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**MINUTES OF THE CCB EXECUTIVE MEETING HELD ON THURSDAY 11 MAY 2017 IN  
THE SHOALHAVEN ENTERTAINMENT CENTRE - GALLERY COMMENCING AT 11.30 AM**

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Present:

Russ Pigg – General Manager  
Craig Milburn – Director, Finance Corporate and Community Services  
Warwick Papworth – Acting Director, Planning Environment and Development Services  
Ben Stewart – Director, Assets and Works  
Jessica Rippon – Executive Manager, Communications  
Melissa McCoy – Section Manager,  
Kate Ryan – Community Engagement / CCB Officer  
Councillor Findley  
Councillor White  
Councillor Gash  
Councillor Alldrick

Graham Ross – Greenwell Point Community Association  
Gwen Downie – Sussex Inlet & districts Community Forum  
Gail Drummond – Sussex Inlet & districts Community Forum  
Kerry Howes – Sussex Inlet & districts Community Forum  
Kim Stephenson  
Alan Stephenson  
Katie Hughes  
Stephen Akehurst  
Marcus Tarrant  
Troy Bryce  
David Fleeting  
Terry Barratt – Pride of Bomaderry  
John Cullity – Berry Forum  
Stuart Coughlan – Berry Forum  
Jan Turbill – Shoalhaven Heads Community Forum  
Terrie Gardner – Ulladulla & Districts Community Forum  
Paul Mitchell – Ulladulla & Districts Community Forum  
Morgan Sant – Hyams Beach Villagers Forum  
Peter Cumes – Currarong Community Association  
Garry Kelson – Huskisson Woolamia Community Voice  
Howard Duncan – Callala Bay Community Association  
Keith Jones – Tabourie Lake Ratepayers Association  
Gail Stebbings – Cambewarra Residents & Ratepayers  
Peter Broom – Cambewarra Residents & Ratepayers  
Chris Neale – Pride of Bomaderry  
Phil Bradshaw – Milton 2538 CCB  
Peter Livingston – Vincentia Ratepayers & Residents Association  
Peta McVay – Vincentia Ratepayers & Residents Association  
Graeme Gardiner – Greenwell Point Community Association  
Kevin Millar – Red Head Villages Association  
David Reynolds – Basin Villages Forum  
David Tarbert – Culburra Beach Progress Association  
Robyn Kerves – Conjola Community Association  
Jan Gregory – Ulladulla & Districts Community Forum

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Richard Purves – Ulladulla & Districts Community Forum  
Maureen Webb – Basin Villages Forum  
Bob Williamson – Greenwell Point Community Association  
Mick Cvetkovic – Red Head Villages Association  
Fran Shanahan – Conjola Community Association

1. Welcome

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Russ Pigg welcomed the CCB members and staff and introduced Kate Ryan, Council's Community Engagement / CCB Officer. Attending councillors and staff were introduced.

2. Presentation – IPART Rates Discussion, CSP and DPOP

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Craig Milburn provided an update on the IPART determination <http://shoalhaven.nsw.gov.au/My-Council/News/ID/2363/Special-Rate-Variation-IPART-Decision> Craig outlined the five criteria that IPART used to make their determination, these include:

- Demonstrated need
- Community engagement and awareness
- Reasonable impact on rate payers
- Exhibition of IPR documents
- Productivity improvements

Question: Is there a historical precedent for capital grants not being received by Council?

Reply: Capital grants are generally received each year for varying purposes and the amount will fluctuate. This information is available from the Annual Financial Statements available on Council's website

Question: Is information available about how Council uses capital grants money?

Reply: Yes, councils are required under legislation to provide this information. Council's financial statements show net operating results with, and without capital grants. Financial statements are made available on Council's website every quarter and annually.

Comment: Capital grants information should be displayed as a news event and not just as part of the financial statements.

Reply: Ben Stewart noted that when Council receives a capital grant, information is made available on Council's website, for instance, when Council receives Black Spot funding.

