

Shoalhaven Sports Board

Meeting Date: Wednesday, 16 November, 2022

Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra

Time: 5.00pm

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

Agenda

1. Apologies

2. Confirmation of Minutes

- Shoalhaven Sports Board - 24 August 2022 1

3. Declarations of Interest

4. Reports

SB22.22	Notification of Council Resolution - Re-establishment Shoalhaven Sports Board	7
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SB22.25	Sports Grants Program 2022 / 23 - Funding Determinations	30

5. General Business

SB22.26	Quarterly Update - Regional Office of Sport - Catherine Campbell	
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Membership

Mr David Goodman – Chairperson
All Councillors
Chief Executive Officer or nominee
Mr Roger Walker
Mr Craig Howsan
Ms Kristina PejkoVIC
Ms Elizabeth Tooley
Dr Phill Newlyn
Ms Tameka Gogerly
Ms Lucy Burgmann
Disadvantaged Sporting Group
Representative – NSW Sport & Recreation

Quorum – Seven (7)

Purpose

The Shoalhaven Sports Board (Board) is to provide advocacy for the sporting community on policy, direction and strategic planning related to Council's objectives. To achieve this policy and strategic objective, the Board will be strategic in nature and focus on appointments to achieve this outcome.

Role

- Represent the whole Shoalhaven Sporting Community (all sports)
- Provide ongoing, high level policy and planning advice to Council.
- Make recommendations to the Council on all relevant business presented before it
- Advocate and maintain specific sports related portfolios.
- Advocate and promote Board recommendations.

MINUTES OF THE SHOALHAVEN SPORTS BOARD

Meeting Date: Wednesday, 24 August 2022
Location: Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra
Time: 5.01pm

The following members were present:

Mr David Goodman - Chairperson
Clr Patricia White
Clr Mark Kitchener
Clr Matthew Norris
Clr Tonia Gray – (Remotely) joined at 5.06pm
Clr Moo D'Ath – (Remotely) joined at 5.40pm
Mr Roger Walker
Mr Craig Howsan
Dr Phill Newlyn
Ms Elizabeth Tooley
Ms Lucy Burgmann - Remotely
Ms Kristina PejkoVIC – Remotely
Ms Tameka Gogerly - Remotely
Mr Matthew Graham – Acting Manager – Shoalhaven Swim Sport & Fitness

Others present:

Ms Jane Lewis – Director City Lifestyles
Mr Clinton Coker – Precinct Coordinator – Programs & Assets
Ms Kathy Thomas – Manager – Community Planning & Projects
Ms Catherine Campbell – Office of Sport - Remotely

Apologies / Leave of Absence

Nil

Confirmation of the Minutes

David Goodman raised a question from the Previous Minutes in relation to the Outriggers Club payments from the Grant Funding, on whether this went back to the Government. Staff responded and advised this will be addressed in the Action Table.

RESOLVED (Roger Walker / Clr White)

That the Minutes of the Shoalhaven Sports Board held on Wednesday 25 May 2022 be confirmed.

CARRIED

Declarations of Interest

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REPORTS**SB22.15 Acknowledgement of Resignations - Gemma Afflick and Elaine Caswell****HPERM Ref:
D22/248430**

Note: Cllr Gray joined the meeting remotely at 5.06pm

Cllr White raised a question regarding filling the positions via casual vacancy. Jane Lewis – Director City Lifestyles advised that the positions can be filled via casual vacancy until the next round of formal Membership positions are declared vacant.

Recommendation (Item to be determined under delegated authority)

That:

1. The Shoalhaven Sports Board note the resignations received from Ms Gemma Afflick and Ms Elaine Caswell (community members) and thank them for their commitment to the Board and the Sporting Community.
2. The vacancies be filled via a casual position until the next round of vacant positions are called in March 2023.

RESOLVED (Craig Howsan / Cllr Kitchener)

That:

1. The Shoalhaven Sports Board note the resignations received from Ms Gemma Afflick and Ms Elaine Caswell (community members) and thank them for their commitment to the Board and the Sporting Community.
2. The vacancies be filled via a casual position until the next round of vacant positions are called in March 2023.

CARRIED

SB22.16 Shoalhaven Sports Board - Current Projects Update**HPERM Ref:
D22/269073**

The Board discussed various matters in relation to the current projects, the following is a summary of comments made:

- Noted a lot of projects have been put off because of the wet weather in 2022
 - The wet weather is definitely a challenge, a lot of works/projects have been held over to the new financial year.
- Weather permitting the drainage works on approximately 4 fields across the Shoalhaven is scheduled to commence in the first week of September.
 - Council is trying to prioritise drainage works at the mercy of the weather.
- It was confirmed that the new amenities block at Jerry Bailey Oval will be a 2 cubicle block
 - The Oval has a brand new synthetic cricket pitch
- All completed matters are to be removed from the Current Projects list.
- Typo in Report noted on Page 11, Park Road Netball Courts for completion in 2023/24.

- The Netball Courts will be a staged development and is exclusively funded by Council.
- The Masterplan for Marriott Park detailed design has a budget of \$500,000, Council also has a Grant for Marriott Park through Everyone Can Play with Livvi's Place.
- Wherever Council can, it is looking for Grants and taking a coordinated approach across Council, these opportunities are also discussed in the Executive Management Team.
 - Council is resubmitting a Grant for Nowra Showground and Bens Walk
- The Office of Sport has Grants coming out soon, Her Sport Her Way, via the website there are more funding opportunities coming up. <https://www.sport.nsw.gov.au/grants>

Recommendation (Item to be determined under delegated authority)

That Shoalhaven Sports Board accept the Current Projects Update report for information.

RESOLVED (Craig Howsan / Phill Newlyn)

That Shoalhaven Sports Board accept the Current Projects Update report for information.

CARRIED

SB22.17 Update on Actions - August 2022

**HPERM Ref:
D22/312420**

A request was made regarding upgrading the floodlighting at Ison Park suitable for night filming. Council has responded and advised that it isn't a priority to upgrade based on the current standard of the lights.

The lights at Rugby Park do need to be upgraded, which is not currently funded.

Recommendation (Item to be determined under delegated authority)

That

1. The Shoalhaven Sports Board accept and receive the Update on Actions report for information.
2. The following actions are considered complete and removed from the action table:
 - a. SB22.6 Nowra High School Sporting Fields – Termination of License
 - b. SB22.7 Shoalhaven Sports Board – Current Projects Update – Shoalhaven Heads Pump Track – Aboriginal Impact Assessment Criteria – Information to Members
 - c. SB22.11 Sportsground Floodlighting - Replacement Schedule - lux - major sporting events - Ison park – lights
 - d. SB22.12 Current Projects Update - Completed - Club House - grant application - Tourism events - reports required
 - e. SB22.13 Shoalhaven Heads Pump Track - Aboriginal Heritage Assessment Criteria - amenities - Sussex Inlet - Native Title
 - f. SB20.4 Sports Grants Program - Round 2 - 2019/2020 - Successful applicants
 - g. SB21.3 Shoalhaven Sports Board - Membership - Tameka Gogerly / Lucy Burgmann / Liz Tooley / Phil Newlyn
 - h. SB22.9 Additional Item - Sussex Inlet - Pump Track - Flood Lighting Tennis Court - Report request

- i. SB22.12 Current Projects Update - Completed - Club House - grant application - Tourism events - reports required

RESOLVED (Roger Walker / Clr White)

That

1. The Shoalhaven Sports Board accept and receive the Update on Actions report for information.
2. The following actions are considered complete and removed from the action table:
 - a. SB22.6 Nowra High School Sporting Fields – Termination of License
 - b. SB22.7 Shoalhaven Sports Board – Current Projects Update – Shoalhaven Heads Pump Track – Aboriginal Impact Assessment Criteria – Information to Members
 - c. SB22.11 Sportsground Floodlighting - Replacement Schedule - lux - major sporting events - Ison park – lights
 - d. SB22.12 Current Projects Update - Completed - Club House - grant application - Tourism events - reports required
 - e. SB22.13 Shoalhaven Heads Pump Track - Aboriginal Heritage Assessment Criteria - amenities - Sussex Inlet - Native Title
 - f. SB20.4 Sports Grants Program - Round 2 - 2019/2020 - Successful applicants
 - g. SB21.3 Shoalhaven Sports Board - Membership - Tameka Gogerly / Lucy Burgmann / Liz Tooley / Phil Newlyn
 - h. SB22.9 Additional Item - Sussex Inlet - Pump Track - Flood Lighting Tennis Court - Report request
 - i. SB22.12 Current Projects Update - Completed - Club House - grant application - Tourism events - reports required

CARRIED

SB22.18 Policy Review - Sportsgrounds Management**HPERM Ref:
D22/286646**

Note: Clr D'Ath joined the meeting remotely at 5.40pm.

