

SHOALHAVEN CITY COUNCIL

P O L I C Y & R E S O U R C E S C O M M I T T E E

To be held on Thursday, 9 May, 2013
Commencing at 4:00 pm

30 April, 2013

Councillors,

NOTICE OF MEETING

You are hereby requested to attend a meeting of the Policy and Resources Committee of the Council of the City of Shoalhaven, **to be held in the Council Chambers at the City Administrative Centre, Bridge Road, Nowra on Thursday, 9 May, 2013 commencing at 4:00 pm** for consideration of the following business.

R D Pigg
General Manager

Membership (Quorum – 5)

Clr Wells – Chairperson

All Councillors

General Manager or nominee (Assistant General Manager)

BUSINESS OF MEETING

1. **Apologies**
2. **Adoption of Minutes of Previous Meeting**
3. **Declarations of Interest**
4. **Deputations**
5. **Report of the General Manager**
 - Assistant General Manager
 - Finance & Corporate Services
 - City Services & Operations
 - Strategic Planning & Infrastructure
 - Shoalhaven Water
 - Strategic Planning & Infrastructure / Development & Environmental Services
6. **Addendum Reports**

Note: Pursuant to S377 of the LG Act this Committee has delegated authority to determine all matters able to be delegated in respect of its functions.

Note: The attention of Councillors is drawn to Section 451 of the Local Government Act and Regulations and Code of Conduct regarding the requirements to declare pecuniary and non-pecuniary Interest in matters before Council.

Cell Phones:

Council's Code of Meeting Practice states that "All cell phones are to be turned off for the duration of the meeting".

LOCAL GOVERNMENT ACT 1993

Chapter 3

Section 8(1) - The Council's Charter

(1) The council has the following charter:

- to provide directly or on behalf of other levels of government, after due consultation, adequate, equitable and appropriate services and facilities for the community and to ensure that those services and facilities are managed efficiently and effectively
- to exercise community leadership
- to exercise its functions in a manner that is consistent with and actively promotes the principles of multiculturalism
- to promote and to provide and plan for the needs of children
- to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development
- to have regard to the long term and cumulative effects of its decisions
- to bear in mind that it is the custodian and trustee of public assets and to effectively account for and manage the assets for which it is responsible
- to facilitate the involvement of councillors, members of the public, users of facilities and services and council staff in the development, improvement and co-ordination of local government
- to raise funds for local purposes by the fair imposition of rates, charges and fees, by income earned from investments and, when appropriate, by borrowings and grants
- to keep the local community and the State government (and through it, the wider community) informed about its activities
- to ensure that, in the exercise of its regulatory functions, it acts consistently and without bias, particularly where an activity of the council is affected
- to be a responsible employer.

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**MINUTES OF THE POLICY AND RESOURCES COMMITTEE MEETING HELD ON TUESDAY
16 APRIL 2013 IN COUNCIL CHAMBERS, CITY ADMINISTRATIVE CENTRE, BRIDGE
ROAD, NOWRA COMMENCING AT 4:00 PM**

The following members were present;

Clr Wells – Chairperson
Clr Gash
Clr Tribe
Clr Robertson
Clr Kearney
Clr Anstiss – arrived 6:01 pm
Clr White
Clr Baptist
Clr Findley
Clr Watson
Russ Pigg – General Manager

Apologies:

Apologies were received from Clr Guile

1. Confirmation of the Minutes of the Resources & Reserves Committee meeting held on 7 March 2013 [Index](#)

MOTION:

Moved: Robertson / Second: Baptist

RESOLVED that the Minutes of the Policy and Resources Committee meeting held on Thursday 7 March 2013 be confirmed.

CARRIED

2. Declarations of Interest [Index](#)

Clr White – Addendum Report 3, Item 3 – Proposed Licence to Optus Mobile Network Pty Ltd – Pecuniary Interest – Due to being a former Telstra licensee and still receiving remuneration from Telstra – will leave the room.

3. Deputations [Index](#)

Mr John Dale addressed the meeting in relation to Item 21, Page 60 – Currarong Boat Launching Ramp (Yalwal Street) – Navigation Aids, Lighting and Walkway

MOTION:

Moved: Watson / Second: Tribe

RESOLVED that Mr John Dale be granted an extension of time.

CARRIED

Mr Grahame Hurst addressed the meeting in relation to Item 22, Page 64 – Shoalhaven River New Boat Launching Site Investigation

Mr David Tarbert, addressed the meeting in relation to Item 32, Page 80 – Draft Thomson Street Sporting Complex Master Plan

Mr Allan Hooper, addressed the meeting in relation to Addendum Report 3, Item 2, Page 3 – Proposed Local BMX Track Curleys Bay Reserve Prince Edward Avenue Culburra Beach

PROCEDURAL MOTION:

Moved: Watson / Second: Robertson

That the following items be brought forward:

- a) Item 21, Page 60 – Currarong Boat Launching Ramp (Yalwal St) – Navigation aids, lighting and walkway;
- b) Item 22, Page 64 – Shoalhaven River New Boat Launching Site Investigation;
- c) Item 32, Page 80 Draft Thomson Street Sporting Complex Master Plan; and
- d) Addendum Report 3, Item 2 – Proposed Local BMX Track Curleys Bay Reserve Prince Edward Avenue Culburra Beach.

CARRIED

4. (Item 21, Page 60) Currarong Boat Launching Ramp (Yalwal St) – Navigation Aids, Lighting and Walkway. File 4007E [Index](#)

MOTION:

Moved: Watson / Second: Gash

RECOMMENDED that:

- a) Council investigate a low cost design option for a boat ramp walkway;
- b) The provision of this low-cost boat ramp walkway on the south-east elevation be included in Council's Waterways infrastructure Asset Management Plan and be funded to the extent \$30,000 in the 2013/14;
- c) The General Manager report to Council on options for alternative funding and low cost design investigation;
- d) The endorsement of a single light to make safer the emergency use of the ramp boat ramp; and
- e) Council advise RMS of the results of the community consultation process and, if requested, grant consent as reserve Trust Manager for the installation of navigation aids on the foreshore reserve.

CARRIED

5. (Item 22, Page 64) Shoalhaven River New Boat Launching Site Investigation File 45127E [Index](#)

MOTION:

Moved: Watson / Second: Wells

RECOMMENDED that:

- a) The report be received for information;
- b) The General Manager undertake negotiations with Roads and Maritime Services on alternate uses of the grant funding; and
- c) Council formalise changes to its adopted policy position with the Upper Shoalhaven option taken out of the waterways safe boating plan.

CARRIED

6. (Item 32, Page 80) Draft Thomson Street Sporting Complex Master Plan File 44791E [Index](#)

MOTION:

Moved: Findley / Second: Robertson

RECOMMENDED that:

- a) Council endorse the draft Thompson Street Master Plan, Option 1 and Option 2, for public exhibition for a period of 28 days;
- b) Council staff inform stakeholders, including the local CCB, the Community Committee, the Management Committee and neighbouring residents of the public exhibition period;
- c) Council receive a final report after the public exhibition period; and
- d) The draft Thomson Street Master Plan not be accepted until a site visit with Councillors, relevant senior staff and stakeholders has been undertaken.

CARRIED

7. (Addendum Report 3, Item 2) Proposed Local BMX Track Curleys Bay Reserve Prince Edward Avenue Culburra Beach File 29129e [Index](#)

MOTION:

Moved: Wells / Second: Baptist

RECOMMENDED that the matter be deferred pending a site meeting with Councillors, relevant senior staff and stakeholders.

CARRIED

FINANCE AND CORPORATE SERVICES

8. Banking and Bill Payment Services Tender File 46384E [Index](#)

MOTION: Moved: Findley / Second: Baptist

RECOMMENDED that Council, in accordance with Section 10A (2)(d)(i) of the Local Government Act, 1993, consider a separate confidential report on this matter and that any decision made in confidential session be made public after Council has made its final decision.

CARRIED

9. Tender – Provision of Legal Services 2013 - 2016 File 46914E [Index](#)

MOTION: Moved: Robertson / Second: Findley

RECOMMENDED that Council, in accordance with Section 10A (2)(d)(i) of the Local Government Act, 1993, consider a separate confidential report on this matter and that any decision made in confidential session be made public after Council has made its final decision.

CARRIED

10. Review of Revenue Rates & Charges Policies File 31052E, 10945E, 20962E [Index](#)

MOTION: Moved: Baptist / Second: Kearney

RECOMMENDED that Council reaffirm the following policies:

- a) Rates – Overdue Interest Rate – POL12/144
- b) Rates and other Monies – Delegation of Authority to Write Off – POL12/145
- c) Rates Hardship Policy – POL13/2
- d) Debt Recovery Policy – POL13/1

CARRIED

11. Review of Purchasing and Fleet Policies File 5701E, 4092E, 16352E [Index](#)

MOTION: Moved: Findley / Second: White

RECOMMENDED that Council:

- a) Reaffirm the following Policies:
 - i) Purchasing – Acceptance of Tenders – Reports to Council POL12/148;
 - ii) Tender Evaluation Policy – POL13/20;
 - iii) Statement of Business Ethics – POL12/288;

-
- iv) Local Preference Policy – POL12/10; and
 - v) Plant Replacement Reserve – POL12/143;
 - b) Review Purchasing Policy – POL12/101 to consider incorporating social responsibility preferencing and to reconsider the current local preferencing provisions.

CARRIED

12. Shoalhaven Entertainment Centre Hiring Policy File 35525E [Index](#)

MOTION: Moved: Watson / Second: Kearney

RECOMMENDED that Council adopt the Shoalhaven Entertainment Centre Hiring Policy (POL12/283) with amendments as shown in this report.

CARRIED

13. Shoalhaven Entertainment Centre Sponsorship Policy File 35525E [Index](#)

MOTION: Moved: Findley / Second: Baptist

RECOMMENDED that Council adopt the Shoalhaven Entertainment Centre Sponsorship Policy (POL12/286) with amendments as shown in this report.

CARRIED

14. Review of Mayor's Relief Fund Rules File 3926E [Index](#)

MOTION: Moved: Robertson / Second: Findley

RECOMMENDED that Council adopts the amended Mayor's Relief Fund Rules – Policy 12/140 in accordance with the recommendations of the report.

CARRIED

15. Review of Investment Policy File 23767E [Index](#)

MOTION: Moved: Findley / Second: Baptist

RECOMMENDED that Council adopts the amended Investment Policy – Policy POL12/11 in accordance with the recommendations of the report

CARRIED

16. Council's Revenue Policy & Potential Changes to Rating Structure

File 44691E & 2973E [Index](#)

MOTION:

Moved: Wells / Second: Baptist

RESOLVED that the Committee, in accordance with its delegated authority, receive the report for information.

CARRIED

17. Proposed Changes to Boundaries for the Business Nowra Rating Category File 2973E [Index](#)

MOTION:

Moved: Findley / Second: Baptist

RECOMMENDED that Council

- a) Adjust the boundaries of the Nowra CBD for rating purposes as detailed in the report;
- b) Contact each affected property owner notifying them of their change in rating category as in accordance with the relevant provisions of the NSW Local Government Act 1993; and
- c) Publicly exhibit the amended plan during the draft budget exhibition period.

CARRIED

18. Draft Budget 2013/14

File 46023E [Index](#)

MOTION:

Moved: Robertson / Second: White

RECOMMENDED that Council

- a) Adopts the 2013/14 Draft Budget and includes it as part of Council's Draft Delivery Program and Operational Plan for public exhibition for a period of 28 days from Friday 26th April 2013; and
- b) Include the IRIS survey of informed community members as part of the community consultation process for public engagement.

CARRIED

CITY SERVICES AND OPERATIONS

19. Development of Segments 8 to 12 – Shoalhaven Memorial Gardens & Lawn Cemetery

File 7805E [Index](#)

MOTION:

Moved: White / Second: Baptist

RESOLVED that the Committee, in accordance with its delegated authority, approve the proposed design concept plans for development of Segment 8 – 12 at the Shoalhaven

Memorial Gardens and Lawn Cemetery, Worrigee and that these plans are the basis to proceed with detailed design work through development of concept, construction specification and cost estimates for Segment 11.

CARRIED

20. Waste Fund File 2828E [Index](#)

Note: Cllr Gash left the meeting

MOTION: Moved: White / Second: Baptist

RESOLVED that the Committee, in accordance with its delegated authority, accept the Waste Fund Report for Information.

CARRIED

21. Shoalhaven Bereavement Services - Industry Recycling Initiative File 7805E [Index](#)

Note: Cllr Gash returned to the meeting

MOTION: Moved: Baptist / Second: Robertson

RECOMMENDED that:

- a) Metals recovered from cremations and cast bronze accumulated at Council's Crematorium at Shoalhaven Memorial Gardens & Lawn Cemetery be recycled;
- b) A disclosure statement be provided to cremation applicants that Shoalhaven City Council participates in a recycling program for metals recovered from cremations;
- c) Cremation applicants be given the option of not participating in the metals recycling program; and
- d) Revenue from the metals recycling program is to be distributed among suitable charities (determined by the Mayor).

CARRIED

22. Tree Issues - 208 Penguin Head Road, Culburra Beach File 1852E [Index](#)

MOTION: Moved: Gash / Second: Tribe

RESOLVED that the report on Tree Issues - 208 Penguin Head Road, Culburra Beach be received for information.

CARRIED

23. Acceptance of Environmental Trust Grant Funds File 1538E, 17261E [Index](#)

MOTION: Moved: Findley / Second: White

RECOMMENDED that Council:

- a) Accept the “Emergency Pollution and Orphan Waste Clean-up Program” grant funding offer of \$8,000 to undertake removal of asbestos on Council land within the Heritage Estates (Birriga Avenue road reserve) Worroving Heights;
- b) Vote the funds to job number 49003-38042; and
- c) Write to EPA thanking it for its cooperation and funding assistance towards this cleanup work and advising that Council accepts the grant funds offered.

CARRIED

24. Review of Emplacements of Plaques and Artefacts in Parks and Reserves Policy
File 27803E [Index](#)

MOTION: Moved: Robertson / Second: Baptist

RECOMMENDED that Council adopt the Parks and Reserves – Emplacement of Plaques, Artefacts & Trees Policy (POL12/179) with amendments as detailed.

CARRIED

25. Review of Smoke Free Outdoor Sporting Facilities and Playground Policy
File 4538E [Index](#)

MOTION: Moved: White / Second: Kearney

RECOMMENDED that Council rescind the Smoke Free Outdoor Sporting Facilities and Playgrounds Policy (POL12/214).

CARRIED

26. Ratepayer Advance 12 & 14 Derwent Street Callala Bay File 46136E [Index](#)

MOTION: Moved: Findley / Second: White

RECOMMENDED that Council enter into a Ratepayers Advance Agreement, executed under the Seal of Council with:

- a) Michael P Donnici & Christie A Wood of Lot 49 DP 10209 – 12 Derwent Street, Callala Bay in respect of Kerb and Gutter construction to the value of \$4,477.00 of which \$1,104.40 (including GST) is a contribution, \$3,372.60 is the advance and the amount to be repaid to the Ratepayer in 5 years at 5% interest is \$4,215.75; and
- b) Peter J & Patricia Robinson of Lot 50 DP 10209 – 14 Derwent Street, Callala Bay in respect of Kerb and Gutter construction to the value of \$4,961.33 of which

\$1,223.88 (including GST) is a contribution, \$3,737.45 is the advance and the amount to be repaid to the Ratepayer in 5 years at 5% interest is \$4,671.82.

CARRIED

STRATEGIC PLANNING AND INFRASTRUCTURE

27. Coal Seam Gas – PEL469 Licence Renewal and Proposed Legislation Changes
File 43091E [Index](#)
-

MOTION: Moved: Watson / Second: Findley

RESOLVED that in accordance with the Committee's delegated authority, Council make a submission to the draft SEPP Amendment regarding:

- a) All future residential growth areas identified in Council's draft LEP be identified as areas where coal seam gas extraction is prohibited;
- b) Land zoned R5 Large Lot Residential should be included on Schedule 3 of the SEPP as land where coal seam gas development is prohibited; and
- c) Request inclusion of RU4 and E4 zones as areas where coal seam gas development is prohibited.

