

## Strategy and Assets Committee

**Meeting Date:** Tuesday, 12 March, 2019  
**Location:** Council Chambers, City Administrative Centre, Bridge Road, Nowra  
**Time:** 5.00pm

**Membership** (Quorum - 5)  
Clr John Wells - Chairperson  
Clr Bob Proudfoot  
All Councillors  
General Manager or nominee

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

## Agenda

1. **Apologies / Leave of Absence**
2. **Confirmation of Minutes**
  - Strategy and Assets Committee - 12 February 2019.....1
3. **Declarations of Interest**
4. **Call Over of the Business Paper**
5. **Mayoral Minute**
6. **Deputations and Presentations**
7. **Notices of Motion / Questions on Notice**

Nil
8. **Committee Reports**
  - SA19.21 Report of the Inclusion & Access Advisory Group - 18 February 2019 ..... 12
  - IA19.5 Additional Item - Medium Density Update - Disability Awareness Training
  - IA19.12 Additional item - Compliance Schofields Lane - Bus Loading Ramp - investigate - report required
  - IA19.13 Additional item - Ulladulla Subway and Services NSW Accessible Parking - investigate - report required

- IA19.14 Additional item - Footpath - Near Nowra Post Office - Corner Berry and Junction Streets - investigate - report required
- IA19.15 Additional Item - Memorial Gardens Access Ramp and Crossing - investigate - report required
- IA19.16 Additional item - Councils Website - Community Page - Provision for Accessible Icon and Information

## 9. Reports

### General Manager

- SA19.22 Quarterly Progress Report - Councillors' Notices of Motion ..... 14

### Finance Corporate & Community Services

- SA19.23 Draft Donations Policy - Public Exhibition..... 15
- SA19.24 Peak Tourist Period Management - Progress Update .....21
- SA19.25 Events Policy - Definition of Exotic Animals - Circuses.....31
- SA19.26 Local Government Conference - 2019 National General Assembly of Local Government - Proposed Motions ..... 33
- SA19.27 Sporting Fields Renovation - Use of Recycled Material.....38
- SA19.28 Acceptance Grant Funding - Everyone Can Play - Boongaree.....43

### Assets & Works

- SA19.29 Nowra CBD Multi-Storey Car Park - Update.....44
- SA19.30 Bendalong Boat Harbour - Erosion Control Measures.....52
- SA19.31 Classification of Land - Lot 542 DP 1250028 - Macquarie Drive Burrill Lake .....57
- SA19.32 Classification of Land - Lot 332 DP 1224103 of Subdivision SF9055 - Sussex Inlet Rd Sussex Inlet.....60
- SA19.33 Grant of Electricity Easement for Pad Mount Substation and Restriction on the Use of Land to Endeavour Energy - Shoalhaven Indoor Sports Centre - 84 Cambewarra Road, Bomaderry .....63
- SA19.34 South East Weight of Loads Group (SEWOL) - Deed of Agreement .....66
- SA19.35 Announcement New Projects - NSW Safer Roads - Saving Lives on Country Roads Program.....68
- SA19.36 Anzac Day – Grant Funding Assistance .....71
- SA19.37 Tenders - Verons Estate Roadworks.....79

## 10. Confidential Reports

### Reports

- CSA19.1 Tenders – Verons Estate Roadworks

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

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

*person's legitimate business, commercial, professional or financial interests.*

## Strategy and Assets Committee

### Delegation:

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

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

### SCHEDULE

- a. Make recommendations to Council and consider, formulate, review and adopt policies in relation to Councils corporate & community planning under Part 2 of Chapter 13 of the LG Act, asset management and in connection with the other functions listed in this Schedule and in particular to make recommendations to Council in respect of the content of Councils community strategic plan, delivery program, resourcing strategy and operational plan within the meaning of Part 2 of Chapter 13 of the LG Act;
- b. Make recommendations to Council and consider, formulate, review and adopt Council policies, plans and strategies other than those in respect of town planning and environmental, natural resources / assets, floodplain, estuary and coastal management and sustainability matters that are dealt with by the Development and Environment Committee.
- c. Make recommendations in respect of the introduction of new fees or charges or the alteration of existing fees and charges for inclusion in the Councils next operational plan within the meaning of s405 of the LG Act;
- d. Monitor, review and consider matters relating to the operations and strategic direction of Councils Holiday Haven Tourist Parks Group;
- e. All functions in respect of the management of, and facilities provided on Crown Land in respect of which Council is the 'Crown Land Manager' under Division 3.4 of the Crown Lands Management Act, 2016 and the making of recommendations to Council regarding such matters where the function is not dealt with under the delegations to the General Manager or cannot be delegated by Council;
- f. Provision of corporate direction to the Shoalhaven Water Group in respect of powers delegated to it by Council regarding the construction, alteration or maintenance of water and sewerage works, effluent works and pump out removal;
- g. Authorise the expenditure of funds raised under s64 of the LG Act within the limits outlined in, and in accordance with Councils adopted Development Servicing Plan and other relevant adopted Council policies;
- h. Make recommendations to Council in respect of fees and charges for water and wastewater services provided by Council;
- i. Develop, implement, review and adopt strategic policies for water, sewerage and effluent operations of Council;

- j. Undertake preliminary investigations (feasibility, cost benefit, risk analysis, etc.) into development opportunities for Councils strategic land holdings and make recommendations to Council.
- k. Review and make recommendations to Council in relation to:
  - l. The sale prices of land in connection with residential and industrial Council subdivisions;
  - m. The sale of Council property or the purchase or resumption of land;
  - n. The compensation to be offered in respect of land resumed by Council; and
  - o. Properties leased or rented by Council, other than those delegated to the General Manager for approval and execution in accordance with MIN14.912 and MIN15.237 of the Council.
- p. To determine and accept all tenders with a value of \$1 Million or more, except those tenders required by law to be determined by full Council (MIN17.334).

## MINUTES OF THE STRATEGY AND ASSETS COMMITTEE

**Meeting Date:** Tuesday, 12 February 2019  
**Location:** Council Chambers, City Administrative Centre, Bridge Road, Nowra  
**Time:** 5.06pm

The following members were present:

Clr John Wells - Chairperson  
Clr Joanna Gash  
Clr Amanda Findley  
Clr Patricia White  
Clr Kaye Gartner  
Clr Nina Digiglio  
Clr Annette Alldrick  
Clr John Levett  
Clr Mitchell Pakes  
Clr Greg Watson  
Clr Mark Kitchener  
Clr Bob Proudfoot  
Russ Pigg - General Manager

### Apologies / Leave of Absence

An apology was received from Clr Guile.

### Confirmation of the Minutes

**RESOLVED** (Clr Digiglio / Clr Pakes) MIN19.52

That the Minutes of the Strategy and Assets Committee held on Tuesday 22 January 2019 be confirmed.

CARRIED

### Declarations of Interest

Clr Wells – SA19.8 Notice of Motion - “The Blockstars”! - FIRST Lego League –pecuniary interest declaration – Will leave the room and not take part in discussion or vote – his daughter is the team’s designated coach and two grandchildren are team members.

## MAYORAL MINUTES

### MMS19.1 Mayoral Minute - Representation Shoalhaven River Bridge

**HPERM Ref:**  
**D19/43673**

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

That Shoalhaven City Council partner with the Shoalhaven Business Chamber (SBC) and express its concern to the RMS, Member for South Coast, Member for Kiama, Minister for Roads, Premier for NSW and the Shadow Cabinet in respect to the lack of feedback from the December roundtable held with RMS and the local members held at the Shoalhaven Entertainment Centre.

Council affirms that grade separated intersections as part of an integrated road network upgrade for the Shoalhaven Bridge and its approaches are a priority.

Council requests how the RMS plans to upgrade and improve the road network in and around the North and South Intersections over a short, medium and long-term timeframe if grade separation is not in the current plan and has traffic modelling for the hospital improvements been considered, particularly for emergency vehicles.

Council in partnership with the Shoalhaven Business Chamber conduct a press conference expressing the joint position on grade separation.

Clr Findley raised a Point of Order against Clr Pakes. The Chairperson ruled as a point of order. Clr Pakes was asked to withdraw his imputation that Clr Findley had had opportunity to make representations to the RMS but had not done so.

Clr Pakes withdrew his comments.

#### **RESOLVED** (Clr Findley / Clr Wells)

MIN19.53

That Council

1. Partner with the Shoalhaven Business Chamber (SBC) and express its concern to the RMS, Member for South Coast, Member for Kiama, Minister for Roads, Premier for NSW and the Shadow Cabinet in respect to the lack of feedback from the December roundtable held with RMS and the local members held at the Shoalhaven Entertainment Centre.
2. Affirm that grade separated intersections as part of an integrated road network upgrade for the Shoalhaven Bridge and its approaches are a priority, as is the retention of a traffic light controlled intersection giving access from the highway to the Riverview Road and Lyrebird Drive precinct.
3. Request how the RMS plans to upgrade and improve the road network in and around the North and South Intersections over a short, medium and long-term timeframe if grade separation is not in the current plan and has traffic modelling for the hospital improvements been considered, particularly for emergency vehicles.
4. In partnership with the Shoalhaven Business Chamber conduct a press conference expressing the joint position on grade separation.

CARRIED

## DEPUTATIONS AND PRESENTATIONS

Nil.

## NOTICES OF MOTION / QUESTIONS ON NOTICE

<b>SA19.7</b>	<b>Notice of Motion - Shoalhaven Indoor Sports Centre – Provision of a Solar System</b>	<b>HPERM Ref: D19/9623</b>
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**Recommendation (Item to be determined under delegated authority)**

That upon the Shoalhaven Indoor Sports Centre being handed over to Council by the Contractor, Council proceed to call for Expressions of Interest for the installation, operation and future handover of a photovoltaic solar system at the Centre.

**RESOLVED** (Clr Wells / Clr Pakes)

MIN19.54

That upon the Shoalhaven Indoor Sports Centre being handed over to Council by the Contractor, Council call for Expressions of Interest for a photovoltaic solar system at the Centre.

CARRIED

<b>SA19.8</b>	<b>Notice of Motion - “The Blockstars”! - FIRST Lego League</b>	<b>HPERM Ref: D19/33603</b>
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Declaration of Interest – Clr John Wells – his daughter is designated coach to the team and two grandchildren are team members – Pecuniary Interest – he left the room and did not participate in the discussion or vote.

Note: Clr Wells left the meeting at 5.44pm

Note: Clr Proudfoot assumed the Chair.

**Recommendation**

That Council

1. Provide the Blockstar students with a donation of \$5,000.00 from Council's unallocated donations to assist with costs to attend and complete in the USA Open International Tournament in California in May 2019.
2. Write to the Blockstar students and congratulate them on their success in the FIRST Lego League during 2018.
3. Request the Blockstar Students to make a presentation to Council following their participation in the US Open International Tournament.

**RECOMMENDATION** (Clr White / Clr Gartner)

That Council

1. Provide the Blockstar students with a donation of \$5,000.00 from Council's unallocated donations to assist with costs to attend and complete in the USA Open International Tournament in California in May 2019.
2. Write to the Blockstar students and congratulate them on their success in the FIRST Lego League during 2018.
3. Request the Blockstar Students to make a presentation to Council following their participation in the US Open International Tournament.

CARRIED



Note: Clr Wells returned to the meeting at 5.49pm

Note: Clr Wells resumed the Chair.

**SA19.9 Notice of Motion - Greenwell Point Boat Ramp - Public Toilets**

**HPERM Ref:  
D19/34881**

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

That the General Manager

1. Prepare a report on the costing of toilet facilities at the boat ramp in Greenwell Point.
2. The report advise:
  - a. Where this proposed facility, at this location, is, in the priority listing; and
  - b. The cost of porta loos in that location during the peak holiday periods.

**RESOLVED** (Clr Gartner / Clr Findley)

MIN19.55

That the General Manager

1. Prepare a report on the costing of toilet facilities at the boat ramp in Greenwell Point.
2. The report advise:
  - a. Where this proposed facility, at this location, is, in the priority listing; and
  - b. The cost of portaloos in that location during the peak holiday periods.

CARRIED

**SA19.10 Question on Notice - Hiring of Council Facilities / Venues**

**HPERM Ref:  
D19/36123**

**Background**

I have received a number of complaints from Volunteers who currently manage Council facilities (both 355 Committees and Lease/License) on the implementation of the new model for hiring council facilities.

**Question**

That Council receive an update report on the implementation of the new model for hiring Council facilities and venues.

**Response**

The development of the online booking system is progressing. This project has recently undergone a review following the appointment of the new Project Manager who is leading the implementation of Council's new suite of core Corporate Information Systems. This review has identified that the implementation of this system is far more complex and broader than initially anticipated; this is due to the number and varied types of facilities that Council provides, and the high level of functionality that the system offers.

To assist with this process, a specialist Business Analyst has been appointed on a fixed term basis to have oversight of the system development and implementation. This role is working very closely with the software providers to ensure Council can maximise the functional capability of the system. This will benefit all users, Council staff, and Management Committee Volunteers.

Council staff are aware that some Management Committee Volunteers have concerns about this new system and change in booking practices. The implementation is at a very early stage and key

stakeholders are being kept informed of progress.

The online booking system roll out will be undertaken on a staged basis, with a number of facilities directly managed by Council being those to go live in the first stage; this will allow for 'trouble-shooting' ahead of further roll out. Management Committee Volunteers, including Booking Officers, will be provided with training and support as this new online booking system is progressively introduced at facilities managed by Management Committees.

## REPORTS

**SA19.11 Re-establishment of Alcohol Free Zones - Nowra CBD, Ulladulla, Sanctuary Point, Callala Beach, Basin View, St Georges Basin, Sussex Inlet**

**HPERM Ref: D19/15298**

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

That:

1. Council proceed with the re-establishment process of the Alcohol Free Zones for a period of four (4) years in the areas of Nowra CBD, Nowra Foreshore, Ulladulla Sanctuary Point, Callala Beach, Basin View, St Georges Basin and Sussex Inlet including consultation with licensees in the surrounding areas;
2. Should no objections be received to the re-establishment of these zones, authority be given to staff to proceed with the declaration of the above areas as an Alcohol Free Zone, without further reference to Council.

**RESOLVED** (Clr Gartner / Clr Pakes)

MIN19.56

That:

1. Council proceed with the re-establishment process of the Alcohol Free Zones for a period of four (4) years in the areas of Nowra CBD, Nowra Foreshore, Ulladulla, Sanctuary Point, Callala Beach, Basin View, St Georges Basin and Sussex Inlet including consultation with licensees in the surrounding areas;
2. Should no objections be received to the re-establishment of these zones, authority be given to staff to proceed with the declaration of the above areas as an Alcohol Free Zone, without further reference to Council.

CARRIED

**SA19.12 December 2018 - Quarterly Budget Review**

**HPERM Ref: D19/29638**

### **Recommendation**

That Council

1. Receive the December Quarterly Budget Review information
2. Adopt the adjustments, as outlined in the December Quarterly Budget Review document

**RECOMMENDATION** (Clr Proudfoot / Clr Gartner)

That Council

1. Receive the December Quarterly Budget Review information
2. Adopt the adjustments, as outlined in the December Quarterly Budget Review document.

CARRIED

**SA19.13 Good Growth Housing Conference**

**HPERM Ref:  
D19/34672**

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

That Council

1. Notes the details of the Good Growth Housing Conference scheduled for Monday 15 April 2019 in Sydney.
2. Authorises available Councillors to attend the conference and such attendance be deemed Council Business.
3. Travel, registration fees, accommodation and all reasonable out-of-pocket expenses be met in accordance with its adopted policy.
4. Request Councillors attending the conference to provide a written report within 30 days of returning from the conference.

**RESOLVED** (Clr Proudfoot / Clr White)

MIN19.57

That

1. Council notes the details of the Good Growth Housing Conference scheduled for Monday 15 April 2019 in Sydney.
2. Council authorises available Councillors to attend the conference and such attendance be deemed Council Business.
3. Travel, registration fees, accommodation and all reasonable out-of-pocket expenses be met in accordance with its adopted policy.
4. Council request Councillors attending the conference to provide a written report within 30 days of returning from the conference.

CARRIED

**SA19.14 Response - MIN18.198 - Various Issues - Sanctuary Point & St Georges Basin**

**HPERM Ref:  
D18/205106**

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

That:

1. Council note the staff responses to MIN18.198 various issues at Sanctuary Point & St Georges Basin.
2. The General Manager (Director Assets and Works) include \$50,000 in the 2019-20 draft budget to complete all survey and design and costing of options for the following:
  - a. An Urban Area Entry threshold solution (north of the Cockrow Creek Bridge on Larmer Road) and a roundabout solution at the Park Drive and Larmer Road intersections (\$20,000).
  - b. A roundabout at the corner of Sanctuary Point Road and Larmer Avenue/ Paradise Beach Road, Sanctuary Point (\$20,000).

- c. A Local Area Traffic Management strategy for the local street network in the vicinity of Tahnee Street Sanctuary Point (\$10,000)
3. A further report be provided to Council once options have been designed and costed.

**RESOLVED** (Clr Proudfoot / Clr Gartner)

MIN19.58

That:

1. Council note the staff responses to MIN18.198 various issues at Sanctuary Point & St Georges Basin.
2. The General Manager (Director Assets and Works) include \$50,000 in the 2019-20 draft budget to complete all survey and design and costing of options for the following:
  - a. An Urban Area Entry threshold solution (north of the Cockrow Creek Bridge on Larmer Avenue) (\$20,000).
  - b. A roundabout at the corner of Sanctuary Point Road and Larmer Avenue/ Paradise Beach Road, Sanctuary Point (\$20,000).
  - c. A Local Area Traffic Management strategy for the local street network in the vicinity of Tahnee Street Sanctuary Point (\$10,000).
3. A further report be provided to Council once options have been designed and costed.

CARRIED

**SA19.15 Proposed Lease of Part Lot 702 DP 1024852 - West Street Nowra - Nowra Tennis Clubhouse and Courts**

**HPERM Ref: D19/15632**

**Recommendation**

That Council resolve to:

1. Enter into a one (1) year lease agreement over Part Lot 702 DP 1024852, West Street Nowra, with a three (3) year option period with Schizophrenia Fellowship NSW Ltd trading as One Door Mental Health at a commencing rent of \$3,904.40 pa plus GST with annual CPI increases, and a court resurface contribution (2 tennis courts) of \$3,090.00 pa.
2. Approve the allocation of court resurface contribution (2 courts) of \$3,090.00 under the lease agreement into the Restricted Asset Account for this facility.
3. Approve that the Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed otherwise the General Manager be authorised to sign any documentation necessary to give effect to this resolution.

**RECOMMENDATION** (Clr Findley / Clr Digiglio)

That Council resolve to:

1. Enter into a one (1) year lease agreement over Part Lot 702 DP 1024852, West Street Nowra, with a three (3) year option period with Schizophrenia Fellowship NSW Ltd trading as One Door Mental Health at a commencing rent of \$3,904.40 pa plus GST with annual CPI increases, and a court resurface contribution (2 tennis courts) of \$3,090.00 pa.
2. Approve the allocation of court resurface contribution (2 courts) of \$3,090.00 under the lease agreement into the Restricted Asset Account for this facility.
3. Approve that the Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed otherwise the General Manager be authorised to sign any documentation necessary to give effect to this resolution.

CARRIED

Note: Cllr Alldrick left the meeting at 6.34pm

**SA19.16 Ratepayer Advance - 29 - 33 Elizabeth Drive Vincentia**

**HPERM Ref:  
D19/25613**

**Recommendation**

That

1. Council enter into a Ratepayers Advance Agreement, executed under the Seal of Council, with:
  - a. D J Talbert, 29 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
  - b. A R & S L Smith, 31 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
  - c. F L Camm, 33 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
2. The Common Seal of Council of the City of Shoalhaven be affixed to any documentation required to be sealed otherwise the General Manager be authorised to sign any documentation necessary to give effect to the resolution.