Russ Pigg noted that the grants from Federal government (\$16.7M in the past) has been increased for the current year to just under \$30M.

Jessica Rippon provided an update on the Community Strategic Plan (CSP) and asked CCBs to encourage their members to visit Council's "Get Involved" website page <http://getinvolved.shoalhaven.nsw.gov.au/csp> where they can "have their say". Over

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1200 internet surveys have been received. Drop-in days, community workshops and public meetings were also scheduled. The CSP will be on exhibition until 26 May 2017. Jessica noted that Council is also seeking feedback on its draft Delivery Program, Operational Plan (DPOP) and Budget for 2017-2018 (on exhibition until 26 May 2017). As part of the consultation process public meetings held in May provide residents with the opportunity to ask questions and find out more about the plan.

Residents can also have their say about the DPOP, Fees and Charges, Budget and Capital Works, Pools, Aquatics and Leisure Centres and Shoalhaven Family Day Care via the website <http://getinvolved.shoalhaven.nsw.gov.au/integrated-strategic-plan>

### 3. Presentation – Insurance and the Role of CCBs

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Melissa McCoy addressed the CCBs with regard to insurance coverage for CCB community projects and representations/allegations made against CCBs.

Council operates through State Wide Mutual which insures local government entities and official committees of council. CCB's cannot be insured through this as CCBs are third party community groups.

CCBs general meeting activities falls under Council public liability insurance cover i.e. for individual members of CCBs for their meetings in council facilities

Council has insurance for specifically named community footpath projects. If they wish community projects to be covered, a project submission must be made to, and adopted by, Council.

Question: How can CCBs protect themselves?

Reply: Insurance needs depend upon how community groups are formed. An incorporated community group means it is registered as a legal entity. Council can assist CCBs with the facilitation through a local community insurance scheme if required. Council cannot protect CCBs from litigation

A representative from the Berry Forum made reference to a current defamation case.

Melissa explained about Council's legal responsibility to release information under the Government Information (Public Access) Act.

It was noted that defamation only comes into play when opinions/comments are made that may damage the reputation of an individual or their future earnings.

Question: Hyams Beach Villagers Association asked about CCB's liability and what Council covers for those bodies incorporated and non-incorporated. It was requested that a working paper, outlining all information, should be sent to all CCBs.

Reply: Russ Pigg noted that CCBs are an extension of the community and are not appointed by Council. CCBs are not representing, or acting on behalf of Council. Council acknowledges that CCBs are a valuable channel of communication to the community and guidelines apply.

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Question: Basin Villages Forum asked if it would be possible for Council to check through documentation that CCBs generate.

Reply: Council would not have the capacity to do this and legally cannot provide legal advice. It was noted that issues arise when comments or allegations are made about individuals.

Callala Bay Community Association noted that care should be taken to be objective and not make personal comments.

Note: A member of The Pride of Bomaderry CCB stated that, as the CCB is an organisation standing on its own he is resigning his CCB membership.

Question: Berry Forum asked if clarification / practical guidelines and information about liability could be provided by Council so that CCBs can make appropriate decisions with regard to insurances such as professional indemnity.

Reply: An Information paper will be prepared for CCBs by the end of June. It was noted that Council will consider other community consultative models around the State.