The Board discussed the Policy and the proposed amendments, the following comments were made:

- The Table outlines the changes to the Policy
- Under 3.2 – Amenities - Council cleans the toilets and user groups clean the change rooms.
- Under 3.2(d) as a result of damage to mowers, the removal pegs from the ground is required. Council will notify users via a database and User Workshops, Council also notifies associations and Management Committees.
- Regarding shared use of canteens it's requested that users leave the canteens in the condition that they receive it. Users need to comply with food standards.
- Regarding the rescue helicopter, the wording can be amended to reflect that in an emergency the rescue helicopter does not require a booking.
- Signage at sporting fields is to comply with relevant standards

- It was suggested that additional information be provided that includes any additional responsibilities and clarifies the current responsibilities.
 - The additional information is Seasonal Sporting User Workshops, Fluorescent pegs and the displacement of sporting groups in the event of a large booking and Management Committees to be notified.

Recommendation

That the Shoalhaven Sports Board endorses the reviewed Sportsgrounds Management Policy and that the policy is reported to Council's Ordinary Meeting to be adopted.

RECOMMENDATION (Craig Howsan / Phill Newlyn)

That the Shoalhaven Sports Board endorses the reviewed Sportsgrounds Management Policy and that the policy is reported to Council's Ordinary Meeting to be adopted.

CARRIED

SB22.19 Policy Review - Elite Athlete Support Program**HPERM Ref:**
D22/286735

This is where Shoalhaven City Council has led the way in putting this Policy in place a number of years ago, and it was in response to a briefing that Council received from the Illawarra Academy of Sport.

Council and the Sports Board can be really proud of what has been developed and the support it provides to local elite athletes.

Recommendation

That the Shoalhaven Sports Board endorses the draft Elite Athlete Support Program Policy, for consideration by Council.

RECOMMENDATION (Roger Walker / Clr White)

That the Shoalhaven Sports Board endorses the reviewed Elite Athlete Support Program Policy, and that the policy is reported to Council's Ordinary meeting to be adopted.

CARRIED

SB22.20 Policy Review - Sports Grants Program (Capital Works)**HPERM Ref:**
D22/286745**Recommendation**

That the Shoalhaven Sports Board endorses the revised Sports Grants Program (Capital Works) Policy for consideration and adoption by Council at its Ordinary Meeting.

RECOMMENDATION (Phill Newlyn / Craig Howsan)

That the Shoalhaven Sports Board endorses the revised Sports Grants Program (Capital Works) Policy and that the policy is reported to Council's Ordinary meeting to be adopted.

CARRIED

GENERAL BUSINESS

SB22.21 Additional Item - Sporting Event List / Report

It was raised that the Sports Board previously received reports from the Tourism Section of the Sporting Events that have been secured or bid for.

Matthew Graham – Acting Manager Shoalhaven Swim Sport & Fitness advised that he recently received an email with sporting event information from the Tourism Section, this will be forwarded to members.

It was requested that when a sporting event and or club is coming to the Shoalhaven that the Sports Board be notified. Discussion was held regarding the possibility of encouraging local Sporting Clubs to invite City Sporting clubs to visit the Shoalhaven outside the school holiday periods.

RECOMMENDATION (Clr White / David Goodman)

That:

1. The Shoalhaven Sports Board receive regular updates/reports on sporting events that have been bid for or secured, similar to the report previously provided to the Shoalhaven Tourism Advisory Group.
2. Council write to all sporting bodies, associations and clubs and request that if they are hosting any type of large event the sporting body notify the Shoalhaven Sports Board.

CARRIED

Note: Part 1 of the above recommendation was previously requested at the 25 May 2022 Meeting (See SB22.12 Part 4 resolution below).

RESOLVED

That

4. *The historically received Tourism report for all upcoming events be included within future agendas*

CARRIED

Note from staff: *Action Complete, there is no historical report in recent years, advice from Director City Futures, no further action needed.*

There being no further business, the meeting concluded, the time being 6.16pm.

Mr David Goodman
CHAIRPERSON

SB22.22 Notification of Council Resolution - Re-establishment Shoalhaven Sports Board

HPERM Ref: D22/429756

Department: Business Assurance & Risk

Approver: Kevin Voegt, Director - City Performance

Reason for Report

Advise of Council's resolution in relation to the re-establishment of the Shoalhaven Sports Board.

Recommendation (Item to be determined under delegated authority)

That the Shoalhaven Sports Board receive the Notification of Council Resolution – Shoalhaven Sports Board Re-establishment report for information.

Options

1. As recommended.

Implications: The membership structure as resolved by Council is adopted for the period to 30 September 2023.

2. Propose a different membership arrangement.

Implications: Should the Shoalhaven Sports Board wish to make an alternative recommendation in relation to membership, this would need to be reported to Council for consideration/endorsement.

Background

Each year, (generally in September) Council reaffirms all its committees for the next 12 months - Council has the option to: reaffirm its committees; make any change to the membership, purpose, delegation, quorum, and the number of meetings required for those Committees; or disband Committees.

This report is provided to inform the members of the resolution of the Council. Should the Board wish to make any changes to the above, a recommendation to Council will be required to that effect.

SB22.22

At the Ordinary meeting on 26 September 2022 Council resolved as follows:

CL22.496 Shoalhaven Sports Board

RESOLVED (Clr Ell / Clr White)

MIN22.694

That Council continue the operation of Shoalhaven Sports Board for the period to September 2023 as outlined below.

Meetings per year – Four(4) – Quarterly Commencement time – 5.00pm	Quorum – Seven (7) Terms of Reference: POL19/29 Amended: 30 April 2019
Purpose: The Shoalhaven Sports Board (Board) is to provide advocacy for the sporting community on policy, direction and strategic planning related to Council’s objectives. To achieve this policy and strategic objective, the Board will be strategic in nature and focus on appointments to achieve this outcome.	
Role: <ul style="list-style-type: none"> • Represent the whole Shoalhaven Sporting Community (all sports) • Provide ongoing, high level policy and planning advice to Council. • Make recommendations to the Council on all relevant business presented before it • Advocate and maintain specific sports related portfolios. • Advocate and promote Board recommendations. 	
Delegation – NIL	
Chairperson – Appointed by Board	
2022-2023 Councillor/Staff Membership All Councillors CEO or Nominee	
Community / Organisational Representatives 11 Local Community Members (includes 2 positions from disadvantaged sporting groups) NSW Sport and Recreation (non-voting)	

CARRIED

Policy Implications

There were no amendments to the Terms of Reference by this resolution.

SB22.22

SB22.23 Update on Actions - November 2022

HPERM Ref: D22/428841

Department: Community Planning & Projects
Approver: Jane Lewis, Director - City Lifestyles

Attachments: 1. Action List - Update [↓](#)

Reason for Report

To provide the Shoalhaven Sports Board with a progress report on outstanding actions.

Recommendation (Item to be determined under delegated authority)

That

1. The Shoalhaven Sports Board accept and receive the Update on Actions report for information.
2. The following actions are considered complete and removed from the action table:
 - a. SB22.8 Council Directed Projects – Policy Preparation – Working Group / Membership
 - b. SB22.17 Update on Actions – August 2022
 - c. SB22.15 Acknowledgement of Resignation – Gemma Afflick / Elaine Caswell – vacancies filled with casual position
 - d. SB22.13 Shoalhaven Heads Pump Track – Aboriginal Heritage Assessment Criteria – amenities – Sussex Inlet – Native Title
 - e. SB22.12 Current Projects Update – Club House – Grant Application – Tourism Events
 - f. SB22.20 Policy – Sports Grants Program (Capital Works) – Adoption
 - g. SB22.19 Policy – Elite Athlete Support Program - Adoption

Options

1. Adopt the recommendation as written.

Implications: The Shoalhaven Sports Board is updated on progress of actions and recommendations made at previous meetings.

2. Provide staff with alternate recommendation.

Implications: Unknown.

Background

This report is to update the Shoalhaven Sports Board on outstanding actions from previous meetings.