**RECOMMENDATION (Cllr Gartner / Cllr White)**

That

1. Council enter into a Ratepayers Advance Agreement, executed under the Seal of Council, with:
  - a. D J Talbert, 29 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
  - b. A R & S L Smith, 31 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
  - c. F L Camm, 33 Vincentia Drive, Vincentia in respect of Kerb and Gutter construction to the value of \$5,852.16 (advance) of which \$1,859.28 is the contribution, \$3,992.88 is the loan and the amount to be repaid to the Ratepayer in 5 years at 5% interest per annum is \$4,991.10.
2. The Common Seal of Council of the City of Shoalhaven be affixed to any documentation required to be sealed otherwise the General Manager be authorised to sign any documentation necessary to give effect to the resolution.

CARRIED

**SA19.17 Shoalhaven Heads - River Road Foreshore Precinct  
Rehabilitation Project Progress**

**HPERM Ref:  
D19/25115**

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

That Council receive the Shoalhaven Heads - River Road Foreshore Precinct Rehabilitation Project Progress report for information.

**RESOLVED** (Clr Findley / Clr Digiglio)

MIN19.59

That Council receive the Shoalhaven Heads - River Road Foreshore Precinct Rehabilitation Project Progress report for information.

CARRIED

**SA19.18 Grant of Electricity Easements - Bomaderry Sewerage  
Treatment Plant**

**HPERM Ref:  
D19/15911**

**Recommendation**

That:

1. Council resolve to grant the following easements for electricity purposes over Council land Lot 1 DP572583 at Railway Street, Bomaderry:
  - An Easement for Underground Cables 3 wide, marked (E) on the attached plan.
  - An Easement for Padmount Substation 2.75 wide, marked (P) on the attached plan.
  - A Restriction on the use of land variable width, marked (R) on the attached plan.

The easements are also highlighted yellow on the attached plan.
2. Costs associated with the transaction be met from Council's Sewer Fund. The Easement and Restriction are to be granted at \$nil consideration.
3. The Common Seal of the Council of the City of Shoalhaven be fixed to any document required to be sealed.

**RECOMMENDATION** (Clr Proudfoot / Clr Gartner)

That:

1. Council resolve to grant the following easements for electricity purposes over Council land Lot 1 DP572583 at Railway Street, Bomaderry:
  - An Easement for Underground Cables 3 wide, marked (E) on the attached plan.
  - An Easement for Padmount Substation 2.75 wide, marked (P) on the attached plan.
  - A Restriction on the use of land variable width, marked (R) on the attached plan.

The easements are also highlighted yellow on the attached plan.
2. Costs associated with the transaction be met from Council's Sewer Fund. The Easement and Restriction are to be granted at \$nil consideration.
3. The Common Seal of the Council of the City of Shoalhaven be fixed to any document required to be sealed.

CARRIED

## Introduction of Items as Matters of Urgency

**RESOLVED** (Clr Findley / Clr Pakes)

MIN19.60

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

1. SA19.19 Grant funding offer from Infrastructure NSW - Restart NSW, for Improvement to the Cattle Exhibition Precinct at Nowra Showground
2. SA19.20 Acceptance of Grant Funding - Shoalhaven Regional Gallery - Environmental Management System

CARRIED

The Chairperson ruled the matters as ones of urgency as they relate to urgent business of Council and allowed their introduction.

## ADDENDUM REPORTS

**SA19.19 Grant funding offer from Infrastructure NSW - Restart NSW, for Improvement to the Cattle Exhibition Precinct at Nowra Showground**

**HPERM Ref:  
D19/30407**

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

That the General Manager be authorised:

1. To accept the grant of \$919,105 from Infrastructure NSW under the Restart NSW – Environment & Tourism program to upgrade facilities in the cattle exhibition precinct at the Nowra Showground,
2. To report to Council as part of the next Quarterly Budget Review the funding options for the Council contribution to the Project.
3. To write to the Member for South Coast thanking the NSW Government for the funding grant from Restart NSW – Environment & Tourism program

**RESOLVED** (Clr Findley / Clr Pakes)

MIN19.61

That the General Manager be authorised:

1. To accept the grant of \$919,105 from Infrastructure NSW under the Restart NSW – Environment & Tourism program to upgrade facilities in the cattle exhibition precinct at the Nowra Showground,
2. To report to Council as part of the next Quarterly Budget Review the funding options for the Council contribution to the Project.
3. To write to the Member for South Coast thanking the NSW Government for the funding grant from Restart NSW – Environment & Tourism program

CARRIED

Note: Clr Aldrick returned to the meeting at 6.36pm

**SA19.20 Acceptance of Grant Funding - Shoalhaven Regional  
Gallery - Environmental Management System****HPERM Ref:  
D19/12064****Recommendation (Item to be determined under delegated authority)**

That the General Manager be authorised to:

1. Accept the grant funding of \$600,000 (excl GST) from the NSW Regional Cultural Fund, with the monies being used to install industry standard climate control system for the Shoalhaven Regional Gallery;
2. Write to Department of Planning & Environment and The Honourable Don Harwin MLC, Minister for the Arts, to thank them for the grant.

**RESOLVED** (Clr Findley / Clr Pakes)

MIN19.62

That the General Manager be authorised to:

1. Accept the grant funding of \$600,000 (excl GST) from the NSW Regional Cultural Fund, with the monies being used to install industry standard climate control system for the Shoalhaven Regional Gallery;
2. Write to Department of Planning & Environment and The Honourable Don Harwin MLC, Minister for the Arts, to thank them for the grant.

CARRIED

There being no further business, the meeting concluded, the time being 6.45pm.

Clr Wells  
CHAIRPERSON



## SA19.21 Report of the Inclusion & Access Advisory Group - 18 February 2019

HPERM Ref: D19/62517

### IA19.5 Additional Item - Medium Density Update - Disability Awareness Training

#### Recommendation

That Council consider including Disability Awareness Training for Councillors as part of their Training and Development Program.

#### Note by the General Manager:

New Guidelines were issued in December 2018 by the Office of Local Government relating to future councillor induction, training and development. Disability Awareness training could be considered in the context of future plans. <https://www.olg.nsw.gov.au/councillor-induction-and-professional-development-guidelines>

### IA19.12 Additional item - Compliance Schofields Lane - Bus Loading Ramp

#### Recommendation

That:

1. Staff investigate the compliance of the Bus loading ramp in Schofields Lane and discuss with Bus companies and report back.
2. This matter be added to the Action Table.

### IA19.13 Additional item - Ulladulla Subway and Services NSW Accessible Parking

#### Recommendation

That:

1. Staff investigate the options for moving the accessible park at Ulladulla – Services NSW and report back.
2. This matter be added to the Action Table.

### IA19.14 Additional item - Footpath - Near Nowra Post Office - Corner Berry and Junction Streets

#### Recommendation

That:

1. Staff investigate the damage from tree roots to the footpath on Berry/Junction Street corner and report back.
2. This matter be added to the Action Table.

**IA19.15 Additional Item - Memorial Gardens Access Ramp and Crossing****Recommendation**

That:

1. Staff investigate and construct the accessible ramp/path and realign the crossing at the Memorial Gardens Worrigea and report back.
2. This matter be added to the Action Table.

Note by the General Manager:

*Works will require a budget allocation.*

**IA19.16 Additional item - Councils Website - Community Page - Provision for Accessible Icon and Information****Recommendation**

That:

1. Staff investigate the incorporation of an Accessible Icon on Council's Community Webpage which includes helpful information relating to accessibility and report back.
2. This matter be added to the Action Table.

SA19.21

## SA19.22 Quarterly Progress Report - Councillors' Notices of Motion

**HPERM Ref:** D19/46342

**Group:** General Manager's Group

**Attachments:** 1. Quarterly Progress Report - Councillors' Notices of Motion (under separate cover) [⇒](#)

### Purpose / Summary

To provide the first quarterly progress status on Councillors' Notices of Motion as resolved at the Ordinary Meeting in December 2018.

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

That the Progress report on Councillors' Notices of Motion for the period of 4 October 2016 to 31 January 2019 be received for information.

### Options

1. As recommended

Implications: The listing of Actions will be received by the Council for information

2. Alternate recommendation

Implications: Not known

### Background

In response to a Notice of Motion (CL18.350), at the Council Meeting held on 18 December 2018, Council resolved (MIN18.992):

*"That the progress status of councillors' notices of motion be reported quarterly at Ordinary Meetings of Council."*

This first report provides, in the Councillor Information folder, a listing of Notices of Motion from the period of 4 October 2016 to 31 January 2019.

Those matters which are completed include a 'Completed Date'. Other items without a complete date are not recorded as completed at the time of the drafting of the report.

Future reports will be provided on a quarterly basis as outlined below:

Quarter	Period Covered	Report provided to Strategy & Assets Committee
1	January to March	May
2	April to June	August
3	July to September	November
4	October to December	February

SA19.22

## SA19.23 Draft Donations Policy - Public Exhibition

**HPERM Ref:** D19/67474

**Group:** Finance Corporate & Community Services Group  
**Section:** Human Resources, Governance & Customer Service

**Attachments:** 1. Draft Donations Policy and Procedures (under separate cover) [⇒](#)  
2. Current Donations Policy (under separate cover) [⇒](#)  
3. 2018-2019 Donations Recipients [↓](#)

### Purpose / Summary

To provide a Draft Donations Policy and Procedures (**Attachment 1**) to be endorsed for public exhibition.

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

That

1. The Draft Donations Policy and Procedures (Attachment 1 to the report) be placed on public exhibition for a period of four (4) weeks to obtain community feedback on the proposed Policy
2. That all current recipients of donations be advised in writing of the public exhibition and their ability to make comment.
3. That a report be provided at the completion of the exhibition period, outlining the submissions received and a Final Draft Policy and Procedures for adoption by the Council.

### Options

1. As recommended  
Implications: The Policy will be placed on exhibition and returned to the Council
2. The Council amend the Policy prior to exhibition  
Implications: Not known
3. The Council adopt the Policy without exhibition  
Implications: There is no requirement for public exhibition of this Policy under legislation, however it is recommended to allow the Council to consider input from the community prior to adoption of the Policy.

### Background

The Donations Policy and Guidelines has been reviewed in accordance with a number of Council resolutions, which have arisen as the result of discussions about individual applications provided to the Council for consideration.

Several Councillor Briefings and a workshop for Councillors on this topic were held in 2017 and 2018.

The most recent resolution was made by the Council in June 2018, the report for which outlined that *‘the new Donations Policy once drafted will provide improved access and transparency, which will be achieved by:*

- a. *The removal of the “allocated donation” as a continuous donation rolling from year to year.*
- b. *Categories of donations being established, each with relevant criteria, limits and timeframes for funding (where appropriate) and allocation of a proportion of the total funding for each.*
- c. *A bi-annual application process to allow the funding to be available throughout the year and applications to be assessed against other applications for the same funds.*
- d. *The separation of continual operational type funding from policy and the budget and transferred to the appropriate Units within Council for staff to administer. However, still reported as Donations in the Annual Report. This would include payments to Surf Clubs, CCB Payments, School Citizenship Awards and Museum Subsidies.*
- e. *The inclusion of an annual discretionary donation budget for each Councillor.’*

#### Current Annual Donations Policy and Budget

Council’s Current Donations Policy was last adopted in 2013 (Refer **Attachment 2** to this report). Under the current procedures the funding is split between recurring payments (Allocated Donations) and new donations voted by the Council during the year (Unallocated Donations). The budget for donations provided by the Council is about \$310,000, with the money remaining after the Allocated Donations are approved by the Council (via the Delivery Program and Operational Plan (DPOP)) being available for other requests made to the Council during the year. In 2018 Allocated Donations accounted for \$267,531, being 86% of the Donations Budget.

Donations form part of the financial contributions that the Council makes to the community and community-based activities. The 2018 DPOP lists the following:

**Figure 1 – 2018 Donations**

#### DONATIONS

Allocated Donations	\$ 267,531
Unallocated Donations	\$ 42,349
<u>Total Donations Budget</u>	<u>\$ 309,880</u>

#### OTHER PROGRAMS

Events – Tourism	\$150,000
Cultural Activities	\$132,000
Holiday Haven Commercial	\$ 50,000
Business Awards	\$ 40,000
Heritage Programs	\$ 17,000
 Total Other Programs*	 <u>\$389,000</u>

*\*Council also provides other assistance and discounts to community members in leases and use of Council Facilities*

A listing of current recipients under the Donations Program is provided as **Attachment 3** to the report. Council records indicate that some of the Council Allocated Donation recipients have received donations continually for a period of more than 25 years.

### Proposed Donations Policy and Procedures – Features

The key aspects of the policy amendment are as follows:

The focus of the policy amendments has been to achieve greater transparency and accessibility to funds for projects and events which align with the Council's strategic direction and goals for the Shoalhaven.

#### *Categories*

Policy provides for applications for donations to be made under 3 main categories:

- General Donations (Culture, Community & Environment)
- Sponsorship of Local Events
- Subsidised Rental, Rates and Use of Council Facilities

Each category has both generic and specific criteria to be met in the application to ensure the Council has sufficient information to compare and assess applications.

#### *Councillor Discretionary Fund*

It is proposed that a Councillor Discretionary Fund instead be allocated to provide the opportunity for each Councillor to use a nominal annual budget (\$1,500 each), adopted by Council, towards supporting requests for financial assistance for activities that provide, or have the potential to provide, benefit to the community. Conflict of Interest requirements under the Code of Conduct will apply.

#### *Annual application process*

Donation applications will be subject to an Annual Donations Assessment procedure, and successful applications be funded from the total donations budget.

This is a move away from the majority of donations funding being provided via the DPOP, without annual review or assessment.

The exceptions for this are proposed for those matters where the Council has traditionally provided funding to all providers of a service function in the Shoalhaven. They include

- School Citizenship Awards
- Surf Life Saving organisations providing volunteer patrol services
- Lifesaver Helicopter
- CCBs
- Illawarra Institute of Sport.

It is proposed that the current model of 'allocated donations' will be retained for these services; however, these will be included in an annual report to the Council to determine.

An annual applications process is of distinct difference to current practice. The reason for the proposed amendment to the process is to achieve the most effective use of donation funds resulting from the comparison of all eligible applications for projects/services in the Shoalhaven. In previous discussions and workshops with Councillors on this topic a bi-annual process was noted as preferred. After lengthy consideration of this point, it is considered that the splitting of the year into 2 different processes is not ideal as it will result in duplication and difficulties when funds are expended prior to the second part of the financial year, or when the applications in the second part of the year are 'more worthy' of funding than those funded in the first part of the year. It also will allow flexibility within the current budget for spending in the different categories depending on applications received.

The policy is written to not exclude any current allocated donations recipients. All parties have been advised in writing that the donations program is being reviewed and that any funding after 2018/2019 is not guaranteed.

#### *Assessment by a panel of council staff*

This panel would be convened by the Governance Manager and draw expertise from relevant sections of Council related to the applications, e.g. tourism (events), community development, environment. The recommendations of the panel will be provided to the Council for determination.

#### *Provision for 'Emergency Funding' decisions*

The draft Policy provides opportunity for emergency funding; however, a full application will be required, as this will provide the Council sufficient information to consider the merits of each urgent application.

The timeline for adoption of the Policy is proposed as follows:

Date	Action
12 March 2019	Report to Strategy and Assets
15 March – 12 April 2019	Public exhibition of Draft Policy – Current recipients will be provided a Draft of the Policy and encouraged to make a submission
30 April 2019	Report to Council following exhibition – Policy adoption
3 – 24 May 2019	Advertising for 2019/2020 Applications
3 - 24 May 2019	2019/2020 Donation Application period – Including workshops for potential applicants
27-31 May 2019	Assessment Panel Reviews Applications
11 June 2019	Report of Recommended recipients to Strategy and Assets Meeting
July 2019	Applicants advised of funding and payments made

### **Community Engagement**

Given the implications of this Policy on community groups and organisations it is proposed that it be publicly exhibited prior to final adoption. All current recipients will be invited to make submissions.

Once the Council has adopted a new Policy, workshops will be organised to inform potential applicants of the application process.

### **Policy Implications**

It is noted that in addition to donations, there are a number of grants and opportunities for funding by Council. The draft Policy is framed to re-work the current 'allocated' and 'unallocated donations'. It is suggested that the Council should consider resourcing a review all those grant and funding opportunities made available by the Council to present a combined presence or portal facilitating the sharing of information and access to those funds.

### **Financial Implications**

It is envisaged that the budget for donations (\$309,880) will remain at the current levels, with the funding being split across the categories within the Policy.