CCB	Speaker	Subject	Question	Group Director
Berry	Stuart Coughlan Secretary	RP	<ul style="list-style-type: none"> <li>New land value notices have been issued to all property owners and for most properties in Berry township the land value has increased by 62% from 2014 to 2016.</li> <li>If Council SRV proposal is approved by IPart it will result in an increase of 13% and the compound increase would be 80%.</li> <li>However, Council can only collect a fixed amount of revenue from rates in line with the approval from IPart</li> <li>If IPart accept Councils proposal of a 13% increase, based on Council's website calculator, rates in town will go up by 34% in July.</li> </ul> <p><i>Q. What will be the situation in July 2018 and how will the full impact of the rateable value be implemented over time?</i></p> <p><i>Q. What is Council's communication plan?</i></p>	<p>General discussion on IPART determination and the impact on rates of the Special Rate Variation and advice that the calculator is available on Council's website - <a href="http://shoalhaven.nsw.gov.au/My-Property/Rates-and-payments/Rates-calculator">http://shoalhaven.nsw.gov.au/My-Property/Rates-and-payments/Rates-calculator</a></p> <p>The average increase in property valuations across the community was approx. 22%. If your property increases more than 22% then you will have an increase in rates greater than the 13% if council adopts this figure when considering the IPART determination.</p>
HWCV	Garry Kelson	Rates	What is the current status of the 'Citizen's Jury (or similar)' as proposed during the rate increase forums? thanks Garry Kelson for HWCV	A report was submitted to Council recently which detailed the different options and provided a discussion paper. Council determined not to proceed with the panel approach.
Callala Bay CCB	James Morris		Can the Council provide advice about the works to be conducted in the local area in the next 3 months and for this to be done on a regular basis? Explanation: Members of the	An update is provided once a month via radio. Also Council's website is updated weekly <a href="http://shoalhaven.nsw.gov.au/My-Community/Road-conditions">http://shoalhaven.nsw.gov.au/My-Community/Road-conditions</a> . Information

			CCB are often asked what is happening in its locality and to have the knowledge would be beneficial.	includes current works, road embankment (landslip) stabilisation works, upcoming works and recently completed works.  Expenditure depends on future IPART applications.  Priorities affect the road renewals schedule.
Callala Bay CCB	James Morris		Confirmation that the intersection of Sea Lark and Sydney Streets is going to be remediated. Explanation: Safety	Plan has been sent to CCBs and is going to the Traffic Committee and Council for endorsement.
Callala Bay CCB	James Morris		Confirmation that the intersection of Callala Beach and Forest Roads is planned for road works (promised previously). Explanation: Major safety hazard	Road works will proceed at the intersection and road pavement rehabilitation is still proceeding as planned.
Sussex Inlet	Gwen Downie-Chairman	Dogs off leash policy	We have been reliably informed that Council is going to prepare a new Dogs Policy and that a special panel will be formed to prepare the policy and that the process may take a year. Some districts have totally inadequate or unsuitable sites and need to have immediate decisions made to reinstate previously off leash areas where they are suddenly prohibited. What can be done in the case of an off leash beach area being prohibited because of only one reported nesting in eight years and they only off leash area in the whole Planning District is often inaccessible or unusable due to the varying heights of Swan Lake and resultant loss of foreshore? How can a reasonable	At the meeting of the Strategy and Assets Committee on 19 July 2017, Council determined to defer the Shoalhaven Wide Review of the Access Areas for Dogs Policy until such monies are identified in the budget (refer MIN16.541) Notices of Motion may come to Council about specific areas.

			decision, reinstatement or provision of a beach off leash area be made now—not in a year or so?	
Sussex Inlet	Gail Drummond	DIAP/ DPOP	<p>What priority is given to the provision of safe access via interconnecting pathways for pedestrians, prams, wheel chairs and mobility scooters across the four planning areas of the Shoalhaven and is there a timeline for such essential works? We note that the Draft Disability Plan gives a mid-term priority in its timeline.</p> <p>How then can communities best lobby for specific needs projects such as the proposed walkway for Chris Creek Bridge?</p> <p>Scooter users should be advised about their safe use i.e. not to be used on roads</p>	<p>There are 400 priorities in the Pedestrian Access Management Plan (PAMP). State funding may be granted for pathways under the Active Transport Program and there are other pathways and short links for large and small projects.</p> <p>There is an opportunity to raise this item at the CCB tour of the village.</p> <p>Ben Stewart advised that this issue with scooters will be taken on notice and will be referred to Council's Road Safety Officer.</p>
VRRA	Peter Livingstone	Rates	<p>Capital Works Program - Council has a two year capital works program from 2015-16 of \$240 million (including a \$0.5 million cash deficit). An important part of the rationale for the Shoalhaven Councils' proposed special rate variation (SRV) was the shortfall in the capital works program and the consequent backlog in local infrastructure. How dependent is the capital works program on the rate rise and the continuation of other revenue sources such as commonwealth financial assistance grants?</p>	<p>See attached presentation.</p> <p>Highlighting works after 2017/18 will depend on a future IPART application. If this does not proceed, works will continue to be deferred against other guidelines.</p>