CARRIED

28. Currarong Boat Launching Ramp (Yalwal St) – Navigation aids, lighting and walkway.
File 4007E [Index](#)
-

Brought forward – see Item 4

29. Shoalhaven River New Boat Launching Site Investigation File 45127E [Index](#)
-

Brought forward – see Item 5

30. Mollymook Surf Life Saving Club – Proposed Extension & Refurbishment File 14557E [Index](#)
-

MOTION: Moved: White / Second: Baptist

RESOLVED that in accordance with Committee's delegated authority from Council:

- a) The update report on the redevelopment of the Mollymook Surf Life Saving Club (MSLSC) building be received for information;
- b) Council confirm funding of \$250,000 that has been allocated in the draft 2013/14 capital budget to assist the MSLSC proposed extension and refurbishment; and
- c) A further report is presented to Council on the tender price, staging identified and cost identified of further separable stages.

CARRIED

31. Ulladulla Elevated Walkway File 41217E [Index](#)

MOTION: Moved: Gash / Second: White

RESOLVED, in accordance with the Committee's delegated authority from Council, that:

- a) In lieu of doors being provided, a roof and associated weatherproofing be provided on the first timber pod at the entrance to the walkway to minimise the ingress of rain onto the right of carriageway located on Lot 1 DP531711; and
- b) The cost of these works (\$7,000 estimate) be funded from existing operational budgets.

CARRIED

32. Petition – Huskisson, Vincentia and Jervis Bay Surrounds – Just for Dogs File 3220e [Index](#)

MOTION: Moved: Robertson / Second: Baptist

RESOLVED that in accordance with the Committee's delegated authority the report on Petition – Huskisson, Vincentia and Jervis Bay Surrounds – Just for Dogs be received for information.

CARRIED

33. Wheelbarrow, Monkey Mountain and Woodburn Roads – Conditions and Maintenance Schedule File 9099E; 42176E and 13199E [Index](#)

Note: Cllr Kearney left the meeting

Note: Cllr Anstiss arrived at the meeting

MOTION: Moved: Baptist / Second: White

RESOLVED that, in accordance with the Committee's delegated authority from Council, the report on the condition and maintenance schedules for Wheelbarrow, Monkey Mountain and Woodburn Roads be received for information.

CARRIED

34. Nowra Pool Concept Design - Operational Costs File 3075E [Index](#)

Note: Cllr Kearney returned to the meeting

Note: Cllr Gash left the meeting

MOTION: Moved: Robertson / Second: Baptist

RESOLVED that in accordance with the Committee's delegated authority:

-
- a) The report on operational costs of the Nowra pool redevelopment be received for information; and
 - b) A further report be submitted on the options for six and twelve month operations of both Nowra and Bomaderry Pools and their associated combined operating budgets and include options for opening and closing one or both pools, comparing costs over 6 or 12 months and addressing usage.

CARRIED

35. Petition - Dredging of Sand from Navigation Channels in Sussex Inlet

File 11229E, 3420E [Index](#)

Note: Cllr Gash returned to the meeting

MOTION:

Moved: White / Second: Baptist

RECOMMENDED that:

- a) Council make representations through the Member for South Coast, The Hon Shelley Hancock to the Minister for Roads and Ports for channel clearance dredging to improve the navigation channels in Sussex Inlet, on the same basis as the dredging of the Clyde River;
- b) Council make representations to the Member for South Coast, The Hon Shelley Hancock to organise a meeting with the Minister for Primary Industries to discuss options available and secure a pre-approval for a commercial sand dredging operation to remove sands and debris from the navigation channels in Sussex Inlet; and
- c) Following the meeting with the Member for South Coast and the Minister for Primary Industries, a report on this matter be prepared for Council on how to proceed.

CARRIED

36. Notification of Upcoming Conference – FMA National Floodplain Management Conference

File 4355E [Index](#)

MOTION:

Moved: Gash / Second: Watson

RECOMMENDED that:

- a) Council notes the details of the forthcoming conference, Floodplain Management Association National Floodplain Management Conference, Scheduled for 28 – 31 May 2013, at Tweed Heads NSW;
- b) Council authorises available Councillors to attend the conference and such attendance be deemed Council Business;
- c) Council meets the travel, registration fees, accommodation and all reasonable out-of-pocket expenses in accordance with its adopted policy; and

-
- d) Councillors attending the conference provide a written report within 30 days of returning from the conference.
 - e) Cllr White and Kearney be nominated as voting delegates.

CARRIED

37. Recreation and Community Facilities Policy Review
File 29439E, 27502E, 16417E, 12843E, 12623E, 29624E [Index](#)

MOTION: Moved: Findley / Second: White

RECOMMENDED that:

- a) Council rescind public policy POL08/378, Sports Tourism – Upgrading Sporting Facilities, for reasons expressed within the report;
- b) Council reaffirm the following public policies:
 - i) POL12/237, Provision of Local Area BMX Circuits Policy, without amendment;
 - ii) POL12/274, Provision of Skate Parks, without amendment;
 - iii) POL12/276, Icon Park, without amendment;
 - iv) POL08/377, Sporting Groups Communications, without amendment and
 - v) POL12/213, Park Enhancement, without amendment.

CARRIED

38. Ulladulla Sporting Complex – Office of Liquor Gaming and Racing - Upgrade Grass Courts
File 27507e [Index](#)

MOTION: Moved: Anstiss / Second: Baptist

RECOMMENDED that:

- a) Council accept the \$50,000 funding from the Milton-Ulladulla Ex-Servos Limited as part of terms and conditions set by the Office of Liquor Gaming and Racing for additional gaming machines;
- b) Council invoice the Office of Liquor Gaming and Racing \$25,000 in April 2013 and \$25,000 in April 2014;
- c) Council allocate the funds to budget number 82568 to undertake capital work at Ulladulla Sports Park as identified in the terms and conditions set by the Office of Liquor Gaming and Racing;
- d) Council consolidate the funds to capital project savings in budget number 82568, Ulladulla Netball Court Resurface, to assist in the delivery of two additional hard courts and that any further savings be utilised in the delivery of additional assets identified within the report;

-
- e) Council revoke the funds in budget number 82568 as an identified Capital Delivery Project in 2013/14; and
 - f) Council commence detailed design to construct two hard netball courts that incorporates an all weather cover from budget number 82568.

CARRIED

FOR: Tribe, Wells, Robertson, Kearney, Anstiss, White, Baptist, Watson, Gash, Russ Pigg

AGAINST: Findley

39. Draft Thomson Street Sporting Complex Master Plan File 44791E [Index](#)

Brought forward – see Item 6.

40. Carbon Management Framework File 45185E [Index](#)

MOTION: Moved: Findley / Second: Baptist

RECOMMENDED that Council:

- a) Receive and note the report on carbon management by the Sustain Group for information;
- b) Set a target to reduce Council's energy consumption by 10% based on the 2012 Sustain Groups audit;
- c) Acknowledge that energy use reduction initiatives may require funding and should be included in Operational Plans;
- d) Support the inclusion of an energy management role/function within the Council organisation to identify savings and efficiency improvement options and that this be reflected in the Organisation restructure;
- e) Seek to maximise resource use reduction measures through a range of actions including those identified in the Sustain Groups report;
- f) Receive a further report after the 2013 Federal Government election to consider the carbon price scheme status and appropriate Council response and actions.

CARRIED

41. Voyager Memorial Park Huskisson – Revised draft Master Plan File 2893E [Index](#)

MOTION: Moved: Robertson / Second: Findley

RECOMMENDED that Council:

- a) Adopt the revised Voyager Memorial Park Master Plan;
- b) Allocate \$10,000 from existing budgets in the 2013-14 budget to support detail design of the Remembrance Court, in preparation of significant memorial services; and

-
- c) Implement strategies as identified when funding becomes available.

CARRIED

SHOALHAVEN WATER

42. Water Account Assistance - Dean's Gap Fire Affected Properties File 2213E [Index](#)

MOTION: Moved: Findley / Second: Baptist

RECOMMENDED that a rebate on water usage charges be provided to those fire affected properties adjacent to bushland and connected to town water, in accordance with the calculation described in this report.

CARRIED

43. Acquisition of Easement for Sewer Rising Main at Worrowing Heights File 46478E [Index](#)

MOTION: Moved: Robertson / Second: Tribe

RECOMMENDED that:

- a) Council resolves to acquire the Easement for Sewer Rising Main over Lot 31 DP854370 at Worrowing Heights, as shown on copy of that plan, marked 'Attachment A'.
- b) Council pays compensation of \$500 and reasonable legal costs associated with the acquisition, in accordance with the Land Acquisition (Just Terms Compensation) Act 1991, from Shoalhaven Water's Wastewater Fund.
- c) The Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed, otherwise the General Manager is authorised to sign any documentation necessary to give effect to the resolution.

CARRIED

44. Acquisition from Greek Orthodox Church at Worrowing Heights File 45239E [Index](#)

MOTION: Moved: Robertson / Second: Gash

RECOMMENDED that:

- a) Council resolve to acquire the Easement for Sewer Rising Main 6 wide over Lot 1 DP807033 at Worrowing Heights, as shown on copy of DP647047, marked 'Attachment A'.
- b) Council pay compensation of \$1,900, plus GST, and reasonable legal costs associated with the acquisition, in accordance with the Land Acquisition (Just Terms Compensation) Act 1991, from Shoalhaven Water's Wastewater Fund.
- c) The Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed, otherwise the General Manager is authorised to sign any documentation necessary to give effect to the resolution.

CARRIED

45. Review of Shoalhaven Water Group Policies - Round 5 File 12039E [Index](#)

MOTION:

Moved: Baptist / Second: Kearney

RECOMMENDED that:

- a) Council adopt the Public Policy, "Drinking Water Quality Policy", with minor changes as detailed within the report;
- b) Council place on public exhibition and seek submissions on the Local Approvals Policy, "Cross – Connection Control and Backflow Prevention Policy" with proposed changes as detailed within the report:
 - i) Should Council receive no submissions or submissions that would mean minor alteration to the policy then the policy be deemed adopted at the conclusion of the submissions period.
 - ii) Should Council receive submission(s) that are considered to have a significant effect on the policy then a further report be presented to Council.

CARRIED

DEVELOPMENT AND ENVIRONMENTAL SERVICES

46. Proposed Addendum Report -- Tree Management Policy – Coastal Areas File 7378E [Index](#)

MOTION:

Moved: Watson / Second: Robertson

RESOLVED that in accordance with the Committee's delegated authority the report be received for information.

CARRIED

CITY SERVICES AND OPERATIONS / FINANCE AND CORPORATE SERVICES

47. Proposed Changes to Relationship between Council and SES File 2429E, 28875E [Index](#)

MOTION:

Moved: Robertson / Second: White

RECOMMENDED that Council:

- a) Approve the transfer of Council owned SES operational vehicles to the SES at Council's proportion of the market values agreed to by both the General Manager and the SES;
- b) Apply all existing SES operational budgets no longer required to its operational savings target; and

-
- c) Authorise the General Manager to sign on behalf of Council the Partnership Agreement between the NSW State Emergency Service and Shoalhaven City Council.

CARRIED

ADDENDUM REPORT 1 - FINANCE AND CORPORATE SERVICES

48. Draft Delivery Program 2013 - 2017 & Operational Plan 2013 - 2014 File 45907E [Index](#)

MOTION: Moved: Findley / Second: Baptist

RECOMMENDED that the draft Delivery Program 2013 – 2017 and Operational Plan 2013 – 2014 be:

- a) Endorsed for the purposes of community consultation together with other elements of the Operational Plan 2013 – 2014; and
- b) Considered further by Council following the conduct of a community consultation program and receipt of community responses, prior to adoption of the final Delivery Program 2013 – 2017 and Operational Plan 2013 – 2014.

CARRIED

ADDENDUM REPORT 2 - CITY SERVICES AND OPERATIONS

49. Homeless People in Public Places- Protocol- Nowra School of Arts Annex
File 44336E, 2582E [Index](#)

MOTION: Moved: Watson / Second: Baptist

RESOLVED that in accordance with the Committee's delegated authority, Council:

- a) Not support the use of the Annexure of the Nowra School of Arts as possible location for homeless people;
- b) Continue to participate in the Homelessness and Good Living Conditions Interagency;
- c) Invite representatives of the Homelessness and Good Living Conditions Interagency to brief Councillors on homelessness in the Shoalhaven;
- d) Advocate to State and Federal Government for increased resources and programs for the homeless.

CARRIED

ADDENDUM REPORT 3 - STRATEGIC PLANNING AND INFRASTRUCTURE

50. Local Land Services Proposed Boundaries File 2006E[Index](#)

MOTION: Moved: White / Second: Findley

RESOLVED that in accordance with the Committee's delegated authority,

- a) Council write a submission to the Local Land Services Panel and contact the CEO of the Natural Resource Council, Mr Bryce Wilde, voicing Shoalhaven's strong opposition to its inclusion into Sydney Local Land Services area and supporting the model as currently exhibited on the Local Land Services 'Have your Say' website being South East Local Land Services;
- b) Council write a submission to Local Land Services Panel and contact the CEO of the Natural Resource Council, Mr Bryce Wilde, voicing Shoalhaven's concern with the proposed board membership which does not provide any opportunity for board members to be elected by NRM groups or local government.

CARRIED

51. Proposed Local BMX Track Curleys Bay Reserve Prince Edward Avenue Culburra Beach
File 29129E[Index](#)

Brought forward – see Item 7.

52. Proposed Licence to Optus Mobile Network Pty Ltd – Flat Rock Filtration Plant, 82 Filter Road, West Nowra File 42531E[Index](#)

Clr White – Addendum Report 3, Item 3 – Proposed Licence to Optus Mobile Network Pty Ltd – Pecuniary Interest – Due to being a former Telstra licensee and still receiving remuneration from Telstra – left the room.

MOTION: Moved: Baptist / Second: Gash

RECOMMENDED that:

- a) Enter into a Licence with Optus Network Pty Ltd over Part Portion 327 DP755952, known as 82 Filter Road, West Nowra, for a commencing rent of \$19,000p.a., plus GST, and subject to annual rent reviews of 5% from 15 May, 2013 for 5 years with 3 by 5 years consecutive licences to follow.
- b) Delegate authority to the General Manager to finalise negotiations in relation to the occupancy licence with Optus;
- c) The Common Seal of the Council of the City of Shoalhaven to be affixed to any documents required to be sealed and that otherwise the General Manager is authorised to sign any documentation necessary to give effect to this resolution.

CARRIED

ADDENDUM REPORT 4 - DEVELOPMENT AND ENVIRONMENTAL SERVICES / STRATEGIC PLANNING AND INFRASTRUCTURE / CITY SERVICES AND OPERATIONS

53. Policy (POL08/232) – Tree Management Policy – Coastal Areas File 7378E[Index](#)

Note: Cllr White returned to the meeting

MOTION:

Moved: Watson / Second: Gash

RECOMMENDED that Council:

- a) Adopt the proposed changes to the Tree Management Policy to enable the exemptions to be applied to private foreshore land under DCP 62 and reaffirm the remainder of the policy;
- b) Amend the Tree Preservation Order and gazette the changes;
- c) Advice be forwarded to all owners of affected private foreshore land of the changes and in particular when approval will still be required; and
- d) Carry out a further review of the Tree Management Policy prior to the gazettal of the Draft LEP 2013 to facilitate the preparation of a draft Development Control Plan (DCP) for tree management to enable a suitable transition from the current regulatory regime.

CARRIED

FOR: Wells, Tribe, Robertson, Kearney, White, Baptist, Watson, Gash, Russ Pigg

AGAINST: Findley

CONFIDENTIAL REPORT OF THE GENERAL MANAGER

FINANCE AND CORPORATE SERVICES

Item	Reason
Banking and Bill Payment Services Tender	Section 10A(2)(d)(i) - Commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it.
Tender – Provision of Legal Services 2013-2016	Section 10A(2)(d)(i) - Commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it

CITY SERVICES AND OPERATIONS

Item	Reason
Kinghorne Street Paving Defects – Contractual Issues	Section 10A(2)(c) - Information that would if disclosed confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

STRATEGIC PLANNING AND INFRASTRUCTURE

Item	Reason
Biobanking Agreement – Garrad Reserve Narrawallee	Section 10A(2)(d)(i) - Commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it.

Pursuant to section 10A(4), the public were invited to make representations to the Policy and Resources Committee before any part of the meeting is closed, as to whether that part of the meeting should be closed.

MOTION:

Moved: White / Second: Baptist

That the Policy and Resources Committee exclude the press and public from the Meeting pursuant to section 10A(1)(a) of the Local Government Act, 1993 as it was to consider items of a confidential nature in relation to matters pursuant to Section 10A(2)(c) and 10A(2)(d)(i).

CARRIED

The meeting moved into confidential the time being 6:32 pm.

The meeting moved into open session, the time being 6:39 pm.

54. Banking and Bill Payment Services Tender File 46384E[Index](#)

The following recommendation of the Policy and Resources Committee, whilst closed to the public, was read to the meeting by the Chairperson.