### Donations 2018-2019: paid 1 July 2018 - 28 February 2019

Purpose	Details	Amount	Source / Voting Mechanism	Notes
<b>Community Services Programs – Recurring Donations</b>				
Beach Patrol Subsidy	Mollymook Surf Life Saving Club	\$5,000	DP/OP	Commenced Prior to 88/89
Beach Patrol Subsidy	Nowra Culburra Surf Life Saving Club	\$5,000	DP/OP	Commenced Prior to 88/89
Beach Patrol Subsidy	Shoalhaven Heads Surf Life Saving Club	\$5,000	DP/OP	Commenced Prior to 88/89
Beach Patrol Subsidy	Sussex Inlet Surf Life Saving Club	\$5,000	DP/OP	Commenced Prior to 88/89
Community Bus	Shoalhaven Transport	\$10,175	DP/OP	Commenced 2010/2011. Until Council Resolution of Sept 2017 this was for fuel costs paid via direct credit to the vehicle fuel account. MIN17.872 monies now permitted to use towards purchase of additional community vehicle.
Community Consultative Body Subsidy	Basin Villagers Forum	\$500	DP/OP	Contribution towards administrative costs in accordance with Guidelines for Community Consultative Bodies
Community Consultative Body Subsidy	Bawley Point / Kioloa Progress Association	\$500	DP/OP	
Community Consultative Body Subsidy	Berry Forum	\$500	DP/OP	
Community Consultative Body Subsidy	Budgong Community Group	\$500	DP/OP	
Community Consultative Body Subsidy	Callala Bay Community Association	\$500	DP/OP	
Community Consultative Body Subsidy	Callala Beach Progress Association	\$500	DP/OP	
Community Consultative Body Subsidy	Cambewarra Residents & Ratepayers Association	\$500	DP/OP	
Community Consultative Body Subsidy	Conjola Community Forum	\$500	DP/OP	
Community Consultative Body Subsidy	Culburra Beach Progress Association	\$500	DP/OP	
Community Consultative Body Subsidy	Curramong Community Association	\$500	DP/OP	
Community Consultative Body Subsidy	Greenwell Point Community Association	\$500	DP/OP	
Community Consultative Body Subsidy	Huskisson / Woollamia Community Voice	\$500	DP/OP	
Community Consultative Body Subsidy	Hyams Beach Villagers Association	\$500	DP/OP	
Community Consultative Body Subsidy	Pride of Bomaderry	\$500	DP/OP	
Community Consultative Body Subsidy	Red Head Villages Association	\$500	DP/OP	
Community Consultative Body Subsidy	Shoalhaven Heads Community Forum	\$500	DP/OP	
Community Consultative Body Subsidy	Sussex Inlet & Districts Community Forum	\$500	DP/OP	
Community Consultative Body Subsidy	Tabourie Lake Residents & Ratepayers Association	\$500	DP/OP	
Community Consultative Body Subsidy	Tomerong Community Forum	\$500	DP/OP	
Community Consultative Body Subsidy	Ulladulla & Districts Community Forum	\$500	DP/OP	
Community Consultative Body Subsidy	Vincentia Residents & Ratepayers Association	\$500	DP/OP	
Community Consultative Body Subsidy	Wandian Progress Association	\$500	DP/OP	
Museum Subsidy	Berry Historical Society Museum	\$2,000	DP/OP	Small Museum Grants transferred in 2015/2016 to Donations Budget from Recreation Culture & Community
Museum Subsidy	Kangaroo Valley Pioneer Museum	\$2,000	DP/OP	
Museum Subsidy	Shoalhaven Historical Society Museum	\$2,000	DP/OP	
Museum Subsidy	Tabourie Museum	\$6,500	DP/OP	
School Citizenship Award	Bomaderry High School	\$100	DP/OP	
School Citizenship Award	Nowra Anglican College	\$100	DP/OP	
School Citizenship Award	Nowra Christian Community School	\$100	DP/OP	
School Citizenship Award	Nowra High School	\$100	DP/OP	
School Citizenship Award	Shoalhaven High School	\$100	DP/OP	
School Citizenship Award	St. John the Evangelist Catholic High School	\$100	DP/OP	
School Citizenship Award	Ulladulla High School	\$100	DP/OP	
School Citizenship Award	Vincentia High School	\$100	DP/OP	
Operational Costs	Nowra RSPCA	\$1,000	DP/OP	Commenced Pre 2009. Towards Vet fees and part animal desexing program
Operational Costs	Ulladulla RSPCA	\$1,000	DP/OP	Commenced Pre 2009. Towards Vet fees and part animal desexing program
Operational Costs	Westpac Lifesaver Rescue Helicopter	\$5,000	DP/OP	Commenced 1981. Medical assistance helicopter.
Operational Costs	Wildlife Rescue South Coast Inc.	\$2,470	DP/OP	Commenced 1992. Pre 2011 was known as Native Animal Network Association Inc.
Sponsorship	Illawarra Academy of Sport	\$15,000.00	DP/OP	Commenced 1987.
		<b>\$78,945.00</b>		
<b>Sponsorship of Local Events</b>				
Community Event - Australia Day	Berry	\$3,500	DP/OP - Voted as block without specifying recipients **	In 2016/2017 the group received \$2500. For 2017/2018 The group's EOI requested funding of \$4,450 for this event. Refer D17/283910. EOI for 2018/19 \$3500.
Community Event - Australia Day	Callala Bay	\$1,220	DP/OP - Voted as block without specifying recipients **	The group requested and received less than was allocated in 2018/19.
Community Event - Australia Day	Mollymook	\$11,267	DP/OP - Voted as block without specifying recipients **	
Community Event - Australia Day	Nowra	\$15,000	DP/OP - Voted as block without specifying recipients **	
Community Event - Berry Celtic Festival	Showground Fee Rental	\$2,000	DP/OP	Commenced 2010. MIN10.4508
Community Event - Blessing of the Fleet Ulladulla	Blessing of the Fleet Committee	\$15,000	DP/OP	Additional \$5000 voted QBR Ord 26 Feb 2019.
Community Event - Carols by Candlelight	Ulladulla	\$2,500	DP/OP - Voted as block without specifying recipients **	In 2016/2017 the group received \$9637. For 2017/2018 The group's EOI requested funding of \$11,067 for this event. See D17/254918. EOI for 2018/19 was \$11,267.
Community Event - Carols by Candlelight	Bomaderry - Harry Sawkins Park, Nowra	\$5,425	DP/OP - Voted as block without specifying recipients **	The total amount requested in the EOI was granted, this was the same amount as 2017/2018.
Community Event - Easter Carnival Huskisson	White Sands Carnival Committee	\$2,000	DP/OP	Commenced Prior to 2010. MIN10.4508
Community Event - Family Day Out	Shoalhaven Turf Club	\$6,000	DP/OP	Commenced Prior to 2009- Reaffirmed 2013. MIN13.1017 / D13/237231
Community Event - NYE Fireworks	Huskisson	\$7,500	DP/OP - Voted as block without specifying recipients **	Donations for these events commenced in 2010 (MIN10.1128).
Community Event - NYE Fireworks	Nowra	\$7,500	DP/OP - Voted as block without specifying recipients **	
Community Event - NYE Fireworks	Ulladulla	\$8,500	DP/OP - Voted as block without specifying recipients **	
Community Event - NYE Fireworks	Berry	\$7,500	DP/OP - Voted as block without specifying recipients **	
Community Event - NYE Fireworks	Shoalhaven Heads	\$5,000	DP/OP - Voted as block without specifying recipients **	
Shoalhaven City Eisteddfod	City Eisteddfod	\$10,000	DP/OP	Allocation in 2018/19 of \$6800 increased to \$10,000 - MIN18.670.
Sponsorship	Cancer Council Relay for Life - Milton ***	\$1,278	DP/OP	MIN10.1310. Fees for Hire of Civic Centre - 2018/19 less than allocated \$1278.
Sponsorship	Cancer Council Relay for Life - Nowra ***	\$6,330	DP/OP	MIN10.1310 Fees for Hire of Showground. 2018/19 event to run March 2019.
Donation	Bird Haven Festival	\$1,000.00	Unallocated MIN18.727	
		<b>\$117,520</b>		
<b>Rates and Rent Subsidies</b>				
Rates Subsidy	Berry RSL Sub Branch	\$2,513	DP/OP - Voted as block without specifying recipients	Each year transfers from the donations budget are made to cover the complete rates of the following properties. These donations have been in place prior to 2003/ 2004.
Rates Subsidy	Sussex Inlet RSL Sub Branch	\$1,892	DP/OP - Voted as block without specifying recipients	
Rates Subsidy	Shoalhaven Advanced Industries (Flagstaff Shoalhaven)	\$601	DP/OP - Voted as block without specifying recipients	



Rates Subsidy	Mollymook Bridge Club Inc.	\$1,677	DP/OP - Voted as block without specifying recipients	
Rates Subsidy	Shoalhaven Clay Target Club (Crown Lands Office)	\$1,085	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Upper Kangaroo River Progress Association	\$827	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Country Women's Association	\$1,898	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Curragong Progress Association	\$2,676	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Country Women's Association	\$1,909	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Nowra Rifle Club Inc (Crown Lands)	\$1,530	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Ulladulla Pistol Club ( State Forests of NSW)	\$790	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Nowra & District Motorcycle Club (Crown Lands)	\$1,979	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Wandandian Progress Association	\$1,442	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Shoalhaven Pistol Club	\$1,352	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Culburra and District Community Health	\$3,377	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Pyree Literary Institute	\$1,031	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Tomerong School of Arts	\$2,666	DP/OP - Voted as block without specifying recipients **	
Rates Subsidy	Cambevarra School of Arts	\$1,389	DP/OP - Voted as block without specifying recipients **	
Rental Assistance	Sussex Inlet CTC	\$7,755	DP/OP	Subsidy for Rent - provides computer training and internet access for the community.
Hire Fees - Callala Community Centre	Friends of Callala Seniors Group	\$1,276	DP/OP	MIN10.616 being 100% of hirer costs for the group.
School of Arts Fees - Albatross Music Company	Albatross Music Company*	\$8,925	DP/OP	Note that the Group also hires the SEC for shows. The cost of those events was discussed by deputation at Strategy and Assets Committee on 24 August 2017.
School of Arts Fees - Music Shoalhaven	Music Shoalhaven*	\$1,200	DP/OP	This was transferred from Arts Grants in 2015/ 2016.
School of Arts Fees - Shoalhaven City Concert Band	Shoalhaven City Concert Band*	\$2,508	DP/OP	For Concert Band - previously was an arts grant.
Nowra Showground Pavilion Fees	Helping the Homeless Soup Kitchen*	\$6,380	DP/OP	MIN17.338
Nowra School of Arts Annex Fees	Lay Missionaries of Charity*	\$4,227	DP/OP	MIN17.337
Rent subsidy	Greenwell Point Men's Shed	\$525.73	Unallocated MIN16.1007	That Council reduce the Greenwell Point Men's Shed rent for land from \$464.00 PA to \$1 PA for the remainder of their five year licence and that the \$463 be provided from the Unallocated Donations Budget (commencing 2016-17)
		<b>\$69,431</b>		
<b>General Donations – Culture, Community &amp; Environment</b>				
Sponsorship	Bravehearts Inc. Education	\$5,000	DP/OP	MIN08.273 Towards the running costs of the Shoalhaven Van. Aim to prevent child sexual assault in community
Shoalhaven Youth Orchestra	Youth Orchestra	\$8,000	DP/OP	
Driver Education Program	Milton Ulladulla Driver Education Program	\$3,000	DP/OP	MIN14.340 / D14/236754
Sponsorship	Milton Ulladulla Entertainers	\$2,500	DP/OP	MIN10.4508
Trophy - Berry and District Garden Club Inc.	Berry and District Garden Club Inc	\$100	DP/OP	MIN69/1999
Fair Trading charges \$180 (annual) + \$433 plaque (one-off)	Sanctuary Point Community Pride	\$613	Unallocated MIN18.659	
Kingman Fires	Allan Tully appeal	\$2,500	Unallocated MIN18.667	
Berry Small Farm Field Day	Berry Rotary	\$2,000	Unallocated MIN18.669	
Refund GJ Gardiner Homes DA fees DA18/1808	Variety Freedom House	\$4,836	Unallocated MIN18.672	
Shoalhaven Sharks accommodation costs	Shoalhaven Sharks ARLKC	\$800	Unallocated D18/320056	
Literary Award sponsorship 2018-19 and 2019-20	Shoalhaven Aboriginal People in Custody	\$2,000	Unallocated MIN18.728	
2018 National Indigenous Football Championships	Wreck Bay Sharks	\$4,000	Unallocated MIN18.796	
Speak Up Tour - Nowra	Katherine Outback Experience - Tom Curtain	\$5,000	Unallocated MIN18.912	Have not included under Events as associated with school visits (anti-bullying program)
Final year of subsidy	Milton Follies	\$2,000	Unallocated MIN16.724	
Repair to cross	St Mary Star of the Sea Church Milton	\$500	Unallocated MIN18.1040	D17/291172. DO NOT INCLUDE IN DP/OP (ENDED)
Travel expenses	Blockstars Lego Tournament	\$5,000	Unallocated MIN19.77	
		<b>\$47,849</b>		

\* Hire Fees Nowra School of Arts and Nowra Showground Pavilion

\*\* Commitments for specific programs do not require public notice (refer to Section 35(3)), an indicative total budget is provided within the DP/OP listing for these specific programs.

\*\*\* Journal transfers / in-kind

Public notice is not required if:  
(a) the financial assistance is part of a specific program, and (b) the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and (d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.

## SA19.24 Peak Tourist Period Management - Progress Update

**HPERM Ref:** D19/25114

**Group:** Finance Corporate & Community Services Group  
**Section:** Tourism

### Purpose / Summary

To update Council on the progress that has been undertaken for Tourism Peak Period Management and in response to previous resolutions of Council.

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

That Council:

1. Receive the report on the results of management strategies implemented over the peak tourism period to manage traffic, safety and local amenity concerns in high visitation areas.
2. Continue to manage short term high tourism visitation challenges over the next 12 months throughout the Shoalhaven Region and continue to provide a net budget allocation of \$150,000 in the 2019/20 financial year to ensure the standard of service and improvements made over the last 12 months are maintained.
3. Commit to ongoing priority be given to resolving Hyams Beach challenges through continued investigation of long-term solutions as follows:
  - a. Actively pursue options for parking outside of Hyams Beach Village with walk in and/or a shuttle bus service, with preference given to two identified potential sites owned by Jerrinja Land Council and National Parks and Wildlife Service respectively.
  - b. Actively work on feasibility, funding and installation of a permanent roundabout to ease traffic congestion and control access into Hyams Beach at peak holiday times.
  - c. Continue to actively investigate the viability of paid parking through the required traffic studies and report back to council in due course.
4. Note that in relation to issues with illegal camping and noise complaints within the Seamans Carpark and in response to strong representations from the community to limit use of the carpark to be open only during daylight hours, the following key actions will be trialled:
  - a. Installation of a gate on the carpark and lock the gate – carpark only open during daylight hours
  - b. Lock toilets – open only during daylight hours
  - c. Investigate the ability to issue higher dollar infringements for illegal camping
5. Receive a further report on the outcomes of the grant application for infrastructure upgrades under the “Shoalhaven Sustainable Tourism Infrastructure Package” as part of the Restart NSW Environment and Tourism fund
6. Actively seek ongoing funding for tourism related infrastructure improvement projects as opportunities arise.
7. Proceed with a limited Expressions of Interest process to identify potential Smart Technology Solutions available to assist in solving the very high visitation challenges identified at Hyams Beach and report findings with estimated budgets back to council and the community via the Hyams Beach CCB.

## Options

1. Council approve the recommendations

Implications: This will be a cost to Council but there are significant benefits including the good will and positive feedback for the region and businesses, and safety of residents and visitors. There will be some offsets for penalties issued during these periods.

2. Council not approve the recommendations

Implications: Council may be criticised for not doing enough in the highly visible tourist locations and this may have negative impacts on return visitation and business and could be a safety risk.

## Background

The Shoalhaven has become a destination for day trippers and holiday makers, to the point where, in peak visitation times, some coastal locations experience conditions where residential amenity is significantly impacted and pressures on infrastructure and service provision are extreme.

This increase in population in towns and villages puts pressure on services and facilities and this is particularly the case at some of our most popular areas such as Huskisson, Hyams Beach and Bandalong. These locations have experienced significant traffic congestion, lack of parking, illegal parking, illegal camping, high levels of waste generation and littering during peak visitation times.

In response to these conditions, additional management strategies were trialled over the October 2018 long weekend and subsequently implemented over the 2018/19 Christmas Holiday Peak Period. The results of these management strategies are presented in this report along with recommendations for continued actions to improve the management the traffic, safety and amenity concerns in high visitation areas in the short, medium and long-term.

## Overall update on 2018/19 Christmas Holiday period

The peak summer holiday operation commenced on Wednesday 26 December 2018 and continued through until 28 January 2019 (34 days).

The following services were provided:

- 34 shifts completed by tourism information staff in various locations.
- Two (2) Contractor Rangers at Hyams Beach.
- Rangers patrolled other coastal locations daily and this included a focus on Bandalong. Rangers concentrating on illegal camping, fires on beaches, littering, parking and dogs not under effective control.
- Up to six (6) traffic control officers at Hyams Beach depending on weather and demand due to visitation i.e. Weekends 6 staff, weekdays 3 to 5 staff.
- One (1) Traffic Coordinator (Council Staff) to instigate Hyams Beach Village Closures and overall coordination of traffic management and services.
- Nine (9) extra bins, with three (3) being 660litre waste bins at Hyams Beach each emptied daily.
- Three (3) Variable Message Boards - one on Jervis Bay Rd before the Huskisson turnoff, one just after Vincentia Marketplace before the roundabout and one on Naval

College Road with messages indicating when Hyams Beach Village Parking was full, no unauthorised camping and 16 white sand beaches.

- One (1) Variable Message Board on Bendalong Road just after turnoff advising no unauthorised camping.

Staff were very much “hands on” with regards to dealing with residents and visitors, with feedback being the service was very much appreciated and beneficial. Residents were encouraged to provide updates to staff and their concerns were addressed promptly.

## Hyams Beach

There are three main beaches at Hyams Beach, Chainman’s Beach, Little Hyams Beach and Seamans Beach.

A temporary roundabout with two (2) traffic control staff was set up on the corner of Naval College Road and Booderee Avenue to control the flow of traffic into the village. Traffic control were located at the southern carpark entrance at Seamans Beach on Cyrus Street, at the “T” intersection of Cyrus Street and Booderee Avenue and at the intersection of Cyrus Street and Hyam Road. The northern part of the village was under a Traffic Control Plan and converted to a one way only system. Once the village was filled at the southern end of Hyams Beach, cars were diverted to the northern end. This usually occurred by 10.30 am on each day.



SA19.24





The variable message board signs (VMS) on Jervis Bay Road and Naval College Road were changed regularly to reflect the traffic conditions during the day and in the evening. During the day the sign displayed '16 White Sand Beaches - For info visit Shoalhaven.com'.



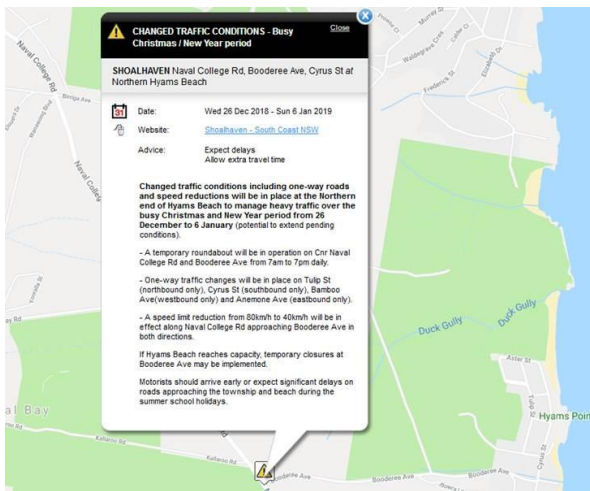
The sign changed during the day to indicate when the parking was full. Many people ignored the VMS and continued to drive to Hyams Beach.



After 5:00 pm the VMS were changed to display 'No overnight stays in Carparks, Reserves, Beaches - Fines Apply'.



RMS Live traffic was used to inform travellers of delays and changes to traffic conditions at Hyams Beach. The below message was displayed from 21 December 2018 through to 28 January 2019.

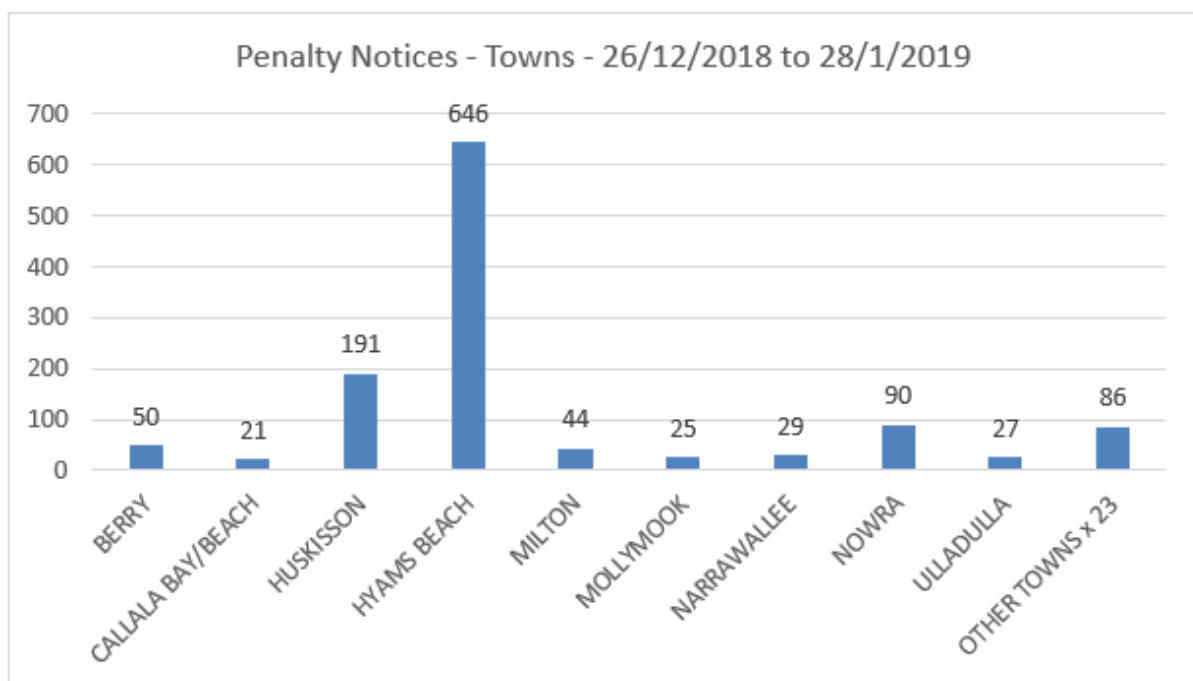


### Ranger activities

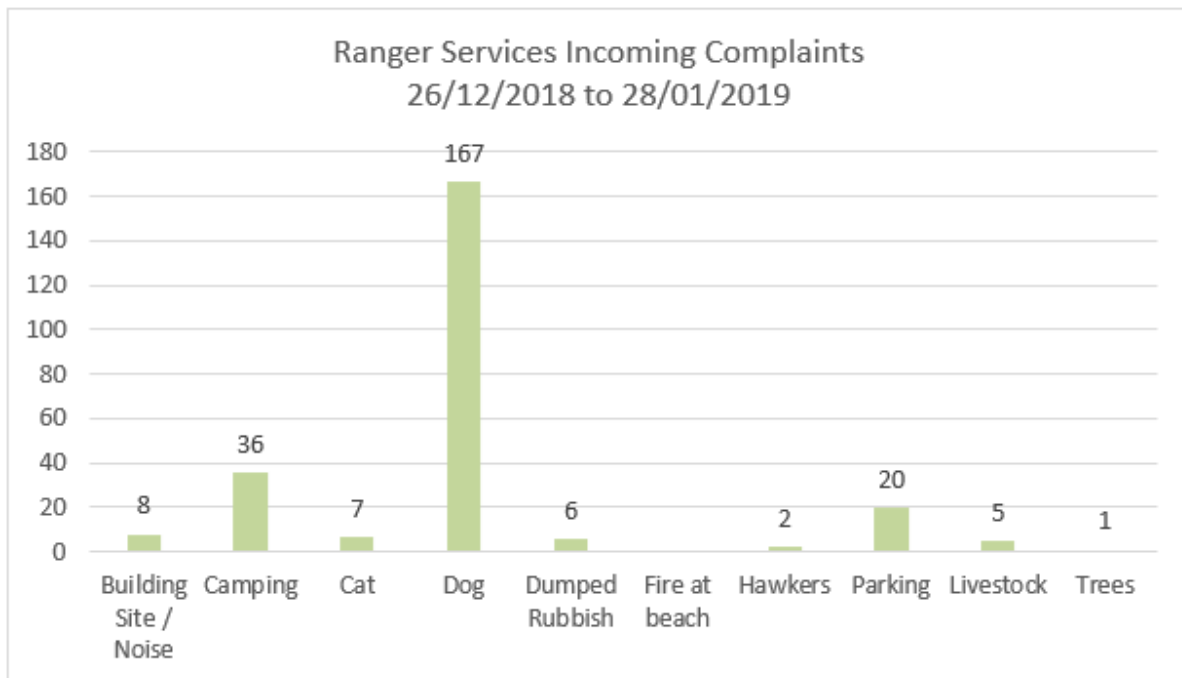
The following statistics indicate the Rangers spent more time in Hyams Beach, Huskisson, Berry and Nowra where they issued mostly parking penalty notices.

