor	Peter	Wilkins	29/09/2025

Audit Risk and Improvement Committee			
Position	First Name	Surname	Date Returned
Committee Member	Donna	Rygate	05/08/2025
Committee Member	John	Gordon	30/09/2025
Committee Member	Deborah	Goodyer	11/07/2025

CEO Office			
Position	First Name	Surname	Date returned
Manager - Corporate Performance & Reporting	Jim	Fraser	10/07/2025
Manager - Media & Communications	Caitlin	Lewis	29/07/2025
Chief Internal Auditor	Shalni	Prasad	11/07/2025
Chief Executive Officer	James	Ruprai	21/07/2025
Project Manager Financial Sustainability	Lauren	Buckingham	01/08/2025

City Performance			
Position	First Name	Surname	Date returned
Chief Financial Officer	Matthew	Badcock	04/08/2025
Director - City Performance	Katie	Buckman	11/07/2025
Manager - People & Culture	Amanda	Crangle	10/07/2025
Governance Coordinator	Benjamin	Fischer	10/07/2025
Corporate Information Systems Manager	Michelle	Formosa	24/09/2025
Information Officer	Michael	Goldsmith	09/07/2025
IT Manager	Dan	Jones	14/07/2025
Information Officer	Di	Lord	21/07/2025
Manager - Business Assurance & Risk	Sara	McMahon	14/07/2025
Legal Services Counsel	Samantha	Neilson	11/07/2025
Complaints Officer	Juanita	Sheldrick	15/07/2025
Information Officer	Christina	Denton	10/07/2025

City Development			
Position	First Name	Surname	Date returned
Biosecurity Officer	Alana	Allen	18/08/2025
Development Planner	Brittany	Anderson	24/07/2025
Lead - Floodplain Management	Alexander	Aronsson	15/07/2025
Ranger	Levi (Levent)	Aydogan	19/08/2025
Development Assessment Officer	Elizabeth	Bailey	15/07/2025
Environmental Health Officer - Soil & Water	Kate	Balding	12/08/2025
Development Planner	Zoran	Balukoski	24/09/2025
Ranger	Angela	Bandulet	01/08/2025
Compliance Officer	Amber	Bennett	Extended leave
Portal Plumbing & Drainage Support Officer	Cheryl	Bentley	25/06/2025
Team Supervisor - Graphics	Kaye	Bone	14/07/2025
Development Engineer	Ryleigh	Bowman	13/08/2025
Development Planner	Tim	Bransgrove	24/07/2025
Indigenous Ranger	Shane	Brown	29/07/2025
Strategic Planner	Richard	Carter	01/08/2025
Coordinator - Policy Planning Team	Richard	Carter	01/08/2025
Development Planner	Shrey	Chanchad	23/07/2025
Senior Ranger	Scott	Chapman	29/07/2025
Development Planner	Jitendra	Chhetri	25/07/2025
Ranger	Roy	Choros	24/07/2025
Section Manager - Strategic Planning	Gordon	Clark	28/07/2025
Environmental Health Officer - OSSM	Emma	Clunas	15/07/2025
Natural Areas Coordinator	Jodie	Cosham	18/08/2025
Ranger	Roberta	Costa	24/07/2025
District Environmental Health Officer	Elizabeth	Csanitz	15/07/2025
Biosecurity Officer	Andre	Dangaard	20/08/2025
Lead - Certification	Malcolm	Dillon	22/09/2025
Senior Development Planner	Elizabeth	Downing	18/07/2025
Biodiversity Project Officer	Jodie	Dunn	18/08/2025
Coast & Estuary Officer	Michaela	Durston	14/08/2025
Lead - Compliance	Chris	Dwyer	25/07/2025
Ranger - Illegal Dumping	Hamish	East	20/08/2025
Biosecurity Coordinator	Erin	Fardy	26/08/2025
Development Planner	Peter	Fredericks	29/07/2025
Building Surveyor - Fire Safety	Luke	Freeman	18/07/2025
Senior Ranger	Peter	Fuller	23/07/2025
Plumbing & Drainage Inspector	Mathew	Ganderton	23/09/2025
Manager - Development Services	Bruce	Gibbs	14/07/2025
Spatial Analyst	Jenny	Grant	08/08/2025
Spatial Analyst	Sue	Gray	07/08/2025
Strategic Planner	Melissa	Halloran	08/08/2025
Plumbing & Drainage Inspector	Joshua	Harper	22/09/2005
Development Engineering Coordinator	Scott	Haylett	14/08/2025
Team Supervisor - Ranger Support	Anna	Hernell	14/07/2025
Ranger	Jason	Higgs	20/08/2025
Ranger	Suzanne	Hislop	31/07/2025
Coordinator - Special Projects Team	Eric	Hollinger	27/08/2025
Senior Biodiversity Officer	Eric	Hore	19/08/2025

Environmental Health Officer - Ulladulla	Greg	Howarth	12/08/2025
Coordinator - Local Planning Team	Ryan	Jameson	18/07/2025
Cadet Environmental Health Officer	Ariana	Johnson	21/07/2025
Team Supervisor - Animal Shelter	Sharon	Johnson	13/08/2025
Lead - Development Services - South	Peter	Johnston	24/07/2025
Environmental Health Officer	Nathaly	Jones	28/08/2025
Strategic Planner	Fallon	Kassis	25/07/2025
Compliance Officer	Belinda	Keech	06/08/2025
Compliance Officer	Kerrie	Keith	22/07/2025
Strategic Planner	Emma	Kell	30/07/2025
Team Supervisor - Rangers	Nicholas	Kilminster	22/07/2025
Compliance Officer	Natalia	Komadina	16/09/2025
Senior Development Planner	Justin	Lamerton	23/07/2025
Lead - Development Services	Justin	Lamerton	23/07/2025
Development Assessment Officer	Adrian	Lawrence	07/08/2025
Senior Environmental Health Officer	Glendon	Lee	13/08/2025
Manager - Library Services	Nicole	Lonesborough	06/08/2025
Strategic Planner	Kate	Lynch	30/07/2025
Building Surveyor (Casual Position)	Rochelle	Mackay	11/08/2025
Senior Environmental Health Officer	Thelma	Marr	06/08/2025
Ranger	Celia	Martin	30/07/2025
Senior Development Planner	Emily	May	29/07/2025
Manager Cultural & Community Services	Kristy	Mayhew	28/07/2025
Senior Planner	Anne	McDonald	24/07/2025
Senior Building Surveyor	Kane	McMillan	19/08/2025
Plumbing & Drainage Inspector	David	McMullen	13/08/2025
Environmental Health Officer - OSSM	Josh	Melleuish	On leave
Swimming Pool/Compliance Officer	Luke	Moffitt	20/08/2025
Coast & Estuary Officer	Luke	Moroney	08/09/2025
Biodiversity Officer	Sophia	MuellerSewell	12/09/2025
Development Planner	Janelle	Munson	29/07/2025
Senior Development Planner	Bryan	Netzler	23/07/2025
Senior Ranger	David	Nile	01/08/2025
Biosecurity Officer	Paul	O'Dwyer	19/08/2025
Strategic Planner	Kristy	O'Sullivan	17/07/2025
District Environmental Health Officer	Daniel	Page	11/08/2025
Portal & Planning Support Coordinator	Emma	Page	21/08/2025
Manager - Community Connections	Michael	Paine	14/07/2025
Plumbing & Drainage Inspector	Andrew	Parker	30/09/2025
Lead - Ranger Services	Jodie	Parnell	21/07/2025
Manager - Certification & Compliance	Tony	Pearman	22/07/2025
Ranger (Casual Position)	Matthew	Phillips	24/09/2025
Lead - Environmental Health	Shane	Pickering	15/07/2025
Manager - Environmental Services	Shane	Pickering	15/07/2025
Compliance Officer	Stephen	Pitt	06/08/2025
Environmental Assessment Officer	Kylie	Reed	18/08/2025
Environmental Assessment Officer	Chloe	Reekie	13/08/2025
Coordinator - Strategy Planning Team	Matthew	Rose	21/07/2025
Senior Building Surveyor	Mark	Sage	07/08/2025
Development Engineer	Ajay	Sharma	06/08/2025
Development Planner	Glenn	Shaw	24/07/2025

District Environmental Health Officer	Bethany	Sheehan	06/08/2025
Floodplain Project Officer	Simon	Slater	14/08/2025
Building Surveyor	Thomas	Smith	22/09/2025
Lead - Coastal Management	Nigel	Smith	05/08/2025
Senior Ranger	Michael	Smith	07/08/2025
Development Planner	Edo	Smits	25/09/2025
District Environmental Health Officer	Mark	Sneesby	06/08/2025
Biosecurity Officer	Thomas	South	18/08/2025
Manager - Business Support	Carmen	Spreitzer	01/08/2025
Floodplain & Stormwater Quality Engineer	Mark	Stone	On leave
Senior Environmental Health Officer	Trent	Swan	21/08/2025
Lead - Land Management	Peter	Swanson	28/07/2025
Coordinator - Policy Planning Team	Jenna	Tague	16/07/2025
Compliance Officer	Rachel	Taylor	26/08/2025
Building Surveyor	Diana	Tooley	23/07/2025
Director - City Development	Lindsay	Usher	19/08/2025
Strategic Planner	Grace	Walker	11/08/2025
Coast & Estuary Officer	Braiya	White	08/08/2025
Development Planner	Jethro	Witte	23/07/2025
Ranger	John	Wright	29/07/2025
Ranger	Jonathan	Wright	24/07/2025
Senior Environmental Health Officer - South	Bruce	Young	20/08/2025