MOTION:

That the recommendation remain confidential in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993.

55. Tender – Provision of Legal Services 2013-2016 File 46914E[Index](#)

The following recommendation of the Policy and Resources Committee, whilst closed to the public, was read to the meeting by the Chairperson.

MOTION:

That the recommendation remain confidential in accordance with Section 10A(2)(d)(i) of the Local Government Act 1993.

56. Kinghorne Street Paving Defects – Contractual Issues File 40780E[Index](#)

The following resolution of the Policy and Resources Committee, whilst closed to the public, was read to the meeting by the Chairperson.

MOTION:

RESOLVED that in accordance with the Committee's delegated authority the report on Kinghorne Street Paving Defects – Contractual Issues be received for information.

57. Biobanking Agreement – Garrad Reserve Narrawallee File 46748E[Index](#)

The following resolution of the Policy and Resources Committee, whilst closed to the public, was read to the meeting by the Chairperson.

MOTION:

RESOLVED that in accordance with the Committee's delegated authority, Council note the progress of this project.

GENERAL BUSINESS

58. Additional Item – Ulladulla Civic Centre – Furniture and Fittings File 37026E[Index](#)

MOTION: Moved: Wells / Second: Findley

RECOMMENDED that Council

- a) Undertake an Expression of Interest process inviting community groups to outline their requirements to access furnishings fittings and other materials no longer used by the Ulladulla Civic Centre; and
- b) Receive a report on the matter.

CARRIED

59. Additional Item – CBD & Town Centre Design & Development Conference File 3328E[Index](#)

MOTION: Moved: Findley / Second: White

RECOMMENDED that:

- a) Council notes the details of the forthcoming conference CBD & Town Centre Design & Development Conference, scheduled for 19 and 20 June, 2013, at The Menzies, Sydney;

-
- b) Council authorises available Councillors to attend the conference and such attendance be deemed Council Business;
 - c) Council meets the travel, registration fees, accommodation and all reasonable out-of-pocket expenses in accordance with its adopted policy; and
 - d) Councillors attending the conference provide a written report within 30 days of returning from the conference.

CARRIED

There being no further business, the meeting concluded, the time being 6:46 pm.

Clr Wells
CHAIRPERSON

REPORT OF GENERAL MANAGER
POLICY AND RESOURCES COMMITTEE

THURSDAY, 9TH MAY 2013

ASSISTANT GENERAL MANAGER

MATTERS TO BE REFERRED TO ORDINARY MEETING

1. **Adoption of Community Strategic Plan - Shoalhaven 2023** **File 45756E**[Index](#)

PURPOSE:

To consider adoption of the Community Strategic Plan (CSP) – Shoalhaven 2023 following the CSP Review undertaken by Council from October 2012. Activity 4.5.3.1

The success of the review will be measured by acceptance and “buy-in” by Councillors, staff and the community of the new CSP strategies and KPI’s reflecting the aspirations of what we want to achieve.

RECOMMENDED that:

- a) **The CSP Review Community Engagement Phase 2 Summary Report be received and noted.**
- b) **The Community Strategic Plan – Shoalhaven 2023 included as Attachment 1 to the business papers be adopted in accordance with the Integrated Planning and Reporting requirements of the Local Government Act 1993.**
- c) **The General Manager undertake all necessary steps to inform the community, stakeholders and Division of Local Government, and to implement the CSP 2023 through Council’s deliberations and operations.**
- d) **People and organisations that made submissions on the draft CSP be thanked for their contributions, advised of Council’s resolutions and invited to review the Community Engagement Phase 2 Summary Report for further information on submissions received and Council’s consideration of those submissions.**

OPTIONS

- 1. **# Adopt the revised CSP and proceed with information and implementation processes. [Recommended]**
- 2. **Identify any further amendments to be incorporated in the CSP when adopted.**
- 3. **Defer adoption of the CSP and identify issues for further consideration in relation to content and/or format. [Not recommended]. The recommended CSP reflects significant community, Councillor and staff inputs to an intensive review process, and it is a requirement of the IPR framework that Council adopt a revised CSP by**

30 June 2013. Significant issues requiring major change to the CSP should have arisen during the engagement process and should be reflected in the draft document at Attachment 1. The Draft Delivery Program and Operational Plan for 2013/17 is based on the draft revised CSP and would need to be adjusted accordingly if the CSP 2023 content or structure changes substantially.

REPORT DETAILS

Background

The IPR provisions of the Local Government Act, in particular Clauses 1.9 and 1.11 of the Integrated Planning and Reporting Guidelines, require Councils elected in late 2012 to complete a review of their respective Community Strategic Plans (CSP) by 30 June 2013.

1.9 The Community Strategic Plan must be reviewed every four years. From 2012, each newly elected council must complete the review by 30 June in the year following the local government elections and roll the planning period forward by at least 4 years so that it is always a 10 year minimum plan.

1.11 The review must include the following:

A report from the outgoing council on the implementation and effectiveness of the Community Strategic Plan in achieving its social, environmental, economic and civic leadership objectives over the past four years

A review of the information that informed the original Community Strategic Plan

A Community Engagement Strategy, as prescribed by the Local Government Act and Essential Element 1.5.

Council endorsed a Project Plan and Community Engagement Strategy for the CSP Review in September 2012 and significant work has been undertaken by a team of staff, engaging with the community, business, stakeholders, Councillors, Council staff and agencies. The initial engagement process was documented in the CSP Review – Phase One Engagement Report considered by Council in February 2013.

Community Engagement Phase 2

Council endorsed the Draft CSP – Shoalhaven 2023 in February 2013 for Phase 2 of the engagement process, including numerous changes from the current CSP 2020 that reflected a diverse range of Phase 1 engagement inputs. Phase 2 included formal public exhibition in physical and web-based form between 13 March and 12 April.

- # During this time 22 individual responses were received, summarised in a total of 146 specific points, in relation to the draft CSP. The attached 'Phase 2 – Draft CSP Engagement Report' documents the engagement process and details the responses received project team staff comments and recommended Council response. Attachment 2.

Draft CSP 2023 revised

In response to the engagement feedback, the Draft CSP at Attachment 1 incorporates various further changes consistent with the 'Recommended CSP Change' column of Attachment 2. Changes between the February 2013 draft and the recommended CSP 2023 are indicated with shading in Attachment 1.

Additional changes included but not shown in Attachment 2 are:

- the result of a 'plain English review' undertaken by the Media Manager and a project team member (no changes of intent or meaning and not shaded), and
- the addition of new Strategy 5.1.9 in the Sustainable Services KRA to reflect Council's commitment to major operational reforms in the Transformational Program.

The structure of the revised CSP consists of five Key Result Areas (KRAs) - People, Place, Prosperity, Leadership and Sustainable Services and Programs. Compared to CSP 2020, adopted in 2010, the number of Objectives has been reduced by three and the number of Strategies reduced to 58 down from 79. The amount of change in the Strategies themselves is approximately 60% retained with the remainder being new or substantially amended.

The introduction of KRA 5, Sustainable Services, confirms a commitment to on-going service and works delivery and improvements, and enables the other four KRAs to focus on more 'strategic' initiatives – typically related to tactical value-adding directions and/or to meeting the needs of the City's future growth. Service Profiles documented in Council's business planning tool 'interplan' are included in the CSP as an appendix linked to the Sustainable Services KRA.

CSP Publication

- # Following adoption by Council a branded and visually appealing version of the CSP 2023 will be produced for print and website publication, consistent with the CSP 2020 approach but 'toned-down' to reflect the financial sustainability and on-going services and renewal works focus of CSP 2023.

The CSP will also be published as a limited-graphics Word version for internal use and in an 'executive' A3 version for web and hard copy publication.

RESOURCING IMPLICATIONS

Direct costs for the CSP Review to date have been limited to \$6,650, and staff time is conservatively estimated at over 600 hours (say \$30,000 in attributed workforce costs).

The CSP as Council's 'number one plan' should substantially lead and guide future decision-making and operations, and thus has the capacity to impact significantly on Council's allocation of resources to priority activities and projects, within the parameters of financial sustainability and guided by the Sustainable Resourcing Principles of the Resourcing Strategy.

It is intended that Council's financial reporting be organised by both "program/service profile" and "CSP hierarchy" to allow more accurate attribution and understanding of resource allocation by CSP Objective and Strategy and DP Activity.

The CSP will also support the work of Council and others in delivering the future vision of the Shoalhaven and improved 'quadruple bottom line' outcomes (including "property").

COMMUNITY ENGAGEMENT

Community engagement on the CSP Review has been undertaken in accordance with the Engagement Strategy adopted specifically for the project. The summary reports on Phases 1 and 2 provide substantial detail on engagement activities, feedback and outcomes.

Phase 3 of engagement will focus on 'informing' all stakeholders about the new CSP through direct emails and letters, media releases, website publication and social media. An evaluation of the engagement process is outlined in the project Engagement Strategy and will be arranged by staff.

R.T. Donaldson

ASSISTANT GENERAL MANAGER

R.D Pigg

GENERAL MANAGER

REPORT OF GENERAL MANAGER
POLICY AND RESOURCES COMMITTEE

THURSDAY, 9 MAY 2013

FINANCE AND CORPORATE SERVICES

MATTERS TO BE REFERRED TO ORDINARY MEETING

2. Quarterly Budget Review as at 31 March 2013

File 2127E[Index](#)

PURPOSE: Delivery Program Activity: 4.5.1.3 & 4.5.1.5

In accordance with Regulation 203(1) of the Local Government (General) Regulation (2005), the responsible accounting officer must prepare and submit to the council a budget review statement after the end of each quarter. This has been carried out for the third quarter of the 2012/2013 financial year

RECOMMENDED that

- a) **The March Quarterly Budget Review and vote movements outlined in the Quarterly Budget Review Statement be adopted by Council.**
- b) **Council does not commit to any further additional expenditure unless it is in conjunction with a quarterly budget review and a funding source can be identified.**

OPTIONS

- 1. Adopt the recommendation
- 2. Not adopt the recommendation and make an alternative resolution

Report Details:

The Quarterly Budget Review Statement for March 2013 is being submitted to Council (attached). The budget review process involves analysis of Council's annual budget in each Group to determine whether any changes in votes are required for the period. This process has been undertaken for the period to 31st March 2013 and any changes are reported in the Quarterly Budget Review Statement. This report also analyses the progress of each group in achieving its financial objectives. Adjustments made in the third quarter budget review have realised savings of \$577,970.

Due to a staff freeze ahead of the organisational restructure, the council wide salary savings target has been exceeded by \$322,817, and these savings have been put towards the deficit that was reported at the end of Quarter 2. In addition to this, there has been a reduction in Councillor expenses of \$171,700 due to a combination of factors - namely a reduction in Committees that are required to be serviced, reduction in travel allowances and conferences being claimed, as well as a reduction in internal meals. The

final payment for the September Council election has been made, resulting in further savings of \$11,565. Overall Council's deficit has now been reduced from \$758,990 down to \$200,420.

Operating income has been increased by \$1.14 million this quarter due mainly to the additional dividend from Water and Sewer funds. This amount has been transferred to the Strategic Projects Reserve.

	Original	Subsequent Adjustments	Qtr Review Adjustments	Revised Estimate (Excl Revotes)
Net Change in Budget	(4,584,420)	15,826,168	(4,378,755)	6,862,993
Net Transfer from Reserves	4,564,420	(7,084,205)	4,889,627	2,369,842
Projects deferred to 13/14	0	0	(9,433,255)	(9,433,255)
Net Change in Cash	(20,000)	8,741,963	(8,922,383)	(200,420)
Net Budget Surplus/(Deficit) - (Use of Accumulated/Unspent funds)				(200,420)

The movements which affect the net budget position year to date, including the recommendations of this review are:

Cashflow Balance

Opening Balance	<u>(\$20,000)</u>
September Quarterly Budget Review Adjustments	
Additional expenditure CCTV legal expenses	(\$13,742)
Contribution to Shoalhaven Business Chamber	(\$13,000)
Diesel Fuel Credit received for prior years	\$106,329
Land acquisition - Sanctuary Point	(\$498,271)
Reduction Financial Assistance Grant	(\$222,765)
Roads contribution - prior years work	\$115,497
Savings in Election expenditure	<u>\$60,000</u>
	(\$465,952)
December Quarterly Budget Review Adjustments	
Additional Communications revenue	\$100,000
Additional Rangers Income	\$32,791
Additional rates revenue	\$30,225
Additional transfer from reserves	\$110,500
Increase in Legal Expenses	(\$80,000)
MIN12.1201 - Carparking Ulladulla	(\$63,763)
Recognise reduced interest income	(\$300,000)
Reduction in Development Services expenditure	\$270,000
Reduction in Development Services income	<u>(\$372,791)</u>
	(\$273,038)

March Quarterly Budget Review Adjustments

Additional expenditure CCTV legals	(\$3,552)
Additional income - City Services Group	\$18,443
Additional income from training subsidies	\$28,000
Additional Rangers Income	\$4,859
Additional rates revenue	\$40,000
Additional miscellaneous revenues	\$13,629
MIN12.724 - Underwrite Ice Escape losses	(\$29,491)
Reduction in Councillor expenses	\$171,700
Salary Savings achieved above target	\$322,817
Savings in Election expenditure	\$11,565
	<u>\$577,970</u>

Subsequent Adjustments Other Than Quarterly Review adjustments

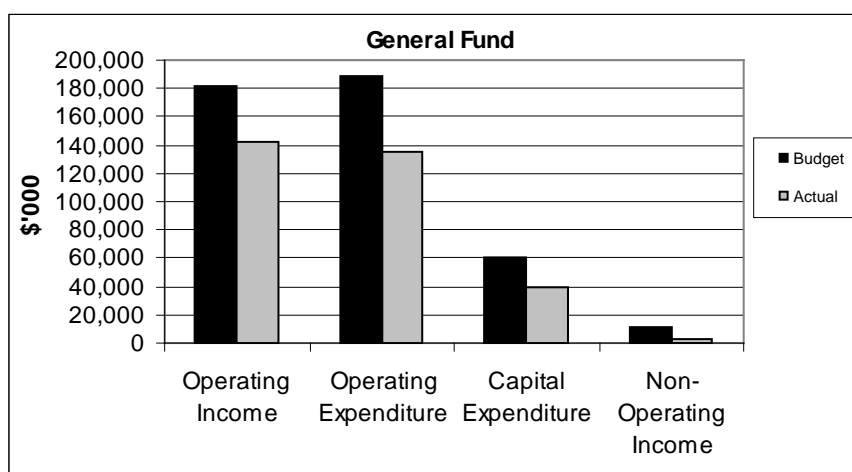
Min11.1168 - Graffiti budget phased over 2 financial years	(\$19,400)
	<u>(\$19,400)</u>

Current Surplus/(Deficit)

(\$200,420)

Summary of Results to End of Quarter – General Fund

The March Quarterly Budget Review Statement details the recommended budget adjustments with comments on these adjustments and any significant variances. Below is a summary of the adjustments and results to date.



Operating Income

As at 31st March 2013, General Fund has achieved 78.6% of the revised budget. This is primarily due to the raising of rates revenue in full. Excluding rate income, general fund has achieved 70.9% of the revised budget. The March Quarterly Budget Review Statement recommends an increase in operating income of \$1,142,648. The major adjustment in this review relates to the expected dividend payment from Shoalhaven Water Group. Other smaller adjustments are as follows:

- Communications and Electrical – additional income of \$30K recognised, however has been offset by a corresponding increase in expenditure.
- Human Resources – additional income of \$44K recognised, \$28K has been transferred to reduce the deficit.

- Corporate Business and Contracting Units – additional income of \$179K has been recognised in anticipation of finalisation of claims for Natural Disaster events.
- Financial Services – reduction in interest income of \$200K per MIN13.340 – due to the deferral of the Shoalin Foundation payment. This has resulted in a reduction of transfer to the Strategic Projects Reserve. Additionally, the payment of \$4.75M from the Shoalin Foundation has also been deferred by this Minute, and this has also resulted in a reduction of transfer to the Strategic Projects Reserve.
- Fleet Management – increase of \$152K due plant income being higher than budget, this increases the transfer to the Plant Replacement Reserve
- Revenue Management – increase of \$58K due to additional rates income being received, \$40K of which has been transferred to reduce the deficit.
- Development and Environmental Services – reduction overall of \$287K due to reduced Part 4a certificates and reduced DA income, offset by expenditure reductions
- Strategic Planning & Infrastructure – reduction of \$48K, offset by expenditure reductions in Surveyor area.