Subject to the Board concurring that satisfactory progress has been made to complete the items on the November 2022 Action Sheet Report, the Board is requested to adopt the Recommendation above.

Attachment 1 provides information regarding the status of actions and resolutions made at previous meetings, including items which are still in works. Should Board members require

SB22.23

further information on the status of the actions in the table attached Council staff will provide as requested.

Community Engagement

It is important that the members of the Board are kept informed on progress towards the completion of actions and projects. This report provides a structured approach to facilitate this information exchange.

Shoalhaven Sports Board Uncompleted as at "Date" Completed: "Date From" to "Date to"	Action Sheets Report
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Open/Ongoing Actions

Meeting Date: 25/05/2022	Item No: SB22.14	Officer: Punnett, Troy	Completed:
Title: Additional Items - General Business - Tour Sporting Complex Complete - Federal Funding - Outriggers - Burrill - Tennis Booking - Youth Mentor			
RESOLVED (By consent) That 1. A tour of the Bomaderry Sporting Complex be provided to the Shoalhaven Sports Board members upon completion of the works. 2. An update be provided at the next Shoalhaven Sports Board meeting on the Federal Government Funding (\$50K) provided for the Outriggers Club in Barkers Reserve Burrill Lake and replacement of the playground. 3. Kevin Norwood to investigate and provide an update on how the tennis court booking system will work, using Erowal Bay as an example if a code is provided for one court and the ball is hit into an adjacent court. 4. The information on the Office of Sport Youth Sport Mentor Program be sent with the minutes CARRIED		Notes: 31 May 2022 12:29pm Andriske, Claire Part 1 & 3 - Kevin Norwood, Part 2 - Kathy Thomas, Part 4 - Claire Andriske 02 Jun 2022 3:00pm Bowley, Kay - Reallocation Action reassigned to Punnett, Troy by Bowley, Kay - Part 2 reassigned to Troy Punnett	

Meeting Date: 25/05/2022	Item No: SB22.13	Officer: Fung, Courtney	Completed:
Title: Shoalhaven Heads Pump Track - Aboriginal Heritage Assessment Criteria - amenities - Sussex Inlet - Native Title			
RESOLVED (Clr White / Roger Walker) That 1. The Shoalhaven Sports Board receive this report for information on Aboriginal Heritage Assessment Criteria, and legislative		Notes: 31 May 2022 12:25pm Andriske, Claire Courtney Fung - Part 2	

Shoalhaven Sports Board Uncompleted as at "Date" Completed: "Date From" to "Date to"		Action Sheets Report
<p>requirements in relation to the amenities block at the Shoalhaven Heads Pump Track.</p> <p>2. Staff to provide an update on the Thomas St, Sussex Inlet Sporting Native Title at the next Shoalhaven Sports Board meeting.</p> <p>CARRIED</p>		

Open/Ongoing Action from Ordinary

Meeting Date:	Item No:	Officer:	Completed:
11/04/2022	SB22.6	Stevenson, Alyssa	
Title: Nowra High School Sporting Fields - Termination of Licence			
RESOLVED* (Clr Wells / Clr Kotlash) MIN22.237 That Council: <ol style="list-style-type: none"> Make arrangements to advise the Director – NSW Department of Education, of Council's intention to terminate the current licence agreement over NSW Department of Education's open space fields, at the rear of Nowra High School, Moss Street, Nowra. Redistribute annual savings (\$20,000) from licence termination towards the maintenance and upkeep of Council owned and managed sporting assets. <p>FOR: Clr Findley, Clr Kotlash, Clr Norris, Clr Butler, Clr D'Ath, Clr Copley, Clr Ell, Clr Christen, Clr White, Clr Wells, Clr Watson, Clr Kitchener and Clr Gray</p> <p>AGAINST: Nil</p> <p>CARRIED</p>		Notes: 04 Oct 2022 9:52am Bowley, Kay - Reallocation Action reassigned to Stevenson, Alyssa by Bowley, Kay - As requested by Alyssa Stevenson	

Shoalhaven Sports Board Uncompleted as at "Date" Completed: "Date From" to "Date to"			Action Sheets Report
Meeting Date: 26/09/2022	Item No: SB22.21	Officer: Coker, Clinton	Completed:
Title: Additional Item - Shoalhaven Sports Board - Sporting Events Report request - Write to Sporting bodies / associations / clubs - Large event notification			
RESOLVED* (Clr White / Clr Copley) MIN22.668 That: 1. The Shoalhaven Sports Board receive regular updates/reports on sporting events that have been bid for or secured, similar to the report previously provided to the Shoalhaven Tourism Advisory Group. 2. Council write to all sporting bodies, associations and clubs and request that if they are hosting any type of large event the sporting body notify the Shoalhaven Sports Board. FOR: Clr Findley, Clr Kotlash, Clr Norris, Clr Butler, Clr D'Ath, Clr Copley, Clr Ell, Clr Christen, Clr White, Clr Wells, Clr Watson and Clr Kitchener AGAINST: Nil CARRIED		Notes:	

Completed Actions from 25 August 2022 to 12 October 2022

Meeting Date: 09/03/2022	Item No: SB22.8	Officer: Britton, Beth	Completed: 26/09/2022
Title: Council Directed Projects - Policy Preparation - Working Group / Membership			
RESOLVED (Clr White / Roger Walker) That the Sports Board:		Notes: 13 Apr 2022 2:30pm Edwards, Susan - Reallocation Action reassigned to Thomas, Kathy by Edwards, Susan - to be determined 20 Sep 2022 11:57am Hollier, Leah - Reallocation	

Shoalhaven Sports Board Uncompleted as at "Date" Completed: "Date From" to "Date to"	Action Sheets Report
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<ol style="list-style-type: none"> Note the current Community Infrastructure Guidelines which provide information to groups seeking assistance with community driven infrastructure projects; Support the establishment of a working group and nominate three (3) Sports Board members to work with representatives from the Community Planning and Projects Staff to consider an appropriate governance framework: <ol style="list-style-type: none"> David Goodman Craig Howsan Lucy Burgmann The working party consider the current Community Infrastructure Guidelines and the requirement to develop a specific Policy for community groups to undertake work on behalf of Council on Council owned or managed land Receive a future report with the recommended way forward with a draft document and governance framework to provide clear direction for our community. <p>CARRIED</p>	<p>Action reassigned to Britton, Beth by Hollier, Leah - Reassign from Kathy Thomas</p> <p>26 Sep 2022 6:02am Britton, Beth - Completion</p> <p>Completed by Britton, Beth (action officer) on 26 September 2022 at 6:02:05 AM - Actions identified in SSF workplan. Beth Britton to action on behalf of CPP. Invitation issued for initial Working Party meeting to review current policies and procedures and discuss.</p> <p>Working Party meetings set for 18 November and 16 December - both in Manyana Meeting Room, Nowra Admin Building</p>
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Meeting Date: 24/08/2022	Item No: SB22.17	Officer: Schulter, Ryan	Completed: 20/09/2022
Title: Update on Actions - August 2022			
RESOLVED (Roger Walker / Clr White) That <ol style="list-style-type: none"> The Shoalhaven Sports Board accept and receive the Update on Actions report for information. The following actions are considered complete and removed from the action table: 		Notes: 20 Sep 2022 9:16am Schulter, Ryan The resolution of the Shoalhaven Sports Board from 24 August 2022 is noted. No further action from Council staff. 20 Sep 2022 9:17am Schulter, Ryan - Completion Completed by Schulter, Ryan (action officer) on 20 September 2022 at 9:17:13 AM - The resolution of the Shoalhaven Sports Board from 24 August 2022 is noted. No further action from Council staff.	