City Services			
Position	First Name	Surname	Date returned
Project & Contracts Advisor	Matthew	Alder	20/08/2025
Coordinator - Fleet Services	Mark	Andriske	24/09/2025
Manager - Works & Services	Michael	Berzins	14/08/2025
Central Leisure Manager	Simon	Brown	21/08/2025
Roads Construction Manager	Lee	Dark	01/08/2025
Manager - Open Space & Recreation Planning	Paul	Donnelly	27/08/2025
Manager - Technical Services	Craig	Exton	13/08/2025
Manager - Building Services	Gary	George	13/08/2025
Buildings Operations Manager	Peter	Herald	13/08/2025
Senior Project Manager - Buildings & Open Space	Craig	Horgan	13/08/2025
Senior Project Manager (Natural Disasters)	Beorn	Hulme	13/08/2025
Manager - Waste Services	David	Lindsay	28/08/2025
Senior Project Manager - Civil	Paul	McKenzie	14/08/2025
Manager - Shoalhaven Swim Sport Fitness	Jaimie	Harding (McLean)	10/09/2025
Senior Asset Management Advisor	Peter	McQueen	14/08/2025
Manager - Tourist Parks	Darrell	Merange	13/08/2025
Project Officer	Sharon	Neradil	12/08/2025
Director - City Services	Kevin	Norwood	05/09/2025
District Engineer - North	Sameera	Pitawala	27/08/2025
District Engineer - South	Troy	Punnett	15/08/2025
Manager - Bereavement Services	Charmaine	Schembri	14/08/2025
Manager - Commercial Services	Edward	Sierra	26/08/2025
Project Manager - Natural Disasters	Joshua	Simpson	12/08/2025
District Engineer - Basin	Braden	Theisinger	24/09/2025
Asset Program Planning Manager	Micaiah	Tipton	13/08/2025
District Engineer - Central	David	Wilson	13/08/2025

Shoalhaven Water			
Position	First Name	Surname	Date Returned
Senior Portfolio Planning Engineer	DJ	DuBose	14/07/2025
Unit Manager - Mechanical/Electrical	Craig	Ellis	14/07/2025
Unit Manager - Project & Design	Calvin	Ferrier	28/07/2025
Unit Manager - Water Capital Program	Anthony	Galea	14/07/2025
Unit Manager - Digital Control Systems	Allan	Gilkes	29/07/2025
Unit Manager - Water Operations	Mark	Jennings	16/07/2025
Manager - Water Asset Planning & Development	Matthew	Kidd	23/07/2025
Manager - Water Business Services	Brenden	Logue	14/07/2025
Director	Andrew	McVey	01/08/2025
Manager - Water Operations & Maintenance	Andrew	McVey	01/08/2025
Water Asset Strategic Planning Manager	Craig	Singleton	28/07/2025
Water Regulatory Manager	Andrew	Solari	Extended leave
Wastewater Operations Manager	Keira	Whitford	18/08/2025

CL25.364 Membership Appointment - Youth Advisory Committee

HPERM Ref: D25/395265

Department: Cultural & Community Services

Approver: Gordon Clark, Acting Director - City Development

Attachments: 1. YAC Membership Application - Chloe Turner - Redacted 2025 [🔗](#)

Purpose:

This report seeks Councils endorsement to appoint a new member to the Youth Advisory Committee (the Committee)

Summary and Key Points for Consideration:

The appointment of this community youth representative will fill one of the three vacant positions available on this Committee.

Recommendation

That Council:

1. Appoint Chloe Turner as a member of the Youth Advisory Committee for a two-year term, to expire in September 2027.
2. Note that the Expression of Interest will remain open until the final two remaining community youth representative positions are filled.

Options

1. As recommended.

Implications: Appointing the identified potential member will fill one of the three membership vacancies on the Committee.

2. An alternative recommendation.

Implications: Will depending on the nature of any recommendation.

Background and Supplementary information

Council has kept the Expression of Interest (EOI) open to fill three vacant community youth representative positions on the Committee since June 2024. One application has recently been received from Chloe Turner.

As per the Terms of Reference (TOR) POL24/122, each member of the EOI assessment panel, consisting of a Council staff member (Manager – Community Connections), one Committee member representative and one suitably qualified independent representative, received a copy of the applications to review.

All panel members voted to recommend to Council the appointment of Chloe Turner as she will bring valuable insight into the Committee discussions. Chloe is interested in opportunities to advocate for education and employment opportunities for young people, which has been

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identified as a priority area in Shoalhaven. She has a great perspective from working in this space as a young person and would be an asset to the Committee.

It has been determined that the EOI will remain open until the final two remaining vacant community youth representative positions are filled so the Committee will have adequate membership to reach quorum and representation from young people in the community.

The two remaining vacant positions will continue to be advertised on Council's Youth Advisory Committee Webpage at:

<https://www.shoalhaven.nsw.gov.au/News-and-feedback/Participation-opportunities/Council-Committees/Youth-Advisory-Committee>

Internal Consultations

The EOI assessment panel consisted of Council staff members, including the Manager – Community Connections, who endorsed this application for membership. The Governance Team have also provided guidance to ensure the EOI assessment panel decisions aligned with the appointment process set out in the TOR.

External Consultations

The EOI assessment panel consisted of one Committee member representative who in this case was also a community youth representative, and who also endorsed this application for membership.

Community Consultations

The EOI has been open to community in an ongoing manner since January 2024 to fill the remaining vacant positions on the Committee. The EOI is advertised on Council's Youth Advisory Committee Webpage.

Financial Implications

There are no funds or resources outside of staff time required to consider and endorse membership appointments for the Committee.

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**Application for Membership
Youth Advisory Committee**

Are you a young person aged 12 – 25 years with an interest in driving change and being a voice for young people in the Shoalhaven? Then apply now for Shoalhaven City Council's Youth Advisory Committee.

This is an exciting opportunity to bring your experiences and ideas and offer a fresh and unique perspective to the Committee. The Youth Advisory Committee is an inclusive space which allows individuals from diverse and varied backgrounds to work together to drive change for the young people of the Shoalhaven and have an impact on how they live, work and play in our community.

The Committee are looking for young people who

- are between the ages of 12 to 25 years of age,
- are passionate about having an impact on the lives of young people in the Shoalhaven region,
- are interested in being an advocate for young people in the community particularly in representing the various regions of the Shoalhaven,
- are motivated to drive change through local government,
- have an interest in local government and it's role in the community,
- would like to improve and develop skills in advocacy, leadership, problem solving, communication, decision making and presenting,
- are available to attend quarterly meetings and other regular virtual meetings.

The Committee meets at the Nowra Administrative Centre four (4) times per year, usually commencing at 10.00am.

Purpose of the Committee

- Represent the interests and views of young people to Council and the Community

For the full details of the role of the Committee please refer to the Terms of Reference:

<https://www.shoalhaven.nsw.gov.au/Council/Meetings/Council-Committees/Youth-Advisory-Committee>

How to apply

- Please complete form and return by post to "The Chief Executive Officer (CEO), Shoalhaven City Council , PO Box 42, NOWRA NSW 2541" or email it to council@shoalhaven.nsw.gov.au
- If you need help completing your application or require interpretive services, please contact us at Communityconnections@shoalhaven.nsw.gov.au or call 02 4429 3418. We would be happy to answer any questions you have.

1. Details of Applicant	
Mr / Mrs / <u>Miss</u> / Ms	Surname: [REDACTED] Given Name: <u>Chloe</u>
Gender:	
☒ Female ☐ Male ☐ Non-Binary ☐ Transgender ☐ Intersex ☐ Let me write: ... ☐ Prefer Not To Say	
Age* <u>23</u>	
Email** [REDACTED]	
Postal Address [REDACTED]	
Phone: (H) [REDACTED]	(M) [REDACTED] (B) [REDACTED]
Do you identify as Aboriginal? ☐ Yes ☒ No	

*Applicants must be between the age of 12 - 25 years to be eligible for the Youth Advisory Committee. When members exceed the age limit, they are no longer eligible to keep their membership and the Committee will be required to find a replacement.

**Correspondence with Committee Members will be sent via email unless otherwise advised.

2. Further Information
Are you (please mark):
☐ A High School Student ☐ A TAFE Student ☐ A Uni Student ☒ Working ☐ Other
Are you a member of one or more of the following groups (please mark):
☐ Person with a disability ☐ Non-English speaking or cultural background ☐ Aboriginal and/or Torres Strait Islander ☐ LGBTQIA+ ☐ Prefer not to answer ☒ None of the above

3. I am applying to represent the following organisation, school or group (if relevant)
<u>APM Transition to work.</u>

4. What are some of the issues and concerns facing young people in the Shoalhaven?

High levels of stress, anxiety and depression are common among teens and young adults.
Youth in regional areas often face fewer opportunities for higher education and career development.
Unemployment or underemployment is a concern.

5. Why would you like to be considered for the Youth Advisory Committee?

I'm passionate about creating positive change for the youth in the Shoalhaven.
Being apart of this committee would allow me to advocate for issues that are important like employment and education.
Ensuring young people are heard and advocated for.