Non-Operating Income

Non-Operating income is at 24.9% of the revised budget. This is low due to planned borrowings not occurring until later in the financial year. The March Quarterly Budget Review Statement recommends a decrease in non-operating income of \$338,500. This is due to changes in planned property sales being a reduction of \$400K, offset to Strategic Projects Reserve and road land sales occurring of \$61,500, offset to Strategic Property Acquisition Reserve.

Operating Expenditure

General Fund is on target with having spent 72% of the revised operating expenditure budget. The March Quarterly Budget Review Statement recommends an adjustment of \$4,624. The major adjustments in the review (other than those outlined above) are:

- Human Resources – \$150K transfer from reserve for one off payment
- Tourism and Events – Increase in labour costs of \$35K at Ulladulla Visitors Centre, partially offset by other tourism reductions of \$31K
- Shoalhaven Entertainment Centre – increase in subsidy of \$29,491 per MIN12.724

Capital Expenditure

Capital expenditure as at 31st March 2013 stands at 54.8% of the revised budget (excluding commitments).

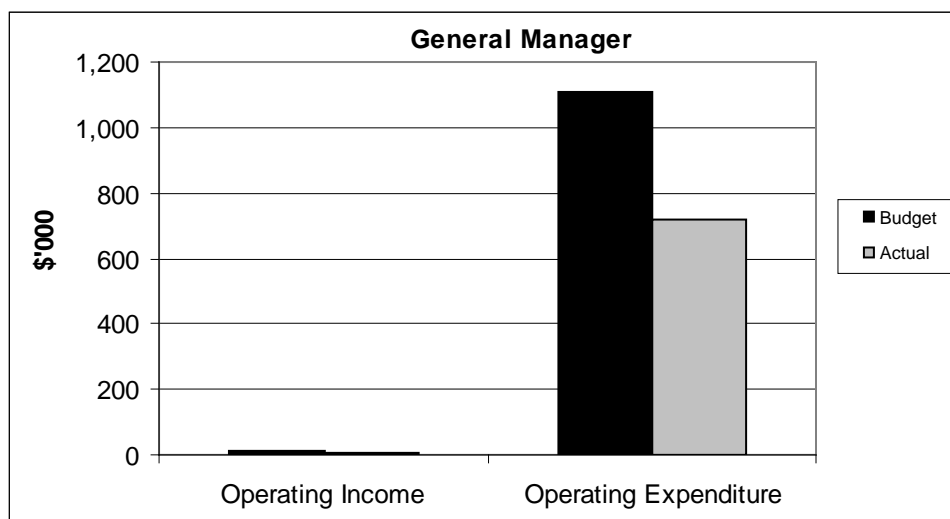
	\$ '000	% Budget Spent
<u>Budget Capital Expenditure</u>		
Original and Subsequent Budgets	39,118	
Total Revote	20,893	
Total Budget	60,011	
Works completed prior year	13,379	
Total to Spend in 2012/13	46,632	
 <u>Actual Capital Expenditure</u>		
Total Spent	25,535	54.8%

The March Quarterly Budget Review Statement recommends an adjustment of \$361,194. The major adjustments in this review are:

- Roads and Transport - MIN13.157 bring forward \$400K budget for Parma Creek Bridge Replacement from 2013/14 Capital Works programme, funded temporarily from Strategic Projects Reserve, to be repaid next financial year
- Council Buildings and Property – transfer from operating to capital of \$29K for isolation area at the Animal Shelter; sale of land \$140K and purchase of land \$229K both from reserves.
- Waterways, Coastal & Floodplain – transfer from Capital to Operating of a grant received \$120K

March Quarterly Budget Review - Group Summaries

General Manager



The recommended budget changes and revised budget for the General Manager's Group is summarised as follows:

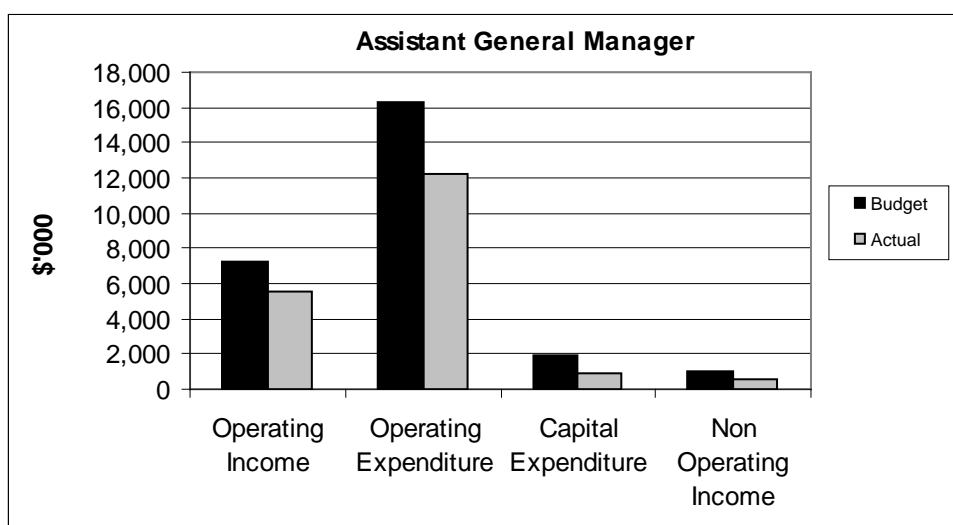
	Revised Budget \$'000	Recommended Changes \$'000	Projected year End Result \$'000
Operating Income	11	0	11
Operating Expenditure	1,109	0	1,109

The General Manager's group has achieved 72.7% of the income budget. Operating expenditure is at 65.0% of budget; however costs are expected to increase during the final quarter due to the operational review which is currently in progress. Details of the adjustments and variances are included in the March Quarterly Budget Review Statement.

General Manager's Comments:

The expenditure to date is tracking below budget however any savings will be needed to offset the Operational Review Costs (consultant, recruitment cost) in the 4th Quarter.

Assistant General Manager

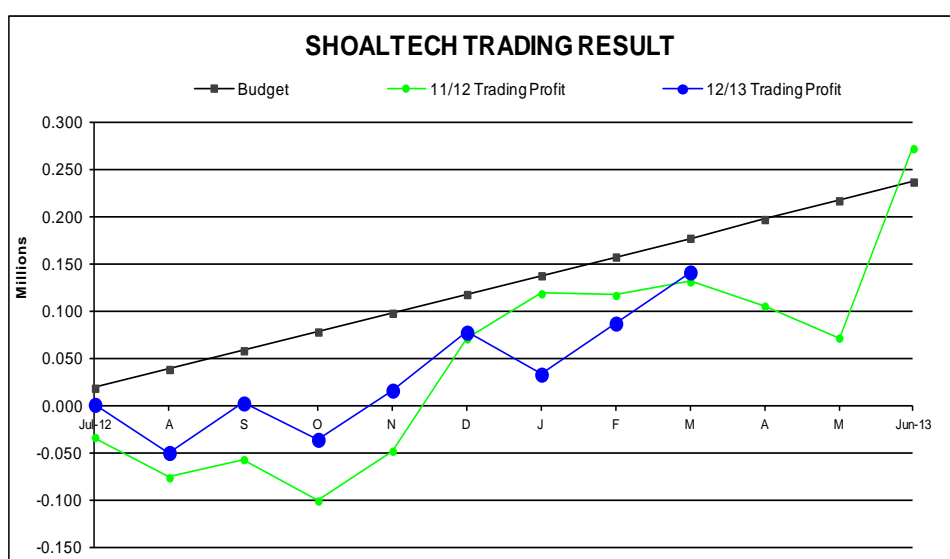


The recommended budget changes and revised budget for the Assistant General Manager Group is summarised as follows:

	Revised Budget \$'000	Recommended Changes \$'000	Projected year End Result \$'000
Operating Income	7,171	78	7,249
Operating Expenditure	16,186	74	16,260
Capital Expenditure	1,924	3	1,927
Non Operating Income	1,050	0	1,050

Operating income is tracking at 76.4% of the revised budget, non-operating income is at 56.9% of the revised budget, operating expenditure is 74.9% of the revised budget, and capital expenditure is currently 49% the revised budget. Details of the adjustments and variances are included in the March Quarterly Budget Review Statement.

Commercial operations:



Assistant General Manager's Comments:

Budget performance to the end of Q3 across the Group is generally positive, although Economic Development risks over-expenditure in the operating budget.

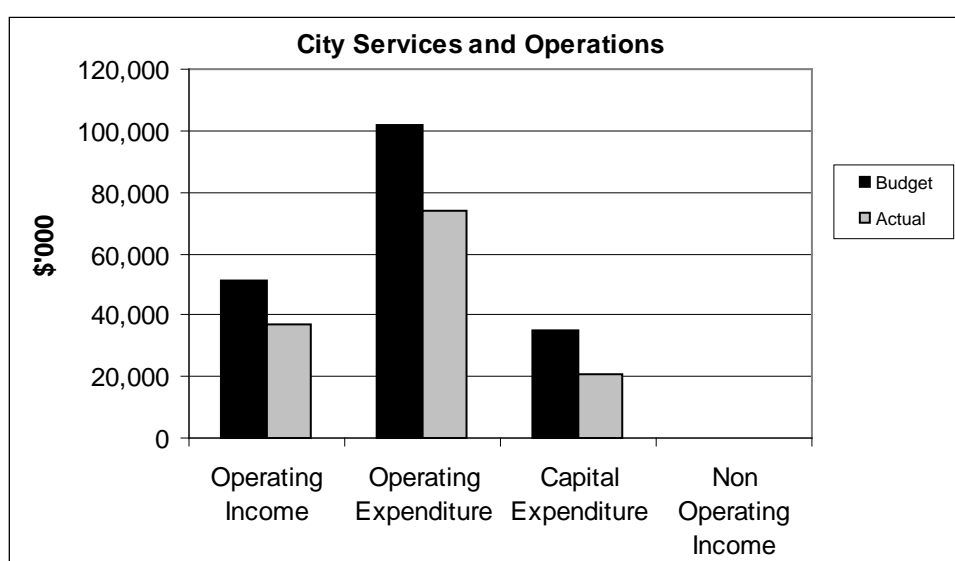
Results and adjustments of note for this Review are-

- Existing Worker apprenticeship reimbursements continue to exceed forecast and expenditures in this program may be under-budget; transfer \$16,000 to partly address Ulladulla Visitor Information Centre (VIC) over-spend recommended
- WHS expenditure is low, but provision for 2013 WorkCover audit still to be committed
- HR budget overall has some salary savings, transferred to offset deficit.
- Workers Compensation is adjusted from the reserve due to a once-off payout – end year result may be off-set by other Workers Compensation savings and reserve fund allocation
- In IT, printer consumable costs are down further - \$10,000 reduction recommended, matched by internal revenue reduction
- IT area has some salary savings due to unfilled positions, transferred to offset deficit
- Software licence costs are overspent, but to be apportioned partly to 2013/14 to reflect 12 month licence period
- IT Wide Area Network line has a lag in cost allocations, so appears underspent but will be on-track
- Minor IT capital expense areas will be spent by end of year
- Nowra VIC continues to under-perform in revenue, budget reduction of \$12,000 recommended
- Events Partner program 12/13 is under-revenue, but does have significant sponsor commitments, and expenditure in subsequent years will match the actual sponsor revenue achieved
- Nowra VIC expenditure is down – reduction of \$12,000 recommended, to match revenue reduction; transfer of \$9,000 to Ulladulla VIC recommended to cover salaries cost over-run
- Saving in Tourism Management recommended to fund transfer of \$10,000 also to Ulladulla VIC costs
- Ulladulla VIC – change to salary cost apportionment between library and VIC not reflected in original budget – recommend transfer in \$35,000 from sources noted above
- IT Radio Infrastructure (towers) revenue is on adjusted budget - \$30,000 revenue adjustment, matched by expenditure increase of \$30,000, recommended, to properly reflect cost attribution against this area
- IT – Southern Water Services Communications, over-revenue but balances against costs, so no net gain by Q4
- ShoalTech revenue and expenses on track overall, adjustments between revenue lines recommended, with no net change
- Minor adjustment from Communications Admin recommended to fund overspend on Red Rocks tower generator project
- Electrical Engineering is under-revenue, but the end of year result will match costs; some work done has not been charged and accounted for yet
- Economic Development Strategy projects are over-committed against the adjusted budget amount provided from Southern Phone dividend revenue – projects include Yerriyong site, South Nowra and Bomaderry RMS liaison on Princes Highway

planning, State Government Planning Review, medical precinct, industry sector strategies (waterfronts) - adjustment of \$10,000 recommended pending projects' progress, Q4 result and transfers into Economic Development budget from other areas

- Industrial land non-operating revenue is under target, but land sales expected by end of year to achieve target – if not, transfer to Industrial Land Reserve will be reduced to match – for no net budget impact
- Industrial land operational costs are close to fully spent, only minor further costs expected, no adjustment recommended for Q3
- Industrial land capital exp has minor over-spend, with \$30,000 AATP gate overhaul forecast (to be funded by transfer from Industrial Land Development Reserve, when required).

City Services and Operations Group

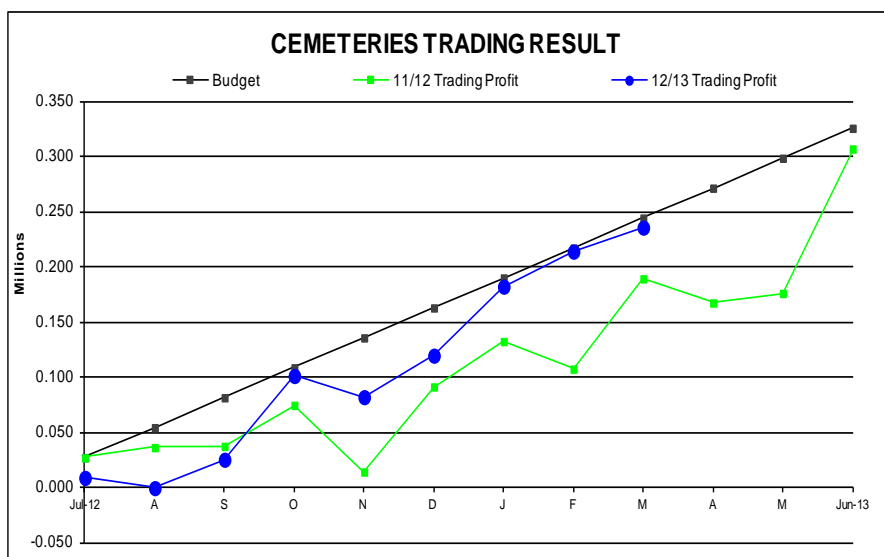
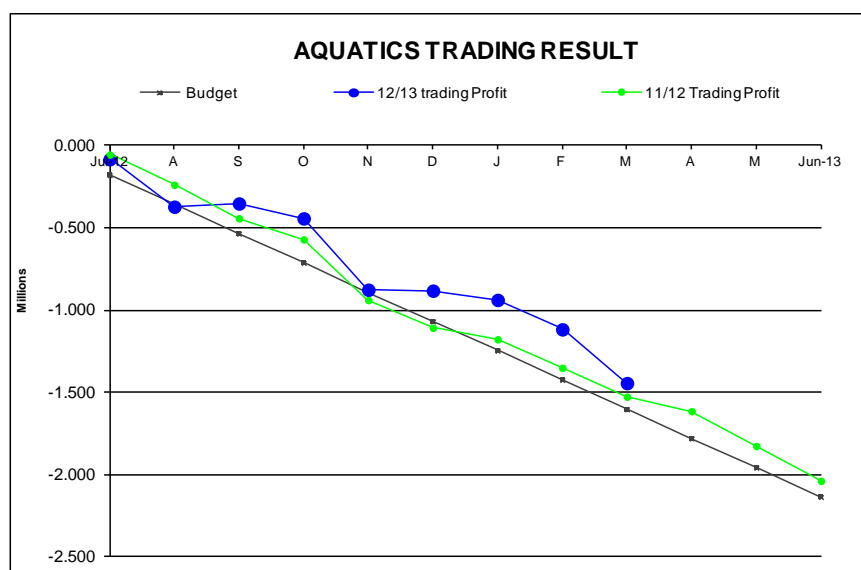


The recommended budget changes and revised budget for City Services and Operations is summarised as follows:

	Revised Budget \$'000	Recommended Changes \$'000	Projected year End Result \$'000
Operating Income	51,091	201	51,292
Operating Expenditure	101,566	167	101,733
Capital Expenditure	34,717	423	35,140
Non Operating Income	142	0	142

City Services and Operations have achieved 72.7% of the revised budgeted income, non-operating revenue is 56.3% of the revised budget, operating expenditure is 73% of the revised budget and capital expenditure is at 58.8% of the revised budget. Details of the adjustments and variances are included in the March Quarterly Budget Review Statement.