Shoalhaven Sports Board Uncompleted as at "Date" Completed: "Date From" to "Date to"	Action Sheets Report
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<ul style="list-style-type: none"> a. SB22.6 Nowra High School Sporting Fields – Termination of License b. SB22.7 Shoalhaven Sports Board – Current Projects Update – Shoalhaven Heads Pump Track – Aboriginal Impact Assessment Criteria – Information to Members c. SB22.11 Sportsground Floodlighting - Replacement Schedule - lux - major sporting events - Ison park – lights d. SB22.12 Current Projects Update - Completed - Club House - grant application - Tourism events - reports required e. SB22.13 Shoalhaven Heads Pump Track - Aboriginal Heritage Assessment Criteria - amenities - Sussex Inlet - Native Title f. SB20.4 Sports Grants Program - Round 2 - 2019/2020 - Successful applicants g. SB21.3 Shoalhaven Sports Board - Membership - Tameka Gogerly / Lucy Burgmann / Liz Tooley / Phil Newlyn h. SB22.9 Additional Item - Sussex Inlet - Pump Track - Flood Lighting Tennis Court - Report request i. SB22.12 Current Projects Update - Completed - Club House - grant application - Tourism events - reports required <p>CARRIED</p>	
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Meeting Date: 24/08/2022	Item No: SB22.15	Officer: Fischer, Ben	Completed: 28/09/2022
Title: Acknowledgement of Resignation - Gemma Afflick / Elaine Caswell - vacancies filled with casual position			
RESOLVED (Craig Howsan / Clr Kitchener) That: 1. The Shoalhaven Sports Board note the resignations received from Ms Gemma Afflick and Ms Elaine Caswell (community members)		Notes: 28 Sep 2022 2:15pm Fischer, Ben - Completion Completed by Fischer, Ben (action officer) on 28 September 2022 at 2:15:55 PM - Action completed - Resignation Letters printed and sent 28/09/2022	

Shoalhaven Sports Board Uncompleted as at "Date" Completed: "Date From" to "Date to"	Action Sheets Report
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<p>and thank them for their commitment to the Board and the Sporting Community.</p> <p>2. The vacancies be filled via a casual position until the next round of vacant positions are called in March 2023.</p> <p>CARRIED</p>	
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Meeting Date: 25/05/2022	Item No: SB22.12	Officer: Hutchinson, Liliana	Completed: 05/09/2022
Title: Current Projects Update - Completed - Club House - grant application - Tourism events - reports required			
RESOLVED (Roger Walker / Lucy Burgmann) That 1. Shoalhaven Sports Board accept the Current Projects Update report for information. 2. Completed Projects are no longer included for future reports. 3. Kevin Norwood to report back to the Shoalhaven Sports Board in relation to the new club house including the club grant application and the letter of support provided and whether there is a Development Application and any community consultation to date. 4. The historically received Tourism report for all upcoming events be included within future agendas CARRIED		Notes: 31 May 2022 12:21pm Andriske, Claire Part 2 - Alyssa Stevenson, Part 3 - Kevin Norwood, Part 4 - Coralie Bell 28 Jun 2022 1:56pm Hutchinson, Liliana Vincentia Sailing Club had submitted a Club Grant application for a shipping container, boats, insurance and educational programs. The shipping container will be approved by the District Engineer as the asset custodian. Further info to be included in the Sports Board Report. 05 Sep 2022 3:15pm Hutchinson, Liliana - Completion Completed by Hutchinson, Liliana (action officer) on 05 September 2022 at 3:15:35 PM - All three actions have been completed and can be referenced in the August 2022 report.	

Meeting Date: 26/09/2022	Item No: SB22.20	Officer: Cunningham, Brad	Completed: 29/09/2022
Title: Policy - Sports Grants Program (Capital Works) - Adoption			
RESOLVED* (Clr White / Clr Copley) MIN22.667		Notes: 29 Sep 2022 3:54pm Cunningham, Brad - Completion	

SB22.23 - Attachment 1

Shoalhaven Sports Board

Uncompleted as at "Date"

Completed: "Date From" to "Date to"

Action Sheets Report

FOR: Clr Findley, Clr Kotlash, Clr Norris, Clr Butler, Clr D'Ath,
Clr Copley, Clr Ell, Clr Christen, Clr White, Clr Wells, Clr
Watson and Clr Kitchener

AGAINST: Nil

CARRIED

SB22.24 Shoalhaven Sports Board - Current Projects Update

HPERM Ref: D22/390258

Department: Community Planning & Projects
Approver: Jane Lewis, Director - City Lifestyles

Reason for Report

To provide an update to Shoalhaven Sports Board on current projects, recent grant funding applications that have been submitted and successful grant funding applications.

Recommendation (Item to be determined under delegated authority)

That Shoalhaven Sports Board accept the Current Projects Update report for information.

Options

1. Adopt the Recommendations as written.

Implications: This will enable the Sports Board to be kept informed of projects.

2. Provide an alternative direction.

Background

The following is an update of current projects under development:

Summary of Work Program Projects Being Undertaken or in Development	
Project	Comment
Irrigation & Drainage Construction	<p>Projects Completed</p> <ul style="list-style-type: none"> Finkernagel Reserve Oval Irrigation was completed September 2022. <p>Projects Underway</p> <ul style="list-style-type: none"> Bill Andriske Oval irrigation project is underway, completion expected late November 2022 <p>Projects Delayed Recent wet weather has delayed the following projects:</p> <ul style="list-style-type: none"> Crookhaven Park Rugby League Sportsground drainage project, expected completion February 2023. Lyrebird Park Sportsground drainage project, expected completion February 2023. Callala Sportsground drainage project, expected completion January 2023. Kangaroo Valley Showground drainage project, expected

	<p>completion December 2022.</p> <ul style="list-style-type: none"> Francis Ryan Oval drainage project, December 2022.
Floodlighting upgrades	<p>Projects Completed</p> <ul style="list-style-type: none"> Ison Park Baseball floodlights were completed October 2022. <p>Projects Delayed:</p> <ul style="list-style-type: none"> Bernie Regan Sporting Complex floodlights underway but delayed by wet weather, anticipated completed date December 2022. Ulladulla Tennis Complex delayed by wet weather, anticipated completion late November 2022.
Milton Showground Roads	<p>Works underway but delayed by wet weather, expected completion February 2023.</p>
Ulladulla Skatepark	<p>The Ulladulla Skate Park detailed design package has been completed. The preparation of tender documentation is currently underway.</p> <p>Council will proceed to Tender for construction of the skate park in December 2022.</p> <p>Grant funding from the Multi-Sport Community Facility Fund 2021/22 of \$1,500,000 has been confirmed.</p>
Milton Ulladulla Croquet Courts – Ulladulla Sports Park	<p>Milton Ulladulla Croquet Committee (MUCC) submitted a development application for a clubhouse in March 2022. The Club has committed \$50,000 towards the new clubhouse. Design documentation is currently being developed. However green keeping fees, architectural fees, and DA costs are coming from that allocation, only \$27K remain. An updated quantity survey for the proposed building has been secured at present there is no funding allocation to fund this next stage. The DA is being assessed at which stage the project will be shovel ready. It is anticipated that a budget funding request will be submitted for consideration by Council as part of the 2023/24 budget process. Grant funding will also be sought, noting that a co-contribution is typically required by funding bodies to be eligible to make a submission.</p>
Crookhaven Park Amenities / Change Room Upgrades	<p>\$200,000 is allocated at line 746 of the Shoalhaven City Council DPOP 2022/23 (ref. '10 Year Proposed Capital Works Programming - New or Upgrade Projects') to undertake detailed design investigations for a new amenities building, to replace an existing canteen, changerooms, and toilet facility. Note: this funding allocation is for design investigations only. Additional funding commitments will be required to progress to construction.</p> <p>In accordance with MIN21.405, Council staff commenced preliminary scoping investigations and undertook a site assessment in September 2022. These investigations have identified constraints at the subject site, relating to available space, circulation, and crime prevention through environmental design (CPTED), requiring further investigation.</p> <p>In accordance with Part 3 of MIN21.405, Council staff will establish a working group, including representatives from the Culburra Cougars Football Club and the Culburra Touch Football Club, as</p>