6. I bring the following skills / experience and/or attributes to the Committee:

I'm confident in expressing ideas clearly,
listening actively and engaging in respectful
conversation.
I work well with others, value diverse perspective
and ~~believe~~ believe in the power of collective
action.

5 Signature of Applicant

Signed:



Date:

01 / 08 / 25

Please complete the above form and return by post to "Chief Executive Officer (CEO), Shoalhaven City Council, PO Box 42, NOWRA NSW 2541" or email it to council@shoalhaven.nsw.gov.au

Attachments of further information supporting your application are permitted.

Privacy Notification: Shoalhaven City Council is collecting the information on this Contact Details Form / Membership Application form in order to ensure correct contact information for the distribution of relevant information in relation to your role on the Committee (should you be successful). Contact information collected will be used solely by Council staff for the stated purpose. Individuals may apply for access to, or correction of, their personal information at any time.

City Administrative Centre Bridge Rd, Nowra, NSW, Australia, 2541
council@shoalhaven.nsw.gov.au www.shoalhaven.nsw.gov.au
Phone: (02) 4429 3111 Fax: (02) 4422 1816

CL25.364 - Attachment 1

CL25.365 Voluntary Planning Agreement - Mundamia Urban Release Area Stage 1 - New Letter of Offer Consideration

HPERM Ref: D25/408023

Department: Strategic Planning

Approver: Gordon Clark, Manager - Strategic Planning

Attachments: 1. Consideration of Mundamia VPA Particulars [↓](#)

Purpose:

The purpose of this report is to obtain Council's 'in-principle' support to progress the process of entering into a Voluntary Planning Agreement (VPA) with the owner/developer (Jemalong Mundamia Pty Ltd/AVID Property Group Pty Ltd) of Lot 30 DP 1198692, George Evans and Jonsson Roads, within the Mundamia Urban Release Area (URA).

Summary and Key Points for Consideration:

The developer has presented a new letter of offer relating for the Stage 1 subdivision in the Mundamia URA relating to the construction of a range of community infrastructure items, dedication of land, the offsetting of certain monetary contributions and surplus value payments. This follows previous negotiations and resolutions of Council.

The NSW Department of Planning, Housing and Infrastructure (DPHI) are the consent authority (not Council) for the subdivision and the modification application currently being assessed cannot be determined until the VPA matter is resolved. Council's [Planning Agreement Policy](#) requires a Council resolution prior to proceeding as:

- The agreement would not be in a template format.
- Reimbursements are proposed.
- There is a proposed maintenance arrangement; and Council has no policy in place in this regard.

Recommendation

That Council:

1. Provide 'in-principle' support to finalise the letter of offer for the proposed planning agreement for the residential subdivision at Lot 30 DP 1198692 (SSD7169) with the developer/landowner ('the Letter of Offer'), as outlined within the report and in Attachment 1 to it.
2. Delegate authority to Council's Chief Executive Officer, or his delegate, to:
 - a. Accept a final Letter of Offer, based on this resolution.
 - b. Prepare and publicly notify the agreement in due course, in accordance with legislative requirements.
3. Enter into the agreement consistent with this resolution, except where objections or substantial issues are raised as part of any public notification, in which case the agreement is to be reported back to Council for further consideration.

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Options

1. As recommended.

Implications: The proposed VPA will result in a positive public benefit through the facilitation and delivery of a range of public infrastructure items in the Mundamia URA. This subdivision is the first in this URA.

Further, in accordance with the NSW Government's state significant development approval, the VPA needs to be entered into prior to the issue of the first Construction Certificate and the subdivision proceeding. The VPA must also be entered into prior to the construction of the required neighbourhood safer place (community hall).

The current modification to the state significant development approval for the subdivision cannot be determined until the planning agreement matter is resolved through a resolution of Council.

The presented staff recommendation provides a way forward that is in the public interest and does not have an adverse impact on the public interest.

2. Adopt an alternative recommendation.

Implications: Will depend on the nature of any recommendation and an alternative recommendation may affect the timely delivery of the first component of the Mundamia URA, and subsequently the delivery of a range of public infrastructure items for this new community.

The developer seeks payment of surplus value for certain road items at practical completion, rather than reimbursement over time from contributions collected from other development in the URA for the relevant projects. Although not recommended by staff, Council may wish to consider such an alternative, however this will most likely have an adverse impact on Council's cash flow position. The same can be said for restricting certain future contributions to the current \$20,000 cap per resulting lot and maintenance of the community hall.

If an alternative recommendation is considered, it is recommended that the matter be deferred to a briefing so that the financial and any other implications to Council can be fully considered. It is noted that the subdivision approval lapses in 2026 if substantial commencement of the development has not occurred by then.

Background and Supplementary information

On 23 December 2019, [State Significant development consent \(SSD7169\)](#) was granted by the NSW Government for a 308 lot residential subdivision, neighbourhood safer place and open space/drainage reserves at Lot 30 DP 1198692, George Evans and Jonsson Roads, within the Mundamia URA. Figure 1 shows the subject land and the URA extent and Figure 2 shows the approved subdivision layout, as modified.



Figure 1: Lot 30 DP 1198692 in the Mundamia Urban Release Area (the subject land)

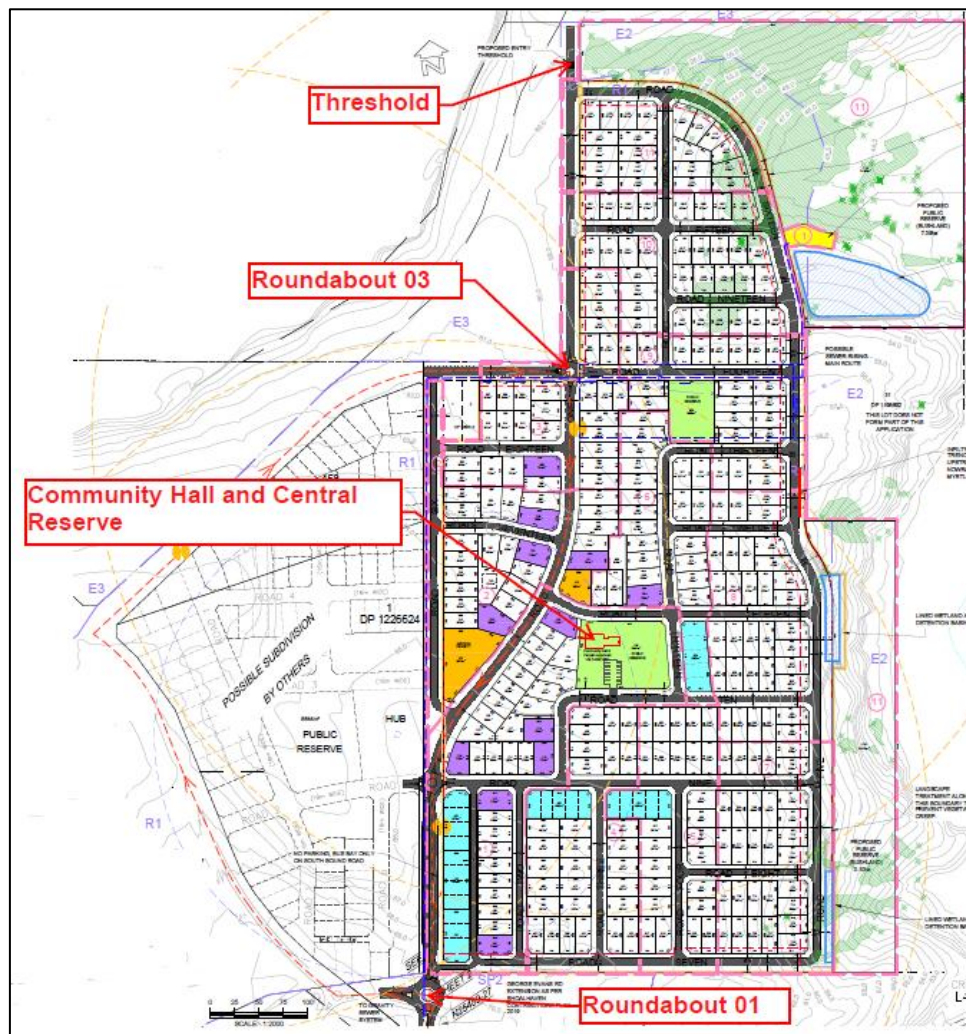


Figure 2: Original Approved Subdivision Plan (Allen Price and Scarratts),
(Notated with relevant infrastructure items covered in the consent)

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The Mundamia URA is a 57-hectare site to the west of the Nowra urban area that has been identified as a future residential area in the Nowra-Bomaderry Structure Plan since 2006 and zoned since 2014. It is anticipated that the URA will potentially ultimately provide land for at least 600 new homes. The future community will be supported by a range of infrastructure, including open space, play spaces, a community centre, drainage and roads.

The [development controls](#) for the Mundamia URA have been in place in the Shoalhaven Development Control Plan (DCP) since 2014, as have specific contributions projects in Council's contributions plan. Council is also a landowner in the broader URA, owning the land immediately to the west of the approved subdivision. This land is being considered as part of Council's land sale program.

The development consent requires the Developer to enter into a VPA outlining the cost apportionment, land contributions and delivery of the following works, prior to the issue of the first Construction Certificate:

- The roundabout at the intersection of Road 1 and George Evans Road (Roundabout 01 above).
- The roundabout at the intersection of Road 1 and Road 14 at the entry threshold north of the intersection of Jonsson Road and Road 16 (Roundabout 03 above)
- The combined neighbourhood safer place/community hall
- Other bushfire management measures required by the consent.