Commercial operations:



Group Director's Comments:

Leisure Services

The aquatics centres continue to perform well. Income is tracking slightly ahead of budget at 77%. Expenditure is also in line with budget at 74%. Previously identified savings totalling \$295,000 have been taken out of the operating expenditure for swimming pool operations and transferred into capital expenditure for gym extensions at the Ulladulla Leisure Centre per Min13.137. The design and approval work for the gym is well advanced with the majority of construction to be undertaken early in the new financial year.

Cemeteries income is also slightly ahead of budget. The result to date includes \$70,364 for the sale of the final crypts at Sandridge Cemetery. Excluding this, revenue as at the end of the March quarter is at 73% of budget. No adjustment to budget is considered necessary. Expenses are slightly higher than budget year to date and no adjustment to budget is considered necessary at this stage.

The Arts and Cultural area will achieve income budget. Meeting room hire and shop sales in the Arts Centre remain strong. Expenditure is on track to meet budget.

Community Services

The income budget is expected to be achieved. Expenditure is in line with budget, tracking at 75% for the quarter ended March. An adjustment for \$3,552 has been recommended to cover legal expenses relating to the Nowra CBD CCTV, which is an ongoing issue.

Contracting Units

This unit aims to cost recover certain costs such as protective clothing, training and excavator expenses against projects. The unit also provides a geo technical service and receives income from these services. An adjustment to the income budget of \$179k for estimated storm damage claims has been made, with an associated increase in expenditure budget. The claim will be finalised shortly. Income is currently at 66%, whilst expenditure is at 89%. This imbalance is due to timing differences, with expenditure having been incurred in respect of storm damage, whilst the income will lag until the claim is finalised and accepted.

Fire Protection and Emergency Services

No income has yet been received in this area. Income budgeted to be received from the RFS will be received in the last quarter as per normal payment protocols.

Expenditure plus yearly order commitments related to statutory contributions to Emergency Service groups, total 94%. Final confirmation of Emergency Management budgets from the NSW government have now been received and our budget allowances will be sufficient. All other expense categories in this area are below budget estimates.

Library

Income is on track to achieve budget with 79% of income now on hand. This includes the receipt of Councils annual general purpose Library grant (\$240k). A grant for \$16,000 has been received as part of the Revitalising Regional Libraries program and an adjustment to both income and expenditure is recommended to recognise this. Total expenditure sits at 73% after nine months and has been reduced by \$14,889 to help offset the loss of income from the closure of the Ulladulla Civic Centre.

Noxious Weeds

There are no areas of concern within the noxious weeds budget, with income at 85% of budget and expenditure at 62% of budget.

Parks and Reserves

Income in this area is 66% of budget and no issues are foreseen reaching the full year target. Overall expenditure is 77% of budget and is also expected to be very close to budget at year end, with \$52.5k transferred from Parks Core Maintenance to fund over expenditures in urban landscapes.

City Services Management

General Management, Major Projects and Leisure Services expenditure all remain close to or on plan year to date, whereas Works and Services are generating significantly more

income than budget (79%) to offset the higher than budgeted expenses associated with internal plant hire and the front ended timing of expenditure related to graffiti removal. In total, overall expenditure is 75% of budget and income is at 70% of budget. This result is after \$16,635 of additional salary savings have been utilised to contribute to offset the general fund deficit.

Public Amenities

Expenditure on public amenities is tracking budget at 74% and there are no issues.

Public Buildings (incl Ulladulla Civic Centre and Emergency Management Centre)

Income budget has been reduced by \$21,568 due to the closure of the Ulladulla Civic Centre. This has been offset by a reduction in expenditure of \$8,000 for the Ulladulla Civic Centre and a reduction in expenditure budget at the library of \$14,889. Day to day operational expenditure is close or on plan, so no concerns are foreseen in this area.

Roads and Transport

Income is currently at 34% of budget. However, no adjustment is necessary as the bulk of this income is grant funded and will be received at the completion of agreed milestones.

We are currently tracking slightly lower than budgeted expenditure with 73% of funds spent in the Roads Maintenance area and the budget is expected to be fully spent by the end of the year. Spend associated with the Comerong Ferry is at 68% as at the end of March.

We remain confident the full year budget will be spent with no additional funds required.

Tree Management

Similarly to the last two financial years, the area of most concern is Tree Management costs which once again are running well over budget (88%). Numerous purchase orders are also in the system which will mean a continuation of the higher than budget performance this financial year. This area is being monitored closely and below plan expenditure in other areas will be needed to offset any overrun.

Waste Management

Waste management operations are on track. Income is on target to achieve budget. Expenditure appears to be below pro-rata budget at 69%, but this is due to the timing of payments to the EPA and contractors and is expected to be in line with current budget at the end of the year.

Waterways, Coastal & Floodplain

No income has been received at this point of the year, although income is grant funding and grants are still projected to arrive before the end of the financial year. Expenditure related to flood mitigation sits at 70% and expenditure concerning maintenance of ramps and jetties is at 68% of budget. We remain confident overall budget expenditure can be achieved at year end.

Capital Projects

City Services Capital expenditure is 59% of the budget.

The current project listing shows over 170 projects in the capital works program. Each month all of these projects are formally reviewed for expected completion cost and dates.

Large road re-seal and re-sheeting programs are on track to be completed this year with expenditure combined with purchase orders in place as at late January totalling 77% of budget. We are aiming to finalise these programs by late April 2013.

The vast majority of our total workload is proceeding as per plan, however we have listed below a number of projects that current forecasts show will not be largely finalised by June 2013.

Revote Category	Forecast Revote June 2012/13	Explanation
Grant Funding - Generally ongoing operational		
Shoalhaven Indigenous Bushcare Team	\$35,000	Three year grant due to finish June 2014
Northern Shoalhaven Target Fox Baiting	\$15,000	Project funding is ongoing
	\$50,000	
RFS (Outside Council Control)		
Crossroads Station	\$900,000	RFS budget confirmed in Dec. Tender delayed to May due to project load.
	\$900,000	
Major Capital Projects		
Ulladulla Leisure Centre Gym Extension	\$260,000	February Minute 13.137. Design and approval work well advanced.
Ison Park - Upgrade Amenities	\$600,000	SPIG revisiting scope of work in consultation with stakeholders
Bolong Road	\$1,672,196	Delays due to RMS design amendments
	\$2,532,196	
Additions to financial reserves		
Arts Board	\$30,000	Build up of reserves for the purchase of Art
	\$30,000	
TOTAL REVOTES	<u>\$3,512,196</u>	
Split between --		
Operating Revotes	\$80,000	
Capital Revotes	\$3,432,196	

Stormwater Levy

Spending against the stormwater levy funding is 89% of the budget.

Stormwater Levy Progress 2012/13

	Stormwater Levy Budget					Actual	Budget Remaining	% Spent
	2011/12 unspent	2012/13	Adjustment	Adjustment Notes	Current			
Drainage Program								
Princes Hwy Ulladulla Easement	\$30,696	\$0			\$30,696	\$30,696	\$0	100%
Kallaroo Rd Erowal Bay	\$70,671	\$0	-\$1,726	5	\$68,945	\$68,945	\$0	100%
Naval Pde Erowal Bay	\$29,859	\$0	\$20,000	2	\$49,859	\$49,859	\$0	100%
Tallyan Point Rd Basin View	\$20,000	\$0			\$20,000	\$20,000	\$0	100%
Loralyn Ave Sanctuary Pt	\$0	\$0	\$31,331	5	\$31,331	\$31,331	\$0	100%
The Park Dr Sanctuary Pt	\$0	\$130,000			\$130,000	\$130,000	\$0	100%
Watersedge Ave Basin View	\$0	\$340,000			\$340,000	\$286,681	\$53,319	84%
Panorama Rd St G Basin	\$0	\$330,000	-\$19,155	4 & 5	\$310,845	\$310,845	\$0	100%
Raglan St Culburra Stg 2	\$0	\$120,000			\$120,000	\$44,674	\$75,326	37%
Walmer Ave Sanctuary Pt	\$0	\$110,000	-\$20,000	2	\$90,000	\$90,000	\$0	100%
Drainage Unallocated	\$0	\$0	\$0	3	\$0	\$0	\$0	0%
Village Access Rd	\$0	\$0	\$8,312	1	\$8,312	\$8,312	\$0	100%
Total Stormwater Levy	\$151,225	\$1,030,000	\$18,762		\$1,199,987	\$1,071,342	\$128,645	89%

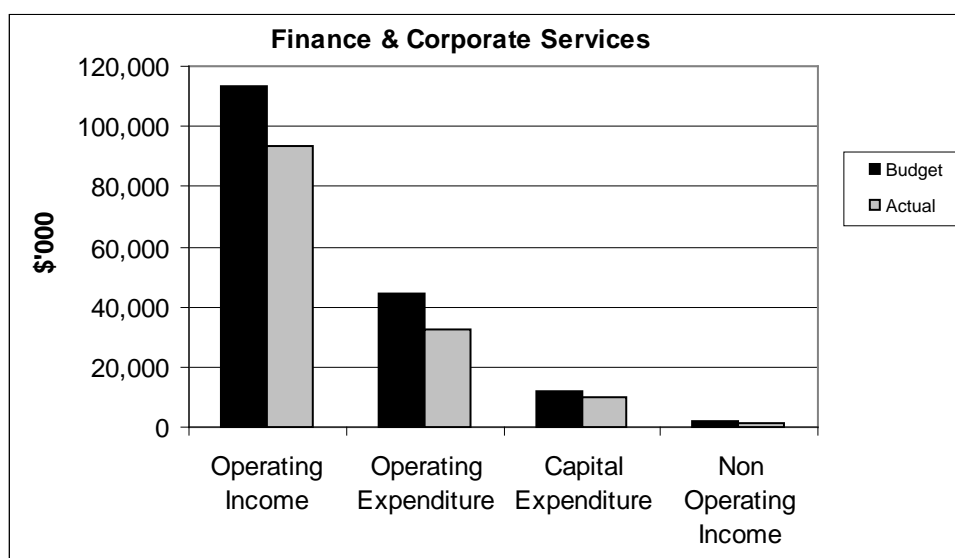
Note: - The projects may have other additional funding, but only the Stormwater Levy is included in this table

- 1 +\$8,312 - September Quarterly Budget Review - additional stormwater levy received
- 2 +\$20,000 - September Quarterly Budget Review - transfer from Walmer Ave
-\$20,000 - September Quarterly Budget Review - transfer to Naval Pde
- 3 +\$10,201 - September Quarterly Budget Review - additional stormwater levy received
+\$249 - December Quarterly Budget Review - additional stormwater levy received
-\$10,450 - December Quarterly Budget Review - transfer to Panorama Rd
- 4 +\$10,450 - December Quarterly Budget Review - transfer from unallocated to Panorama Rd
- 5 -\$1726 - March Quarterly Budget Review - transfer to Loralyn Ave
-\$29,605 - March Quarterly Budget Review - transfer to Loralyn Ave
+\$31,331 - March Quarterly Budget Review - from Kallaroo Rd & Panorama Rd

Group Director's Comments:

Work in this area is part of the yearly work schedule. All the projects allocated to the City Services and Operations group are on schedule for completion by year end.

Finance and Corporate Services Group

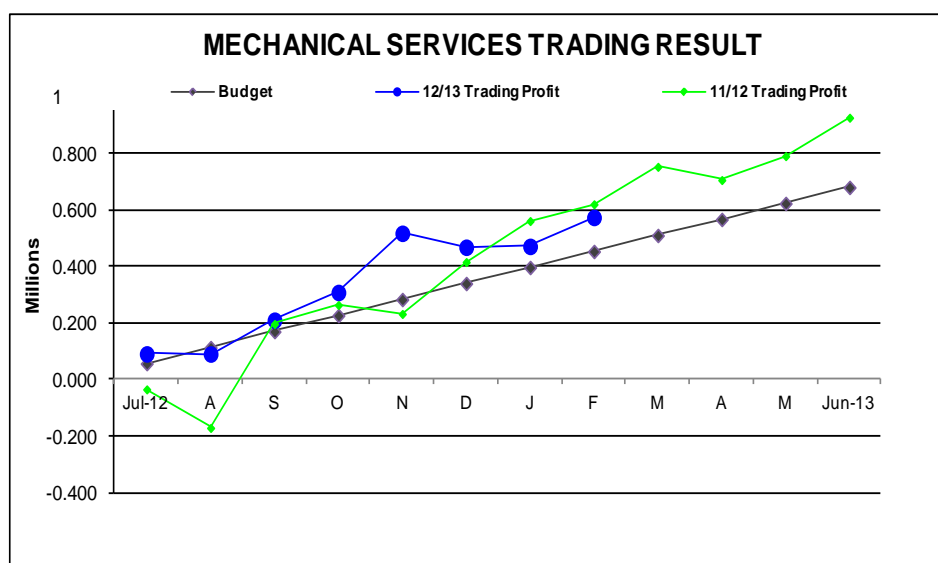
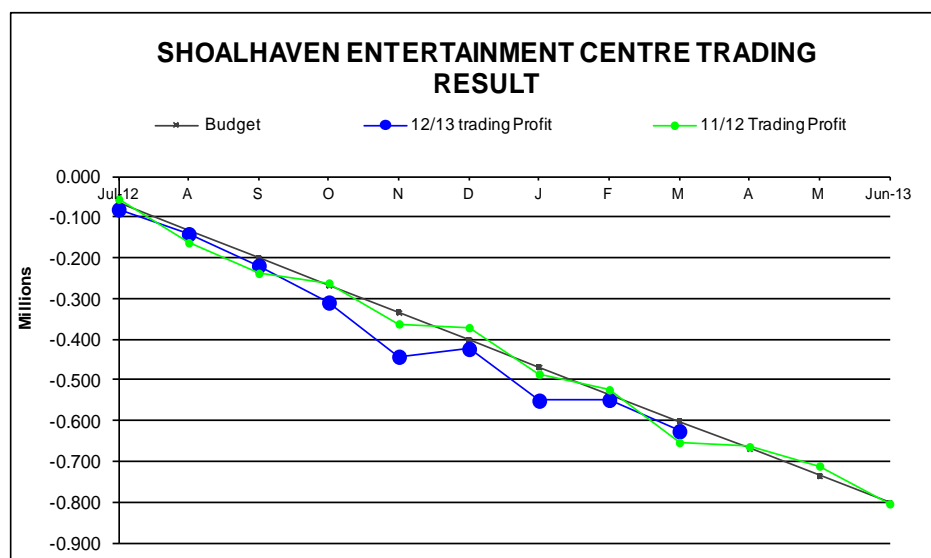
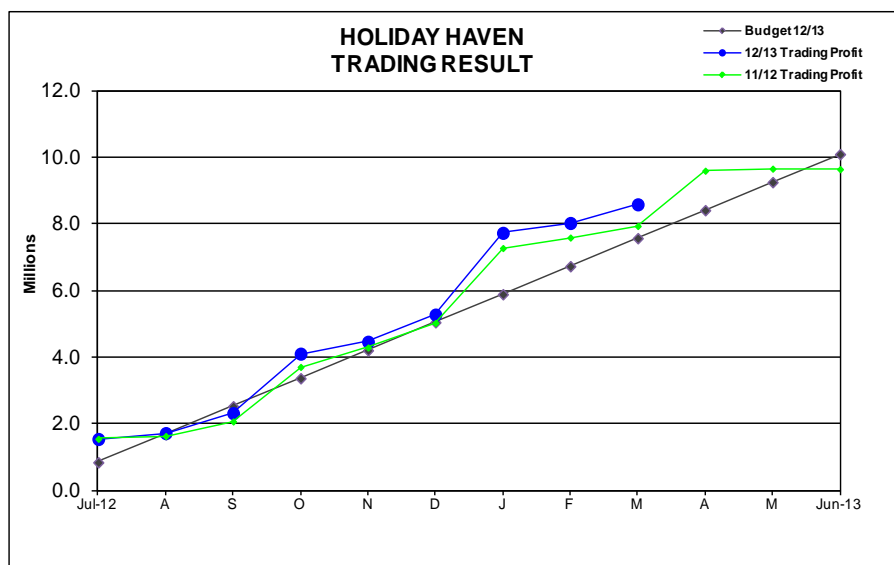


The recommended budget changes and revised budget for the Finance and Corporate Services Group are summarised as follows:

	Revised Budget \$'000	Recommended Changes \$'000	Projected year End Result \$'000
Operating Income	112,410	1,194	113,604
Operating Expenditure	44,137	157	44,294
Capital Expenditure	12,157	0	12,157
Non Operating Income	1,948	0	1,948

Finance and Corporate Services have achieved 82% of the revised budgeted income, non-operating revenue is 77.5% of the revised budget, operating expenditure is 73.8% of the revised budget and capital expenditure is at 80.7% of the revised budget. Details of the adjustments and variances are included in the March Quarterly Budget Review Statement.