	Peter Livingstone	Rates	<p>Consultation Process - Council has a very comprehensive and multilayered community consultation process for new initiatives. This is positive but the high level and overlaps across plans (eg community strategic plan, economic development plan, local environmental plan and operational plan) and the language around terms such as sustainability makes it hard to illicit meaningful contributions. Could council assist CCBs in better understanding the relationship amongst the different plans and how best to comment usefully?</p> <p>Background: We value the consultation processes that the Council has put in place, however, if plans are too high level they risk being perceived as motherhood statements. It may be useful for plans to include more detail on implementation and potential resource allocation to assist meaningful engagement. Also where there has been a perceived reluctance to engage on the substance of concerns raised by the community (eg during consultation on the SRV), this had an adverse impact on the willingness of the community to get involved in other consultation processes. Council could also assist the consultation process by including in rates notices an encouragement to ratepayers to become involved in their local CCB.</p>	Community briefings and meetings with the CCB executive such as this over May will assist. The documents are on exhibition during May and staff also available to explain these various documents.
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Berry			<p>Growth mgt strategy – produced in 2013 – now in 2017 – how to accelerate that and in what timeframe</p>	<p>Warwick Papworth advised that this is one of a number of strategic planning documents which will be reviewed and is part of a suite of strategic planning documents. Currently progressing the retail hierarchy strategy.</p> <p>It was noted that there have been workshops regarding the growth management strategy and others will be scheduled in the future. This will be flagged as an issue to be raised at the next workshop with regard to timing and when the next stage will happen. It is also noted that Council can't complete everything in 12 months due to staffing resources.</p> <p>Version 2 of the Growth Management Strategy is listed as a priority in the strategic planning work plan. Feedback will be provided to CCBs after the next workshop.</p>
			<p>People leave rubbish outside of St Vincent De Paul Society at Culburra Beach which the volunteers have to take to the garbage tip, at their own expense (or using their own tip vouchers). Can Council assist?</p> <p>It was also raised that there is a community pathway in Cambewarra where CCB volunteers collect rubbish and get rid of at their own expense or use their personal tip vouchers.</p>	<p>Ben Stewart advised that Council can, and does, support tip fee relief for Not for Profit organisations. For example, a number of community groups access free tipping on Clean Up Australia Day.</p> <p>CCBs should contact Council's Waste Services area prior to taking the rubbish to the tip. A letter can be issued by Council to be presented at the tip.</p> <p>The issue of how this information is presented to CCBs will be investigated.</p>

The meeting was followed by a workshop.