### Penalty Notices & Warnings Issued – Shoalhaven

Offence Category	Notices Issued	Value	Warnings Issued
Environmental	55	\$104,010	8
Companion Animals	27	\$7,930	16
Parking	1,109	\$256,642	47
Totals	1191	\$368,582	71



Incoming complaints via Well Done for this period totals 256.



Council will need to ensure there are adequate Ranger resources for future peak periods. Rangers will need to allocate time to patrol other areas such as Currarong, Culburra and Bawley Point as these hot spots have been identified as needing attention.

#### Waste Services

Rubbish removal at Hyams Beach had a high priority during the period, with 9 (nine) extra bins, with three (3) 660 litre waste bins each emptied daily. Waste Services provided a great response with their clean-up crew attending each site at 6.00 am, cleaning up any rubbish and litter in the vicinity.



View of two bins located at Seamans Carpark Hyams Beach 26.12.18





Bin located at Hyams Boat Ramp

### Tourism Marketing

Council's Tourism Marketing team have taken a proactive approach to managing the communications of Hyams Beach across multiple channels. For both the October and Summer holidays 'Live Traffic' alerts were activated with information on conditions. A 'widget' was placed on the Hyams Beach page on visitnsw.com.au to inform potential visitors of the changed conditions – this page being the highest ranked on google search.

A full communication plan with key messages was issued to all stakeholders, with briefings to Executive Strategy communications team. Sentiment was measured using online 'listening' across social and digital media that showed a drop in positive perception for the Jervis Bay area every time a new article was published. Visit Shoalhaven social media channels offered alternative white sand beaches and 100 Beach Challenge call to action, targeted to all visiting and within a 30m radius of Jervis Bay.

Visitor Information Services in region and in centres were briefed on how to offer alternatives, as well as being stocked with an A4 brochure with a map that shows other beaches and nearby facilities.

### **Bendalong**

A VMS located at the start of Bendalong Road with the message, 'Rangers Patrol these Communities, Pre-Booked Camping Only, Fines Apply.'

### Cost of the programme

Council approved a budget of \$126,000 at its ordinary meeting on 30 January 2018. The following costs were incurred for the service provided to Huskisson, Hyams Beach and Bendalong.

Item	Actual costs
Tourism wages (34 shifts)	\$9,000
Waste Services	\$9,700
5 Portaloos (2x Chinamans, 2 Seamans Carpark, 1x Naval College Rd)	\$5,808
Traffic Control wages (3 to 6 staff per day at Hyams Beach)	\$82,228
4 VMS (41 days)	\$13,251
Traffic Survey	\$7,590



Ranger Services wages	
Hyams (2x Contract Rangers @ \$617.50 per day for 34 days)	\$52,000
Contractor Accommodation	\$5,950
Huskisson/Hyams Beach (68 Ranger shifts at Hyams Beach and 36 Parking Patrols Officer shifts at Huskisson) 10 extra Ranger overtime shifts provided for these locations.	\$39,480
Media and Communications	\$1,500
<b>Total cost</b>	<b>\$226,507</b>

A total of 646 penalty notices were issued at Hyams Beach during the period with a ticket value of \$163,298. There is a processing fee of \$19.79 per notice (\$12,784.34) and it is estimated that 80% of the notices will be paid. This is an approximate income of \$120,410.

Offsetting the additional revenue from penalty notices kept the net cost of the peak period management strategies to within the \$150,000 budget allocation.

### Way forward

This programme has delivered a range of benefits and provided a level of management which has mitigated the potential adverse impacts of the very high tourist visitation rates.

It is recommended that the programme continue for the 2019/2020 peak holiday periods which constitute Christmas/New Year, Easter and potentially October Long Weekend. Considering that there will be some offsets for penalty notices issued, it is recommended that the net budget allocation of \$150,000 again be provided in the 2019/20 Draft Budget

Council also needs to focus on the long-term parking and congestion issues at both Huskisson and Hyams Beach.

### **Next Steps and long-term solutions for Hyams Beach**

In December 2019 Micromax Research provided Council and the Hyams Beach community with a summary of the community consultation feedback which contained several recommendations. An update on the key points presented in the Micromex report is provided below:

### **Managing the number of vehicles that enter the village**

#### Outcome: Investigate Out of Area Parking

A desk top review has identified two potential sites for out of area parking.

*Option 1:* Initial discussions have been had with Jerrinja land council both by council staff and the community of Hyams Beach. The Project Officer will be attending the Jerrinja Liaison Meeting on 3 April 2019 to explore carparking and shuttle bus options on Naval College Road more formally and look towards the long-term viability of this option.

*Option 2:* Approaches have been made to National Parks and Wildlife to arrange a meeting to discuss carparking and walking options into Hyams Beach. Whilst no clear direction has been reached, the Tourism Project Officer is continuing to actively work to determine viability of this option.

### **Limit congestion in the village remains a key challenge**

#### Outcome: Actively work to improve traffic flow challenges.

**Step 1:** Actively work with the relevant stakeholders to identify the safest and most effective option for a roundabout to ease traffic congestion and limit access into Hyams Beach. Two identified options include the intersection of Naval College Road and Booderee Ave or on

Booderee Avenue. Council will also actively work to seek funding for construction of a permanent roundabout at the agreed location.

**Step 2:** Actively investigate the viability of paid parking

Traffic studies, as required by RMS, are underway to assist in assessing the possibility for paid parking in the village. Ongoing funding is required for this to continue.

**Step 3:** Many stakeholders have identified the potential use of smart technology solutions to solve some key challenges of Hyams.

It is recommended we open a limited EOI to test the market and see what options could be considered to support key challenges to Hyams Beach and report findings back to Council in due course. These investigations will be undertaken in consultation with the Hyams Beach community and will include paid parking options previously referenced.

**Step 4:** Continue on-site traffic management over peak periods with plans currently in place for Easter 2019.

The vast majority of feedback from the Hyams Beach community has been that the on-site traffic management measure implemented over the Christmas/New Year period were successful and the experience this year for residents and holiday makers was the best it has been for many years.

**Inadequate Infrastructure and the need to protect the natural environment**

Outcome: Plan for infrastructure upgrades including toilets and upgrades to Seamans Carpark.

Funding has been secured for amenities upgrades.

Funding has been sort through the Restart NSW Environment and Tourism Fund for infrastructure upgrades throughout the Shoalhaven – with \$1.3M of grant application directed to works at Hyams Beach.

**Tourism Marketing – Hyams Beach not to be promoted**

Outcome: Hyams Beach is not a feature of any marketing campaign run or supported by Council.

The Tourism Marketing team continue to diversify crowds with the 100 beach challenge during peak times and strategic marketing plans are in place to promote primarily winter activities to reduce seasonality. Hyams Beach will not be featured, outside of its inclusion in the 100 Beach Challenge, in any marketing campaign and the team will continue to work with media to highlight other places where possible.

**Illegal Camping / Noise Complaints**

In relation to issues with illegal camping and noise complaints within the Seamans Beach Carpark, Council has had strong representations from the community to limit use of the carpark to be open only during daylight hours. To address these concerns, the following key actions are proposed to be trialled:

- i. Installation of a gate on the carpark and lock gate – carpark only open during daylight hours
- ii. Lock toilets – open only during daylight hours
- iii. Investigate the ability to issue higher dollar infringements for illegal camping

**Financial Implications**

The peak season traffic management has budget allocations in place for 2018/19 but this will need to continue in the 2019/20 to manage and mitigate potential adverse impacts of very high tourist visitation in several areas. Continuation of funding for these management strategies beyond 2019/20 will be considered in conjunction with the progress made in relation to the long-term management strategies currently under investigation and in consultation with local communities.

## **SA19.25 Events Policy - Definition of Exotic Animals - Circuses**

**HPERM Ref:** D19/63436

**Group:** Finance Corporate & Community Services Group  
**Section:** Human Resources, Governance & Customer Service

### **Purpose / Summary**

To obtain a determination of the Council of the definition of 'Exotic Animals' with respect to the Events Policy.

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

That:

1. With respect to Circuses that the Council defines 'Exotic Animals' to be:
  - a. 'Animals not native to Australia or introduced from abroad (excluding domestically farmed animals). This would include (but not limited to); lions, tigers, monkeys and primates, leopards, elephants, camels, antelope and foreign domestic cattle including Ankole, Gayal and Yak; and
  - b. Australian native animals (excluding those covered under exhibitor/education licences for wildlife rescue groups and educational mobile zoos).'
2. The Events Policy be updated to include this definition.

### **Options**

1. That the definition be adopted as included as recommended  
Implications: This would be consistent with wording used by other Councils with respect to circuses and provide direction to the Council Officers administering the policy
2. The definition be amended prior to adoption.  
Implications: This would provide direction to the Council Officers administering the policy
3. The Council not adopt a definition  
Implications: There would be no definition to provide direction to the Council Officers administering the policy.

### **Background**

Council at its Strategy and Assets Meeting on 18 July 2017 considered a report (SA17.174) with respect to the policy position of the Council with respect to circuses who hire /occupy Council land. Of question was whether the Council would allow circuses with exotic animals. During discussion at the meeting it was noted that no definition of exotic animals had been provided and as Council was in support of not allowing exotic animals, this had to be defined.

The Council resolved:

**RESOLVED** (Clr Proudfoot / Clr Alldrick) **MIN17.616**

*"That Council:*

**SA19.25**

1. Note the report and adopt a policy position of not allowing any circus, which utilise exotic animals, to hire/occupy any Council land (owned or as Trustee); and
  - a. Advise the Illawarra Pilot Joint Organisation (IPJO) accordingly
  - b. Update the Sustainable Events Policy to reflect this position
2. Write to the State Government to seek their support to not allow any circus using exotic animals on any Crown or Private land.
3. Seek clarification on the definition of 'exotic' animal for the activation of the policy."

The Council's current policy with respect to events is the [Events Policy \(POL16/266\)](#)

Following the meeting, research was undertaken, and advice sought as to what the definition of 'exotic animal' could be.

In 3 August 2017 Councillors were provided an email by the Governance Manager with the proposed definition being included in the policy:

*"Circuses using Council premises must limit their use of animals to domesticated animals. Approval will not be given to circuses or performances which include wild/exotic animals (such as elephants, lions, tigers, monkeys and apes) or Australian Native Animals."*

Councillors were requested to provide a response within 7 days and if no disagreement was received within that time, the definition was to be included in the Policy. Eight (8) responses were received, one (1) being disagreement with the proposed definition. Despite queries as to how the definition may be amended to gain approval, none were forthcoming.

As the definition has been identified as remaining outstanding, the matter is now provided to the Committee for resolution.

The definition as it is provided in the recommendation is the result of additional research by the Tourism Unit whom administer the policy.

## SA19.26 Local Government Conference - 2019 National General Assembly of Local Government - Proposed Motions

**HPERM Ref:** D19/58100

**Group:** Finance Corporate & Community Services Group  
**Section:** Human Resources, Governance & Customer Service

### Purpose / Summary

This report requests the nomination of voting delegate (and alternate) and details Council's proposed motions to be submitted to the [Australian Local Government Association – 2019 National General Assembly scheduled for 16 to 19 June 2019 in the National Convention Centre Canberra, ACT.](#)

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

That Council:

1. Endorse the four (4) motions as detailed in this report for submission to the Australian Local Government Association – 2019 National Assembly.
2. Nominate a Councillor as the Council's Voting delegate for the conference.
3. Nominate a Councillor as the Council's Alternate Voting Delegate for the conference.

### Options

1. As per the recommendation.

Implications: The motions and supporting text are finalised and ready for submission prior to the deadline.

2. That alternate motions be presented for consideration.

Implications: motions are required to be submitted by 29 March 2019. In order for the deadline to be reached both the motion and supporting text will be required.

### Background

A Councillor Briefing was held on 22 February 2019 to discuss draft motions for submission. The motions proposed for submission arising from the briefing are as follows:

#### 1. NATIONAL POLICY – CLIMATE CHANGE

##### Motion:

**That the Australian Government establish a consistent framework and provide guidance on measures (including planning controls and asset protection) to be taken by all levels of Government including Local Government with respect to climate-change.**

##### National Objective:

This impacts upon all Councils in Australia

SA19.26

### Summary of Key Arguments:

Local Government authorities across the nation are requiring policy direction from the Federal Government in response to climate-change.

Climate change poses risks to the services, infrastructure and operations of Local Government and Councils have a role in supporting our communities to mitigate and adapt to change to ensure sustainable development, infrastructure and services within our communities.

[The Global Risks Report 2019 \(14<sup>th</sup> Edition\)](#) published by the World Economic Forum lists the top 3 risks in order of importance as extreme weather events; failure of climate - change mitigation and adaption; and, natural disasters. Failure of climate-change mitigation and action is the second highest risk in terms of impact.

These issues need a nationwide approach. Without such an approach there will be inconsistency and lost opportunities in the management of this key risk to communities across the nation.

## 2. ESCARPMENT LINKAGES

### Motions

1. **That the Australian Government recognise that the escarpment crossings of the Great Dividing Range connecting the coastal plain highways to the inland highway networks are roads that are of vital importance to the economic development of Australia and the regions.**
2. **That the escarpment crossings that support, or can induce, a significant freight task should be earmarked to be upgraded to ensure compliance for HML freight vehicles and that these key freight links be included in the National Freight and Supply Chain Strategy and National Action Plan.**

### National Objective:

To address the inefficiencies in the national freight network specifically;

- by ensuring that the efficient movement of freight from areas of production and processing to areas of further processing or consumption is optimised and
- by making existing and new escarpment crossings HML compliant.

### Summary of Key Arguments:

The Great Dividing Range is Australia's most substantial mountain range and the third longest land-based range in the world. It [comprises](#) a series of plateaus and low mountain ranges roughly paralleling the coasts of [Queensland](#), [New South Wales](#), and [Victoria](#) for 3,700 km. Generally, the Great Dividing Range represents a vertical barrier of an average of 800m–1000m. Escarpment crossings are necessary for the movement of freight between the coastal plains and the highway networks of the interior.

The lack of HML compliant escarpment crossings creates inefficiencies by adding significant additional distances and transportation costs to freight tasks. In addition, the lack of escarpment crossings means that transport movement is vulnerable to incidents on the limited number of available routes.

Australia's freight system is the foundation of its economy and success. It connects Australia to the world and allows domestic freight to be moved between regions and within cities. The movement of freight is a key economic driver for Australia. The domestic freight task increased 50% in the 10 years to 2016 and is tipped to grow another 52% by 2036 (*Inquiry*

*into National Freight and Supply Chain Priorities—REPORT).*

Freight movement is a key economic driver for the Nation and HML compliant escarpment crossings are integral to the efficient movement of freight in Eastern Australia.

### 3. ELECTRIC VEHICLE SUBSIDIES

**Motion:**

**That the Federal Government be called upon to support an increase in Electric Vehicles by**

- **Mandating an electric vehicle plug type;**
- **Providing and/or promoting charging infrastructure; and**
- **Providing a subsidy for Councils who use these vehicles**

**National Objective:**

All Australians should be able to employ and benefit from latest vehicle technology.

**Summary of Key Arguments:**

In January 2019, the Senate Select Committee on Electric Vehicles released its [report](#) on the inquiry into the use and manufacture of electric vehicles (EV) in Australia. The ALGA should support all the recommendations of the report to increase the uptake of EVs in Australia. Of utmost importance is that the Australian Government develop a National EV Strategy with targets to boost EV ownership across the country. This includes introducing standards and regulations for battery charging infrastructure, to ensure a national standardised charging network is established across Australia from the outset.

An increase in usage of EVs by Local Government authorities will assist the Federal Government's published aims of uptake of these technologies and could provide cleaner air, better health, smarter cities, lower transport costs and lower greenhouse emissions, and advocate the use of these technologies across the nation. In 2018, the Australian Energy Market Operator (AEMO) effectively doubled its forecast uptake for EVs in Australia, suggesting that within two decades they could account for more than half of Australia's car fleet.

As part of the National Electric Vehicle Strategy, the Federal Government needs to acknowledge the role that Local Government could play in advocating for the uptake of the technologies on a local level. Council, being the tier of government closest to the communities they represent, are in an excellent leadership position to demonstrate the utility of such vehicles and then enable confidence in their adoption into main stream transportation.

A network of compatible charging stations is required, and consumer confidence in the product needs to be improved.

Widening of the plug-in network similarly provides for the adoption of this technology. The easier the usage of EVs, the better and quicker the acceptance will be.

A subsidy for the purchase of EVs by Local Government would offset the current increased costs of EVs and make them comparable in cost for Councils to employ as an alternative to traditionally fuelled vehicles. Councils could help the Federal Government to identify placement of charging infrastructure and in the use of EVs, both test the infrastructure and demonstrate the benefits of EVs by savings to communities at a local level. Council fleets are diverse in nature, distance, usage and function.

SA19.26



#### 4. TOURISM - LOCAL GOVERNMENT ASSETS, INFRASTRUCTURE & COMMUNITIES

##### **Motion:**

**That the NSW Government and Federal Government be called upon to ensure the role Local Government plays in the management of assets, infrastructure and communities is adequately addressed in the Beyond Tourism 2020 Steering Committee Report.**

##### **National Objective:**

Substantial cross government funding and collaboration initiatives for Local Government came from the previous Tourism 2020 report. It is vital that Local Government have a role to play in the development of strategy at the State and National level to ensure the role they play at a local level is addressed. Challenges and opportunities also need to be accurately explored to ensure mutually beneficial partnerships are created.