The current proposal seeks to adjust the terms of the conditioned VPA.

2018 Consideration of the proposed VPA

In 2018, Council considered a request for a VPA in response to the then draft consent (and a specific draft consent condition) that had been issued at the time by the NSW Government.

The scope of the proposed VPA was for contributions towards the cost of three specific traffic calming devices, as outlined in Table 1. This is the "additional cost" to augment the base road design to accommodate the additional roundabouts and entry threshold.

The detailed traffic assessment supporting the development application found that additional speed control facilities were warranted due to the 1.2km of collector road traversing through the middle of the combined developments, and the prevalence of through traffic due to the existing Thomson's Point Reserve which is popular local walking and climbing location. The NSW Government accepted the need for these additional facilities, however considered that the applicant and Council, should both contribute towards the provision of the additional infrastructure, in proportion with the traffic they will theoretically generate.

Table 1: 2018 Proposed VPA Particulars

Infrastructure	Additional cost (estimated, 2018)	Council apportionment	Council's contribution (2018)
Roundabout at intersection of road 1 and George Evans Road	\$134,526	58%	\$78,025.08
Roundabout at intersection of Road 14 and Jonsson Road	\$99,501	18%	\$17,910.18
Threshold treatment at intersection of road 16 and Jonsson Road	\$40,044	100%	\$40,044
TOTAL			\$135,979.26

On 18 September 2018, Council resolved (MIN18.718) to:

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1. Provide 'in-principle' support to enter into a Voluntary Planning Agreement as per the draft consent issued by the NSW Department of Planning and Environment;
2. Upon determination of the application, by the NSW Department of Planning and Environment, process the draft Voluntary Planning Agreement as per legislative requirements (the draft VPA needs to be reported to Council and exhibited); and
3. Supports 'in principle' the request for financial contribution to the construction of traffic calming devices associated with this proposed subdivision including allocation of the necessary funds for contribution to the necessary traffic calming devices to that extent Council confirms its share (calculated to be \$135,979.26) will be payable upon completion of the works as requested by the applicant.

2022 Proposal

Since the issue of the consent in 2019, the Developer has been attempting to resolve a range of 'deferred' commencement conditions. Adjustments to the scope of the VPA were considered by Council at its 14 November 2022 meeting and it was ultimately resolved (MIN22.864) to broaden the scope of the VPA to include dedication of land, consideration of certain maintenance costs, payment of certain surplus value (extra funds the development would spend above contributions obligation) and the offsetting of certain development contributions.

Work commenced on the preparation of the VPA deed, in accordance with Council's resolution, however progress on the deed stalled and the Council was briefed on the VPA in March 2023.

Current Proposal

A range of discussions have been undertaken since the 2022 resolution regarding the scope of a potential VPA and towards the end of 2023, Council received a revised VPA letter of offer from AV Jennings (developer in conjunction with Jemalong Mundamia Pty Ltd). AV Jennings has recently been acquired by AVID. A further letter of offer was received on 6 December 2024, which is the subject of this report.

The adjustments address a range of matters following several workshops with the developer, Council and the NSW DPHI (including the Planning Delivery Unit) regarding the consent. [Modification 3](#) to the State Significant Development consent (SSD7169) was lodged with the NSW Government in March 2024 to reflect the agreed adjustments flowing from that process (predominantly stormwater matters and related development impacts). It is understood that the resolution of the VPA is the last remaining matter prior to the modification being determined.

The modification is proposing 292 lots, including 16 super lots which could yield approximately 54 lots from future subdivision applications.

A summary of all current infrastructure matters in the developer's 6 December 2024 letter of offer are outlined in **Attachment 1**, including a Council staff position of each. It is noted that some matters have been mutually withdrawn and are not addressed in the attachment, and the scope of some items have been adjusted through the negotiation process. A copy of the original 6 December 2024 letter of offer can be made available to Councillors upon request if needed.

In relation to most issues, the developer agrees with staff regarding the terms, however full agreement has not been reached on the following matters:

- Payment of surplus value for certain internal URA road infrastructure (Items 1-3). The developer seeks reimbursement of surplus value upon practical completion of the relevant works; however, the staff recommendation is that any surplus value should be paid to the developer over time as contributions are collected from other development in the URA for the works. This is discussed further in the financial implications section.

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- The potential resizing of roundabout 02 (Item 2), following the recommended deletion of roundabout 01 (Item 5) and cost sharing. Sizing can be resolved through final negotiation following this reporting process and the cost sharing component can be resolved through future adjustments to the contributions plan.
- The developer seeks half width construction of Items 10 and 11 instead of full width construction per the consent. This is not 'best practice' as it is prone to greater defects/failure risk and Council funds will most likely need to be used to upgrade the 'other half' in due course.
- Maintenance of the community hall (Item 17). Staff have recommended maintenance of the community hall until the release of the final subdivision certificate relating to the subdivision. The developer has not agreed to any maintenance at all, suggesting maintenance be funded through a combination of landowner rates and revenue generated from hire fees. This is discussed further in the financial implications section.

The developer also seeks to offset monetary contributions for certain works against the lots considered by the modification and lots resulting from the subdivision of super lots in the future. The former can easily be achieved through the VPA, per the commentary in **Attachment 1**. The latter could also potentially be facilitated through the VPA (subject to legal drafting); however, the offset could not be applied until a point in the future at/following the issue of development consent for those further subdivisions and would be subject to certain criteria.

The developer has also requested that the contributions for these future subdivisions be capped at the \$20,000 per lot currently set by Ministerial Direction. At the moment, Council cannot lawfully collect contributions beyond that amount per lot in this URA. The monetary contributions per lot in this development already exceed \$20,000 per lot, which means Council will not receive the full amount from development towards the levied infrastructure, leaving a funding gap. Staff are currently in the process of applying for a cap increase for the Mundamia URA to \$30,000 for future development approvals (it cannot be retrospectively applied to this subdivision). Agreeing to capping contributions at \$20,000 per lot for the subdivision of super lots in the future will be at the advantage of the developer, placing Council in an unnecessary adverse financial position. Thus it is recommended that contributions be levied at the rate/cap in place at the time of the determination of the future subdivisions.

Delegation Opportunities

In accordance with Council's [Planning Agreement Policy](#), Council may resolve to delegate authority to Council's Chief Executive Officer, or his delegate, to negotiate, publicly notify, enter into and register the Planning Agreement.

It is recommended that Council extend delegation for the above functions, unless there are objections or substantial issues raised as a result of public notification, in which case Council will receive a further report prior to finalisation.

Recommendation

Considering Council's significant financial constraints at this point in time, it is recommended that Council support the staff recommendation (based on the staff position in **Attachment 1** and within this report) and proceed to prepare and publicly exhibit the draft VPA for review and comment. This position is considered to result in a greater public interest outcome, where relevant infrastructure and maintenance costs are covered by development in the Mundamia URA, minimising the unexpected impact on Council's General Fund.

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Internal and External Consultations

Internal consultation has been undertaken with the following Council stakeholders as relevant to the scope of the proposed agreement:

- City Services: Asset Program Planning, Works & Services, Building & Property Services, Open Space & Recreation Planning, Swim Sport & Fitness.
- City Development: Development Engineering, Environmental Services, Strategic Planning.
- City Performance: Finance.
- Shoalhaven Water: Water Asset Planning & Development.

The report recommendations include input from these stakeholders. An internal staff workshop was held in January 2025 to progress the negotiations.

Ongoing dialogue/meetings have occurred between Council and the developer throughout the negotiation process. The DPHI Planning Concierge team has also been involved.

Community Consultations

The Environmental Planning and Assessment Regulation 2000 requires that the draft VPA be publicly exhibited for a minimum period of 28 days. Community engagement will be encouraged through the public exhibition period.

Policy and Statutory Implications

It is appropriate for the contributions plan to be updated at the appropriate point to reflect actual costs of infrastructure delivered by the developer. This will ensure the costs being recouped are accurate (no longer estimates), which provides the greatest opportunity for reimbursement of surplus value for the developer for the relevant road and community hall works.

Financial Implications

Payment of surplus value

The developer has requested that Council cover the shortfall between the contributions payable for the road projects, and the actual construction value of these items (i.e., the surplus value). The amount of the surplus value is unknown at this stage and would need to be determined following this report. The developer has advised that it is not in a financial position to forward fund the infrastructure, however at this point in time, nor is Council. It is noted that the Stage 1 development will directly benefit from the provision of this infrastructure.

Council's current resolved position is that the payment of surplus value is not supported (MIN23.459(5)). However, as both these projects are fully funded by development (over the development life of the URA), there is the opportunity for development contributions for these projects collected from future development in the URA to be reimbursed to the developer over time towards the surplus value. Whilst there is no guarantee that the entirety of the surplus value will be able to be reimbursed through this mechanism (reimbursement is future development dependent), it does provide an avenue for cost recovery that otherwise would not be available based on Council's current financial position.

The developer has suggested that Council pool funds collected for other projects to cover the shortfall, or another funding mechanism to be proposed by Council. Whilst the contributions plan does allow for pooling of funds, doing so will place Council in an adverse cash flow

position and could potentially delay the delivery of other contributions plan projects or the repayment of internal loans to the General Fund, until future contributions from the URA could repay this 'loan'.