Commercial Operations:



Group Director's Comments:

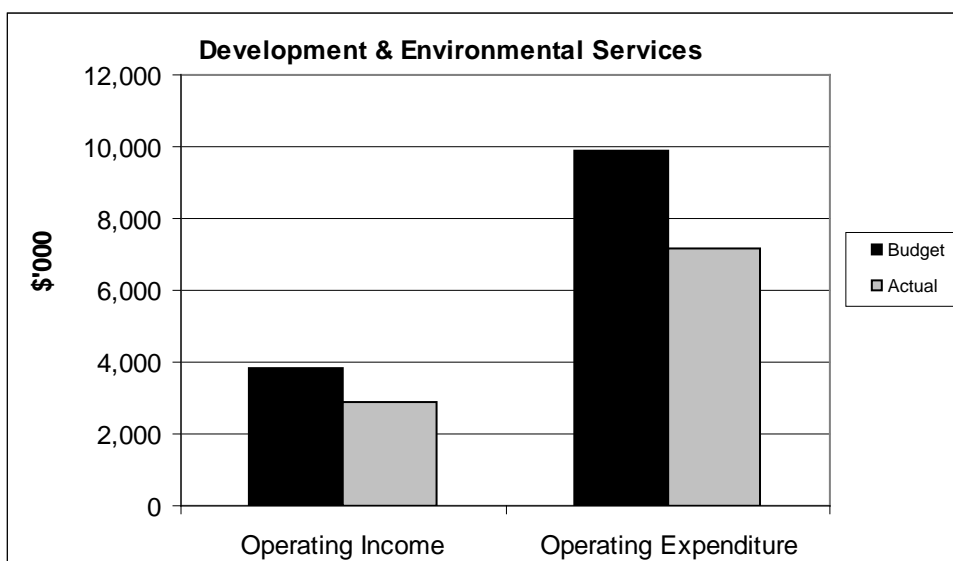
The Finance & Corporate Services Group is on track to reach budget estimates in 2012/13. Adjustments have been made to operating revenue to take into account increased levels of revenue projected to be received – mainly from the increased dividend budgeted to be received from Shoalhaven Water (which has been transferred to the Strategic Projects Reserve as per Council Policy), but also from Rates Revenue (\$40K net revenue).

A review of operating expenditure has led to some adjustments, the most obvious being the reduction in expenditure on Council Activities being \$171K. This reduction is as a result of the new Council not operating in the same way as the previous Council in regard to the number and length of committee meetings, catering at Council events, travelling to Council activities etc.

The trading results for Commercial Operations are all in line with budget expectations, and it is not currently projected that there will be any significant adjustments required for these areas. A separate report on the running of "Ice Escape" in January 2013 has been submitted to committee to set out the financial results for this event.

The Capital Works Program is performing to budget and will be completed by year end.

Development and Environmental Services Group



The recommended budget changes and revised budget for the Development and Environmental Services Group are summarised as follows:

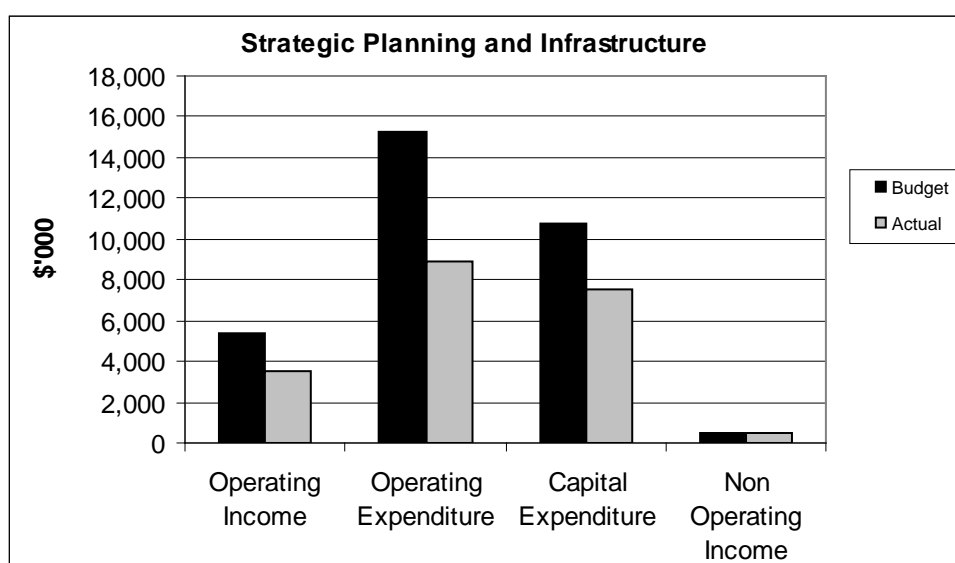
	Revised Budget \$'000	Recommended Changes \$'000	Projected year End Result \$'000
Operating Income	4,126	-287	3,839
Operating Expenditure	10,205	-339	9,867
Capital Expenditure	27	29	56
Non Operating Income	0	0	0

Development and Environmental Services Group have achieved 75% of the revised budgeted income, operating expenditure is tracking at 72.8% and capital expenditure is at 10.7% of the revised budget. Details of the adjustments and variances are included in the March Quarterly Budget Review Statement.

Group Director's Comments:

Revenue results continue to be less than originally anticipated; this is reflective on the continuing, relatively low level of development activity. To off-set the reduced income and address the shortfall, expenditure has been adjusted.

Strategic Planning and Infrastructure Group



The recommended budget changes and revised budget for the Strategic Planning and Infrastructure Group are summarised as follows:

	Revised Budget \$'000	Recommended Changes \$'000	Projected year End Result \$'000
Operating Income	5,390	-43	5,347
Operating Expenditure	10,206	-64	15,240
Capital Expenditure	10,824	-83	10,741
Non Operating Income	834	-342	492

Strategic Planning and Infrastructure have achieved 66.5% of the revised budgeted income, non-operating income is at 99.8%, operating expenditure is below budget at 58.5% and capital expenditure is at 69.7% of the revised budget. Details of the adjustments and variances are included in the March Quarterly Budget Review Statement.

Group Director's Comments:

Income is below the pro-rate level of 75% for end of quarter 3 because typically income for grant funded projects is not received until the projects and acquittals are completed. Income is on target for the end of the financial year. These projects include but are not limited to traffic facilities, coastal and flood studies etc. These projects are progressing well. Some reduction in income from surveying services occurred due to an unexpected

loss of staff resource for a period that is offset by a corresponding reduction in expenditure.

Significant savings in operational expenditure (salaries), over and above the annual salary savings target have been achieved due to vacancies being held open while restructure issues progress. While this has provided additional savings to the General Fund, it has created an impact on resources to undertake the Delivery Program and service levels.

Only a small percentage of the paper estates rezoning expenditure has occurred. Good progress has occurred in progressing these matters and any savings in the Special Rate funded cost of these projects will benefit owners at later stages.

The flood, estuaries and natural areas operating budget expenditure is at 41%. These projects are largely grant funded and progressing on program. Expenditure will accelerate when consultant studies are completed and payments made. These are generally multiyear projects and include examples such as the Burrill and Conjola Flood Risk Studies and Plans.

Non-operating (capital) expenditure for the estuary program will be expended when current projects are completed before the end of June. The Roads and Drainage Programs are progressing well and any expenditure under budget is largely due to a review of the need for a Contributions Plan project that may not have to proceed. In addition some drainage projects are programmed for completion in Quarter 4.

Small Lot Rural Subdivision

REZONING INVESTIGATIONS			
Updated 31st March 2013			
	Jerberra	Verons	Nebraska
Funding			
Loan Funded	350,000	150,000	200,000
Loan Funded (transferred from Road Design)		12,968	
Special Rates (from construction)		5,213	
Special Rates (from construction) (returned)		-5,213	
Strategic Planning Consultants Budget		25,000	
Previous Contributions (Pre 1996)	0	2,571	0
	350,000	190,539	200,000
Expenditure			
Salaries	139,775	27,636	39,304
Consultants	98,113	157,396	61,876
Other	13,464	1,530	225
Commitments in 2012/13	7,425	0	0
	258,777	186,562	101,405
Variance	91,223	3,977	98,595

ROAD DESIGN AND INVESTIGATIONS			
Updated 31st March 2013			
	Jerberra	Verons	Nebraska
Funding			
Loan Funded	184,438	50,281	50,281
Transfer to road construction	-114,400	0	-22,800
Transfer to rezoning	0	-12,968	0
	70,038	37,313	27,481
Expenditure			
Salaries	0	0	0
Consultants	12,333	37,313	16,835
Other	3,488	0	0
Commitments in 2012/13	0	0	0
	15,821	37,313	16,835
Variance	54,216	0	10,646

ROAD CONSTRUCTION Updated 31st March 2013			
	Jerberra	Verons	Nebraska
Funding			
Loan Funded (from investigations)	114,400	0	22,800
General Fund	0	3,000	0
Strategic Projects (2008/09)	82,020	41,738	11,750
Special Rate Funded	164,040	83,476	59,500
Transfer to Estate Rezoning		-5,213	
Transfer to Estate Rezoning (returned)		5,213	
	360,460	128,214	94,050
Expenditure			
Salaries	50,013	16,880	590
Consultants	11,662	0	12,575
Other	172,529	108,000	27,382
Commitments in 2012/13	0	1,275	0
	234,205	126,155	40,546
Variance	126,255	2,059	53,504

Notes:

Expenditure details will be updated quarterly.

Upon completion of the rezoning investigations, any excess funding from rezoning investigations will be redirected to road investigations and construction for the relevant Estate at the appropriate time. Options to address any negative variance values will

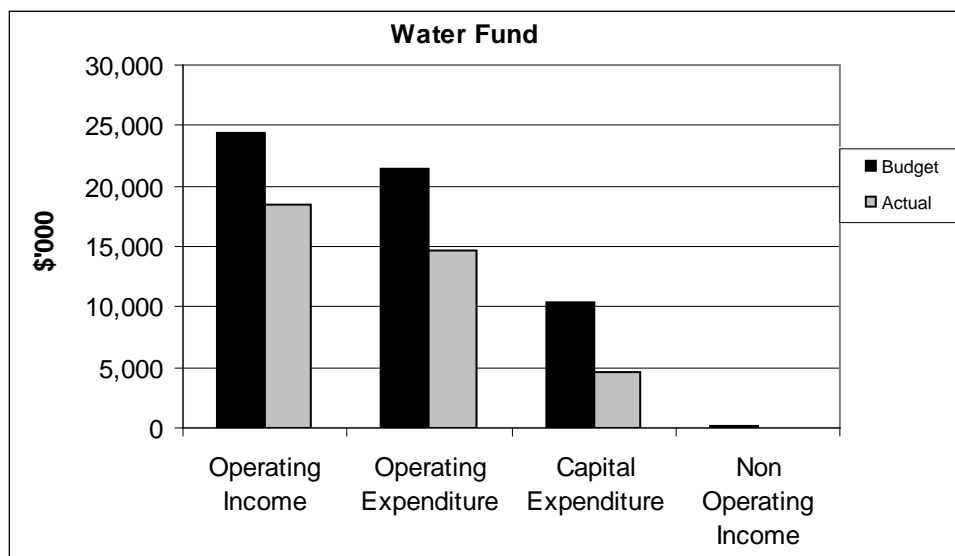
Jerberra Estate: \$91,223 remains for progressing rezoning investigations.

Nebraska Estate: \$98,595 remains for progressing rezoning investigations.

Verons Estate: The \$150,000 borrowed in 2006 to fund the rezoning investigations has been fully spent. A total of \$25,000 has now been transferred from the Strategic Planning Consultants budget, of which \$3,977 remains. This will need to be recouped from the landowners at a later date. Further transfer(s) may be necessary to complete the project.

Road investigations and construction: Roadwork budgets for Jerberra, Verons and Nebraska Estates for 2012/2013 are \$126,255, \$2,059 and \$53,504 respectively. \$5,213 was transferred back to Verons Estate road construction budget from the Verons rezoning budget in 2011/12.

Shoalhaven Water Group
Water Fund:



The recommended budget changes and revised budget for Shoalhaven Water - Water Fund are summarised as follows:

	Revised Budget \$'000	Recommended Changes \$'000	Projected year End Result \$'000
Operating Income	22,870	1,481	24,351
Operating Expenditure	21,508	0	21,508
Capital Expenditure	10,312	0	10,312
Non Operating Income	140	0	140

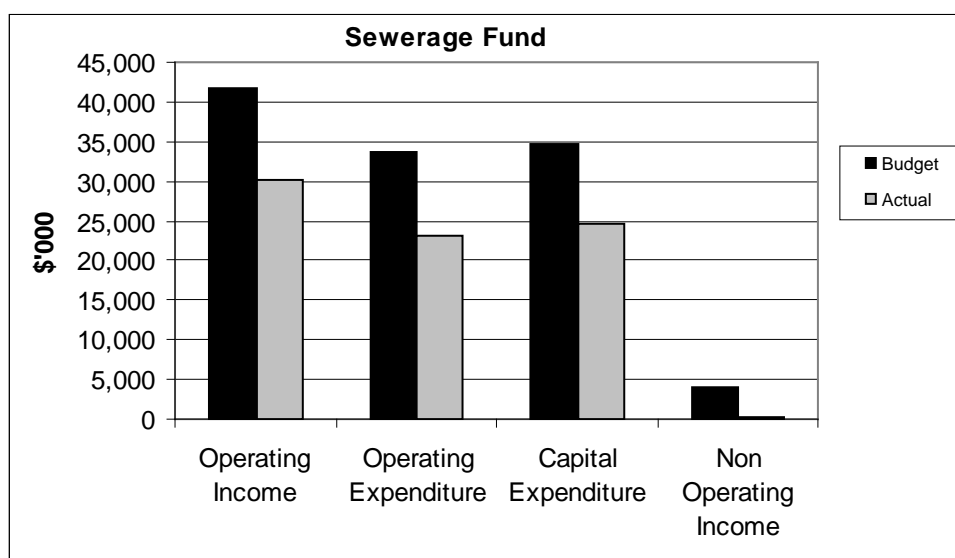
The Water Fund has achieved 75.9% of the revised budgeted income, non-operating revenue is 47.1% of the budget, operating expenditure is 68.1% of the revised budget and capital expenditure is at 45% of the revised budget. Details of the adjustments and variances are included in the March Quarterly Budget Review Statement.

Group Director's Comments:

Operating income is tracking higher than budget and an increase of \$1,481k is required. This increase relates mostly to the increase in water usage after a drier summer and developer contributions tracking higher than original budget.

The capital program continues to progress with no adjustments required this quarter.

Sewerage Fund:



The recommended budget changes and revised budget for Shoalhaven Water – Sewerage Fund are summarised as follows:

	Revised Budget \$'000	Recommended Changes \$'000	Projected year End Result \$'000
Operating Income	40,159	1,610	41,769
Operating Expenditure	33,726	0	33,726
Capital Expenditure	36,868	-2,148	34,720
Non Operating Income	9,140	-5,000	4,140

The Sewerage Fund has achieved 72.1% of the revised budgeted income, non-operating revenue is 3.3% of the budget, operating expenditure is 68.3% of the revised budget and capital expenditure is at 70.7% of the revised budget. Details of the adjustments and variances are included in the March Quarterly Budget Review Statement.

Group Director's Comments:

Operating income is tracking higher than budget and an increase of \$1,610k is required. This increase relates mostly to claiming the remaining subsidy for the Kangaroo Valley Sewer Scheme, developer contributions tracking higher than original budget due to some movements in development and interest on investments continuing to exceed expectations.

Non Operating Income requires a decrease of \$5,000k to loan funds. This adjustment will reduce our loan borrowing from \$9,000 to \$4,000k for this year

The capital program continues to progress well and an adjustment of \$2,148k is required. This mostly relates to a large contingency in the Shoalhaven Heads STP contract that is no longer required.

FINANCIAL IMPLICATIONS:

Although significant inroads have been made during the third quarter to address the deficit reported at the end of the second quarter, Council is still projecting a deficit budget of \$200,420. Council will need to be mindful of the situation and not introduce new works or services unless a funding source is clearly identified.