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	resourcing permits.
Thurgate Oval Bomaderry	Dog off leash area on Thurgate Oval, stage 1 - Perimeter fencing completed August 2022.
Rugby Park South Nowra – Grandstand replacement	Grandstand completed September 2022.
Worrigea Equestrian Common	<p>Shoalhaven Dressage Club are finalising project funding sources.</p> <p>Construction pending, delays have been experienced due to consistent wet weather and flooding on site.</p> <p>Construction of amenities building is complete. Shoalwater to connect sewer, start date to be confirmed by Shoalwater.</p>
Shoalhaven Community & Recreation Precinct (SCaRP)	<p><u>Norther SCaRP - Bomaderry Sporting Complex & Bomaderry Aquatic Centre sites</u></p> <p>A brief is being prepared for Architectural services for the detailed design of the Northern section of the SCaRP project which will include:</p> <ul style="list-style-type: none"> • Community / Recreation Pavilion (including indoor 50m, 8 lane pool, offices, community spaces, gym, cafe etc). • Synthetic athletics track and supporting infrastructure • Rugby League fields and supporting infrastructure • Lift and Change facilities <p><u>Southern SCaRP - Artie Smith</u></p> <ul style="list-style-type: none"> • Construction by the contractor Joss Group commenced in November 2021. • Bulk earthworks on the main oval have been completed. • Installation of irrigation for the oval is complete and pressure test conducted. • Four light towers around the perimeter of the main oval have been erected. • The construction of the Cricket and AFL club houses is well advanced. • The AFL/ Cricket clubhouse terrace seating concrete is complete. • Construction of the main structure of the Croquet Building is progressing. • Installation of on-street parking areas are progressing. • Footpath installation is currently progressing. • Completion is anticipated mid 2023 – weather permitting. <p><u>Southern SCaRP - Refurbishment of the Bomaderry Basketball Stadium and Integration with Shoalhaven Indoor Sports Centre</u></p> <ul style="list-style-type: none"> • Council endorsed Option 3 concept plan on 26 April 2022 – CL22.198. Design option 3 with extended footprint and sawcut roof has been endorsed and detailed design is

	<p>currently underway.</p> <ul style="list-style-type: none"> • Conybeare Morrison (CM+) has been engaged to work with Council Projects Major within the Community Planning and Projects team to prepare the DA/CC documentation and to lodge the Development Application. • The DA was submitted in early September 2022.
NRL Aboriginal Knock Out Cup October Long Weekend 2022	<ul style="list-style-type: none"> • Event held 30 September to 3 October 2022. Very wet weekend, however it was a very successful event.
Bay & Basin Leisure Centre – Recreational Hub	<ul style="list-style-type: none"> • Council has awarded a contract to CO-OP Studio in February 2022, to undertake the design works. • Four initial concepts were reviewed by the Project Control group and one has been recommended for progression. <p>The architects will design extensions to the indoor leisure centre with:</p> <ul style="list-style-type: none"> • Learn to swim pool • Improvements to existing facilities and amenities • Extension of gym • 24 hr access to gym • Inclusion of community spaces, indoor play <p>Outdoor areas will include:</p> <ul style="list-style-type: none"> • Addition of netball courts • Improvements to existing sporting amenities. • Carparking, landscaping etc. <p>A Councillor briefing was held in September 2022 to provide an update on the project</p>
Paringa Park – Non-Motorised Water Sports Precinct	<p>Council has received notification from Crown Lands in relation to the Sea Scouts tenure. This property is now under Council Control and Management.</p> <p>Further development of the precinct will be informed and in-line with the Nowra River Foreshore Development.</p>
Boongaree Masterplan	<ul style="list-style-type: none"> • Stage 1 works are now completed, and the Boongaree Rotary Nature play park was officially opened in January 2022. It is currently in 12-month defect liability period. A staff member has been allocated to the Precinct full time, 5 days a week and a roving cleaning crew on weekends. • Stage 2 and 3 – Pump Track and Skatepark. Construction works commenced in June 2022. The main structural components of the Skate Park have been installed. Works on the pump track will commence in early November 2022 with anticipated completion by 7 December 2022. • Stage 4a – Netball Courts & Cricket Nets have commenced construction, and it is anticipated for

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	<p>completion in early November 2022.</p> <ul style="list-style-type: none"> • Stage 4b - Reconciliation Garden is currently in concept design phase. National Tree Day occurred on 31 July 2022. 500 trees were planted and over 170 people attended the event. Participants included Jerrinja Tribal Council, Jerrinja Local Area Land Council (LALC), Nowra LALC, and the Aboriginal Advisory Committee. This monumental occurrence was noted by the Hon. Fiona Phillips in Parliament. • Stages 5 - 7 are in detail design development phase. These stages include a further 222 car parking spaces for cars, coaches, and long vehicles. This is progressing to the detailed design stage and is integrated with other elements of the park. Grant funding of \$1,821,398 from the Multi-Sport Community Facility Fund 2021/22 has been awarded. • Boongaree Stage 6 - Dog Fenced Off Leash Area (FOLA) is in the final stages of concept design. • Staff are investigating options to alleviate short term car parking constraints until final stages of car parking are able to be delivered. Council has been fast tracking part of stage 7 (now known as stage 1B) to construct 45 car spaces adjacent to the existing nature play area, this is anticipated to be completed by end of November 2022. • Council is also progressing to detailed design on car spaces along North Street to the west of the Alexandra Street intersection, this would deliver 32 car parking spaces.
<p>Showground Stimulus Grant Funding (SSGF) – NSW Resilience</p> <p>\$1,075,605 secured</p>	<p>Full funding awarded is listed at bottom of report. All projects completed, or updates given here:</p> <ul style="list-style-type: none"> • Round 1: <ul style="list-style-type: none"> ○ Construction for Milton Showground amenities building underway. • Round 2: <ul style="list-style-type: none"> ○ Funding has been announced, to a total of \$153,586 across 4 showgrounds. ○ Solar power and batteries at 4 showgrounds to be delivered and underway. • Round 2A: <ul style="list-style-type: none"> ○ Berry Showground Pavilion has been painted externally. ○ Underfloor insulation at Kangaroo Valley Hall has been completed. ○ Kangaroo Valley Showground Carpark upgrade has commenced. ○ Awaiting quotes for Milton Showground Cattle Yards

	<ul style="list-style-type: none"> ○ Milton Showground Stadium Shutters installed.
Frogs Holla – Reserve Upgrades	Drainage budget deferred to 2023 / 24 financial year.
Jerry Baily Oval	New amenities building under construction. Programmed for completion February 2023 – weather permitting
Park Road Netball Courts - Nowra	Tender reported to October 2022 Ordinary Council meeting. For completion in mid-2023 – weather permitting.
Generic Plans of Management – Sportsgrounds	<p>Council is continuing to prepare Generic Plans of Management for Sportsgrounds.</p> <p>Council have reported the draft Plans of Management to Council and received endorsement to proceed to public exhibition. The Plans of Management are currently with the Ministers Office, seeking their approval to proceed to exhibition.</p>
Lighthouse Oval Storage Shed Repairs	Repairs to damaged wall of cricket storage / curator shed completed.
Online Booking System	<ul style="list-style-type: none"> • Camping module is live. • Bookings for venues (Council managed) including community halls went live 1 August 2022 • Bookings for venues (Management Committee managed) part of next stage of rollout.
WHS Manual Inductions	The remaining Management Committee inductions will roll out this financial year by the appropriate Facility Officers.
Management Committee Workshops	<p>Workshops for showground and sportsground Management Committees have been coordinated by Shoalhaven Swim Sport Fitness.</p> <p>Workshops for Community Halls / Centres that do not have sportsgrounds (or only 1 tennis court), will be coordinated by Assets and Works Directorate in the future.</p>
Sports Grants Program	<p>2021/22: Sports grants applications were received June 2021, approved October 2021 and projects are underway with several complete. Nowra Croquet Club Inc has withdrawn their application.</p> <p>2022/23: 5 x applications have been received and are currently under evaluation. To be reported to Sports Board for November 2022 meeting.</p>
Financial Statement and Subsidy Applications	New processes have been reviewed and Capital Budget Requests submitted for adoption for 2022 / 23 financial year.
Ulladulla Sports Park Master Plan	<p>The Master Plan is now considered finalised and deemed adopted in June/July 2022.</p> <p>At the Ordinary Council meeting on 23 May 2022, Council resolved the following in relation to the draft Ulladulla Sports Park Master Plan (MIN22.352):</p>