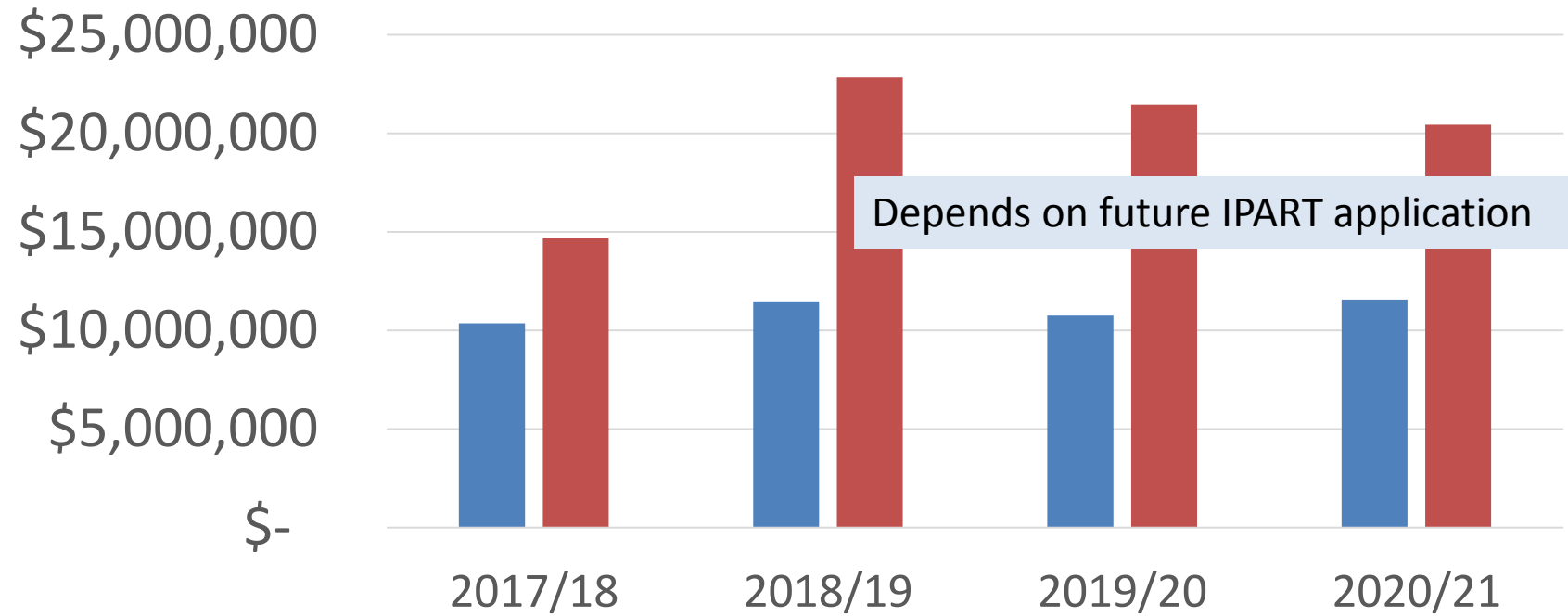
# ASSETS AND WORKS CAPITAL WORKS PROGRAM 2017/18 TO 2020/21

Note: 2017/18 Draft program is currently on exhibition and if adopted will proceed

# Special Rate Variation Implications

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## ROADS RENEWAL BUDGETS



■ ROADS without SRV    ■ ROADS with SRV

# NORTH – ROAD RENEWALS - SRV

	2017/18	2018/19	2019/20
Millbank Rd	400,000		
Jindy Andy Lane	700,000		
Hillcrest Ave	300,000		
Beach Rd Callala Beach	400,000		
Tannery Rd		600,000	
Cambewarra Rd		524,000	
Narang Rd			100,000
Broughton St			317,000
BTU Rd			600,000
SRV Resurfacing Program	799,000	800,000	600,000
Kerb and gutter renewals		100,000	200,000
Path renewals		100,000	100,000
Road shoulder reconstruction		600,000	600,000
<b>TOTAL EXTRA with SRV</b>	<b>2,599,000</b>	<b>2,824,000</b>	<b>2,517,000</b>
<b>TOTALS without SRV</b>	<b>5,673,000</b>	<b>7,055,000</b>	<b>4,720,000</b>

Depends on future IPART application

# NORTH – ROAD RENEWALS

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	<b>2017/18</b>
Resurfacing Program	1,564,800
Worrigee Rd	500,000
Kinghorne St	200,000
Greenwell Point Rd	800,000
Kerb and gutter renewals	200,000
Path renewals	200,000
Currarong Rd	700,000
Prince Edward Ave - Stage 2	982,000
Coonemia Rd	604,000