COMMUNITY ENGAGEMENT:

The review of Council's budget is a requirement under Regulation 203 of the Local Government (General) Regulation (2005).

3. Quarterly Progress Report on Delivery Program & Operational Plan File 44691E[Index](#)

PURPOSE: Delivery Program Activity: 4.1.4.2

To present to Council the Quarterly Progress Report to 31st March 2013 on the 2012 – 2013 Delivery Program & Operational Plan.

RECOMMENDED that the Quarterly Report of the General Manager (Finance & Corporate Services Group) on the 2012 – 2013 Delivery Program & Operational Plan be received for information.

OPTIONS

1. Adopt the recommendation
2. Adopt the recommendation and seek a further report on aspects of the 3rd Quarter Report.

DETAILS

As part of the Integrated Planning and Reporting Framework, Council in June 2010 adopted the Indicators Framework based on a matrix of reporting cycles and report audiences, to meet the requirements of the Government's IPR Guidelines.

Key Performance Indicators (KPIs) have been developed and linked to approximately 300 of the Activities set out in the Delivery Program & Operational Plan (DP/OP) providing the link between Council's business planning document and the Indicators Framework.

Attached under separate cover is the Quarterly Progress Report for the period to end of March 2013.

FINANCIAL IMPLICATIONS:

This report has no specific resourcing implications. Quarterly and six monthly progress reporting is undertaken by staff within current resourcing levels.

COMMUNITY ENGAGEMENT:

The implementation of Council's Framework is a key element of the IPR requirements, directed to strategic planning, resourcing and delivery of community outcomes across the span of social, environmental, economic and governance objectives.

4. **Ice Escape Event January 2013 - Shoalhaven Entertainment Centre File No 35525E**[Index](#)

PURPOSE: Delivery Program Activity: 1.2.4.3

Work with Shoalhaven Entertainment Centre stakeholders to provide continuous improvement through:

- Value for money
- Show and performance content
- Frequency and quality of shows

RECOMMENDED that Council underwrites the Shoalhaven Entertainment Centre loss on the "Ice Escape" event held in January 2013 by increasing the annual subsidy for the financial year 2012/2013 by \$29,491

OPTIONS

1. Council underwrites the Shoalhaven Entertainment Centre loss on the "Ice Escape" event held in January 2013 by increasing the annual subsidy for the financial year 2012/2013 by \$29,491. This is the preferred option and is in accordance with Council Minute 12.724. Provision for this has been made in the March Budget Review
2. That Council not underwrite the loss on the "Ice Escape" Event by increasing the SEC subsidy and deal with the issue as part of the June Budget review.

DETAILS

Following consideration of a report to the former Shoalhaven Entertainment Centre Board on the 4th June 2012, Council resolved at its Ordinary Meeting held on Tuesday 26th June 2012 (Refer Minute 12.724) as follows:

'That Council underwrite the Shoalhaven Entertainment Centre "Stars on Ice" event(s) for January 2013.'

The "Stars on Ice" event was renamed as "Ice Escape" the coolest event this summer when marketed to the public in October 2012.

The initial concept of an ice skating event being held at the Shoalhaven Entertainment Centre (SEC) was first flagged with the former Shoalhaven Entertainment Centre Board at its meeting held on Monday 16th April 2012 where it was reported that the Mackay Entertainment Centre had successfully run this type of event. The SEC Board at that time suggested that a combined effort from Tourism, CBD Promotions and the Economic Development Office would enhance the possibility of success of the event. The Director of Finance & Corporate Services indicated to the SEC Board that there would be a potential financial risk attached to this event, considering the costs involved, and

suggested that Council be requested to underwrite the event. This was recommended to Council by the SEC Board and resolved at the Council Meeting held 26th June 2012.

FINANCIAL IMPLICATIONS:

Following execution of the contracts in early October 2012 tickets went on sale for the event in early November 2012. Break even analysis projected required attendances at 130 persons (PAX) per skating session or total ticket sales of approx. 12,000 across the three (3) week period that the event was being hosted.

Ice Escape opened to the public on 2nd January 2013 and started to build solid momentum until the declaration of “catastrophic” bushfire conditions with temperatures reaching in excess of 40 degrees with dangerous winds. The extreme weather conditions within the Shoalhaven and the “Dean’s Gap Fire” over the ensuing two (2) weeks unfortunately put paid to the projected solid ticket sales with many of the tourist’s heading home or staying on the coast and not venturing to Nowra. As a result total ticket sales were well below those projected (12,000) and finished at 8,000 (about 90 persons per session).

A full Profit and Loss Statement is attached for the “Ice Escape” event for Councillor’s information but the following financial summary is provided:

• Ticket Sales –	7,980
• Ticket Revenue -	\$112,689
• Sponsorship Revenue -	\$ 36,776
• Total Revenue -	\$149,465
• Total Expenses -	\$178,956
• Total Loss :	<u>\$ 29,491</u>

This financial result is disappointing for those involved in the promotion and hosting of the event albeit under difficult circumstances due to the extreme weather event/s. A number of operational lessons have been learned which may contribute to a more successful event in future years including:

1. Hosting the event a week later in January and running through to the January (Australia Day) long weekend
2. Understanding that the main audience will be local residents as tourists don’t seem interested in leaving coastal locations
3. Rationalising ticket pricing to better cater for families and groups
4. Rationalising session times to better cater to customers
5. Reduced set up, staffing and contractual costs
6. No specification and associated risk abatement costs required in future years (e.g. engineering weight tolerance specifications for the ice rink)

NB – It should also be noted that it is unlikely that Holiday Haven Tourist Parks will be sponsoring this event in future years as the expected take up by Tourist Park patrons was very poor @ 290 tickets sold with total sponsorship based on 3,000 anticipated ticket purchases by Holiday Haven visitors.

COMMUNITY ENGAGEMENT:

The event itself had the 'wow' factor with every visitor amazed at how big the Ice Rink was and how good it looked after the application of lighting and an appropriate theme with most customers commenting how awesome the skating was.

Overall, the event played very well to locals and a few interested tourists. The SEC had mainly seen growth in ticket sales corresponding to locals coming back from their Christmas holidays and also spread by word of mouth.

"Ice Escape" provided a wonderful and unique form of entertainment over summer. The event captured the imagination of the Shoalhaven and Illawarra locals, who loved it. Some people returned 7 and 8 times from as far away as Wollongong, Bowral and Bateman's Bay. Everyone who experienced "Ice Escape" at the SEC was amazed at how good it was. The skating skills learned, the spills endured and the laughs shared gave the local community an immense sense of pride and togetherness that few events can deliver.

CONCLUSION:

The Ice Escape event concept was originally supported to provide locals and tourists with a major attraction at the SEC in what has traditionally been a very quiet time for the Centre. Experience now shows that tourists do not want to leave the coastal locations they come to visit unless they have to (maybe traffic is a contributing factor) and therefore any events held at the SEC in January are only likely to attract locals. The Ice Escape event itself was very well received by those who attended, however it is probably not financially viable unless a significant increase in revenue from ticket sales is able to be achieved. A further report on the potential for holding another Ice Escape event in January 2014 will be submitted to Policy & Resources Committee in June 2013.

5. Draft Fees, Charges and Rentals 2013-2014

File 46321E[Index](#)

PURPOSE: Delivery Program Activity: 4.5.1.10

Review and implement Council's Revenue Policy in accordance with statutory requirements.

RECOMMENDED that Council adopt the draft Fees, Charges and Rentals 2013-2014 including the amendments and additional fee as detailed in this report.

OPTIONS

1. Adopt the recommendation.
2. Not adopt the recommendation and request further review.

DETAILS

The Draft Fees, Charges and Rentals 2013-2014 was placed on public exhibition from 3 April 2013 to 30 April 2013 inclusive in accordance with the provisions of the Local Government Act 1993.

Public Notices were placed in the local papers – the South Coast Register and the Ulladulla Times. Written submissions were invited up to Tuesday 30 April 2013.

Exhibition locations included Council's Nowra and Ulladulla Offices, Libraries in Nowra, Sanctuary Point, Milton, Ulladulla and the Bookmobile. Further exhibition locations also included post offices or village shops in Bawley Point, Bendalong, Berry, Callala Beach, Culburra Beach, Cunjurong Point, East Lynne, Greenwell Point, Huskisson, Kangaroo Valley, Lake Conjola, Lake Tabourie, Sussex Inlet, Tomerong, Vincentia, Orient Point and Wandandian. The exhibition document was also placed on Council's internet and intranet websites.

Submissions

No submissions have been received on the Draft Fees, Charges and Rentals from members of the community however two internal submissions have been received as follows:

One internal submission has been received from Development and Environmental Services Group detailing amendments as follows:

- Activities under the Swimming Pool Act
 - 14844, 14845, 14846: Fee structure should be "set by Act/Reg – not "Full Cost Recovery"
- 14708: "Application for Certificate of Compliance – Swimming Pool" can be excluded as it has been superseded by the abovementioned fees.
- 10280: "Subdivision Construction Inspection Fee is shown as \$270 per application, the correct fee is "\$270 or 50% of fee calculated for CC (Subdivision and Development Works) Engineering Plan Checking Fee (whichever is greater). This was brought to our attention recently by an independent consultant."
- Boarding House Act: Council resolved in February 2013 (MIN13.108) to exhibit a \$300 fee for inspections of Boarding Houses. The exhibition period closed on 10 April 2013 (there were no submissions). It is requested that this fee now be included in the Fees Charges and Rentals 2013-2014.

One internal submission has been received from City Services & Operations Group detailing amendments as follows:

- All charges with \$0.01 need to be changed to \$0.00.
- Page 73 Waste Management 2nd paragraph – "Please note properties that are not rated residential will have GST applied to the charge below" should be struck out following the Australian Tax Office GST ruling CR2013/19.
- Page 75, 4th paragraph – "Loading fee (if required) for garden waste mulch – only at West Nowra, Huskisson and Ulladulla Waste Depots" change the rate from \$10

per tonne to \$10 per load.

- Page 80, 2nd paragraph – “Degassing of fridge/air-conditioning unit” change the fee from \$40.00 per unit to \$12.00 per unit. This is based on Council staff being trained up to undertake the work, instead of paying a contractor \$40 per unit.
- Council resolution – Min 13.276 – The minute includes amendments which include “Tipping Fees – Disposal of waste at Council’s landfill from surrounding Local Government areas be discouraged by placing an “out of area” surcharge of 25% above the applicable charge at all Recycling and Waste Depots.” Council staff do not believe that this system will be practical to implement due to the number of absentee homeowners, the contractors that are based “out of area” but are working on jobs that are in the area and the local contractor who are doing jobs “out of area.” The administrative burden coupled with potentially poor customer service possibly outweigh the benefits of adding the surcharge.

FINANCIAL IMPLICATIONS:

Council’s Fees, Charges and Rentals make up a significant proportion of Council’s total revenue and ensuring that all fees and charges are set at an appropriate level is an important exercise.

COMMUNITY ENGAGEMENT:

The community has had the opportunity to provide input to Council in regard to the setting of Fees, Charges and Rentals for the period 2013-2014 through the document being on public exhibition for a period of 28 days, commencing 3 April 2013.

P.J. Dun

DIRECTOR FINANCE AND CORPORATE SERVICES

R.D Pigg

GENERAL MANAGER

REPORT OF GENERAL MANAGER
POLICY AND RESOURCES COMMITTEE

THURSDAY, 9 MAY 2013

CITY SERVICES AND OPERATIONS

MATTERS TO BE REFERRED TO ORDINARY MEETING

6. **Free Use of Facilities – Shoalhaven Swim & Fitness Centres – Sporting Facilities – Karen Higgison** **File 5247e**[Index](#)

PURPOSE: Delivery Program Activity: 1.4.2.5

To seek Council's approval to grant Mrs Karen Higgison (former Olympian Athlete Miss Karen Phillips) free casual swimming throughout Council's Shoalhaven Swim & Fitness Centres for the purposes of swimming only.

RECOMMENDED that:

- a) **Council support the request to provide Mrs Karen Higgison with free casual swimming throughout Council's Shoalhaven Swim & Fitness Centres and sporting facilities.**
- b) **A report be submitted to the August meeting of the Shoalhaven Sports Board, outlining the criteria to be utilised to assist in processing all future approaches for fee exemption under a proposed Elite Athlete Support Program (EASP), currently under development.**
- c) **Council staff write to Mrs Higgison, advising her of the outcome.**

OPTIONS

- 1. Adopt the recommendation as printed.
- 2. Reject the recommendation as written and provide an alternate.

DETAILS

Council has been approached by members of the public requesting that Mrs Karen Higgison (former Olympian Athlete Miss Karen Phillips) be granted free swimming entry to Council's Shoalhaven Swim & Fitness Centres.

The approach is based on Mrs Higgison having a long and distinguished swimming career which originated in the Shoalhaven, and culminating in Mrs Higgison winning a silver medal at the Los Angeles 1984 Olympics in the 200 metres butterfly event.

Mrs Higgison's achievements are as follows:

- AIS scholarship holder 1983-86
- Shoalhaven Sports Star of the Year Award - 1983, 1984, 1986
- Inaugural Winner of the AIS Athlete of the Year 83/84
- AIS Hall of Fame (Swimming) 1984
- Silver Medal - Australian Swim Titles 1984
- Silver Medal - 1984 Los Angeles Olympics 200m Butterfly
- Presentation of "The Key to the City" - Mayor Harry Sawkins held a Civic Reception on return from 1984 LA Olympic Games – 31 August 1984
- Gold Medal - Australian Swim Titles 1986 - 200m Butterfly
- Silver Medal - Australian Swim Titles 1986 - 100m Butterfly
- Silver Medal - 1986 Commonwealth Games - 200m Butterfly
- Bronze Medal - 1986 Commonwealth Games - 4 x 100m Medley Relay
- Olympic Games 2000 Torch Bearer
- "Order of Australia Sports Medal" - awarded in 2000
- 2009 World Masters Games 4 Individual Gold Medals
- 2009 NSW Surf Life Saving Titles - 2 gold & 2 silver
- 2009 Australian Surf Life Saving Titles Silver
- Inductee Shoalhaven Sporting Hall of Fame
- Member of Olympians Club of Australia & NSW

At present, Mrs Higgison swims regularly at Bomaderry Aquatic Centre, with the purchase of a multi visit and participating in an external squad program.

Considerations

Should Council accede to the approaches of the community and grant Mrs Higgison free casual swimming access, it is likely that Council will receive similar requests from other high achieving athletes or those athletes aspiring to reach the pinnacle of their chosen sport/s for similar subsidies or fee waivers.

It is proposed that a report be submitted to the next meeting of the Shoalhaven Sports Board, outlining the criteria to be considered to assist in processing all future approaches for fee exemption under a proposed Elite Athlete Support Program (EASP), currently under development.

FINANCIAL IMPLICATIONS:

Mrs Higgison currently purchases multi visit passes at a cost of \$85.00 (GSTinc) each, at present totalling \$170 for 2013. A fee waiver for Mrs Higgison would have a minimal impact on Bomaderry Aquatic Centre's operational budgets, however, it is difficult to quantify the cost of future applications for free entry into Council's Shoalhaven Swim & Fitness Centres and sporting facilities. Any future financial implication related to this matter will be reported to Council as it arises.

7. Southern Rivers Catchment Management Authority Grant for the Control of Salvinia **File 37652E**[Index](#)

PURPOSE: Delivery Program Activity: 2.1.2 and 2.1.4

Facilitate community involvement in caring for the natural environment through Bushcare and other environmental enhancement programs.

Implement an active program of environmental regulation, compliance and enforcement.

RECOMMENDED that:

- a) **Council accept the allocation of \$6,000 from the Southern Rivers Catchment Management Authority to control the noxious weed Salvinia in the Berry and Moeyan Hill areas and the money be voted to the project.**
- b) **A letter of thanks is sent to the Manager of Southern Rivers Catchment Management Authority for the provision of funds.**

OPTIONS

1. As recommended.
2. Council reject the offer of funding.

DETAILS

The Southern Rivers Catchment Management Authority in conjunction with Council obtained a Caring for Country grant to control Alligator Weed on a property in Berry Mountain and to control and maintain infestations of Salvinia on private and public land in the Berry and Moeyan Hill areas. Salvinia and Alligator Weed are declared noxious weeds and are required to be controlled on public and private land. As part of grant conditions, \$6,000 is to be allocated to Council to carry out the control of Salvinia on private and public land and to carry out inspections and follow up control over the next two year period.