##### **Summary of Key Arguments:**

The report identifies several opportunities for growth and the importance of the visitor economy to the country, however, greater consideration into the practical management of visitors into our towns and villages needs to be addressed as a key challenge and opportunity. The role Local Government plays is not adequately addressed, and the following key points need to be addressed as a matter of priority.

It is recommended greater consideration be given to the following:

- Reinforce that Local Government are collectively a large and important stakeholder in the visitor economy and request that this be reflected in the Beyond 2020 Strategy.
- It is strongly agreed that cross government collaboration is critical for success of the visitor economy long term.
  - It is critical Local Government have a voice in any policy making decisions and it is disappointing to see that there was no Local Government Representative on the Beyond 2020 Steering Committee;
  - Local Government representation needs to be present on all decision-making processes and policy making decisions going forward.
- The Beyond 2020 Report should formally recognise the importance of Local Government in managing the impacts of the Visitor Economy as a key challenge and opportunity.
- Recognising the role Local Government plays
  - As a major investor in assets that directly drive visitation and overnight stays, like entertainment centres, pools, parks, reserves and caravan parks.
  - In managing the “on ground” visitor experience, influencing return visitation and quality of customer experience;
  - In attracting, directing and approving investment as part of strategic planning
  - In marketing and visitor attraction.
- Formally recognising the challenges increased visitation puts on infrastructure and Local Government resources.
  - With high importance placed on identifying the need for cross government collaboration in supporting and growing the visitor economy into the future;
  - Place high importance in cross government funding to support strategic built infrastructure to support tourism growth opportunities and every day management including roads, telecommunications, built attractions and infrastructure such as parking, toilets and signage.

SA19.26

At the Ordinary Meeting of the Council on 25 September 2018, the Council authorised Councillors to attend the conference as Council business.

Council has not yet nominated their voting delegate for the conference. The recommendation seeks the nomination of the voting delegate. An alternate is also to be nominated to fill in for the delegate if required.

## **SA19.27 Sporting Fields Renovation - Use of Recycled Material**

**HPERM Ref:** D19/43756

**Group:** Finance Corporate & Community Services Group  
**Section:** Recreation Community & Culture

### **Purpose / Summary**

To inform Council of current sports field renovation practices and identify opportunities utilising recycled materials in response to the Notice of Motion from January 2019 Strategy and Assets Committee.

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

That Council:

1. Trials the use of a locally sourced recycled organic soil conditioner at Huskisson Sportsground to evaluate the performance of the material both chemically and physically.
2. Amends the topdressing application practice to align with an industry standard application depth of 10 – 15mm depth.

### **Options**

1. As per recommendation

Implications: Provides Council with the opportunity to assess locally sourced recycled organic soil conditioners.

2. Maintain current strategy of sourcing soil renovation materials through open quotation assessing both local and non local suppliers.

Implications: This strategy does not guarantee the use of local materials.

3. Council does not adopt recommendation and provides an alternate sports field renovation strategy.

### **Background**

At Council's Strategy and Assets Committee in January a notice of motion was received that requested:

1. *"A report be prepared for Council identifying the opportunities and costs of incorporating suitable recycled organic product into the top-dressing media used by Council in the repair, restoration and renovation of Council's sports fields playing surfaces."*
2. *The report makes recommendations with regard to amending and/or modifying current top-dressing practices and media, where considered appropriate".*

Council adopts a wholistic approach to sports field renovations which includes aerating, followed by a sand-based topdressing. Fertilisers, soil conditioners and soil amendments are applied which are field specific and identified through a Chemical Soils Analysis.

**SA19.27**

The majority of sportsgrounds in the Shoalhaven are constructed on natural soils where disturbance of the sports field brings soil fines to the surface causing poor drainage, waterlogging and compaction. Topdressing is important to ensure correct particle distribution on the playing surface.

Topdressing turf is undertaken for four (4) main reasons.

- Restore a level playing surface that has been altered through wear and tear,
- To assist in the control of thatch on the surface which slows down surface speed, bounce and resistance,
- Improve compaction resistance and adjust soil texture,
- Build up soil depth

Council provides an annual budget allocation for the topdressing of sports fields across the City. When assessing which sportsgrounds are to be considered for the topdressing programme, the following criteria is used;

- Playability after wet weather events,
- Usage patterns,
- Soil type / Deformation,
- Recovery of turf from wear and tear.

### **Recycled Organic Material**

There has been an increase in the use of recycled organics for sports-turf renovations in recent years. This material can provide nutrients and assist with nutrient retention. In soils where there is low organic content the addition of organics can improve soil structure and drainage. Organic material will breakdown over time and does not assist in raising surface levels. The addition of organics into a soil profile high in organics can have a detrimental effect on soil drainage. A build-up of fine material at the soil surface can also occur which may reduce drainage. Testing of current organic material levels in soil profile should be undertaken before deciding of any additions.

The nutrient and chemical data of any soil additives should be known before applying them to a turf surface.

Council produce a recycled organic material at its waste facilities throughout the Shoalhaven. This product is currently utilised by local farmers applying it to farm paddocks and residents using it in garden environments. The material has been used on a number of Council landscape projects for weed suppression and erosion control.

Waste Services have not conducted any chemical analysis of the recycled organic material to determine what nutrient or chemical properties it contains. Testing to ensure the correct levels of pasteurisation of the product are currently not being undertaken by Waste Services to ensure it meets Australian Standards for soil conditioners and mulches. Incorrect pasteurisation may result in nitrogen drawdown in turf growing media, having a detrimental effect on turf performance.

### **Current Topdressing material**

The topdressing material Council presently applies to sports fields is classified as Virgin Excavated Natural Material (Vnem) as described in *The Protection of the Environmental Operations Act 1997(POEO Act)*. The sand-based material is typically excavated from land-based quarries or dredged from rivers.

The topdressing sand is then processed and must be tested by an independent and suitably qualified Soil Testing Laboratory to ensure that it complies with the specification required.

The specification currently used is derived from the industry standard benchmark USGA (US Golfers Association) Specification. This sand-based topdressing drains well, and resists compaction therefore increases the playability of the sports fields.

### **Application**

Application of topdressing to the playing surface with sand at the correct rate improves surface firmness, dilutes thatch, improves recovery from turf thinning or cultural practices, and overtime, modifies the rootzone.

The topdressing should be applied at a rate which will allow for the material to be absorbed into the surface and without burying the turf. Typically, a coverage of up to 15 mm is desired.

On occasions some sporting fields have inadvertently been over applied with topdressing material with application depths of up to 50mm - resulting in poor turf recovery and an unstable loose surface.

### **Fertiliser and Soil Conditioners**

The application of fertilisers and soil conditioners is field specific and is based on the recommendations from the Soil Nutrient report.

The current soil conditioner used is a non-locally sourced, premium humate compost containing may beneficial soil organisms which improve growing conditions and the soil environment.

### **Local Suppliers**

In accordance with Council's adopted Procurement Policy, Council staff issues a Request for Quotation (RFQ) once yearly for the supply, delivery and spreading of topdressing sand. Currently there is only one local supplier who can directly supply a topdressing product that meets the current specifications required. Previously quotations have been sought from both local and non-local suppliers. Council has a Local Preference Policy and this is applied when a local company submits a quote. The topdressing works for 2018 were undertaken by a company from the Shoalhaven.

There are companies within the Shoalhaven who are able to provide a recycled organic soil conditioner which could be applied in conjunction with a topdressing material if testing revealed there was an identified need.

### **Soil Testing**

Since 2011 Council has engaged consultants to undertake a Chemical Soil Analysis of sports fields on an annual basis. The testing has been focused on, but not limited to, fields where topdressing is applied.

The Soil Analysis determines the level of specific soil nutritional components that are required to be assessed for maintaining turfgrass. This includes pH, Total Exchange Capacity, the organic matter percentage, the major cations and anions, and the essential minor nutrients.

The Soil Nutrient Report makes recommendations which are field specific and may include the application of fertilisers, soil conditioners and amendments that address deficiencies in soil chemistry and structure.

The main priority with all fields has been to achieve optimum levels and ratios of calcium and magnesium. Once this has been achieved soil microbiology will work at its optimum. This in turn will maximise drainage potential and increase the playability of sports fields.

### **Aerating**

An aerating program is undertaken in autumn and spring across 20 sportsgrounds covering a total of 43 fields. This mechanical procedure not only de-compacts the playing surface, it also expedites the delivery of amendments and nutrition into the soil profile. Aerating allows water to move more freely through the soil allowing it to drain more freely.

### **Irrigation and Drainage**

In 2018 Council adopted a recommendation from the Shoalhaven Sports Board to allocate \$500,000 per annum from the Special Rate Variation (SRV) towards the enhancement of sports field surfacing.

Council has been successful in obtaining grant of \$738,725 from the State Government under the Stronger Country Communities Fund for the installation of drainage and/or irrigation at 5 sportsgrounds. Budget from the Special Rate Variation will be used in conjunction with the grant to facilitate the staged delivery of these projects by November 2020.

The installation of this infrastructure will greatly improve the surface condition and playability of those fields. The timing of these works will aim to minimise disruption to seasonal sports user groups as far as is practical, whilst noting that the delivery of these works will provide a superior playing surface in the longer term. Consultation with affected sports user groups will be undertaken.

In addition to irrigation and drainage, the allocation of the special rate variation budget will allow for an expanded sports-turf renovation program.

### **Community Engagement**

There have been some complaints from user groups at some of Council's sportsground concerning the poor recovery of turf surfaces following topdressing. Concerns had been raised about possible injuries due to the surface conditions being loose and sandy.

It was determined that the main cause of the poor turf recovery was related to the over application of the topdressing material which in some cases was up to 50mm in depth. Council has modified its future specification to align to the industry standard of up to 15mm in depth.

This year the Shoalhaven Football Association expressed concerns about the turf surface at Huskisson Oval. They were concerned about the slow recovery of the turfgrass following the previous football season. It has been proposed to the Huskisson Vincentia Football Club that a trial of a suitable, locally sourced soil conditioner be conducted at Huskisson Sportsground to measure the product's performance on a highly utilised sports field.

### **Financial Implications**

The topdressing expenditure for the 2018/19 financial year was \$55,000 and involved topdressing two sports fields, Vincentia Oval and Ulladulla AFL ground to a depth of 20mm.

An additional \$33,000 was expended to apply fertiliser, soil conditioners and soil amendments across 15 sports fields. The amount spent on soil conditioners for the 2018/19 financial year totalled \$15,750 which equated to \$630 per hectare.

The below table shows the locally sourced recycled topdressing soil conditioner is cheaper per hectare than the currently used soil conditioner but does not meet industry standard USGA specification for a sand-based topdressing.

Soil Renovation Materials Cost Comparison	
Currently used soil conditioner – Non-Locally Sourced	\$630 / hectare
Currently used sand-based topdressing – Locally sourced 10mm depth	\$6,180 / hectare
Locally available Soil Conditioner and topdressing blend 10mm depth (Does not meet Council topdressing specification)	\$4,800 / hectare

### Conclusion

It is recommended that:

1. Council trials the use of a locally sourced recycled organic soil conditioner at Huskisson Sportsground to evaluate the performance of the material both chemically and physically.
2. Council amends the topdressing application practice to align with an industry standard application depth of 10 – 15mm depth.

SA19.27

## SA19.28 Acceptance Grant Funding - Everyone Can Play - Boongaree

HPERM Ref: D19/71945

**Group:** Finance Corporate & Community Services Group  
**Section:** Recreation Community & Culture

### Purpose / Summary

To seek Council approval to accept NSW State Government, Department of Planning and Environment funding of \$200,000 for Bongaree Park Berry Youth Zone Inclusive Flying Fox.

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

That Council

1. Accept the State Government grant funding \$200,000 offer.
2. Delegate authority to the General Manager or nominee, to accept and acquit the grant funding.
3. Write to the State Government Minister for Planning, The Hon. Anthony Roberts MP and Local Member of Parliament Gareth Ward and thank them for the grant offer.

### Options

1. Council accept the grant monies awarded to Shoalhaven City Council for the construction of Youth Zone Inclusive Flying Fox at Bongaree Park Berry.

Implications: Adoption of the recommendation will result in the ability to deliver this important component of Bongaree park.

2. Council reject the recommendation and not accept the grant monies.

Implications: This would mean Council does not receive the funds and will not deliver a flying fox at Boongaree Park Berry.

### Background

Council developed and submitted a grant application in line with Council's endorsed detail design for the Bongaree Park Berry to the NSW Department of Planning and Environment for an inclusive Flying Fox for the Youth Zone in the Park.

Council has been notified that this grant funding application was successful and has received a funding agreement for execution. This agreement must be returned to the Department by no later than 5pm Thursday 14 March 2014 to be eligible to receive the funds as the project progresses.

### Community Engagement

Council has undertaken extensive community consultation during the concept and detail design phases of Bongaree Park in Berry.



## SA19.29 Nowra CBD Multi-Storey Car Park - Update

**HPERM Ref:** D18/418293

**Group:** Assets & Works Group

**Section:** Asset Management

**Attachments:**

1. Supplementary Assessment Report - RA15/1000 - proposed multi storey car park - Nowra CBD (under separate cover) [⇒](#)
2. Submissions - Multi-Storey Car Park - Nowra CBD (councillors information folder)
3. Worrigee Street Carpark Drawings (under separate cover) [⇒](#)
4. Support - DA Approval - 56 Berry St NOWRA - Lot 1 DP 738675 - New Commercial - Multi-Level Public Carpark - Nowra CBD Business Chamber [↓](#)

### Purpose / Summary

To notify Council on the status of the proposed multi-storey car park and to allow Council to determine the next steps.

### Recommendation

That council allocate \$150,000 in the 2019/20 draft budget to complete the detail design required to get the approved multi storey car park at Corner Berry St Worrigee St, Nowra to a shovel ready stage.

### Options

The advantage and disadvantage of each of the following option is outline in **Consideration** section of the report.

1. Do Nothing.
2. Develop the project as approved by the Joint Regional Panelling Panel (JRPP) approval to be "Shovel Ready".
3. Terminate the project.

### Background

At the Ordinary meeting on the 3 September 2013 Council resolved as follows (MIN13.872);

*"That in reviewing the options for satisfying the shortfall in all day car parking within the CBD and in assessing the alternatives, in particular Stewart Place and Worrigee/Berry St car parks, that Council sets a minimum requirement of providing an additional 400 all day car parking spaces over all existing spaces."*

The Worrigee/Berry St car park has 192 existing spaces therefore the Council resolution was for the Multi Story Carpark to deliver **592 Carparks** in total.

A development application, RA15/1000, was lodged with Council on 12 June 2015 seeking development consent for 'the provision of a multi-level public car park (five levels) containing 646 car and motorcycle parking spaces'.

On the 22 November 2016 the JRPP made a unanimous decision to defer this matter and provided Council with a number of reasons for deferral. The “Record of Deferral” reads as follows;

- A. *The panel recommends to defer the determination of the matter until the submission of Amended Plans provided by applicant/council that achieves the following:*
1. *Setback of the proposed building from Worrigea Street and Lawrence Avenue to protect and retain existing trees on the two (2) street boundaries. Setback are to be generally consistent with those proposed in the Draft DCP currently on exhibition. No reduction in the setback to Berry Court to occur.*
  2. *Reduction in height to twelve (12) metres in the south eastern corner of the building consistent with the Planning Proposal currently on exhibition.*
  3. *Elevation treatment of the southern elevation that incorporates a more appropriate architectural solution.*
  4. *Amended Landscape Plan that provides details of proposed vegetation along the southern setback between the site and Berry Court and is to make provision of suitable native vegetation.*
  5. *An Arborist Report be submitted confirming that the amendments will ensure the long-term retention and protection of the trees, including recommended construction methodologies.*
  6. *A further report be prepared and submitted to the Joint Regional Planning Panel (JRPP) that assesses the merits of the amended proposal, including consistency with the draft controls under consideration and include recommended conditions.*
  7. *That the JRPP consider the matter electronically*

At the Strategy and Assets Committee meeting on the 23 February 2017 the Committee resolved, under delegation, as follows (MIN17.22)

*“That Council ask the General Manager make a submission to the JRPP advising them that the recommendation to reduce the building footprint makes the car park unviable, and request advice on the minimum adjustment they would consider.”*

On the 30 April 2018 Council staff met the JRPP members at the Pavilion in Kiama to discuss the deferment of the Worrigea Street Carpark DA (RA15/1000), and Resolution MIN17.22.

The JRPP took the opportunity to get to know the Council staff and to reinforce their concerns in relation to the development application, and advised that they would not review their requirements.

Following this meeting a Two Stage Strategy for the Multi Story Carpark was developed with the objective of:

1. Achieving the maximum parking possible on the existing carpark site in accordance with the Planning Controls that were in place.
2. Ensure that the design in Stage 1 would cater for the possibility of expansion at future stage.

Stage 1 would see 467 delivered at a ballpark cost of \$14m approx. and Stage 2 would see 225 delivered at a ballpark cost of \$10m approx. (this would be the acquisition of the actual apartments, providing a larger footprint to increase the capacity of the car parking spaces) this strategy would deliver a total of 692 carparks at a total ballpark cost of \$21m.

### Re-notification

Due to the extent of the amendments to the application, passage of time that has elapsed, and the level of public interest in the application it was considered appropriate and necessary (and consistent with Council's Policy) to renotify the application for 14 days. The application was renotified by letter to people and bodies that made a submission to Council regarding the original application.

Sixteen (16) submissions were received by Council during the recent notification. The concerns raised within the submissions were outlined within Council's supplementary report.

### Determination

Council's supplementary report was submitted to the Panel (attachment 1). The supplementary report recommended that the application be approved subject to the imposition of appropriate conditions of consent.

The Southern Regional Planning Panel met on 28 November 2018 at Shoalhaven City Council to determine Council's Development Application 2015STH014 (RA15/1000) for a multi-storey car park on the corner of Berry and Worrigee Streets, Nowra. The proposed car park includes five levels containing 467 cars and 18 motorcycle parking spaces. The public meeting was to give interested people the opportunity to speak directly to the Planning Panel before a decision was made. The Panel approved the development for a total of \$15 million dollars (original estimate of cost), plans No 1311 see (Attachment 3)

The approval has a life of 5 years

The cost for Council to get to this point is \$78,000 approximately \$65,000 has been spent up to the JRPP decision and further \$13,000 since the JRPP decision.

On the 10 December 2018 council received a letter from The Nowra CBD Business Chambers supporting and congratulating the council staff involved in the approval of Development Application of the multi Storey Car Park see (Attachment 4).

### **Consideration**

The task for Council now is to determine the next step.

A centralised Car parking solution offers the following:

#### Advantages

1. Minimised the CBD parking footprint, making more space for commercial and social activities.
2. Reduces unnecessary traffic within the CBD by eliminating the need to use the CBD streets to circulate until a carpark can be found
3. Makes the signage and traffic management into and out of the CBD less complicated
4. Simplifies the car parking timing and charging arrangements should Council decide to implement these strategies.
5. Leads to activation of the CBD as more walking within the CBD is involved.
6. Frees up private sites for more commercial development and allows for a Carparking Contribution Plan to be implemented.
7. Should technology change the way we approach parking the on-street carparks can be wound back first and ultimately ground floor and upper floors of the Multi Storey Car park could be repurposed (if this consideration was built into the original design plans).

#### Disadvantages

1. Upfront costs.
2. Aesthetics.
3. The location is not going to be central to every destination in the CBD.
4. Peak Hour access issues.

By decentralising, the Car Parking solution is the opposite solution in which “on street” parking is provided throughout the CBD.

The decentralised approach works reasonably well for small towns (say under a 30,000 population) and most towns over 100,000 population will have at least one multi story carpark in their car parking strategy. Any proposal to not consider a multi-story carpark will have a limited lifespan if the Nowra CBD and Nowra population grows as expected.