Diverting funds from broader planning area or citywide projects to cover Mundamia specific infrastructure is not considered to be in the public interest. The only other funding mechanism available is a direct contribution (or loan) from General Fund, however Council is not in the financial position to make such a contribution, especially as this is new infrastructure, not renewal as resolved.

Despite the above, Council is not obliged to make any surplus value payments at all and may choose not to support any reimbursement of surplus value. The reimbursement recommendation has been made in good faith. Should Council wish to fully fund a surplus value payment upon practical completion (as requested by the developer), instead of the reimbursement mechanism suggested above, a funding source would need to be identified, however it is likely that this will directly impact the General Fund in some way (e.g., direct contribution, lost/delayed internal loan repayments).

General fund contributions for work

The recommended staff approach includes Council making a monetary contribution towards items 6 and 12 in **Attachment 1**. This is consistent with Council's previous resolution (MIN18.718) relating to these items and relates to Council as 'existing development' relating to Thomson Reserve, not Council as owner of Lot 1 DP 1226624. As such, this contribution will need to be funded from General Fund and be budgeted for accordingly. The contribution was estimated to be \$57,954.18 in 2018; however, the actual value will be higher following the passing of time and increase in construction costs since then.

Maintenance

The recommended staff approach includes the developer maintaining the community hall (particularly given its neighbourhood safer place role) until the release of the final subdivision certificate relating to the subdivision. The developer has not agreed to any maintenance at all, suggesting maintenance be funded through a combination of landowner rates and revenue generated from hire fees.

The original position of staff was a monetary contribution towards the maintenance of the community hall at a rate of 3.5% of the cost of works for a period of 15 years. In good faith, the staff position was reduced to the developer maintaining the community hall until the release of the final subdivision certificate relating to the subdivision, at which point it is considered that there will be a rate base of around 300 dwellings that could contribute to the maintenance of the facility. This is considered a fair and reasonable approach considering the starting point of the negotiations and the impact on the General Fund that would otherwise occur in the absence of a community base in the URA.

Costs associated with the drafting, exhibition and entering into the VPA

In accordance with Council's [Planning Agreement Policy](#), the Developer will cover Council's costs (direct and incidental) relating to the negotiation, preparation and entering into the agreement (including associated legal costs and independent costings) and enforcing the agreement.

Risk Implications

The greatest risk to Council relates to the financial implications surrounding a potential surplus value payment and maintenance, as discussed above. Thus if an alternate approach/recommendation is considered staff will need to fully consider this and if needed ultimately report back on the implications.

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Attachment 1: Current VPA Negotiations – Scope & Staff Recommendations

Item #	Item	Item Detail	Recommended Staff Position	Developer Position
1	Sub Project 1 (access road) in 01ROAD0145	Construction of access road, including second southbound evacuation lane, by the developer in kind.	Supportive of the developer undertaking these works in kind. Further discussions regarding the size and function of roundabout 02 (in response to roundabout 01 deletion proposal) is required (also requested by developer). Support: - Offset of conditioned 01ROAD0145 monetary contributions (rounded to cap) against works value for the 292 lots subject to the modification, and the remaining future lots resulting from the super lots in the future. - Payment of any remaining surplus value (if any) overtime as contributions are received for 01ROAD0145 (or equivalent project in new contributions plan). Amount of surplus value to be determined. The developer has noted that additional land may be required, and greater costs incurred for construction (which is unknown at this time). It would be appropriate for the contributions plan to be updated with actual costs at the appropriate point. The sales contract for Lot 1 George Evans Road (Council land sale) considers the Stage 1 URA development and the future road works through the inclusion of a Deed agreement.	- Supports construction of works in kind. - Does not agree with staff recommendation for payment of remaining surplus value. Suggests contributions payable should be pooled to enable reimbursement of surplus value upon practical completion. - Requests Council reconsider the requirement for potential increase in size of Roundabout 02, considering the supporting traffic report. Any additional land requirement for an increase will need to be accommodated on the Council adjacent landholding and the difference in cost between what would have been delivered in relation to roundabout 1 (Item 5) and the cost of roundabout 02 should be covered by Council.
2	Sub Project 3 (roundabout 02) in 01ROAD0145	Construction of Roundabout 02 (intersection of roads 01 & 09), by the developer in kind.		
3	Sub Project 5 (shared cycle/pathway) in 01ROAD0145	Construction of shared cycleway, by the developer in kind.		

4	Existing gravel access road currently on Department of Education Land	Existing gravel road is to be decommissioned by Council.	Council undertake basic decommissioning works required to stop use, at the appropriate stage of the spine road delivery.	Agreed.
5	Roundabout 01 (intersection of roads 01 & George Evans Road)	Construction by developer and cost sharing with Council. Includes land dedication by proponent and landowner of Lot 1 DP 1226624 (currently owned by Council).	Roundabout 01 is no longer considered to be required, following the decommissioning of the existing gravel access road above. Staff have noted support for the removal of the roundabout from the road design, to save both parties in the delivery of unnecessary infrastructure. As the roundabout is no longer considered necessary, if it is retained by the developer, it is recommended that the previously resolved cost sharing offer (58% of the additional cost of the roundabout, to be paid by General Fund) be withdrawn.	Council's request for the deletion of Roundabout 01 from the road design is noted and developer will look at options to facilitate this. Review of roundabout 02 (Item 2) with Council will form part of this work.
6	Roundabout 03 (intersection of roads 01 & 14)	Construction by developer with cost sharing with Council.	Supportive of the developer undertaking these works, subject to acceptance of the modified design. Council's previous resolution was for Council (General Fund) to pay 18% of the additional cost of the roundabout (i.e., the difference between the 'no roundabout' and 'roundabout' scenarios). This position continues to be supported.	Agreed.
7	Shared user pathway (project 01ROAD0146)	Construction by developer in kind, or in the future by Council.	Preference for the developer to construct the shared user pathway in kind (to support the new community resulting from the	Agreed.

			development), however monetary obligation otherwise payable would also be accepted. Developer has noted inability to forward fund infrastructure without immediate payment of surplus value upon completion of works, and as such, staff support removal of item from VPA. Developer will be required to pay monetary contributions as conditioned, and Council will need to construct works in the future when adequate contributions are collected from future development (usual process).	
10	Road 6 (between roundabout 02 and Jonssons Road)	Developer seeks half width construction instead of full width.	Half width road construction not best practice and not supported. Developer to complete all works per consent. Matters not to be included in VPA.	Noted.
11	Jonsson Road Upgrade			
12	Threshold treatment (northern most part of Road 01)	Construction by developer with cost sharing with Council.	Supportive of the developer undertaking these works, subject to acceptance of the modified design. Council's previous resolution was for Council to pay 100% of the additional cost of the threshold (i.e., the difference between the 'no threshold' and 'threshold' scenarios). This position continues to be supported.	Agreed.
15	Drainage Reserves	Dedication of 3 drainage reserves to Council at no cost, as per Condition F20.	Supportive of the dedication. Developer is to maintain all reserves (asset and related land, including APZs over the land) until the release of the final subdivision certificate relating to the subdivision.	Agreed.

16	Central Open Space Area	Dedication of central open space area free of cost and embellishment works to value of contributions obligation for the 01OREC0014 project.	Support dedication proposal and embellishment to the value of the developer's 01OREC0014 monetary contribution obligation for the 292 lots which is the scope of modification 3 (\$589,589.28). The exact scope for delivery would need to be negotiated. As the works would be in kind, an offset of the monetary contribution for 01OREC0014 for the value of the works constructed is supported, capped at \$589,589.28. Any remaining monetary contribution toward that project would remain payable by the developer. Contributions for the future development potential for the subdivision will be levied via future development application processes. At that time, the developer could choose to enter into another agreement to complete additional embellishment works in kind (to offset future monetary contributions payable towards the central open space area) or pay the levied monetary contributions. Noting that the embellishment scope of the open space area is yet to be determined, the developer is to maintain the central open space area for any: • Soft landscaping elements (e.g. grass, trees, shrubs) until the release of the final Subdivision Certificate. • Other elements (e.g. pathways, furniture and play equipment) up until the end of a 12-month period following practical	Agree to embellish the central open space area to the level required under the Project's 01OREC0014 contribution obligation, however this should be calculated based on 308 lots, in line with the current approved DA. Maintenance agreed.
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			completion (i.e., until the end of the defects liability period).	
17	Community/ Childcare Centre	Construction of the Community/ Childcare Centre by the developer, upgraded to a neighbourhood safer place (NSP) standard per consent.	1. Support construction of the community/childcare centre by the developer as per DA20/1652. The developer is to be wholly responsible for upgrading the facility to a neighbourhood safer place. Land is to be dedicated through 01OREC0014 central open space project. 2. Support offset of 01CFAC0014 contributions against the community/childcare centre facility costs (not the additional costs associated with the NSP upgrade) with payment of any remaining surplus value (if any) relating to the community/childcare centre facility costs (not NSP elements) overtime as contributions are received for 01CFAC0014 (or equivalent project in new contributions plan). Amount of surplus value to be determined. It would be appropriate for the contributions plan to be updated with actual costs at the appropriate point. 3. Developer is to maintain the asset until the release of the final subdivision certificate relating to the subdivision.	Points 1 and 2: agreed. Point 3: The ongoing maintenance and operation of the Community Centre should be funded and undertaken by Council (suggest through a combination of landowner rates and revenue generated from hire fees). As the Developer will have no role in the management or operation of the Community Centre, it would be unreasonable for the Project to carry the financial burden, risk or insurance responsibilities associated with its regular use.
18	Bushland reserves	Dedication of two bushland reserves to Council, free of cost.	Support dedication proposal if the land will be an active stewardship site. Cost of this process to be covered by the Developer. Developer is to maintain the reserve areas until they are designated as an active stewardship	Agreed.

			site (with maintenance of all areas being funded under the biobanking agreement) and dedicated to Council.	
19	Bushfire Management Issues	Remove part (d) of condition C3 of the consent and the matter addressed through other conditions of consent	Supportive of the removal of condition C3(d). This matter will not be included in the VPA but will be separately communicated to the Department of Planning, Housing and Infrastructure in relation to the modification.	Agreed.