	<p><i>That Council endorse the Draft Ulladulla Sports Park Master Plan to progress to public exhibition for a period of 28 days.</i></p> <ol style="list-style-type: none"> <i>1. If no significant adverse feedback is received as part of the exhibition, the Draft Ulladulla Sports Park Master Plan be finalised and deemed adopted; or</i> <i>2. If significant adverse feedback is received a further report on the outcomes of the public exhibition of the Draft Ulladulla Sport Park Master Plan will be submitted to Council with any proposed changes.</i> <p>As a result of the above resolution, Council publicly exhibited the draft Master Plan throughout June 2022. At the end of the exhibition period, Council received 0 submissions.</p> <p>As a result, the Ulladulla Sports Park Master Plan was deemed to be endorsed.</p>
Berry Showground Master Plan	<p>A finalising of the Draft of the Berry Showground Master Plan is now complete. This project will be reported at Council's Ordinary Meeting on 14 November 2022.</p>
Nowra Showground Master Plan	<p>At the Ordinary Council meeting on 23 May 2022, Council resolved the following in relation to the draft Nowra Showground Master Plan (MIN22.351):</p> <p><i>That Council endorse the Draft Nowra Showground Master Plan to progress to public exhibition for a period of 28 days.</i></p> <ol style="list-style-type: none"> <i>1. If no significant adverse feedback is received as part of the exhibition, the Draft Nowra Showground Master Plan be finalised and deemed endorsed; or</i> <i>2. If significant adverse feedback is received a further report on the outcomes of the public exhibition of the Draft Nowra Showground Master Plan will be submitted to Council with any proposed changes.</i> <p>As a result of the above resolution, Council publicly exhibited the draft Master Plan throughout June 2022. At the end of the exhibition period, Council received 8 submissions. The submissions were assessed by the Project Control Group, where some minor errors were adjusted in the Master Plan. None of the adjustments were deemed significant in order to trigger a report back to Council.</p> <p>As a result, the Nowra Showground Master Plan was deemed to be endorsed.</p>

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Department of Education Memorandum of Understanding (MoU)

Council has entered into a new MoU with the Department of Education to look at ways we can share spaces and work together to develop opportunities for sport and community use. This is an ongoing scheduled meeting with the Department.

Grants

Staff have been pro-active in preparing and submitting grant funding applications aligned with Council's strategic priorities.

Community led projects requiring landowners' consent have been reviewed and where supported, letters of in principle support have been prepared.

The table below provides a summary of applications, their current status, funding sought, funding received and Council's and / or community contribution, along with the status of the works.

Funding Program	Projects Submitted	Funding Sought	Status	Comment
Showground Stimulus Round 2	Nowra Showground – Solar power and battery, plus generator connection	\$28,234	Successful	Works underway
Showground Stimulus Round 2	Berry Showground – Animal Nursery – replace existing building removing internal pillars	\$76,282	Successful	Design works underway
Showground Stimulus Round 2	Berry Showground Replace Roof Pavilion	\$46,420	Successful	Works completed. Funding redirected to painting the external façade due to cost of works significantly exceeding the grant.
T20 Cricket Fund	Berry Sporting Complex (Boongaree) Practice Cricket Nets X 4	\$35,000	Successful	Works underway
Showground Stimulus Round 2A	Berry Showground External paint - Pavilion	\$20,780	Successful	Works completed
Showground Stimulus Round 2A	Kangaroo Valley Showground – Under floor insulation KV School of Arts Hall	\$29,210	Successful	Works completed
Showground Stimulus Round 2A	Nowra Showground – Replace Committee room kitchen cabinets oven and cooktop	\$25,667	Successful	Works completed
Showground Stimulus Round 2A	Nowra Showground – Woodchop Arena safety fencing	\$10,909	Successful	Works completed
Showground Stimulus Round 2A	Milton Showground – Repair cattle yard fencing	\$32,043	Successful	Works underway
Showground Stimulus Round 2A	Milton Showground – Replace louvre windows – Southern Basketball Stadium	\$33,125	Successful	Works completed
ACIF (Australian Cricket Infrastructure Fund)	Berry Sporting Complex (Boongaree) Practice Cricket Nets X 4	\$30,000	Successful	Works underway
Crown Land Improvement Fund	Culburra Beach Tennis Courts – resurface Courts, install picnic table and shelter	\$8,000	Successful	Works completed
Crown Land	Nowra Showground PA	\$89,689	Successful	Works completed

Funding Program	Projects Submitted	Funding Sought	Status	Comment
Improvement Fund	System			
Crown Land Improvement Fund	Milton Pony Club – tree works	\$15,000	Successful	Works completed
Regional Sport Facility Fund	Bernie Regan Sporting Complex – Floodlights	\$306,000	Successful	Works underway
Regional Sport Facility Fund	Ison Park – Baseball floodlighting	\$305,000	Successful	Works completed
Club Grants 3	Shoalhaven Tennis Association – Court resurfacing	\$300,000	Unsuccessful	SSSF have submitted a grant
Club Grants 3	Nowra Croquet Club – development of croquet courts	\$300,000	Provided	Provided letter of support
Stronger Country Community Fund	Park Road Netball – redevelopment of courts		Program withdrawn and further advice awaited from Fed Govt. on any new funding programs	Works scheduled for November 2022
Local Roads & Community Infrastructure Round 1	Ulladulla Tennis Complex Floodlight upgrade	\$180,000	Successful	Works underway
Local Roads and Community Infrastructure Rounds 2	Lake Conjola Community Hall Grounds (fence and wall), Painting	\$30,000.00	Successful	Works completed
Local Roads and Community Infrastructure Rounds 2	Milton Village Pool Shelters	\$20,000.00	Successful	Works completed
Local Roads and Community Infrastructure Rounds 2	Nowra Aquatic Park Cabana Shelters and Solar (PV) System	\$60,000.00	Successful	Works underway Solar complete
Local Roads and Community Infrastructure Rounds 2	Ulladulla Leisure Centre Covered deck	100,000.00	Successful	Works underway
Local Roads and Community	Ulladulla Sea Pool Fencing and Pathways	\$95,000.00	Successful	Works completed

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Funding Program	Projects Submitted	Funding Sought	Status	Comment
Infrastructure Rounds 2				
Local Roads and Community Infrastructure Rounds 2	Nowra Showground Pavilion painting	\$150,000.00	Successful	Tender evaluation underway
Local Roads and Community Infrastructure Rounds 2	Nowra Showground Pavilion Landscaping	\$170,000.00	Successful	Tender evaluation underway
Local Roads and Community Infrastructure Rounds 2	Crookhaven Sports Park Subsoil drainage	\$110,000.00	Successful	On Hold
Local Roads and Community Infrastructure Rounds 2	Ulladulla Tennis Complex Floodlight upgrade	\$220,000.00	Successful	Works underway
Local Roads and Community Infrastructure Rounds 2	Milton Showground Upgrading of roadways	\$400,000.00	Successful	Works underway
NSW Government Multisport facility Fund	Bongaree – Stages 5 & 7 Junior Sports field and Senior Sports fields (with associated carparking) Berry	\$1,821,398	Successful	Submitted February 2022
NSW Government Multisport facility Fund	Ulladulla Sportspark – All wheels skatepark	\$1,500,000	Successful	Submitted February 2022
NSW Government Open Spaces Program	Marriott Park Playground	\$500,000	TBD	Submitted March 2022
BLERF	Nowra Showground	\$1,140,484	Successful	Works underway
BLERF	Berry Showground	\$1,200,965	Successful	Works underway
BLERF	Milton Showground	\$763,628	Successful	Works underway
BLERF	Kangaroo Valley Showground	\$930,290	Successful	Works underway

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Financial Implications

These projects are progressing with funding provided as part of the 2021 / 22 and also 2022 / 23 Delivery Program & Operational Plan. Additional funding requirements will be sourced through grant funding opportunities where available or reported to Council as part of the project update / approval process, or via quarterly budget reviews.

The capital investment and improvement in facilities raise the standard of Council facilities. Maintaining facilities at these levels requires commensurate funding within operational budgets to ensure the facilities remain fit for purpose. Additional operational funding bids have been submitted as part of the draft budget planning process for consideration.

Sports Grants Program

Grant recipients from previous round have been advised and distribution of funding is being processed.

The applications program for 2022 / 23 are included in the business paper for this meeting.

SB22.25 Sports Grants Program 2022 / 23 - Funding Determinations

HPERM Ref: D22/431658

Department: Community Planning & Projects
Approver: Jane Lewis, Director - City Lifestyles

Attachments: 1. Sports Grants Program (Capital Works) [↓](#)
2. Weighted Score Evaluation [↓](#)

Reason for Report

To advise Shoalhaven Sports Board of funding applications for the Sports Grants Program 2022 / 23 and to seek the Shoalhaven Sports Board approval for allocation of funding to the recommended projects outlined in this report to be referred onto Council for adoption.