There are 3 viable options considered in this report:

1. Do nothing;

#### Advantages

- Defers any Capital Expenditure
- Allow for options to amend the DCP and thus increase the carparking on the Worrige/Berry site, to be considered and if viable perused

#### Disadvantages

- Carparking shortage is not really addressed
- More on street parking will be required, congesting the streets more and potentially losing streetscape aspects (i.e. trees)

2. Develop the JRRP approved plans to “shovel ready”. Estimated Cost of \$150k.

#### Advantages

- Opens up the possibility of attracting external funding (i.e. Grants and developer contributions)
- Allows the CBD carparking strategy development to proceed with more certainty. This includes refinement of the current on street arrangements.
- Allows the Stewart Place Carpark redevelopment strategy to proceed with more certainty.

#### Disadvantages

- Carparking shortage is not really addressed in the short term.
- If the project remains in the “shovel ready” phase for an extended time more on street parking will be required, congesting the streets more and potentially losing streetscape aspects (i.e. trees)

3. Abandon the project.

#### Advantages

- Allows the CBD carparking strategy development to proceed with more certainty, although satisfactory solutions become limited.

- Allows the Stewart Place Carpark redevelopment strategy to proceed with more certainty, although the loss of carparking during any construction works would need to be addressed. The current construction works at the Shoalhaven Hospital provide a bit of an insight as to the likely issues to be faced when carparking is removed for construction works and the need for the parking remains during construction.

#### Disadvantages

- Carparking shortage is not really addressed
- More on street parking will be required, congesting the streets more and potentially losing streetscape aspects (i.e. trees)
- The CBD carparking strategy development will be forced back to the drawing board.
- The investment of \$78k so far to achieve planning approval, would be wasted.

Given the investment and strategic work to date Option 2 is considered the preferred option.

### Community Engagement

This proposal has been the subject of extensive community consultation no further stakeholder consultation is planned at this stage.

Once a detailed design and costing is prepared Council may wish to consult with the community before committing any funds.

### Policy Implications

Nil.

### Financial Implications

There is no allocation for the detailed design or construction works in Council's Long Term Financial Plan.

The collection of section 94 contributions is ongoing for the CBD Nowra Car Parking however the current balance is -\$74k

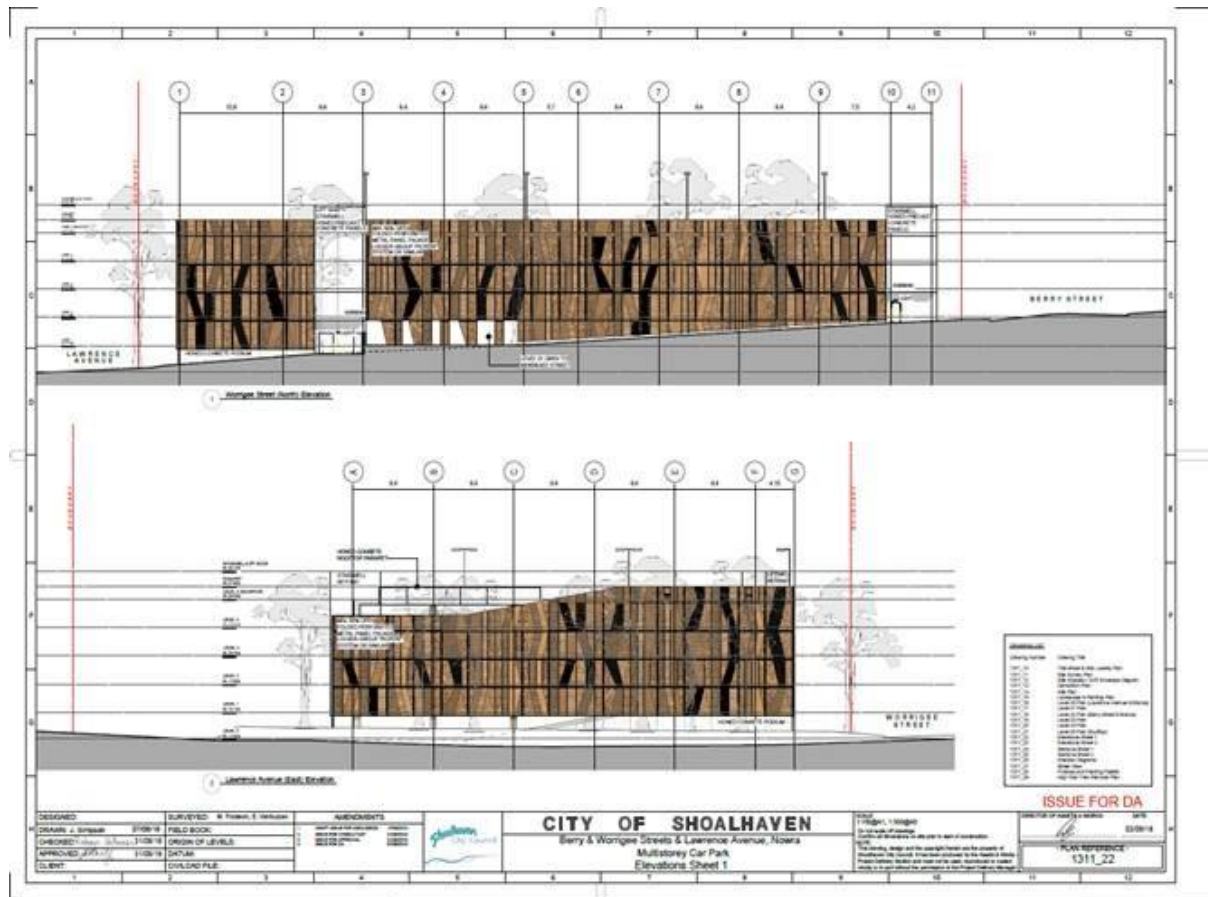
Council has allocated \$300k in the 19/20 financial year to Nowra CBD On Street Car Parking strategy and to date conceptual designs are nearing completion. A report on the feasibility of these designs are being prepared for Council consideration.

Should Council decide not to pursue the same conceptual options any unspent funding allocation could be redirected to the detail of the multi storey car park. This could be considered at a Financial Quarterly Review.

### Risk Implications

Inadequate or inefficient carparking could begin to cripple the CBD and thus would have flow on effects to the Nowra economy.





Amended Elevations - North (Worrige St) and East (Lawrence Ave)

SA19.29





10<sup>th</sup> December 2018

Shoalhaven City Council  
PO Box 42  
NOWRA NSW 2541

Dear Mayor Findley

**RE: SOUTHERN REGIONAL PLANNING PANEL'S APPROVAL FOR DA FOR A MULTI- LEVEL  
CAR PARK RA15/1000**

We were extremely pleased that the above DA was approved on Wednesday 28<sup>th</sup> November 2018. As you would be aware, the idea for a multi-level car park in the Nowra CBD has been in the pipeline for more than 40 years. The need for this all day car parking facility has been reinforced by numerous consultants' reports over the intervening years. Its construction will bring a great sigh of relief to the many users of the CBD who need/require extended parking times.

We congratulate Council, in particular its Engineering and Planning Groups, for achieving this milestone. It has not been an easy road through the various stages of the approval processes. Council has demonstrated both commitment and tenacity in securing this outcome. Our group has traveled closely with Council on this journey and are most happy to continue to contribute our time, energy and resources as council works up its financing package to deliver the facility.

We look forward to working with Council to bring the project to fruition.

Yours Sincerely



**Scott Baxter**  
Nowra CBD Business Chamber

**Nowra CBD Business Chamber**  
PO Box 448, Nowra NSW 2541  
e: [nowracbd@gmail.com](mailto:nowracbd@gmail.com)



## **SA19.30 Bendalong Boat Harbour - Erosion Control Measures**

**HPERM Ref:** D19/35666

**Group:** Assets & Works Group  
**Section:** Project Delivery & Contract

**Attachments:**

1. Photograph of possible large rock structure - Bendalong Boat Harbour [↓](#)
2. Bendalong Coastal Hazard Mapping Report - September 2017 (under separate cover) [⇒](#)
3. Bendalong Draft Coastal Hazard/Erosion Technical Advice Report - April 2018 (under separate cover) [⇒](#)
4. Bendalong Boat Harbour - Erosion Control Measures MI Engineers Presentation (under separate cover) [⇒](#)

### **Purpose / Summary**

The purpose of this report is to allow Council to confirm the preferred erosion control measures at Bendalong Beach, to help protect the beach from regular storm and coastal erosion forces. When adopted these measures will form part of the Bendalong Boat Harbour Masterplan.

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

That Council adopt the following measures to address stormwater and coastal erosion at the Bendalong Boat Harbour and include these measures in the Draft Bendalong Boat Harbour Masterplan for consideration at a future date:

1. As outlined in the report by MI Engineers (Stormwater Infrastructure Upgrade Report 18 January 2018)
  - a. Divert as much stormwater as possible away from the catchment that discharges to the beach. Estimated to cost (\$140,000);
  - b. Address erosion in the major draining channels within the catchment by lining the channels with rock protection. Estimated to cost (\$130,000);
  - c. Convert the piped outlets onto the beach to surcharge/soak-away pits thus allowing rock protection arrangements to be continuous along the beach. Estimated to cost (\$140,000);
  - d. Convert the piped inlets to pit inlets and line the road side drain with rocks to provide scour protection. Estimated to cost (\$80,000)
  - e. Longer Term – When the time comes to reconstruct the road (say 5 to 10 years), provide a causeway crossing and thus eliminate the pipe crossings altogether. Estimated to cost (\$160,000).
2. As outlined in the Bendalong Draft Coastal Hazard/Erosion Technical Advice Report – April 2018 – prepared by Advisian. Sort existing rock at the eastern end of the beach and place on the eroded sections of the beach to interlock and provide protection for wave attack up to 0.7m. Estimated to cost \$30,000.

## Options

1. Adopt the recommendation as written.

Implications: The stormwater and coastal erosion mitigation measures for Bendalong Boat Harbour will be included in the Masterplan.

2. Not adopt the recommendation as written.

Implications: The stormwater and coastal erosion mitigation measures for Bendalong Boat Harbour will not be included in the Masterplan, therefore causing further delays in the future.

## Background

Council has been working with MI Engineers to develop a stormwater management plan/design that will reduce the impact of stormwater on coastal erosion.

Council has also been working with Chris Adamantidis, Principal Coastal Engineer from Advisian, on addressing the coastal hazard issues. Advisian has provided two (2) technical reports on coastal hazards to help inform the Masterplan as follows:

1. Bendalong Coastal Hazard Mapping Report – September 2017 – Attachment 2 D17/300902.
2. Bendalong Draft Coastal Hazard/Erosion Technical Advice Report – April 2018 – Attachment 3 D18/251463.

It is important to note that both MI Engineers and Advisian have referred to the Bendalong Boat Harbour Aboriginal Cultural Heritage Assessment Report, 2017, in conducting their work.

On 18 September 2018 the General Manager conducted a Council Briefing on the erosion issues and invited the following to attend with Councillors and Senior Staff:

Kevin Miller – President Red Head Villages Association  
Robyn Ralph – Secretary Red Head Villages Association  
Lexie Meyer – Member Red Head Villages Association  
Mal Windley – MI Engineers  
Chris Adamantidis – Advisian  
Kelie Clarke – Environmental Services Manager

The presentation by Chris Adamantidis essentially covered two (2) possible options to address Coastal Erosion, those being:

1. Constructing a large rock structure, 160 metres long, using rocks of 800mm in diameter with the footprint extending 10m into the beach (Attachment 1)

This option would cost more than the value of the assets that the structure would protect, was unlikely to receive approval for the State Government, could create an additional erosion problem where it currently does not exist, and would potentially impact on the Aboriginal middens, in the western part of the beach.

The estimated cost of this option is approximately \$3,000,000.

This option was the option preferred by the Red Head Villages Association (RHVA) and the Association would consider any other option as only temporary and a waste of money.

2. Construct a hand placed rock structure using existing rocks that are much less than 800mm in diameter, placed in an interlocked fashion. This rock cover layer would provide protection for waves up to 0.7m high, and could be easily repaired if damaged by larger events. The estimated cost of this option is approximately \$30,000.

The presentation by MI Engineers outlined the following Stormwater Erosion Protection Strategy – see Attachment 4

1. Divert as much stormwater as possible away from the catchment that discharges to the beach. Estimated to cost (\$140,000);
2. Address erosion in the major draining channels within the catchment by lining the channels with rock protection. Estimated to cost (\$130,000);
3. Convert the piped outlets onto the beach to surcharge/soak-away pits and thus allow rock protection arrangements to be continuous along the beach. Estimated to cost (\$140,000);
4. Convert the piped inlets to pit inlets and in the road, side drain with rocks to provide scour protection. Estimated to cost (\$80,000);
5. Longer-term – When the time comes to reconstruct the road (say 5 to 10 years), provide a causeway crossing and thus eliminate the pipe crossings altogether. Estimated to cost (\$160,000).

The total estimated cost of this strategy is approximately (\$650,000).

Members present suggested that the RHVA agreed in principle with this strategy.

Current budget allocations have been utilised in pursuit of this strategy with the following works already being undertaken:

- Beach scraping
- Installation of new beach access
- Aboriginal cultural heritage activity report (ACHAR) prepared
- Aboriginal heritage impact permits (AHIP)

Note: Additionally, the toilet block replacement project was completed in Feb 2019 at a total cost of \$240,000.

### **Consideration**

The preferred way forward is as follows:

1. Adopt the strategy proposed by MI Engineers; and
2. Adopt the hand placed rock option developed by Chris Adamantidis Advisian;
3. Include both of these outcomes in the Bendalong Boat Harbour Masterplan.

\$90,000 has been allocated in the 2019/2020 for the completion of the Masterplan.

If Council wanted to pursue the Large Rock structure outlined by Chris Adamantidis of Advisian, it should be noted that:

1. State Government Agencies have expressed strong concerns/doubts that such a solution would meet legislative and policy outcomes
2. The implementation of this option, if it was approved, would be a few years away, and thus the “Small Rock” option would still need to be implemented.
3. The larger rock protection structure is not identified in our certified Coastal Zone Management Plan, and thus would not be eligible for funding from NSW OEH
4. The larger rock protection would trigger approval from the NSW Coastal Council.
5. Any larger coastal protection project that have a higher value than \$1 million automatically require a Cost Benefit Analysis to be undertaken as per the Coastal Management Act 2016.

The most logical way forward for the “Large Rock” option would be for Council to allocate (\$50,000) in the draft 2019/2020 budget to develop a detailed plan and costing for the Bendalong Boat Harbour “Large Rock” option, outlined in the Bendalong Draft Coastal Hazard/Erosion Technical Advice Report – April 2018, and seek formal advice on the approval process for this option from the State Government and report this advice back to Council for consideration.

**Policy Implications**

Nil

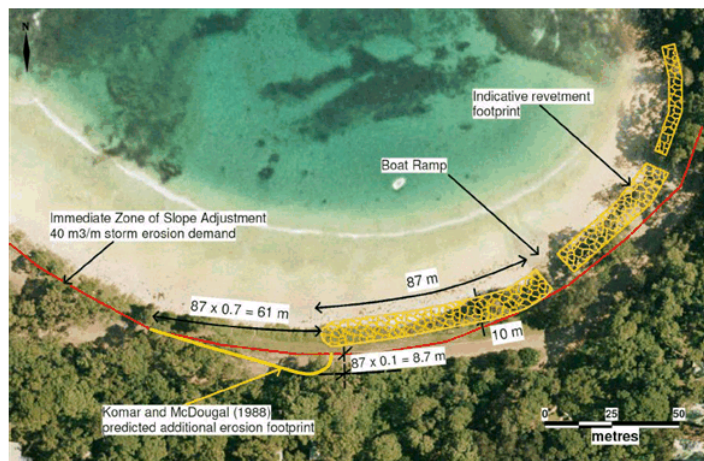
**Financial Implications**

Nil. Funding for the Masterplan is a 2019/2020 budget consideration and parts 1 and 2 from the MI Engineers Strategy have already been funded (Total Cost \$270,000), and the remaining allocation would form part of Council’s future budget considerations.

Other outstanding works will be included into Council’s Long Term Financial Plan once the Masterplan is adopted.

The presentation by Chris Adamantidis – Advisian.

1. Constructing a large rock structure 160 metre long, using rocks of 800mm in diameter with the footprint extending 10m into the beach.



## **SA19.31 Classification of Land - Lot 542 DP 1250028 - Macquarie Drive Burrill Lake**

**HPERM Ref:** D19/46192

**Group:** Assets & Works Group

**Section:** Business & Property

**Attachments:** 1. Survey Plan [↓](#)

### **Purpose / Summary**

To provide Council with an opportunity to consider the classification of land described as Lot 542 DP 1250028, Macquarie Drive Burrill Lake in 3A07/1005, as Community Land.

### **Recommendation**

That Council resolve to classify the land as Lot 542 DP 1250028, Macquarie Drive Burrill Lake in 3A07/1005, as Community Land.

### **Options**

1. Resolve as recommended.

Implications: The land will be able to be used as public reserve. Should any objections be received prior to the close of submission on 27 March 2019, Council will be notified at its meeting in April 2019.

2. Not resolve as recommended.

Implications: The land will default to Community Land and be subject to the Community Land provisions as outlined in the Local Government Act 1993 (LGA93).

### **Background**

Council has issued Subdivision Certificate SC18/1110 for a subdivision at Burrill Lake. Upon registration at Land Registry Services, Lot 542 DP 1250028, Macquarie Drive will be dedicated to Council as a public reserve.

The land is currently zoned part E2 (Environmental Conservation) and part R1 (General Residential) as a flow on from the parent lot. The zoning will be amended to reflect the public reserve status by way of an upcoming LEP housekeeping amendment.

Section 31(2) of the Local Government Act, 1993 (LGA93) provides that before Council acquires land, or within 3 months after it acquires land, Council may resolve to classify it.

There are two classifications available:

1. Operational Land – land which Council owns as a business entity and upon which it conducts Council business, and
2. Community Land – land in Council's ownership which is held for and on behalf of the Community subject to the Community Land provisions of the LGA93.

A resolution of Council, within the time frame prescribed in the LGA93, is required to finalise the classification of land as Community.

Land incorrectly classified (via resolution or by default) that subsequently requires an ability to be dealt with will require a reclassification to operational land that involves the making of an LEP amendment under the EPA Act 1979. This is a timely and costly exercise with no budget having been provided.

### **Community Engagement**

In accordance with Section 34 of the LGA93, a public notice of Council's intention to classify the land as Community was placed in the South Coast Register and the Milton Ulladulla times allowing 28 days for written submissions, closing 27 March 2018.





## SA19.32 Classification of Land - Lot 332 DP 1224103 of Subdivision SF9055 - Sussex Inlet Rd Sussex Inlet

**HPERM Ref:** D19/46272

**Group:** Assets & Works Group  
**Section:** Business & Property

**Attachments:** 1. Plan of Survey [↓](#)

### Purpose / Summary

To provide Council with an opportunity to consider the classification of land described as Lot 332 DP 1224103 in SF9055, Sussex Inlet Rd, Sussex Inlet, as Operational Land.

### Recommendation

That Council resolve to classify the land described as Lot 332 DP 1224103 in SF9055, Sussex Inlet Rd, Sussex Inlet, as Operational Land.

### Options

1. Resolve as recommended.

Implications: The land will be able to be used for its intended purpose of drainage reserve. Should any objections be received prior to the close of submission on 27 March 2019, Council will be notified at its meeting on 9 April 2019.

2. Not resolve as recommended.

Implications: The land will default to Community Land and be subject to the Community Land provisions as outlined in the Local Government Act 1993 (LGA93).