CL25.366 Lake Conjola Voluntary House Raising Scheme

HPERM Ref: D25/411622

Department: Environmental Services

Approver: Gordon Clark, Acting Director - City Development

Purpose:

To obtain Council's approval to undertake confidential individual engagement with eligible property owners, as identified in the *Lake Conjola Voluntary House Raising Scoping Study (2025)*, to gauge their interest in opting in (or otherwise) to a voluntary house raising scheme.

The targeted engagement would ideally be undertaken as part of broader community education program that highlights how a range of Council projects form part of a package of actions to help reduce flood risk to the Lake Conjola community, in the short, medium, and long-term.

Summary and Key Points for Consideration:

Council's adopted *Lake Conjola Floodplain Risk Management Study and Plan (2013)* includes a measure to investigate a Voluntary House Raising Scheme (VHRS) to help reduce flood damage to existing low-lying residential properties.

A *Lake Conjola Voluntary House Raising Scoping Study (2025)* has been completed using floor level survey data obtained as part of the *Shoalhaven LGA Floor Level Survey for Flood Planning (2024)* project.

The *Lake Conjola Voluntary House Raising Scoping Study (2025)* identified a number of properties that are eligible to seek government funding for voluntary house raising. These have been prioritised into Tier 1 (highest risk – most benefit), Tier 2 (moderate risk – medium benefit) and Tier 3 (lower risk – some benefit).

Twelve Tier 1 properties will have experienced flooding to habitable floors more frequently than other properties in Lake Conjola and generally comprise single storey properties with an existing habitable floor level significantly lower than the Flood Planning Level and are constructed in such a way that house raising would be practical.

Voluntary house raising would allow property owners to remain in their current location, reduce flood damages and potentially reduce insurance premiums as a result of habitable floors being raised to the Flood Planning Level.

It is proposed that Council undertake confidential individual engagement with landowners of eligible residential dwellings in Lake Conjola as identified from the *Lake Conjola Voluntary House Raising Scoping Study (2025)* to gauge their interest, or otherwise, of opting-in to a voluntary house raising scheme.

Recommendation

That Council approve confidential individual engagement proceeding with eligible property owners for voluntary house raising in Lake Conjola to understand their interest (or otherwise) in being part of a Voluntary House Raising Scheme.

Options

1. As recommended.

Implications: Implementation of voluntary house raising for the lowest residential properties in Lake Conjola would significantly lower their flood risk and would be expected to facilitate access to more affordable flood insurance. This would deliver the voluntary house raising scheme recommendations from the *Lake Conjola Floodplain Risk Management Study & Plan (2013)* in accordance with Council's obligations under the *NSW Flood Prone Land Policy (2023)* and *Flood Risk Management Manual (2023)*.

2. Not endorse the recommendation.

Implications: The voluntary house raising scheme, as identified as a recommended flood risk mitigation option in the *Lake Conjola Floodplain Risk Management Study and Plan (2013)*, will not be implemented and flood risk to eligible property owners will not be reduced. By undertaking targeted engagement with eligible property owners for voluntary house raising, Council meets its obligations under the *NSW Flood Prone Land Policy* and *Flood Risk Management Manual (2023)* to help manage flood risk in the Lake Conjola floodplain.

3. Other course of action.

Implications: Unknown and will depend on the nature of any resolution.

Background and Supplementary information

An initial Councillor briefing was held on 21 August 2025 covering the report to Council on 26 August 2025 ([CL25.276](#)) regarding the proposed Lake Conjola Voluntary House Raising Scheme. The briefing covered the background information of the proposed project and the reason for the Council report.

Council resolved on 26 August 2025 to 'defer' the matter to a further Councillor briefing ([MIN25.423](#)). The further Councillor briefing was held on 18 September 2025 to further clarify the purpose and background of the scheme and where additional questions were clarified.

The Lake Conjola village includes a significant number of low-lying residential dwellings that experience relatively frequent flooding. Flooding in these areas can be caused by catchment flooding from excess rainfall, by coastal inundation as a result of ocean storm surges, and by low level persistent flooding due to elevated lake levels with a closed entrance.

The *Lake Conjola Floodplain Risk Management Study and Plan (2013)* did not include dredging as a flood risk mitigation option due to its high cost and limited impact on reducing flood risk (i.e., dredging does not reduce the flood risk, and it requires significant funding). There has also been significant focus on the Lake Conjola Entrance Management Policy (EMP) to manage flood risk. Whilst the EMP is an important flood mitigation measure for small and frequent flood events, there has also been limited focus on mitigation measures that address the root cause of the problem i.e., historic low-lying development on flood prone land with a very low floor level.

Lake Conjola can flood with an open entrance with the most recent such events occurring in July 2025 (1.60 m AHD) and March 2022 (1.57 m AHD). Whilst the November 2023 and February 2020 flood events coincided with a closed entrance, reaching higher peak flood levels, these events were associated with higher catchment rainfall amounts than the July 2025 and March 2022 flood events.

The adopted *Lake Conjola Floodplain Risk Management Study and Plan (2013)* included a measure to investigate a Voluntary House Raising Scheme (VHRS) to reduce flood damage to existing low-lying residential properties.

The *Lake Conjola Voluntary House Raising Scoping Study (2025)* has recently been completed using floor level survey data obtained as part of the *Shoalhaven LGA Floor Level*

Survey for Flood Planning (2024) project. This is a mandatory pre-requisite requirement to obtain grant funding from the NSW Floodplain Management Program to implement a scheme. Council has submitted a grant application to access this NSW Government funding with the outcome expected in late 2025.

The *Lake Conjola Voluntary House Raising Scoping Study (2025)* identified a number of properties that are eligible for voluntary house raising and these have been prioritised into Tier 1 (highest flood risk – most benefit), Tier 2 (moderate risk – medium benefit) and Tier 3 (lower risk – some benefit). A total of twelve (12), eight (8), and 25 properties are included in Tier 1, Tier 2 and Tier 3 respectively.

Twelve Tier 1 properties will have experienced flooding more frequently than other properties in Lake Conjola and typically comprise single storey properties with an existing floor level significantly lower than the Flood Planning Level, constructed in such a way that floor raising would be practical.

NSW planning regulations have historically allowed for, and still do allow for, development of non-habitable floor areas (storage, garage, laundry etc.) in flood zones without any requirements for minimum floor levels. Habitable floor levels, however, must be at or above a set Flood Planning Level to reduce the risk of flooding. This is the case for numerous properties in Lake Conjola, including many two-storey dwellings that include a non-habitable ground level and habitable upper level. The majority of structures impacted by flooding in Lake Conjola comprise the lower non-habitable level for residential dwellings, and cabins in low-lying caravan parks. These building types are not eligible for voluntary house raising funding from the NSW Government.

It is proposed that Council undertake targeted confidential individual engagement with landowners of eligible residential dwellings in Lake Conjola as identified in the *Lake Conjola Voluntary House Raising Scoping Study (2025)* to gauge their interest of opting-in to a voluntary house raising scheme. Council's role is to act as an intermediate between property owners and the State Government (grantor).

This targeted engagement would be undertaken confidentially and individually with eligible landowners. As this flood risk management measure only impacts individual property owners, the broader community will not be involved in this process.

The NSW DCCEEW has prepared a [guideline for the NSW voluntary house raising scheme](#) which provides information on the practical arrangements of the scheme. Specifically, there are details on the practical implementation of the grant under the section 'Implementation procedure – Raising properties' of the guideline.

Where eligible property owners are interested in opting-in to the scheme, Council will work closely with these individuals to support them in the process.

Internal Consultations

Relevant internal stakeholders have been consulted on an as needs basis throughout the completion of the *Lake Conjola Voluntary House Raising Scoping Study (2025)*.

External Consultations

Throughout the development of the *Lake Conjola Voluntary House Raising Scoping Study (2025)*, external consultation was undertaken with representatives from the NSW Department of Climate Change, Energy, the Environment and Water (DCCEEW) and NSW State Emergency Service (SES).

Community Consultations

No community engagement was undertaken as part of the *Lake Conjola Voluntary House Raising Scoping Study (2025)*. The objective of this study was to identify existing properties in Lake Conjola that are potentially eligible for NSW Government grant funding for voluntary house raising before consulting with the community.

It is important to identify eligible properties for voluntary house raising with a Scoping Study before undertaking comprehensive engagement with landowners to ensure they are eligible for NSW Government funding before asking if they are interested in opting into a voluntary house raising scheme.