Recommendation

That:

1. The Shoalhaven Sports Board approve the following five (5) applications for the 2022 / 2023 Sports Grants Program:
 - a. Shoalhaven District Football Association – Install underground tank and pump at Ison Park South Nowra - Topdress Field 1 - \$22,052
 - b. Shoalhaven United Football Club – Topdress Fields No 3 and No 4 at Lyrebird Park - \$7,583
 - c. Milton Ulladulla Rugby League Football Club – Erect new goal posts at Bill Andriske Oval - \$6,533
 - d. Berry Riding Club – Extension to Spectator Shed at Berry Equestrian Centre - \$20,000
 - e. Milton Ulladulla Junior Rugby League Football Club – installation of spectator fence at Ulladulla Sports Park Field 1 - \$13,923.47
2. Shoalhaven Sports Board approve remaining unallocated 2022 / 23 Sports Grants Program balance of \$97,908.53 to be transferred to Swim Sport Fitness to support the following:
 - a. Expansion of Minor Improvement Program Budget to extend the Shoalhaven sportsground seasonal maintenance programs, with an emphasis on top-dressing to efficiently remediate sportsgrounds where recent or upcoming sub-surface drainage system have / are being installed.

Options

1. Adopt the recommendation as written.

Implications: This will allow Sports Grants Program funds to be allocated and projects to proceed in line with sporting club plans throughout the Shoalhaven and appropriate utilisation of remaining funds. This will also expedite sportsground topdressing improvements.

2. Change or provide an alternative recommendation which provides staff direction.

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Implications: Unknown until advice received – this may delay the Sports Grants Program and may result in funding not being spent. May also delay sportsground topdressing improvements.

Background

The Sports Grants Program's purpose is to assist Shoalhaven sporting groups to undertake new works or improvements to existing fixed assets at sporting facilities on Council-managed land. This grant is not intended for maintenance activities.

Sports Grants Program – Applications 2022 / 23

Applications to the Sports Grants Program are invited annually, as outlined by the Sports Grants Policy POL22/64 (Attachment 1). This year, information was distributed to all sporting clubs on Council's database, advising clubs of the scheme and requesting that clubs make an application prior to 17 July 2022.

The total 2022 / 23 Sports Grants Program budget is \$168,000.00. Five (5) applications for funding were received, totalling \$70,091.47.

Applications were assessed against the criteria and provisions as outlined in the Sports Grants Policy POL22/64 (Attachment 1) and assessment scores are recorded in the Weighted Score Evaluation (Attachment 2).

Club	Facility	Project	Cost GST inc (ex in-kind Labour)	Funds Requested	Club / Other Contribution
Shoalhaven District Football Association	Ison Park, South Nowra	Install Underground Tank & Pump - Topdress Field 1	\$33,077.00	22,052.00	\$11,025.00 + \$1,080.00 in-kind labour
Shoalhaven United Football Club	Lyrebird Park, Nowra	Topdress Fields 3 & 4	\$11,375.00	7,583.00	\$3,792.00
Milton Ulladulla Rugby League Football Club	Bill Andriske Oval, Mollymook	Erect New Goal Posts	\$13,067.00	6,533.00	\$6,533.00
Berry Riding Club	Berry Equestrian Centre	Extension to Spectator Shed	\$30,310.00	20,000.00	\$10,310.00
Milton Ulladulla Junior Rugby League Football Club	Ulladulla Sports Park	Install Spectator Fence surrounding Field 1	\$20,885.20	13,923.47	\$6,961.73

All applications comply with the Policy and can be funded within the program budget, therefore, it is recommended that all projects be approved within this funding round.

Sports Grants Program – Proposal for Use of Balance of Funds – 2022 / 23

It is proposed that the funds be allocated for expansion of the Minor Improvement Program Budget to extend the Shoalhaven sportsground seasonal maintenance programs.

Community Engagement

The 2022 / 23 Sports Grants Program was opened for applications from all sporting groups and peak bodies on 21 April 2022. Reminder notifications were sent to these contacts on 29 June 2022 to encourage a healthy uptake of the grant. The Sports Grants Program was also promoted to attendees of the Sporting Groups Workshop.

Policy Implications

All applications comply with the Sports Grants Policy (Attachment 1).

Financial Implications

2022 / 23 Sports Grants Program allocated budget	\$168,000.00
Total funding requested under the 2022 / 23 Sports Grants Program, for five (5) recommended projects in this report	\$70,091.47
Remaining funds if all recommended projects are approved	\$97,908.53

Risk Implications

Development Application – Berry Riding Club

Berry Riding Club's application for an extension to spectator seating requires a Development Application (DA). The club has initiated this process following consultation with Council's Duty Planner and has since lodged a DA through the NSW Planning Portal. The Club has been advised that current wait times for DA approvals are six (6) to nine (9) months.

Should Berry Riding Club be successful in securing Sports Grant Program funding, there is also the possibility that this project will roll into the 2023 / 24 financial year for completion.

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Sports Grants Program (Capital Works)

Adoption Date:	27/06/2006
Amendment Date:	18/12/2007, 28/04/2009, 21/12/2009, 18/05/2010, 21/05/2013, 28/03/2017, 17/04/2018, 29/10/2019, 26/09/2022
Minute Number:	MIN06.778, MIN07.1842, MIN09.509, MIN09.1789, MIN10.588, MIN13.532, MIN17.247, MIN18.273, MIN19.793, MIN22.667
Review Date:	01/12/2024
Directorate:	City Lifestyles
Record Number:	POL22/64

Sports Grants Program (Capital Works)

1. Purpose

To define the funding framework for sports groups to partner with Council to deliver capital works projects / improvements. The funding framework allows for design and delivery of new infrastructure, or improvements to existing capital fixed assets at sporting facilities on Council managed land.

2. Statement

The Sports Grants Program (Capital Works) Policy is overseen by Council's Shoalhaven Swim Sport Fitness Department which manages all Council-managed showground and sporting facilities.

2.1. Who does the policy apply to?

The Sports Grants Program is available to all Shoalhaven based sports groups that meet the provisions of this policy and wish to undertake design for new infrastructure or improvements to existing fixed assets on Council managed land.

2.2. Council Funding

Council funding for this program is to be reviewed annually during the budget process.

Council's matching financial contribution for this program is available to eligible Shoalhaven based sporting groups on the basis of \$2.00 from Council for each \$1.00 contributed by sporting organisations. Eligible projects will require endorsement from the relevant sporting association.

The program also supports those Shoalhaven based sporting groups who wish to accumulate funds for strategic projects by carrying over Council's matching contribution to the next financial year.

2.3. Capital Improvements

Capital improvements to sporting facilities refer to the provision of new, or improvements to existing, capital fixed assets and should be in line with the Community Infrastructure Strategic Plan 2017-2036, and support or encourage the following strategic goals/criteria:

- Consolidation of assets
- Meet current legislative compliance
- Higher usage levels of fewer assets
- Multiple-use facilities
- Increased range of activities, services and programs being offered
- Increased participation, particularly by target groups (eg children, aged, disabled, different cultural backgrounds etc)

. Such improvements typically include:

- Design costs for capital projects
- Lighting of sports fields
- Improvements to amenities
- Spectator facilities
- In-ground drainage and/or irrigation
- Improved playing surfaces

Sports Grants Program (Capital Works)

- Car park and access road sealing
- Long cycle refurbishment of tennis courts

Purchase or provision of machinery is not eligible under this Program.

2.4. Sporting Groups involvement

The nature of this Program allows Shoalhaven-based sporting groups to determine their level of involvement and their preferred methods of collection of funds to partner with Council in the improvement of facilities on Council-managed land. Such methods could include direct levy of participants, fundraising, sponsorship or successful grant applications.

Council's Sportsgrounds Management Policy outlines the process for all communication which will take place between relevant Sporting Associations or Peak Bodies and Council.