# CENTRAL – ROAD RENEWALS

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	2017/18	2018/19	2019/20
The Wool Rd			800,000
Larmer Ave		800,000	
Sydney St			500,000
Tomerong St			500,000
SRV Resurfacing Program	500,000	500,000	500,000
Kerb and gutter renewals		125,000	125,000
Path renewals		63,000	63,000
Road shoulder reconstruction		375,000	375,000
<b>TOTAL EXTRA with SRV</b>	<b>500,000</b>	<b>1,863,000</b>	<b>2,738,000</b>
<b>TOTALS without SRV</b>	<b>1,778,000</b>	<b>1,649,000</b>	<b>1,155,000</b>

Depends on future IPART application

# CENTRAL – ROAD RENEWALS

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	2017/18	2018/19	2019/20
Resurfacing Program	978,000	1,062,000	1,000,000
Kerb and gutter renewals	125,000		
Path renewals	63,000		
Island Point Rd			
The Wool Rd	800,000		

Priority may change in 2018/19/20 depends on future IPART application

# SOUTH – ROAD RENEWALS

h.nsw.gov.au

	2017/18	2018/19	2019/20
Ellmoos Ave		300,000	
Bawley Point Rd		600,000	
Murramarang Rd		700,000	
Bendalong Rd			000
Donlan Rd			,000
Village Dr			00,000
SRV Resurfacing Program	699,000	700,000	525,000
Kerb and gutter renewals		175,000	175,000
Path renewals			88,000
Road shoulder reconstruction		525,000	525,000
<b>TOTAL EXTRA with SRV</b>	<b>699,000</b>	<b>3,088,000</b>	<b>3,213,000</b>
<b>TOTALS without SRV</b>	<b>2,470,000</b>	<b>2,276,000</b>	<b>4,877,000</b>

Depends on future IPART application



# SOUTH – ROAD RENEWALS

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	2017/18	2018/19	2019/20
Resurfacing Program	1,369,000	1,487,000	1,615,000
Kerb and gutter renewals	175,000		
Path renewals	88,000		
Johnston St (Willinga Pt)		200,000	
Mitchell Pde		588,000	
Milton Showground roads			50,000
Jacobs Dr			500,000
Myrtle St			500,000
Croobyar Rd			560,000
Warden St	300,000		
Bendalong Rd	800,000		
Lake Conjola Entrance Rd			600,000
Matron Porter Dr			500,000

Priority may change in 2018/19/20 depends on future IPART application

# 2017/2018 BLACK SPOT PROGRAM

(Note waiting on approval)