As noted above, it is proposed that Council undertake targeted engagement with landowners of eligible residential dwellings in Lake Conjola. This targeted engagement would be undertaken confidentially and individually with eligible landowners.

Further consultation would also be undertaken with the NSW SES to discuss how to balance existing flood risks against the potential benefits of house raising for landowners that may be interested in a voluntary house raising scheme.

Ideally, broader community education that highlights how a range of Council projects form part of a strategic roadmap to reduce flood risk to the Lake Conjola community in the short, medium, and long-term would be undertaken in parallel with the targeted consultation. A summary of some of these measures is provided below.

Short-term Strategies:

- Lake Conjola Coastal Management Program (CMP). This CMP was adopted on 10 June 2025 as per MIN25.300.
- Updated Lake Conjola Entrance Management Policy (EMP). The updated Lake Conjola EMP is being reported to Council for adoption on 14 October 2025. The updated draft EMP (2025) includes significantly improved entrance management measures than are included in the *NSW Crown Lands licence (2021)* and will be complemented by the proposed Total Flood Warning System (TFWS).
- The development of a Lake Conjola Entrance Management Community Education Video, similar to that prepared for the [Shoalhaven River at Shoalhaven Heads](#), will be pursued following the adoption of the EMP and receipt of a Crown Land licence to implement the EMP. This provides an opportunity to better inform the community about entrance management and how the updated EMP and TFWS will complement each other to predict lake levels in a flood event, provide early warning, and assist with flood event response and pre-flood entrance management procedures.
- Implementation of a TFWS at Lake Conjola. This TFWS will predict lake levels in a flood event, provide early warning, and assist with flood event response and pre-flood entrance management procedures.
- Lake Conjola Voluntary House Raising Scoping Study (if endorsed by Council). Eligible property owners will be approached by Council to initiate confidential and individual community consultation and to gauge their interest in opting-in.
- Issuing of Flood Information Letters to facilitate access to more affordable flood insurance, where possible. This was undertaken following flooding in November 2023.

It is noted that Council has advocated for funding from the NSW Government to undertake ebb-tide dredging. This would minimise the need for entrance intervention, help manage minor flood events, but will not prevent flooding as demonstrated with the July 2025 event with an open entrance.

There is not one single strategy that would fully manage flood risk in Lake Conjola. Council are working on several strategies to help manage flood risk in Lake Conjola, which all have

varying objectives (an updated and improved EMP, implementation of the TFWS, Voluntary House Raising, ebb-tide channel dredging through the CMP). These are not mutually exclusive management strategies, and all of these options can occur independently of each other to help manage flood risk to low-lying properties in Lake Conjola.

Medium-term to Long-term Strategies:

- Implementation of a Voluntary House Raising Scheme, subject to interest from the community and access to grant funding.
- Implementation of suitable flood risk mitigation measures included in the *Lake Conjola Floodplain Risk Management Study and Plan (2013)*.
- Update the Lake Conjola Floodplain Risk Management Study and Plan to investigate contemporary flood risk management measures that are supported by the community. This would likely investigate levees, land raising, managed retreat, and raising Lake Conjola Entrance Road to improve flood evacuation capabilities.

Policy and Statutory Implications

The NSW Flood Prone Land Policy and best flood risk management practice is defined in the *Flood Risk Management Manual (DCCEEW)* (the Manual), which was gazetted in June 2023 to replace the *Floodplain Development Manual (NSW Government 2005)*. Under the Policy, the management of flood risk primarily remains the responsibility of local government. The State Government provides financial and technical assistance to local government through its Floodplain Management Program which is administered by the NSW DCCEEW.

The *Lake Conjola Floodplain Risk Management Study and Plan (2013)* (the Plan) is Council's adopted plan to manage flood risk in the Lake Conjola catchment. The Plan was developed in accordance with the (then) *NSW Floodplain Development Manual (2005)*.

All flood risk management measures undertaken by Council are in accordance with the Manual and *Lake Conjola Floodplain Risk Management Study and Plan (2013)*. For example, the completion of a Voluntary House Raising Scoping Study is one adopted measure in the Plan, thus consistent with the principles and guidance of the Manual.

Financial Implications

The *Lake Conjola Voluntary House Raising Scoping Study (2025)* was fully funded using contingency funds available via the \$1.19M Australian Government's Preparing Australian Communities Program – Local Stream, which funded a package of flood investigation projects all completed in March 2025.

The Floodplain Management Unit has submitted a grant application to access funding from the NSW Floodplain Management Program. The application seeks to include up to 12 residential properties in Lake Conjola, identified as 'Tier 1' properties in the Scoping Study, and will seek to raise these in a prioritised manner should residents choose to opt-in and funding be available.

Should Council's grant application be successful, this gives access to the voluntary house raising funding pool for a three-year period. Council can then apply for funding on behalf of interested and eligible property owners in a prioritised manner. However, there is no guarantee funding will be received for any or all of the applications. The funding arrangements for a VHRS is two-thirds contribution from the NSW Floodplain Management Program and one-third contribution from the landowners that chose to opt-in. Hence, there is no financial contribution from Council's general funds. The VHRS would be administered by Council staff if Council chooses to proceed with this proposal.

Risk Implications

The implementation of voluntary house raising for the lowest existing residential properties in Lake Conjola would significantly lower their flood risk and flood damages.

It is important to note that house raising does not mitigate flood risk to life and, therefore, should not be undertaken as an alternative to early evacuation. Houses would not be raised enough for residents to shelter in place above the Probable Maximum Flood. A VHRS should be accompanied by local flood planning, ongoing community education, and clear advice on responding to flood threats.

Section 733 of the Local Government Act 1993 provides local councils and statutory bodies representing the Crown, and their employees, with a limited legal indemnity for certain advice given that relates to the likelihood of flooding or the extent of flooding. The Act also provides that a council that acts in accordance with the Manual relating to the management of flood liable land is taken to have acted in good faith in relation to advice given, or things done or not done, relating to the likelihood of flooding or the extent of flooding.

It is noted that Council is required to follow the principles and guidelines of the Manual when managing flood risk and flood liable land. As noted above, the completion of a voluntary house raising scoping study is one adopted measure in the *Lake Conjola Floodplain Risk Management Study and Plan (2013)*, thus consistent with the principles and guidance of the Manual.

CL25.366

CL25.367 Operational Update to Development Industry in Shoalhaven

HPERM Ref: D25/412660

Department: Development Services

Approver: Gordon Clark, Acting Director - City Development

Purpose:

To advise for information of updates from the NSW Government in regard to helping accelerate the delivery of additional housing through timely development assessment. This includes assessment timeframes, associated infrastructure funding as an incentive and as a result advice that has been sent to the development industry in Shoalhaven.

Summary and Key Points for Consideration:

The report details operational changes that will be used to meet the new Faster Assessments Incentive Program expectations and enable Council to remain eligible for future funding as a result.

Recommendation

That Council receives the report on the Operational Update to the Development Industry in Shoalhaven for information.

Options

1. As recommended.

Implications: There are no direct implications, although depending on how the development industry respond, there could possibly be an additional increase in Land & Environment Court matters.

2. Alternate recommendation.

Implications: This will depend on the nature of the recommendation.

Background and Supplementary information

During 2024 the NSW Government launched a major initiative to accelerate housing delivery and improve development assessment performance across councils. More information on the Faster Assessments Incentive Program is available [here](#). The Faster Assessments Incentive Program (the program) is part of this broader reform agenda being led by Minister for NSW Planning and Public Spaces, Paul Scully MP.

In a [media release](#) on 9th September 2025, Minister Scully stated: "Councils who have worked hard to improve their performance and meet the Ministerial Statement of Expectations on DA assessment times can now access a share of \$200 million in local infrastructure funding".

Funding of up to \$67 million is available in Round One of the program, with 53 councils eligible for grant funding for roads, open spaces, and community facilities. This includes

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Shoalhaven, having met the Minister's expectation of 110 calendar days (average assessment timeframe) for Financial Year 2024-25.

Successful Councils will be announced in September/October 2025. As such Council is currently waiting to hear further from the NSW Government in this regard and Council staff are considering possible eligible infrastructure projects ahead of the announcement.

The NSW Environmental Planning and Assessment (Statement of Expectations) Order 2024 sets a clear performance benchmark for DA assessment for all councils. For Shoalhaven, the target for this financial year (2025-26) is an average DA assessment time of 105 calendar days.

Council is currently on track to meet this target, with the first two months (July and August 2025) assessment time being 100 calendar days.

Shoalhaven Response for Financial Year 2025–26

To meet the new expectations and remain eligible for future funding, Council staff are continuing to work to improve service delivery in development assessment. This includes recruitment to fill several senior positions within the development assessment teams which have been vacant for an extended period.

The State government's reliance on calendar days to measure performance means that the time a DA is with an applicant to supply information necessary to make a determination will affect overall processing times. To address this issue, a communication email was sent to development industry contacts on 5 September 2025, to provide an important update that will impact the development industry in Shoalhaven.

This communication acknowledged the NSW Government's ongoing planning reform agenda; new performance expectations and the funding opportunities have been introduced and how that directly affects assessment of development applications and the nexus with infrastructure delivery.

The communication further stated Council is committed to keeping our industry partners informed and engaged as we navigate these changes together.