### Background

Council has issued Subdivision Certificate SC18/1102 (SF9055) for a subdivision at Sussex Inlet. Upon registration at Land Registry Services, Lot 332 DP 1224103 in SF9055, Sussex Inlet Rd, Sussex Inlet, will be dedicated to Council as a drainage reserve.

The land is currently zoned part RU2 (Rural Landscape); part R1 (General Residential) and part R2 (Low density Residential) as a flow on from the parent lot. The zoning will be amended to reflect the drainage reserve status by way of an upcoming LEP housekeeping amendment.

Section 31(2) of the Local Government Act, 1993 (LGA93) provides that before Council acquires land, or within 3 months after it acquires land, Council may resolve to classify it.

There are two classifications available:

1. Operational Land – land which Council owns as a business entity and upon which it conducts Council business, and
2. Community Land – land in Council's ownership which is held for and on behalf of the Community subject to the Community Land provisions of the LGA93.

Land will automatically be classified community land if it is acquired or dedicated (under Section 7.11 of the EPA Act 1979) being “subject to a trust for public purposes” i.e. land intended for public access or use. The advantage of community land is it will restrict the alienation and use of the land, thereby protecting the public interest.

Operational land on the other hand has no special restrictions other than those that may apply to any parcel of land. The advantage of operational land is to afford Council flexibility in its use and any future dealings.

A resolution of Council, within the time frame prescribed in the LGA93, is required to finalise the classification of land as Operational. Should the classification process not be completed, the land will default to Community Land.

Land incorrectly classified (via resolution or by default) that subsequently requires an ability to be dealt with will require a reclassification to operational land that involves the making of an LEP amendment under the EPA Act 1979. This is a timely and costly exercise with no budget having been provided.

### **Community Engagement**

In accordance with Section 34 of the LGA93, a public notice of Council's intention to classify the land as Operational was placed in the South Coast Register and the Milton Ulladulla Times on Wednesday 27 February 2019, allowing 28 days for written submissions, closing 5pm Wednesday 27 March 2019.



## SA19.33 Grant of Electricity Easement for Pad Mount Substation and Restriction on the Use of Land to Endeavour Energy - Shoalhaven Indoor Sports Centre - 84 Cambewarra Road, Bomaderry

**HPERM Ref:** D19/20550

**Group:** Assets & Works Group

**Section:** Business & Property

**Attachments:** 1. Proposed Electricity Easement - SISC - Lot 100 DP 1237704 - 84 Cambewarra Rd Bomaderry [↓](#)

### Purpose / Summary

This report provides Council with an opportunity to consider granting an Easement for a Pad Mount Substation and the creation of a Restriction on the Use of Land in favour of Endeavour Energy over Council owned community land comprised in Lot 100 DP1237704 at 84 Cambewarra Road, Bomaderry as shown and marked (P) and (R) on Attachment 1.

### Recommendation

That Council:

1. Grant an Easement for a Pad Mount Substation and the creation of a Restriction on the Use of Land in favour of Endeavour Energy over Lot 100 DP1237704, 84 Cambewarra Road, Bomaderry; and
2. Authorise the General Manager to sign all documentation required to give effect to this resolution and to affix the Common Seal of the Council of the City of Shoalhaven to all documentation required to be sealed.

### Options

1. Resolve as recommended.

Implications: The easements are required to provide Endeavour Energy with legal access for the operation and maintenance of its essential public infrastructure.

2. Not resolve as recommended.

Implications: Endeavour Energy will not have guaranteed access to maintain the public infrastructure which may have a negative impact on the operation of the Indoor Sports Centre.

### Background

A tender for the Shoalhaven Indoor Sports Centre Electrical Trade Package was considered and resolved by Council on 25 July 2017 Minute 17.674C,

Pursuant to Council resolution, an easement is now required over Council owned community land for the pad mount substation and the creation of a restriction on the use of the surrounding land to ensure Endeavour Energy has legal access for the operation and maintenance of its essential public infrastructure.

SA19.33

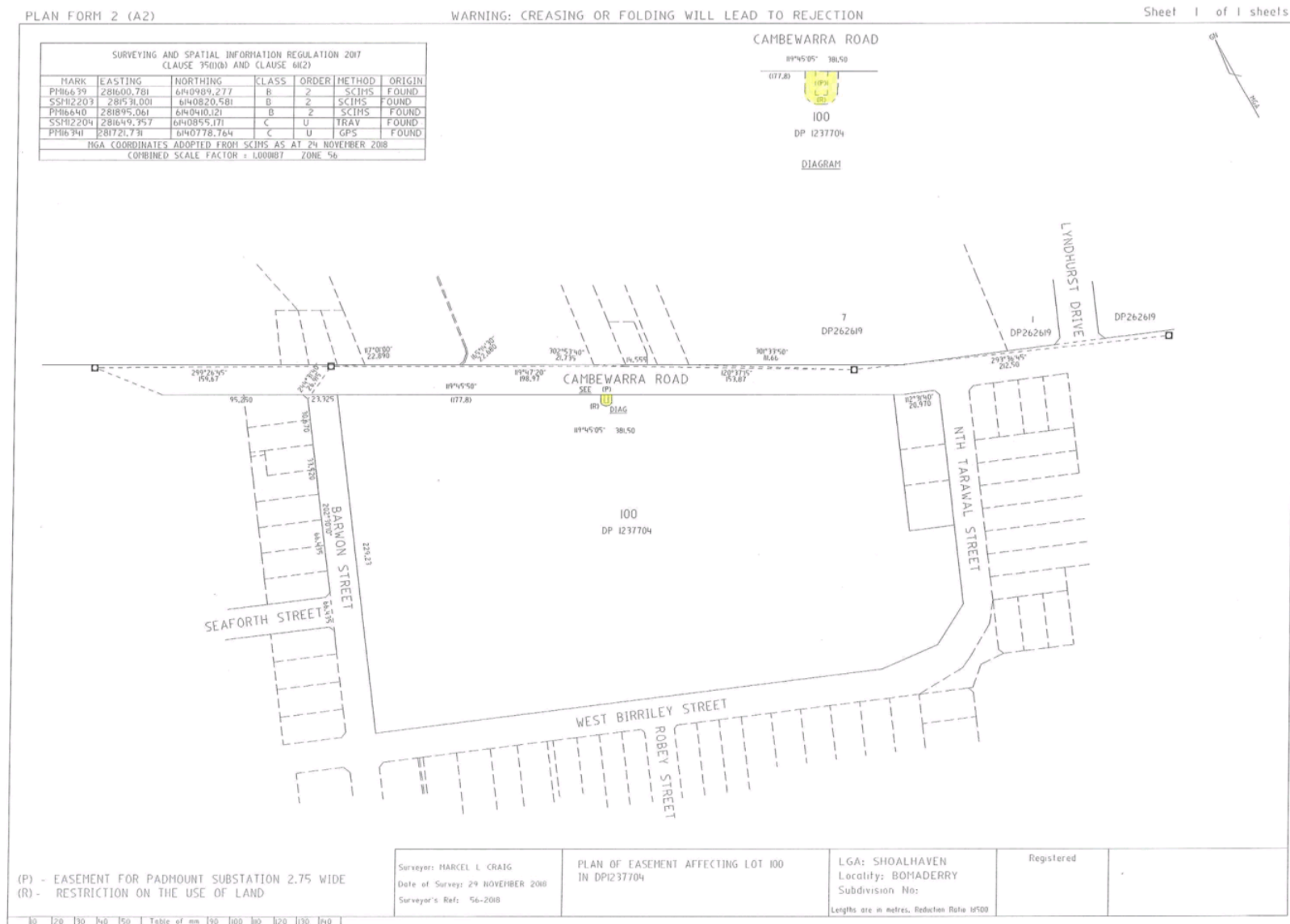
The easements are required as a condition of supply of electricity by Endeavour Energy in connection with the development of the Shoalhaven Indoor Sports Centre and is to be created at no cost to Endeavour Energy.

Council approval is required for execution under seal of the Deposited Plan Administration Sheet to register the dealings on the title for the land.

The easements will be created by registration of the plan. A bond of \$20,000 is to be refunded to Council upon registration of the documents.

### **Community Engagement**

This matter is considered to be a local area low impact issue as outlined in Council's Community Engagement Policy and Handbook and therefore no community engagement has taken place.



## SA19.34 South East Weight of Loads Group (SEWOL) - Deed of Agreement

**HPERM Ref:** D19/46340

**Group:** Assets & Works Group  
**Section:** Works & Services

### Purpose / Summary

To recommend the continuation of the Deed of Agreement between Shoalhaven City Council and South East Weight of Loads Group for law enforcement and prosecution under the Roads Act 1993 - Road Load Limit and Exceed Axle Weight.

### Recommendation

That:

1. The Deed of Agreement between the Shoalhaven City Council and Queanbeyan City Council (on behalf of the association known as the South East Weight of Loads Group), for the purposes of administering the weight of loads of motor vehicles using local council and classified roads, be continued for a period of 4 years, with the annual contribution being voted from the relevant year's Roads Maintenance allocation (Job No 25002);
2. The General Manager be authorised to agree to changes to SEWOL inspectorial staff, on behalf of Council; and
3. The Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed, otherwise the General Manager be authorised to sign any documentation necessary to give effect to this resolution.

### Options

1. Continue the Deed of Agreement for a further four years and authorise the General Manager to approve changes to SEWOL inspectorial staff.

Implications: Damage to the local road system is reduced. There is a financial outlay which is minor in relation to the potential road asset damage.

2. Do not continue with the Deed of Agreement.

Implications: Significant increased damage from overloaded heavy vehicles would occur, or Council would have to organise its own enforcement team, delegations and equipment. This would be at a significantly higher cost than the annual membership contributions.

### Background

Council has been a member of the South East Weight of Loads Group since 13 March 1992. Also in the Group are:

- Queanbeyan-Palerang Regional Council;
- Snowy Monaro Regional Council

- Hilltops Council
- Cootamundra-Gundagai Regional Council
- Yass Valley Council
- Goulburn Mulwaree Council
- Junee Shire Council
- Wollondilly Shire Council

The South East Weight of Loads Group is a voluntary association of councils for the purpose of administering the provisions of the Roads Act 1993 and other legislation. These legislations provide limits on the weight of loads for motor vehicles using local and classified roads and create offences for breaches of the weight limits and enforce uncovered and unsecured loads. The South East Weight of Loads Group is administered by the Queanbeyan-Palerang Regional Council.

The primary focus of the Group (and Council) is to reduce the cost of maintaining roads by preventing damage caused by overloading of vehicles using these roads. Roads and Maritime Services has agreed to delegate to the Group relevant authority and provides both capital and operating financial assistance.

It should be noted that from time to time, new agreements need to be signed when there are changes to the inspectorial staff employed by SEWOL as individuals are given specific delegations. To reduce this administrative burden, it is recommended that when future agreements to employ inspectors are received, the General Manager be authorised to execute these agreements on Council's behalf.

### **Policy Implications**

Implementation is required of Council's Asset Management Policy, using the Asset Management Strategy to manage existing infrastructure assets, having regard to risk, resource capacity, equity, lifecycle management and levels of service. Continuing the deed of agreement aligns with this requirement.

### **Financial Implications**

The annual contribution for SEWOL membership is \$20,000 (including GST) and funded in the operational budget. It is estimated that the cost of additional road pavement repairs, on a network with no enforcement of vehicle weight limits, would far exceed the annual contribution amount.

### **Risk Implications**

The enforcement of weight limits reduces the rapid deterioration of roads caused by over-loaded vehicles. Road safety is also improved as vehicles are required to operate within their design parameters.



## SA19.35      **Announcement New Projects - NSW Safer Roads - Saving Lives on Country Roads Program**

**HPERM Ref:**      D19/54653

**Group:**            Assets & Works Group  
**Section:**        Asset Management

### **Purpose / Summary**

To consider accepting grant funding for the new projects announced under the NSW Government Safer Roads – Savings Lives on Country Roads Program.

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

That:

1. Council accepts the grant funding offers under the **NSW Government Safer Roads Program** as follows:
  - a. \$30,000 for development (survey/design) in 2019-20 and \$240,000 (to construct in 2020-21) pedestrian safety improvements in Queen Street, Berry, including removal of the existing pedestrian refuge and installation of two raised pedestrian crossing treatments (at the locations of the existing pedestrian refuge and pedestrian blisters);
  - b. \$50,000 for development (survey/design) in 2019-20 and \$250,000 (to construct in 2020-21) pedestrian safety improvements in O’Keefe Avenue, Nowra, including removal of the existing pedestrian crossing and installation of pedestrian-traffic signals at the location of the existing crossing, installation of a raised crossing treatment at the location of existing blisters, and installation of a 40km/hr high pedestrian activity area zone;
  - c. \$50,000 for development (survey/design) in 2019-20 and \$850,000 (to construct in 2020-21) road safety improvements on Bolong Road (a 620m length, from chainage 9.46km to 10.08km east of the Princes Highway) being to the north of Askeaton Park, including wider sealed shoulders and guardrail;
  - d. \$60,000 for development (survey/design) in 2019-20 to prepare a design and costings for the proposed removal of the existing roundabout, and replacement with traffic signals, at the intersection of Berry and Worrigee Streets, Nowra (noting a separate application for construction funding will be required to be submitted in future if the project is supported by the NSW Roads and Maritime Services, following the design investigation works)
2. The General Manager (Director Assets & Works) writes to the NSW Roads & Maritime Services, and both local State Members of Parliament, thanking them for their ongoing support of the Shoalhaven Community through the NSW Government Safer Roads Program and for the support of RMS staff in reviewing and supporting Council’s nominations for these important local road safety improvements.

### **Options**

1. Adopt the recommendation
2. Not accept the recommendation

SA19.35

Implications: This will mean these important safety improvements can't be delivered and is likely to lead to continuing crashes at these locations.

## Background

Four new NSW “Safer Roads” projects have been approved for the 2019/20 and 2020/21 years, totalling \$1,530,000.

These are projects that Council originally submitted under the Federal Government Blackspot program, that didn't receive funding from the Federal Government, however that the State Government have since approved for funding under their NSW Safer Roads (Saving Lives on Country Roads) Program.

The successful nomination of these projects is in response to the crash histories at these locations and subsequent benefit/cost of the works proposed, meeting the State Government's Safer Roads program criteria.

A brief outline of each project is as follows;

### Pedestrian safety improvements in Queen Street, Berry

This project includes removal of the existing pedestrian refuge and installation of two raised pedestrian crossing treatments (at the locations of the existing pedestrian refuge and pedestrian blisters). Upgrading of these existing crossing points was not possible prior to the Berry Bypass due to the amount of (Highway) traffic that would have been diverted as an unintended consequence along North Street, Albert Street, and Victoria Street, Berry (which are parallel routes to Queen Street). This is the first opportunity Council has been able to successfully apply for grant funding for the pedestrian crossing improvements since the Berry Bypass has been opened to traffic and will provide much needed safety improvements to the town centre.

### Pedestrian safety improvements in O'Keefe Avenue, Nowra

This project includes removal of the existing pedestrian crossing and installation of pedestrian-traffic signals at the location of the existing crossing, installation of a raised crossing treatment at the location of existing blisters (adjacent to the State Office building), and installation of a 40km/hr high pedestrian activity area zone (extending from Junction Street to the south of North Street).

In response to consultation on the project, the Nowra CBD revitalisation Committee called for a relocation of the mid-block signals from the current pedestrian crossing location to the intersection of Junction Street/Nowra Lane. This matter was reported back to Council through the Shoalhaven Traffic Committee. A report in reply, detailing why the signals couldn't be relocated to the intersection, was received by Council for information.

Signalisation of the intersection of Junction Street/Nowra Lane is included in the adopted Nowra CBD strategy, however that work did not meet the Government's criteria. In future, when funding becomes available for those works, the location of the mid-block signalised crossing will be reviewed. In the meantime however, the proposed works will improve pedestrian safety whilst better managing traffic flows along O'Keefe Avenue (compared to the current pedestrian crossing which provides priority to pedestrians to the detriment of traffic efficiency).

### Road safety improvements on Bolong Road (620m length, from chainage 9.46km to 10.08km east of the Princes Highway)

This project (being to the north of Askeaton Park), will include wider sealed shoulders and guardrail, addressing another missing link in the shoulder network along Bolong Road. Since

2005 Council has been progressively applying for grant funding and completing road widening works along the length of Gerroa Road and Bolong Roads with the intent of providing wider sealed shoulders along the entire length of the coastal route. Only a small number of sections now remains, including this project, which will address the southern part of a missing link in the shoulder network between Askeaton Park and Berry's Bay.

Proposed removal of existing roundabout, and replacement with traffic signals, at the intersection of Berry and Worrigeer Streets, Nowra

This project is for the preparation of design and costings only. A separate application for construction funding will be required to be submitted in future if the project is supported by the NSW Roads and Maritime Services, following the design investigation and costing of the works. A previous application by Council to upgrade the roundabout to current standards, including improving the pedestrian accessibility on all legs of the current roundabout, was not approved by the RMS.

Following ongoing crashes and near misses at the intersection, involving both pedestrians and vehicles, this subsequent proposal is intended to be a superior treatment to address pedestrian safety and traffic management of the intersection. Due to the amount of funding likely to be involved the RMS have only approved funding for design at this stage, and the project will be reviewed further once more information is available.

### **Community Engagement**

Initial community engagement has been undertaken for all the projects to date (directly affected properties and community consultative bodies) were notified when the projects were submitted, and further consultations will be undertaken as a part of the delivery of the projects.

### **Policy Implications**

N/A

### **Financial Implications**

NSW Government Safer Roads (Saving Lives on Country Roads) Projects are 100% funded by the NSW State Government.

### **Risk Implications**

N/A

## SA19.36 Anzac Day – Grant Funding Assistance

**HPERM Ref:** D19/55590

**Group:** Assets & Works Group  
**Section:** Asset Management

**Attachments:**

1. Letter from Shelley Hancock - Response from NSW Premier - Financial Support - ANZAC Day Costs [↓](#)
2. ANZAC Day Funding Letter to Gareth Ward from Minister for Veterans Affairs [↓](#)
3. ANZAC Day Traffic Control - summary of RSL sub branch traffic activity [↓](#)

### Purpose / Summary

To provide an update following the June 2018 Council resolution and accept the grant funding assistance received to date by the NSW State Government.

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

That:

1. Council accepts the \$7,500 grant funding contribution approved to date by Gladys Berejiklian MP (Premier of NSW) in support of the 2019 Anzac Day services
2. The General Manager (Director Assets & Works) writes to both Gladys Berejiklian MP (Premier of NSW) and South Coast MP Shelley Hancock, thanking them for the financial support of Shoalhaven Anzac Day services approved to date, which will help to mitigate the cost burden on Council in the 2018-19 year.
3. Council notes the advice received from David Elliott MP (Minister for Counter Terrorism, Minister for Corrections, and Minister for Veterans Affairs) that the responsibility for organising and funding Anzac Day marches sits with the NSW State Branch of the RSL and the respective sub-branches.
4. The General Manager (Director Assets & Works) continues to seek an annual commitment from the State Government to assist the NSW State Branch of the RSL and the respective sub-branches fund their ANZAC Day Ceremonies (in particular Traffic Controller and Marshal training) and thus mitigate Council's ongoing costs in supporting future annual Anzac Day ceremonies.
5. Whilst funding commitments for future ANZAC Day marches continues to be negotiated, Council continues to provide support to the local RSL sub-branches in the planning and implementation of local Anzac Day ceremonies in the Shoalhaven for 2019.
6. Council's budget established in support of local Anzac Day ceremonies be reviewed after the 2019 Anzac Day services; however, \$30,000 initially to be included in the draft budget for 2019-20, and a further report to Council be provided in regard to future budgets required (in support of the 2020 Anzac Day services, and beyond).

## Options

1. Adopt the recommendation
2. Not accept the recommendation

Implications: Council will continue to provide the lion's share of funding assistance in support of local RSL sub-branches in the planning and implementation of Anzac Day Services.