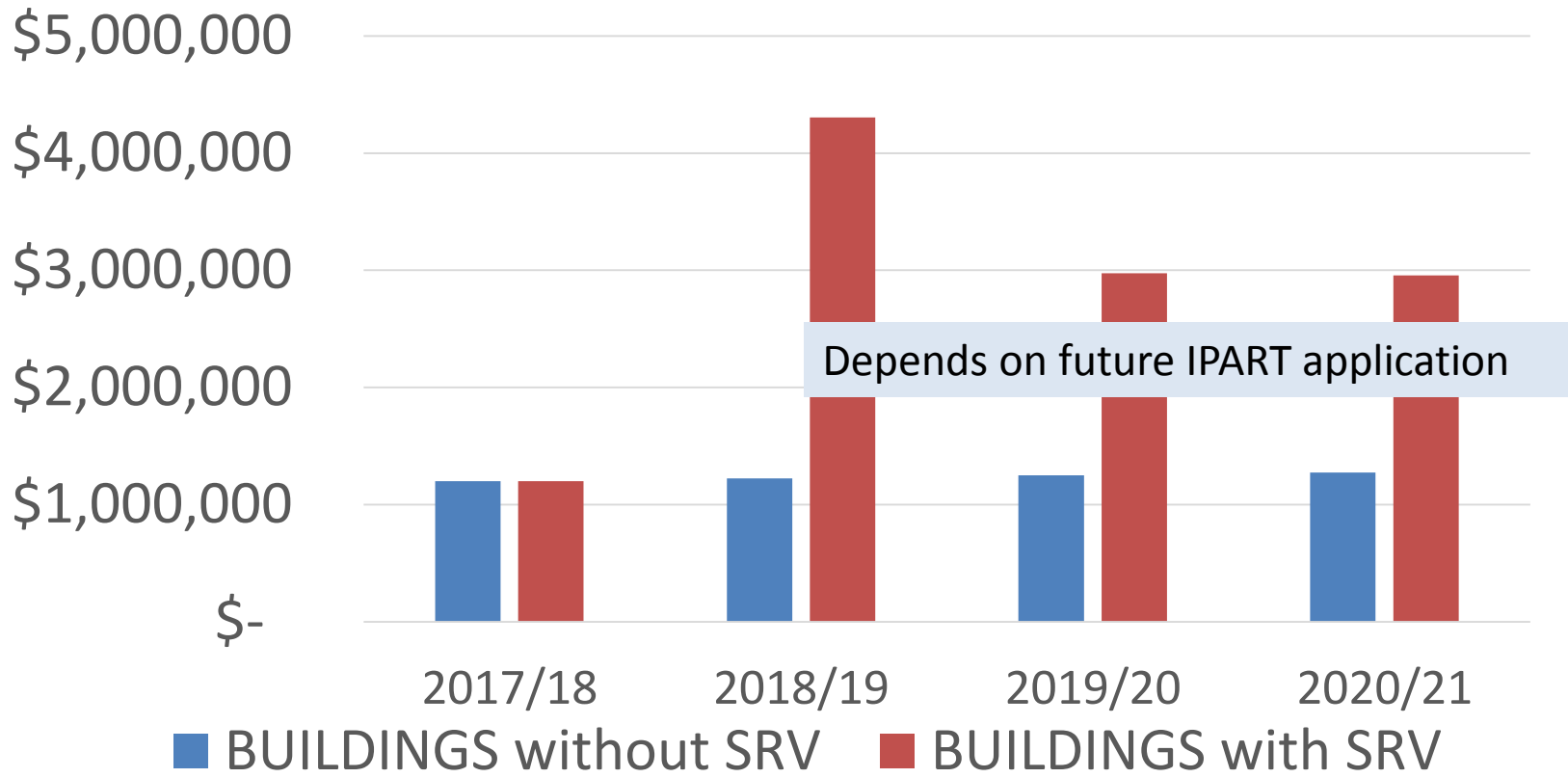
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PROJECT	BUDGET(\$4M)
Bolong Rd - 800m east Broughton Creek	500,000
Bolong Rd - Coolangatta Rd to Gerroa Rd	550,000
Coonemia Rd - 2km length commencing from Culburra Rd	685,000
Illaroo Rd / Page Ave intersection	130,000
Jervis Bay Rd 0.2km-0.65km south of Woollamia Rd	480,000
Jervis Bay Rd / Gardner Rd intersection	145,000
Kangaroo Valley Rd	630,000
Mitchell Pde / Donlan Rd intersection	140,000
Paradise Beach Rd / Kingsford Smith Cres intersection	190,000
The Wool Rd 0.14km to 0.78km west of Naval College Rd	295,000
Wheelbarrow Rd - 1.2km section commencing 2km east of Woodburn Rd	210,000
Worrigeer St / Berry St intersection	65,000

# Special Rate Variation Implications

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## BUILDINGS RENEWAL BUDGETS



# BUILDING RENEWALS 2017/18

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BUILDING	ESTIMATE
Bendalong amenities	\$160,000
Public halls – external painting	\$100,000
Community buildings – external painting	\$150,000
Sporting buildings – external painting	\$150,000
Public amenities - internal and external painting	\$70,000
Roof replacements - various	\$300,000