Intended Process Changes

The development industry has been informed that several process changes will be implemented with immediate effect. The Minister's reliance on calendar days to measure performance, means that the time it takes an applicant to respond to a request for information, or the number of times assessment staff need to ask for the same information is now counted as part of the assessment timeframe.

To address this, assessment staff will no longer issue multiple information requests during the assessment of a DA, unless new matters/issues are introduced by an applicant's responses. It is intended to also closely adhere to the timeframes given for responses to requests for further information. Based on the information received, or if it is not provided, assessment staff will proceed to determine the application. Assessment staff will condition approval where possible, but will have no choice but to refuse if insufficient information is provided.

Conclusion

Councils Assessment Staff remain committed to supporting the development industry through clear communication, efficient processes, and collaborative engagement. As we enter a new phase of planning reform, it is important that we all adapt to the evolving expectations set by the NSW Government.

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By working with industry to improve the quality and completeness of applications, Council's performance targets can be met, vital infrastructure funding unlocked and we will contribute meaningfully to the delivery of new homes across the City.

Internal Consultations

No specific internal consultation was undertaken or required in regard to the advice provided to the development industry in Shoalhaven

External Consultations

The development industry has been informed that several process changes will be implemented with immediate effect. It is however noted that the advice is directly related to the NSW Government's expectations in regard to the timely assessment of development applications.

Community Consultations

No specific community consultation was undertaken or required in regard to the advice provided to the development industry in Shoalhaven. Specific community consultation continues to occur as required regarding individual development applications.

Policy and Statutory Implications

The NSW Environmental Planning and Assessment (Statement of Expectations) Order 2024 sets a clear performance benchmark for DA assessment for all councils.

The Faster Assessments Incentive Program is part of the broader related reform agenda currently being led by Minister for NSW Planning and Public Spaces, Paul Scully MP

Financial Implications

There are no direct financial implications arising from this report and the advice provided to the development industry. Although depending on how the development industry respond, there could possibly be an additional increase in Land & Environment Court matters.

Risk Implications

Depending on how the development industry respond, there could possibly be an additional increase in Land & Environment Court matters

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CL25.368 Easement Acquisition - Crown Land - Part Lot 7301 DP 1163797 and part Lot 7302 DP 1163797

HPERM Ref: D25/397019

Department: Water Asset Planning & Development
Approver: Matthew Kidd, Acting Director - Shoalhaven Water

Purpose:

The purpose of this report is for Council to consider the compulsory acquisition of an easement for water supply over Crown Land at part Lot 7301 DP 1163797, The Bindaree Worrowing Heights and part Lot 7302 DP 1163797, Fitzpatrick Street Old Erowal Bay, in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act 1991.

Summary and Key Points for Consideration:

- The Department of Planning, Housing and Infrastructure, which manages the State's interest in Crown land under the Crown Land Management Act 2016, prefers that acquisitions of Crown land proceed via compulsory acquisition process.
- The compulsory acquisition process involves the issuance of a Proposed Acquisition Notice (PAN) under Section 11 of the Land Acquisition (Just Terms Compensation) Act 1991, formally notifying all relevant interest holders and initiating the compensation process.
- A Council resolution is required to approve the compulsory acquisition of the easements and associated compensation.

Recommendation

That Council:

1. Under the Land Acquisition (Just Terms Compensation) Act 1991 compulsory acquire from Crown Land an easement for water supply 4 metres wide over:
 - a. part Lot 7301 DP 11663797, The Bindaree Worrowing Heights
 - b. part Lot 7302 DP 1163797, Fitzpatrick Street Old Erowal Bay
2. Agrees to pay compensation and costs associated with the acquisition, in accordance with the determination of the Valuer General under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991.
3. Endorse funding for this acquisition from the Shoalhaven Water - Water Fund.
4. Make the necessary application to the Minister for Local Government and the Governor for approval of the compulsory acquisition under the Local Government Act 1993.
5. Authorise the common seal of the Council of the City of Shoalhaven be affixed to any documentation required to be sealed and delegates authority to the Chief Executive Officer to sign any documentation necessary to give effect to this resolution.

Options

1. Resolve as recommended

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Implications: The compulsory acquisition of the easement is required to formalise Council's ownership and entitlement, providing the legal capacity for access, operation and maintenance.

2. Not adopt the recommendation

Implications: Council will have no legal ownership or entitlement hindering future access, operation, repair and maintenance of critical infrastructure.

Background and Supplementary information

Shoalhaven Water has identified that the existing water main infrastructure located within the subject parcels is susceptible to breakage and requires replacement. The infrastructure was originally installed circa 1982 and 1990 and was constructed without the establishment of a formal easement.

The existing 300mm PVC water main traversing these parcels is classified as a critical main, being the only dedicated water supply to Wrights Beach, Bream Beach and Errowal Bay. Due to its criticality, classification, size, history of breakages and location, this main has been identified for replacement.

Replacement of this watermain is expected to result in:

- Reduction in water main breakages
- Improved water pressure for residents
- Improved water pressure for hydrant operation during fire events
- A more resilient and reliable water distribution network

An application has been submitted to Crown lands seeking consent for the compulsory acquisition of the proposed easements. Once Crown lands consent has been obtained, and the proposed acquisition plan registered on title, an application will be made to the Minister.

The proposed easement sites are subject to undetermined Aboriginal Land Claims. Council has formally written to both the NSW Aboriginal Land Council and Jerrinja Local Aboriginal Land Council, requesting their concurrence in the form of non-objection to the proposed infrastructure works and associated easement acquisitions. Should their concurrence not be received, the proposed works and easement acquisition will not proceed.

The sites are also subject to an undetermined Native Title Claim. Council's Native Title Manager has assessed the proposed works and the creation of the easements under the Future Act regime and considers the activity to be consistent with the provisions of the Native Title Act 1993. Accordingly, NTSCorp, representatives of the claimant, the South Coast People, has been formally notified of Council's intention to undertake the works, in line with the procedural rights afforded under the Act, including the right to comment or negotiate where applicable.

Figure 1 illustrates the proposed water main alignment (fluorescent green line) and the existing water main alignment (broken blue line highlighted in green).

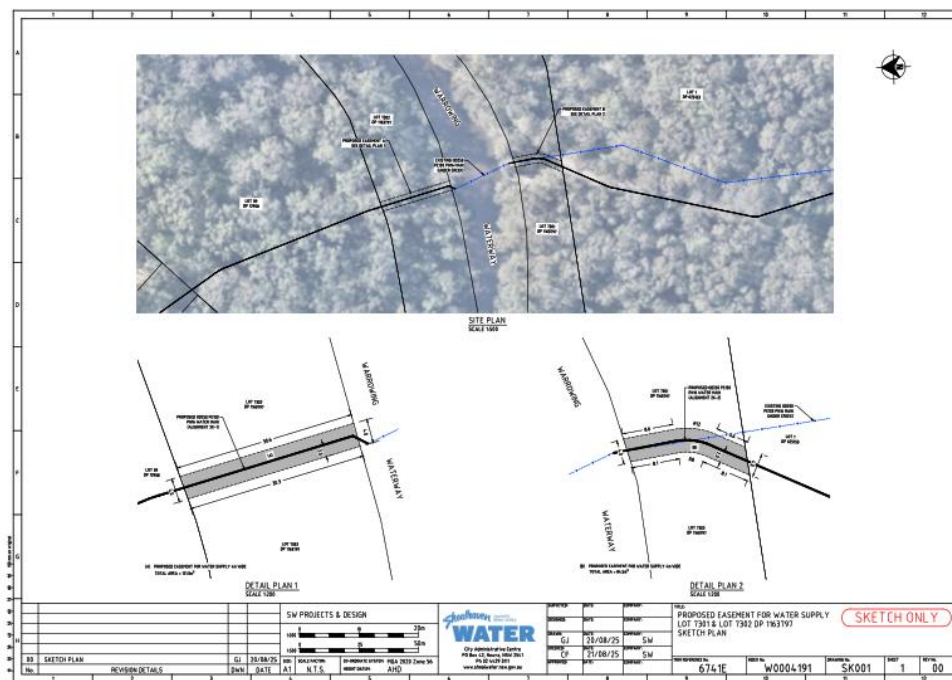
Figure 2 illustrates the proposed easement acquisition (shaded grey) - subject to final survey.

Figure 1

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Figure 2



Internal Consultations

Consultation has taken place within Shoalhaven Water.

External Consultations

Consultation is ongoing with the Crown Lands and all relevant interest holders, including Native Title holders and Aboriginal Land Councils including NTSCorp, the NSW Aboriginal Land Council and the Jerrinja Local Aboriginal Land Council.

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Community Consultations

Community consultation is not required for operational purposes such as an easement acquisition.

Policy and Statutory Implications

The acquisition of the easement will be undertaken in accordance with Council's Acquisition of Land by Shoalhaven City Council, POL22/120.

Financial Implications

Compensation and associated acquisition costs will be funded through the Shoalhaven Water - Water Fund.

The compensation amount will be determined by the Valuer General in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.

Compensation may be payable to the Department of Planning, Housing and Infrastructure – Crown Land, Native Title Interest Holders, and the relevant Aboriginal Land Councils.

Risk Implications

Easement acquisition is necessary to ensure Council's legal rights to access, repair and maintain, essential public infrastructure.

Council interests have been considered and the proposed acquisition presents minimal risk.

LOCAL GOVERNMENT ACT 1993

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.