## Background

Council may recall receiving a report in June 2018 about the costs of Council supporting Anzac Day services across the city.

Council were informed of the annual costs of supporting Anzac Day services, which were itemised in the report.

The following is a summary of the costs, extracted from the June 2018 report:

### ***Anzac Day 2018 – Summary of Total Council costs throughout the 2017-18 year***

*Combined the above itemised costs sum to \$38,714.61 in the 2017-18 year, of which \$25,000 was a one-off cost (value of stock assigned to the new community events store).*

*Because the community events store was a one-off cost to set up the service for the community, based on 2017-18 costs and rates, the ongoing operational cost to Council is \$13,714.61, or after indexation can be estimated to be approximately \$14,000 in 2018-19.*

*If increased traffic control training demands and costs are realised (based on current estimation from training staff), this will add a further \$15,300 + indexation costs to 2018-19, making a combined total estimated cost of \$30,000 budget required to support Anzac Day in 2018-19.*

*There are a number of variables in the above assumptions of the estimated 2018-19 budget of \$30,000, however the variables are likely to be minor in nature.*

The cost burden on Council is not associated with use of paid traffic control contractors; primarily the costs are associated with:

- Cost of paid Council staff assisting with the set up and implementation of traffic control (in Berry)
- Cost of paid Council staff assisting with the set up and implementation of traffic control and ceremony facilities (in Nowra and Greenwell Point)
- Cost of delivery/supply of trucks and associated labour (to assist in providing vehicle mitigation measures required by NSW Police)
- Cost of payment to Sight and Sound to provide ceremony services at Nowra and Greenwell Point
- Cost of advertising road closures
- Cost of delivery/supply of signs and barricades
- Cost of lost/damaged barrier boards/signs
- Cost of training of volunteers

The cost of training volunteers represents more than 50% of the costs, and this is so volunteers can assist the RSL sub-branches in their traffic control requirements. If volunteers

weren't largely providing traffic control services, the costs of Anzac Day parades would be significantly higher.

Council were also advised in the June 2018 report of the cessation of volunteer traffic control by Nowra SES which affected the Greenwell Point, Nowra, Bomaderry, and Berry ANZAC Day marches in 2018, and will again in 2019.

The effect of this has increased the need for more volunteers and Council staff to assist, which in turn has increased volunteer training costs and the costs of Council staff assisting in traffic control.

Ulladulla SES have continued to provide traffic control for the Milton ANZAC Day March, and according to the Unit Controller of the NSW State Emergency Service (SES) Ulladulla, Glenn Wran, have every intention of continuing to do so.

Following receipt of the letter from SES Nowra Unit withdrawing their services, a meeting was arranged at the time with local MP Shelley Hancock, local RSL sub-branch representatives, Mayor Amanda Findley, and Council staff. It was resolved to write to local RSL sub-branches and invite them to contact Council regarding their Anzac Day needs (training or otherwise). This has been welcomed by RSL sub-branches but has also increased the cost of training.

Council resolved at their Ordinary meeting on 27 February 2018 (MIN18.116):

*That:*

- 1. Council extend its assistance to those organising various ANZAC Services in our area. The assistance includes, but not be limited to, traffic control and associated activities where required.*
- 2. The operational budget be adjusted at the next quarterly financial review if necessary.*

Council further resolved at their Ordinary meeting on 28 June 2018 (MIN18.488):

*That*

- 1. Council receives the report (on Anzac Day traffic control costs) for information*
- 2. Council continues to provide support to the local RSL sub-branches in the planning and implementation of local Anzac Day ceremonies in the Shoalhaven*
- 3. Council initially establishes a 2018-19 budget of \$15,000 to support local Anzac Day ceremonies (currently estimated to be 50% of the likely total budget required)*
- 4. The General Manager (Director Assets & Works) writes to local members of parliament seeking "at least" 50% grant funding assistance (\$15,000) to reduce the ongoing cost burden on Council in support of local ANZAC Day ceremonies.*

Following the 28 June 2018 resolution, Council's budget was established, and letters were sent to the offices of South Coast MP Shelley Hancock and Kiama MP Gareth Ward, seeking joint cooperation from both offices respectively to contribute \$7,500 each (for a combined total \$15,000) to match Council's \$15,000 in the support of local Shoalhaven Anzac Day services.

Council received a prompt response from South Coast MP Shelley Hancock on 30 August 2018, attaching a copy of a letter from Gladys Berejiklian MP (Premier of NSW), confirming that the request for her office's \$7,500 contribution had been approved "as a one-off grant payment" to assist Council in managing the costs of Anzac Day in 2019.

Since Council's letters were sent there has also been ongoing discussions with Kiama MP Gareth Ward.

Mr Ward originally requested additional information detailing the costs. Mr Ward was also concerned that traffic marshals and not controllers were required for the management of the

ANZAC day marches and wanted to understand if there were cost savings if fewer volunteers were trained.

The traffic management of ANZAC Day services is different for each event. Individual traffic management plans are approved for each event and the planning and implementation takes into consideration whether traffic controllers or marshals are required. In short this is already being taken into consideration in the training and management of the events; there are no savings to be made.

Sourcing of volunteers remains the greatest challenge for the RSL sub-branches, and training requirements are also being managed in consultation with the RSL sub-branches in accordance with standards, guidelines, and event approval conditions.

Mr Ward ultimately elevated the matter to office of the Ministers for Veteran Affairs and the Minister's response was provided to Council, via Mr Ward's office, on 6 March 2019, advising;

*I wish to confirm that the responsibility for organising and funding Anzac Day marches sits with the NSW State Branch of the RSL, and the respective NSW RSL Sub-branches. I encourage Mr Keech and the Council to continue to work closely with local RSL Sub-branches to discuss funding and costs of the marches, and also the Police, to assist in the management of traffic control and safety issues.*

### Community Engagement

Other than liaison directly with RSL sub-branch representatives, and the respective offices of local Members of Parliament (Kiama and South Coast), there has been no other public consultation regarding Council's provision of funding assistance for Anzac Day, nor of the cessation of traffic control services by SES Nowra Unit.

### Policy Implications

N/A

### Financial Implications

The \$7,500 grant funding assistance approved to date by Gladys Berejiklian MP (Premier of NSW) requested by South Coast MP Shelley Hancock on behalf of Council, will assist in mitigating the impacts on local Shoalhaven ratepayers in support of the 2019 Anzac Day services.

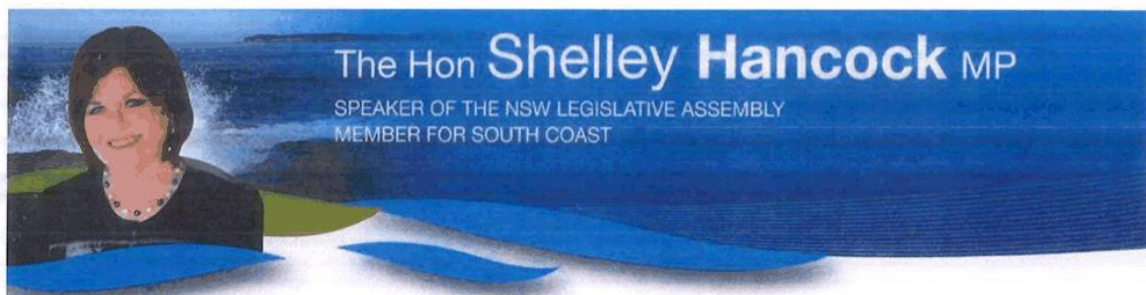
The grant funding assistance approved by the State Government to date was expressly stated by the Premier to be a one-off grant, meaning Council will have to consider whether it increases its share of costs going forward, or whether it will continue to seek grant funding assistance from the Government on an annual basis.

The confirmed funding assistance will mean that supporting the ANZAC event could cost Council up to \$22,500 in 2019.

If no funding assistance is provided after this year, the estimated annual cost to Council in 2020 and beyond will be \$30,000 (plus adjustments for CPI), and subject to the Ulladulla SES continuing its volunteer work.

### Risk Implications

N/A



2/c  
R-P

SH/la  
August 30, 2018

Mr Russ Pigg  
General Manager  
Shoalhaven City Council  
PO Box 42  
NOWRA NSW 2541

Shoalhaven City Council

Received

31 AUG 2018

File No. 8601E

Referred to: L. Ho (for Paul Keech)

Dear Russ

Just a short note to officially inform you that the Premier has responded to my representation on behalf of Shoalhaven City Council seeking financial support to assist to defray the costs of traffic control for the 2019 Shoalhaven ANZAC Day services.

A copy of the letter from the Premier granting the \$7500 (+\$750 GST) is attached as is the documentation requiring return to the Department of Premier and Cabinet.

I am delighted to be able to assist in this regard and as per your request today, I have passed on your appreciation to the Premier.

Yours sincerely

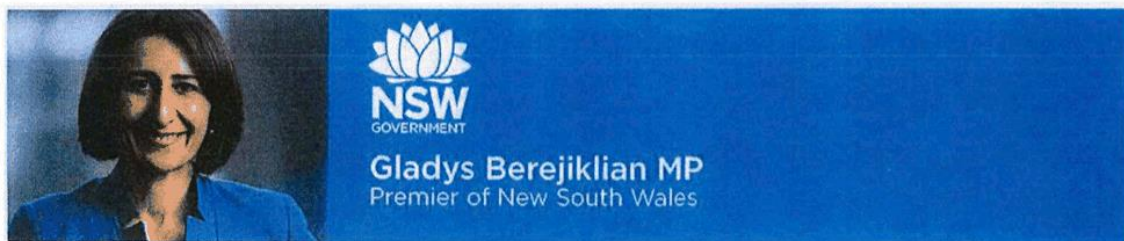
The Hon Shelley Hancock MP  
Member for South Coast

*Working for South Coast*

Phone: (02) 4421 0222 Fax: (02) 4422 1180 Mail: PO Box 1436, Nowra NSW 2541  
Electorate Office: 1/57 Plunkett Street, Nowra NSW 2541 Email: southcoast@parliament.nsw.gov.au  
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SA19.36 - Attachment 1





29 AUG 2018

Ref: A2657658

20 AUG 2018

The Hon Shelley Hancock MP  
Member for South Coast  
PO Box 1436  
NOWRA NSW 2541

Dear Ms Hancock, *Shelley,*

Thank you for your correspondence of 23 July 2018, on behalf of the Shoalhaven City Council, regarding funding assistance towards costs associated with the 2019 ANZAC Day services in the Shoalhaven.

On behalf of the New South Wales Government, I am pleased to provide a one off grant of \$7,500 (+\$750 GST) for this purpose.

To arrange for payment of this grant, please ask the recipient to complete and return the documentation as per the enclosed information sheet to Ms Louise Mahady, Communications and Engagement, Department of Premier and Cabinet.

Thank you for bringing this important community request to my attention.

Yours faithfully,

Gladys Berejiklian MP  
Premier

CC: The Hon David Elliott MP, Minister for Veterans Affairs



**The Honourable David Elliott MP**

**Minister for Counter Terrorism  
Minister for Corrections  
Minister for Veterans Affairs**

RECEIVED  
14 FEB 2019  
BY: B.B.

Reference: D19/023174/DJ

Mr Gareth Ward MP  
Member for Kiama  
102 Terralong Street  
KIAMA NSW 2533

Dear Mr Ward *Gareth*

Thank you for your letter dated Friday 25 January, on behalf of Mr Paul Keech from the Shoalhaven City Council, regarding funding for local Anzac Day events this year.

Anzac Day holds great significance for the people of NSW. Each year across NSW, veterans, their families and all members of the community come together and honour the service and sacrifice of our service men and women.

I note that Mr Keech has advised of a one off Premier's grant being awarded to assist in delivering Anzac Day 2019, confirmed via Shelley Hancock MP in August 2018. Notwithstanding this, I wish to confirm that the responsibility for organising and funding Anzac Day marches sits with the NSW State Branch of the RSL, and the respective NSW RSL Sub-branches. I encourage Mr Keech and the Council to continue to work closely with local RSL Sub-branches to discuss funding the costs of the marches, and also the Police, to assist in the management of traffic control and safety issues.

Each year tens of thousands of NSW men, women and children come to pay their respects at their local Anzac Day commemorations and I am sure this will continue for many years to come.

Thank you for your support of our service men and women.

Yours sincerely

David Elliott MP  
**MINISTER FOR COUNTER TERRORISM  
MINISTER FOR CORRECTIONS  
MINISTER FOR VETERANS AFFAIRS**

9 February 2019

ANZAC Day Traffic Control							
March/Cermony Location	Traffic Control Plan prepared by	Notification of Road closure and advice to Traffic Committee prepared by:	Traffic Control devices supplied by	Traffic Control devices delivered/picked up by	Heavy Vehicle mitigation supplied by	Traffic Control implemented by	VMS supplied by
Berry	Council	Council	RMS	Delivered by RMS	RFS/private vehicles	Berry Rotary/Council in absence of SES	n/a
Shoalhaven Heads	Council	Council	Council	did not use	RFS	RFS	n/a
St Georges Basin	Council	Council	Council	RSL picked up from Council	RFS	RFS	n/a
Sussex Inlet	Council	Council	Council	did not use	RFS	RSL Sub-branch/RFS	n/a
Milton	Council	Council	Council	RSL picked up from Council	RFS	SES	new requirement - unknown at this point
Bomaderry	Council	Council	Council	RSL picked up from Council	Council trucks	Bomaderry Rotary in absence of SES	n/a
Kangaroo Valley	Council	Council	Council	Delivered by Council	RFS	KV Police/RFS	Council & RMS alternate years
Nowra	Council	Council	Council	Delivered by Council	Private vehicles	Nowra / Greenwell Point RSL Sub-branch	n/a
Greenwell Point	Council	Council	Council	Delivered by Council	Marine Rescue	Marine Rescue + RSL volunteers in absence of SES	n/a
Culbuna Beach	Council	Council	Council	emailed 12/10/18	emailed 12/10/18	emailed 12/10/18	n/a
Huskisson	Council	Council	Council	Lions pick up from Woollamia	Private vehicles	Jervis Bay Lions	n/a

There are no external traffic control companies providing traffic control. All traffic control is managed and implemented by volunteers from the respective RSL sub-branches, however where greater numbers are required this is supplemented by RSL volunteers, RFS, Police, Rotary, Lions, Marine Rescue, and a small number of Council staff.

Accordingly, the main costs associated with ANZAC day support is associated with the training of volunteers to be able to provide the Anzac Day traffic control safely. Council coordinate the training of volunteers to ensure training has been provided prior to the Anzac day events.

When SES Nowra withdrew from provision of traffic control, the labour had to simply be replaced by other RSL volunteers, Rotary, Marine Rescue, who in turn needed to be trained, so there has been no marked changes in cost. Restoring SES Nowra volunteers to assist with Anzac Day traffic control may remove the burden from RSL sub-branches of having to source their own traffic control volunteers, but will not result in a cost saving. To the contrary there is likely to be a cost increase in order to retrain SES volunteers that may have lapsed in traffic control certification, or new volunteers requiring training. In short, the lions share of costs for supporting Anzac Day traffic control is associated with training of volunteers, regardless of whether they are SES or from some other agency.

## SA19.37 Tenders - Verons Estate Roadworks

HPERM Ref: D19/64832

**Group:** Assets & Works Group  
**Section:** Project Delivery & Contract

### Purpose / Summary

To inform Council of the tender process for Verons Estate Roadworks.

In accordance with Section 10A(2)(d)(i) of the Local Government Act 1993, some information should remain confidential as it would, if disclosed, prejudice the commercial position of the person who supplied it. It is not in the public interest to disclose this information as it may reveal commercial-in-confidence provisions of a contract, diminish the competitive commercial value of any information to any person and/or prejudice any person's legitimate business, commercial, professional or financial interests. This information will be considered under a separate confidential report.

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

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

### Options

1. Consider the separate confidential report.

Implications: Full details of the tendering process is available within the confidential report to enable Councillor's to make an informed decision.

2. Council could propose an alternative.

Implications: Confidential information would be available to the general public.

### Details

Council called Tenders for Verons Road Subdivision Roadworks on 7 December 2018 which closed at 10:00am on 22 January 2019. Nine (9) tenders were received at the time of closing.

#### Tenders Received

Tenders were received from the following:

Tenderer	Location
Capital Civil Pty Ltd	Queanbeyan
Cleary Bros Pty Ltd	Albion Park
Hisway Pty Ltd	Nowra
Hynash Construction Pty Ltd	Bathurst
Lynch Civil Contractors Pty Ltd	Nowra
San Marcos Constructions Pty Ltd	Yennora
SD Civil Pty Ltd	Riverstone
Stefanutti Constructions Pty Ltd	Unanderra
Western Earthmoving Pty Ltd	Seven Hills

SA19.37

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

**Community Engagement:**

The Verons Estate community were widely consulted regarding this work and the introduction of the special rate levy.

**Financial Implications:**

This contract will complete roadworks in the Verons Estate paper subdivision where Council has raised a special rate, payable by residents, to cover the cost of this work.

Sufficient funds have been allocated in the Roads Strategy budget in the 2018/19 financial year and it is largely proposed to complete delivery of the project within that timeframe, however with some carry-over funding into 2019/20.

## LOCAL GOVERNMENT AMENDMENT (GOVERNANCE & PLANNING) ACT 2016

### Chapter 3, Section 8A Guiding principles for councils

#### (1) Exercise of functions generally

The following general principles apply to the exercise of functions by councils:

- (a) Councils should provide strong and effective representation, leadership, planning and decision-making.
- (b) Councils should carry out functions in a way that provides the best possible value for residents and ratepayers.
- (c) Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
- (d) Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
- (e) Councils should work co-operatively with other councils and the State government to achieve desired outcomes for the local community.
- (f) Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way.
- (g) Councils should work with others to secure appropriate services for local community needs.
- (h) Councils should act fairly, ethically and without bias in the interests of the local community.
- (i) Councils should be responsible employers and provide a consultative and supportive working environment for staff.

#### (2) Decision-making

The following principles apply to decision-making by councils (subject to any other applicable law):

- (a) Councils should recognise diverse local community needs and interests.
- (b) Councils should consider social justice principles.
- (c) Councils should consider the long term and cumulative effects of actions on future generations.
- (d) Councils should consider the principles of ecologically sustainable development.
- (e) Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.

#### (3) Community participation

Councils should actively engage with their local communities, through the use of the integrated planning and reporting framework and other measures.

### Chapter 3, Section 8B Principles of sound financial management

The following principles of sound financial management apply to councils:

- (a) Council spending should be responsible and sustainable, aligning general revenue and expenses.
- (b) Councils should invest in responsible and sustainable infrastructure for the benefit of the local community.
- (c) Councils should have effective financial and asset management, including sound policies and processes for the following:
  - (i) performance management and reporting,
  - (ii) asset maintenance and enhancement,
  - (iii) funding decisions,
  - (iv) risk management practices.
- (d) Councils should have regard to achieving intergenerational equity, including ensuring the following:
  - (i) policy decisions are made after considering their financial effects on future generations,
  - (ii) the current generation funds the cost of its services

### **Chapter 3, 8C Integrated planning and reporting principles that apply to councils**

The following principles for strategic planning apply to the development of the integrated planning and reporting framework by councils:

- (a) Councils should identify and prioritise key local community needs and aspirations and consider regional priorities.
- (b) Councils should identify strategic goals to meet those needs and aspirations.
- (c) Councils should develop activities, and prioritise actions, to work towards the strategic goals.
- (d) Councils should ensure that the strategic goals and activities to work towards them may be achieved within council resources.
- (e) Councils should regularly review and evaluate progress towards achieving strategic goals.
- (f) Councils should maintain an integrated approach to planning, delivering, monitoring and reporting on strategic goals.
- (g) Councils should collaborate with others to maximise achievement of strategic goals.
- (h) Councils should manage risks to the local community or area or to the council effectively and proactively.
- (i) Councils should make appropriate evidence-based adaptations to meet changing needs and circumstances.