2.5. Criteria for Prioritisation

- a. Compliance with strategic and other plans of Council – 50%
- b. Value of additional in-kind labour to contribute – 15%
- c. Percentage of funding club is contributing – 10%
- d. The apparent 'readiness' of the project to proceed – 15%
- e. Benefit to other users of the Council-managed Land – 10%

3. Provisions

The following provisions apply:

- This Program applies to all sports that occur on Council-managed land.
- Council's matching financial contribution is available for Shoalhaven sporting groups on the basis of \$2.00 from Council for each \$1.00 contributed by the applicant, with evidence of available funds at time of application.
- Applicants must read Council's Community Infrastructure Grants Guidelines and ensure projects meet these guidelines.
- Council will liaise with applicants to maximise project outcomes and meet the objectives of Council's Community Infrastructure Strategic Plan. Projects must be approved by Council prior to application to the Sports Grants Program.
- Applications are invited in April and close 30 June each year. Successful applications will be granted and expended during the following financial year.
- Applications will be assessed by a working party comprised of:
 - Three Shoalhaven Sports Board members
 - One Shoalhaven City Council Inclusion and Access Advisory Group member
 - Two or three Council staff from the Shoalhaven Swim Sport Fitness, Building Services and/or Works and Services Departments as appropriate to the applications under consideration
- The working party will meet to assess the applications and report to the first Shoalhaven Sports Board meeting following the working party's determinations.
- Applications must include the following:
 - A statement of community benefit

Sports Grants Program (Capital Works)

- Information regarding levels of participation in the sport
- An assessment, either by the local sporting group or by the peak bodies of the relevant sporting codes, of that sport's future sporting facility requirements within the Shoalhaven over the next 20 years
- An assessment of the club's financial capacity (including audited financial statements for the preceding three years)
- A five year forward Business Plan, including financial projections
- Site plans
- Quotes for the planned work
- After 1 July the Shoalhaven Sports Board will prioritise the nominated projects based on these criteria and the ability of the project to be delivered or part-delivered in the relevant financial year. These priority projects will be reported to the Board for endorsement.
- In-kind contributions may be used to value-add to projects but will not substitute for the cash contribution component.
- Funds will not be carried over on a promise of raising matching funds in subsequent years and funds used to match previous Council contributions cannot be used to bid for funds in subsequent years.
- Projects qualifying for the Program will be subject to a financial limit of \$50,000 in matching funds.
- Where there is more than one application from a sporting code, the Association must indicate its priority. Associations should provide equal access for all clubs to Council's financial allocation. Where no Association / Peak Body exists, Council will liaise directly with the sporting clubs.
- Council's funding commitment to this Program will be reviewed annually as part of Council's annual Management Plan/Budget review.
- Once funding is approved contributory funds shall be paid to Council by the Sporting Association / Peak Body (or affiliated Club) prior to the project commencing. Council will provide Purchase Orders as per the successful quotes. All projects shall be overseen by a qualified / licensed operator approved by Council. This will require the qualified / licensed operator providing Council with relevant Work Health & Safety information and Safe Work Method Statements. Council has limited capacity to assist in project delivery and this may require that some funds be allocated to staffing costs. If Council is required to provide this service, it reserves the right to recoup its expenditure from the project allocation.
- After considering a staff report, the Shoalhaven Sports Board will recommend to Council the allocation of any unexpended funds for improvements to sports facilities.
- This Policy does not apply to:
 - Management Committees, other than committees administering tennis courts
 - Surf Life Saving Clubs
- The following groups are eligible:
 - Management Committees with tennis courts – for tennis-related projects
 - Sporting groups with lease/licence agreements where lease/licence payments contribute to a capital improvement 'sinking' fund
 - All sporting clubs including tennis, swimming, water sports and skate clubs or groups

Sports Grants Program (Capital Works)

- Where a project has not commenced in the financial year following the year of allocation, the funding may be withdrawn and re-allocated. The sporting group will be advised prior to the withdrawal of funding.
- Where the total project cost is:
 - \$3,000 to \$29,999 – A minimum of one quote is required
 - \$30,000 - \$124,999 – A minimum of three written quotes are required
- All improvements or alterations to playing fields or facilities will become and remain the property of Council and cannot be removed by the hirer and/or user. Council is not required to compensate the hirer and/or user for the cost of such improvements or alterations.

4. Implementation

The City Lifestyles Directorate will administer this policy.

5. Review

To be reviewed within one year of the appointment of a new elected Council.

Sports Grants Program (Capital Works)

Sports Grants Program
(Capital Works)
Project Nomination Form
Annual closing date is 30 June



PART A: To be completed by the Club(s) nominating the project (please print)

Project name: _____

Project description: _____

Name of reserve / location: _____

Is the land managed by Shoalhaven City Council? Yes / No

Name of Club: _____

Postal address: _____

Contact person: _____

Position held: _____

Business phone: _____ Mobile: _____

Fax: _____ Email: _____

Does your club have an ABN? Yes / No If yes please supply ABN No.: _____

Is your club registered for GST? Yes / No

Does your Club have a Business Plan? If yes, please provide a copy of your Business Plan for the next 5 years, including financial projections.

Please provide details of any community benefit as a result of the nominated project:

Club user profile. Please provide a breakdown of your current Club membership:

Child (0-11yrs) Male _____ Female _____ Adults (18-49yrs) Male _____ Female _____

Youth (12-17yrs) Male _____ Female _____ Seniors (50+yrs) Male _____ Female _____

Please highlight any changes to membership numbers as a result of this project

Please provide audited financial statements for the preceding three years to enable assessment of the club's financial capacity.

Proposed project starting date: _____ Anticipated project completion date: _____

Does the project have the support of other ground users? Yes / No If yes, please provide a list of users below? Please provide and attach letters of support?

PART A Continue

Project cost breakdown (Please attach copies of all quotes)

Project cost breakdown (Please attach copies of all quotes)			
Itemised description of all components that will make up the project	Net Cost	GST	Total Cost
Net Project Cost	\$		
GST		\$	
Total Project cost (i.e. Net Cost + GST)			\$

Project funding breakdown (Please provide copies of all supporting details)

	Source / Brief Description	Amount \$	Funding verified
Cash Funds Attach a copy of details			Yes / No
Loan Funds Attach a copy of details			Yes / No
State Government Funds Attach a copy of details			Yes / No
Federal Government Funds Attach a copy of details			Yes / No
In- Kind Donations Attach a copy of details			Yes / No
In-Kind Labour Attach a copy of details			Yes / No
Other Attach a copy of details			Yes / No
Total Funds Available (Must Include GST)		\$	
User Contributions Policy Funding Request		\$	
Total In-kind Donations / Labour		\$	
Total Project Cost (must equal the above Total Project Cost)		\$	

Signature of contact person: _____ Date: _____

Sports Grants Program (Capital Works)

The information requested by Council on this form may constitute personal information under the Privacy and Personal Information Protection Act 1998. Council is allowed to collect the information from you to consider this matter. Supplying this information is voluntary. However if you cannot or do not wish to provide the information, Council may not be able to consider the matter. If you need further details, please contact the Information Officer, Shoalhaven City Council.

PART B – To be completed by the relevant Association/Peak Body (please print)

Name of organisation: _____

Postal address: _____

Contact person: _____

Position held: _____

Business phone: _____ Mobile: _____

Fax: _____ Email: _____

Does the submitting group have a formal organisational structure (ie President, Secretary etc)? Yes / No. If Yes, please provide details:

Does the proposed project meet the high priority needs of the sport. Yes / No If yes, please provide details how?

Please provide the future building and sporting facility requirements for your sporting organisation, within the City over the next 20 years.

Recommendation – If more than one application is submitted by your organisation a priority should be given to this project relative to other projects

Signature of contact person: _____ **Date:** _____

The information requested by Council on this form may constitute personal information under the Privacy and Personal Information Protection Act 1998. Council is allowed to collect the information from you to consider this matter. Supplying this information is voluntary. However if you cannot or do not wish to provide the information, we may not be able to consider the matter. If you need further details, please contact the Information Officer, Shoalhaven City Council.

Sports Grants Program (Capital Works)

Please send completed nomination forms to: council@shoalhaven.nsw.gov.au , or

The CEO
Shoalhaven City Council
PO Box 42
Nowra NSW 2541

File Reference 24899E

Further Information: Please contact Council on 4429 3111 or council@shoalhaven.nsw.gov.au

Weighted Score Evaluation

ATTACHMENT 2

	Compliance with strategic & other plans of Council /20	Value of additional in- kind labour to contribute /6	Percentage of funding contributed by club /4	Apparent 'readiness' of the project to proceed /6	Benefit to other users of the Council- managed Land /4	Total Score /40
Shoalhaven District Football Association - Install Underground Tank & Pump - Topdress Field 1	15	6	1	3	4	29
Shoalhaven United Football Club - Topdress Fields 3 & 4	17	1	1	5	3	27
Milton Ulladulla Rugby League Football Club - Erect New Goal Posts	17	1	4	4	2	28
Berry Riding Club - Extension to Spectator Shed	15	1	2	1	2	21
Milton Ulladulla Junior Rugby League Football Club - Install Spectator Fence surrounding Field 1	14	1	1	2	4	22