FINANCIAL IMPLICATIONS:

If the allocation is not accepted Council would have to fund the control of Salvinia on Council managed lands from its own funds and private property owners would have to fund control of these noxious weeds of their own land. Upon acceptance of the allocation

by Council an invoice will be sent to Southern Rivers Catchment Management Authority, for payment to Council, with the allocation to be spent over the next two year period.

COMMUNITY ENGAGEMENT:

Council and CMA Officers have discussed the control of Salvinia with private property owners and have offered to undertake control works using these funds as an incentive to eradicate this declared noxious weed from the area.

8. Shoalhaven Transport Register

File 40733E[Index](#)

PURPOSE: Delivery Program Activity: 1.1.5.1

To advise Council of success with a grant application to fund the Shoalhaven Transport Register (attached) and accept and vote additional sponsorship for the project.

RECOMMENDED that Council:

- a) **Accept the sponsorship offer of \$5,500 from Relationships Australia and vote the funds;**
- b) **Accept the sponsorship offer of \$8,000 from the Bendigo Bank (Bay and Basin Community Financial Service Ltd) and vote the funds;**
- c) **Write to thank both the sponsoring bodies for their support.**

OPTIONS

- 1. As recommended
- 2. An alternative recommendation

DETAILS

At the Council meeting of 29 January 2013 Shoalhaven City Council endorsed an application to Transport for NSW for grant funds to assist with the costs of a Shoalhaven Transport Register as follows (MIN13.22):

“That Council:

- a) Endorse the application to Transport for NSW for grant funds to assist with the costs of a Shoalhaven Transport Register;*
- b) If successful, accept the grant, vote the funds and receive a further report on implementation arrangements;*
- c) Write to thank the funding body, if successful.”*

The purpose of this register is to make available transport for incorporated non-profit groups in the Shoalhaven who provide services to the community but who do not have vehicles or funding for client transport. This will be achieved by establishing a brokerage system to access existing and available vehicles to provide subsidised transport to groups of people who are transport disadvantaged.

Council has already accepted the grant of \$20,000 from Transport for NSW. This report is seeking Council's endorsement of sponsorship offers from Relationships Australia and Bendigo Bank (Bay and Basin Financial Service Ltd) and for council to vote the funds when received.

The grant from Transport for NSW with sponsorship from Relationships Australia and the Bendigo Bank (Bay and Basin Financial Service Ltd) will cover the operating costs of establishing the register in the first 12 months.

FINANCIAL IMPLICATIONS:

The operating costs of the project are covered by the grant from of \$20,000 from Transport for NSW along with sponsorship of \$8,000 from Bendigo Bank (Bay and Basin Financial Services Ltd) and \$5,500 from Relationships Australia.

COMMUNITY ENGAGEMENT:

This project will help to improve equity of service for all members of the community. The project will facilitate and participate in effective networking and consultation to assess and identify the need of the whole community.

9. Grant - Kangaroo Valley Agricultural & Horticultural Society **File 2139E**[Index](#)

PURPOSE: Delivery Program Activity: 1.1.3

Acceptance of a grant for \$2,700 from the Crown Lands Funding Program on behalf of the Kangaroo Valley Agricultural & Horticultural (A&H) Society.

RECOMMENDED that Council:

- a) **Accepts the grant of \$2,700 from the Crown Lands Funding Program on behalf of Kangaroo Valley A&H Society and votes the funds;**
- b) **Write and thank the Deputy Premier, Andrew Stone MP, for the grant from the Crown Lands Funding Program for the Kangaroo Valley A&H Society.**

OPTIONS

1. As recommended.
2. Council not accept grant.

DETAILS

The State Government, through Deputy Premier Andrew Stoner MP, has awarded the Kangaroo Valley A & H Society \$2,700 to upgrade bantam cages at the Kangaroo Valley Showground. The grant is from the Crown Lands Funding Program. It is proposed that Council will manage the acquittal of the grants on behalf of the A&H Society.

FINANCIAL IMPLICATIONS:

The estimated cost of administration and management of the grant is minimal in the context of the parks budget.

10. Review of Waste Services Section Policies

File 9794E & 2828E[Index](#)

PURPOSE: Delivery Program Activity: 2.5.2

Provide best practice waste management programs and facilities.

RECOMMENDED that Council reaffirm the following Public Policies:

- a) **No Charge Tipping of Storm Damaged Materials at Waste Depots Policy (POL12/298)**
- b) **No Charge Tipping Voucher Policy (POL12/174);**
- c) **Waste Management Community Assistance Policy – Garden Waste Mulch (POL12/303);**
- d) **Waste Minimisation and Management Guidelines (POL12/273).**

OPTIONS

- 1. Resolve to adopt recommendation in the report.
- 2. Resolve to change a recommendation.
- 3. Resolve to make amendments to individual policies.
- 4. Resolve to require a further report.

DETAILS

All Public and Local Approval Policies are to be submitted to Council within 12 months of the election of Council. The following policies (attached) are presented to Council for consideration:

- a) No Charge Tipping of Storm Damaged Materials at Waste Depots Policy - POL12/298
- b) No Charge Tipping Voucher Policy – POL12/174;
- c) Waste Management Community Assistance Policy – Garden Waste Mulch – POL12/303;
- d) Waste Minimisation and Management Guidelines – POL12/273.

The four policies reviewed provide a framework and guidelines for staff when administering requests in respect to these matters.

Policies Proposed to be re-affirmed with no changes

a) *No Charge Tipping of Storm Damaged Materials at Waste Depots*

In the event of a severe storm, the policy provides a pre-determined guideline that, if exceeded, will empower Council staff to accept storm damaged tree waste at the Recycling and Waste Depots at no charge. Waste Services may need to absorb any costs incurred through the free tipping process within its operating budget. Costs include payment to the contractor for gate supervision fees, payment to a contractor for shredding, expense incurred in processing the material to a compost product and payment of the state landfill levy on any reject material. Currently a nominal provision of \$50,000 is incorporated in each year's annual budget.

b) *No Charge Tipping Voucher*

The policy provides for two no charge vouchers to be issued to each rateable property per year for the disposal of domestic waste. The equivalent tipping fee value of no-charge vouchers during the last financial year was \$1.38million. The vouchers are very popular and the redemption rate has increased by 12.4% per year over the last three years. The funding for these vouchers is sourced primarily through the domestic waste management charge (DWMC) with a proportionate increase in Waste Depot gate fee for domestic cars and trailers to cover those areas not paying the DWMC.

c) *Waste Management Community Assistance Policy – Garden Waste Mulch*

The policy allows for Shoalhaven residents and community to collect processed garden waste mulch from any Recycling and Waste Depot, when available, for no charge. The requirement is for persons to load themselves, but at the three larger Depots where there is plant available, and a small load fee placed on the transaction if people would like the mulch to be loaded for them. The policy also allows for commercial use of the mulch at a charge per tonne.

d) *Waste Minimisation and Management Guidelines*

The policy provides guidelines to developers on how to prepare a Waste Plan for submission together with their development application. The intent of the waste plan is to prompt developers into thinking about sustainable management of the waste streams generated during demolition (if applicable), during construction and during the ongoing life of the property. It provides guidance in an easy to understand format with some examples. It promotes recycling of specific materials with a table provided for estimating quantities and possible destinations for the materials. These guidelines are to be read in concert with the proposed City wide Development Control Plan

FINANCIAL IMPLICATIONS:

Not applicable as no changes are proposed to the current policies.

COMMUNITY ENGAGEMENT:

There is no requirement to publicly exhibit any of the policies detailed in this report if changes are not required.

11. **Review of Policy - South Coast Cooperative Libraries - Collection Development Policy** **File 3934E**[Index](#)

PURPOSE: Delivery Program Activity: 1.2.1.2

As part of the review program of public policies, the Collection Development Policy of the South Coast Cooperative Libraries is submitted for Council's consideration.

RECOMMENDED that Council reaffirm the Collection Development Policy of the South Coast Cooperative Libraries (POL12/292).

OPTIONS

1. Recommendation as stated
2. An alternative recommendation

DETAILS

Collection Development Policy – South Coast Co-operative Libraries

The South Coast Co-Operative Libraries – Collection Development Policy (POL12/292) (attached) was adopted in December 1992 (MIN92.3675) and reaffirmed in its revised format in November 2004 (MIN04.1443), July 2009 (MIN09.971) and April 2011 (MIN11.324).

The Collection Development Policy is a collaborative policy, written in conjunction with the Library Managers at Shoalhaven City Council, Eurobodalla Shire Council and Kiama Municipal Council and is the framework which underpins the direction and the development of the library collections of Shoalhaven Libraries, the Eurobodalla Library Service and Kiama Library.

It assists Library staff in meeting community needs and contains updated collection management strategies, demographic information, emerging issues, including emergent technology, client data and a collection profile.

The Policy has been updated and should be read in conjunction with the 4th edition of the South Coast Cooperative Libraries - Collection Development Policy document (2011), a copy of which is lodged with the State Library of New South Wales.

It is recommended that the Collection Development policy of the South Coast Co-Operative Libraries be reaffirmed in its revised format.

FINANCIAL IMPLICATIONS:

Not applicable in the context of this report.

COMMUNITY ENGAGEMENT:

These considerations are addressed within the policy document.

12. Review of Policy - Shoalhaven Libraries - Operations**File 6230E**[Index](#)**PURPOSE:** Delivery Program Activity: 1.2.1.2

As part of the review program of public policies, the Operations Policy of Shoalhaven Libraries is submitted for Council's consideration.

RECOMMENDED that Council reaffirm the Shoalhaven Libraries - Operations Policy (POL12/184).

OPTIONS

1. Recommendation as stated
2. An alternative recommendation

DETAILS**Operations Policy – Shoalhaven Libraries**

- # The Shoalhaven Libraries – Operations Policy (POL12/184) was adopted in July 2002 (MIN02.891) and reaffirmed in its revised format in February 2005 (MIN05.135) and April 2009 (MIN09.489) (see attached).

The Shoalhaven Libraries Operations Policy is the document that underpins and drives our library services. It provides the framework for library operations in terms of professional values and conduct, legal requirements, access to information and resources and censorship guidelines. The policy also includes our objectives, a description of our services, membership requirements and fees and charges framework.

There are only a few minor changes to this policy, primarily the addition of dates of the underpinning professional value statements and a qualification to the statement about access to M and R rated nonbook material by children and young people.

The policy has also had some minor formatting changes.

It is recommended that this policy be reaffirmed with the proposed changes. A copy of the revised policy is attached with changes and deletions highlighted.

FINANCIAL IMPLICATIONS:

Not applicable in the context of this report.

COMMUNITY ENGAGEMENT:

These considerations are addressed within the policy document.

13. Review of Reserve Signage Standard**File 6320E, 4538E**[Index](#)**PURPOSE:** Delivery Program Activity: 1.4.1.3

The Local Government Act requires that all Council policies should be reviewed within 12 months of an election of a new Council.

Various Parks and Reserves Policies will be presented to Council over the 12 month review period, with any proposed amendments.

The following Policy is presented for Council at this meeting:

- Reserve Signage Standard (POL12/258)

RECOMMENDED that Council reaffirm the Reserve Signage Standard Policy (POL12/258) with additional explanatory notes and amendments as detailed in the report.

OPTIONS

1. As recommended.
2. Resolve to change a recommendation.
3. Resolve to make amendments to individual policies.
4. Resolve to require a further report or briefing.

DETAILS

The purpose of the Reserve Sign Standard Policy is:

- To help provide a cohesive system of clear signage which identifies Council's parks and reserves.
- To minimise the visual impact of various signs within parks and reserves.
- To provide regulation for visitor behaviour.
- To inform visitors about the historical context of Council's parks and reserves.

A review of this Policy has recommended that Section 3.2 and 3.3 as shown below be deleted and replaced with a revised Section 3.2:

These Sections are to be deleted:

3.2 Standard symbols will be:

NO DOGS or DOGS ON LEAD or DOGS OFF LEAD
NO CAMPING
NO LITTERING
NO VEHICLES
NO TRAIL BIKES

Standard words will be:

No dumping of garden waste or other rubbish
All vegetation protected
No fires except in BBQs
Penalties Provided

3.3 Standard Beach Signs

Standard symbols will be:

NO DOGS or DOGS ON LEAD or DOGS OFF LEAD
NO CAMPING
NO LITTERING
NO VEHICLES
NO TRAIL BIKES

Warning Symbols will be as appropriate from the following list:

Unpatrolled Beach
High Surf
Rips and Undertows
Slippery Rocks
Boat Ramp
Submerged Rocks

Standard words will be:

No dumping of garden waste or other rubbish
All vegetation protected
No fires except in BBQs
Penalties Provided

Revised Section to be added:

3.2 Standard Reserve, Estuary and Beach Signs

The Reserve/Estuary/Beach Signage standard “blank” be provided as shown in the policy.

W P Paterson
DIRECTOR CITY SERVICES & OPERATIONS

R.D Pigg
GENERAL MANAGER

REPORT OF GENERAL MANAGER
POLICY AND RESOURCES COMMITTEE

THURSDAY, 9 MAY 2013

STRATEGIC PLANNING AND INFRASTRUCTURE

MATTER TO BE REFERRED TO ORDINARY MEETING

14. Sealing Edith Tynam Reserve Car Park Mollymook - Full Project Budget

File 30088E[Index](#)

PURPOSE:

Council at its meeting 26 February 2013 considered a notice of motion concerning the sealing of the Edith Tynam Reserve Carpark Mollymook and resolved:

- a) *That a full project budget for the sealing of the carpark known as Edith Tynam Reserve at Mollymook be presented to Council prior to the adoption of the 2013/14 budget*
- b) *Council to consider the sealing of the Edith Tynam Reserve carpark for inclusion in the 13/14 budget.*

RECOMMENDED that, in accordance with the Committee's delegated authority from Council, the report concerning the cost of the sealing of the Edith Tynam Reserve be received for information.

OPTIONS

- 1. As recommended.
- 2. Identify a funding source for the project or amend the draft 2013/14 budget that is on public exhibition.
- 3. Defer consideration of this project pending the review of the Passive Carpark Sealing Strategy in August 2013.

DETAILS

The project is currently ranked as the highest priority in Council's Passive Carpark Sealing Strategy. Council adopted this strategy on 26 August 2008 and resolved that the strategy be reviewed in 5 years.

A cost review of the project has been undertaken and it is estimated that the cost of sealing approximately 1660 m² of gravel pavement including incidental costs will be \$89,200.

FINANCIAL IMPLICATIONS:

This project is not funded. If this project is to be pursued, savings from an alternative project would need to be identified or a change made to the draft 2013/14 budget.

COMMUNITY ENGAGEMENT:

There has been no community engagement since the Passive Carpark Sealing Strategy was advertised for public comment in 2008.

15. Review of Policies File 27448E; 14501E, 26129E, 2895E, 24546E, 3670E, 4102E[Index](#)

PURPOSE: Delivery Program Activity: 4.4.1.4

To consider the rescission/adoption of existing public policies, which deal with the responsibilities of the Strategic Planning and Infrastructure Group.

RECOMMENDED that Council:

- a) Rescinds the following policies
 - i) Bus Shelter Shed – Site Selection
 - ii) Weight and Length Restrictions – Kangaroo Valley Road, Tourist Road and Cambewarra Lookout Road
 - iii) Temporary Road Closures – Nowra CBD
 - iv) Interim Policy for Multipanel Directional signage on Public Land
 - v) Illuminated Advertising Signs on Council Managed Road Reserves
- b) Reaffirms the Policy for Public Information Signs

OPTIONS

1. **(Recommended).** Endorse the recommendation with minor amendments that have been made in respect to changes within Local Government Acts and ones which have been made so as to benefit Council and the community promoting a more cohesive and transparent working relationship.
2. **(Not Recommended).** Leave current policies as they are which do not accurately reflect changes within Local Government Acts and do not benefit both Council and the community.

DETAILS

The following policies are recommended to be rescinded as they detail an administrative process and as such are not policy documents:

- Bus Shelter Shed – Site Selection
- Weight and Length Restrictions – Kangaroo Valley Road, Tourist Road and Cambewarra Lookout Road

-
- Temporary Road Closures – Nowra CBD

A copy of these policies are attached (Attachments A, B and C).

The following policies are recommended to be rescinded as they are included as Appendixes 1 and 2 (respectively) in the Interim Policy Public Information Signs, which is recommended to be re-affirmed:

- Interim Policy for Multipanel Directional Signage on Public Land
- Illuminated Advertising Signs on Council Managed Road Reserves

The interim policy for Public Information Signs is recommended to be re-affirmed (Attachment D). The content of this policy has been included in the review of DCP 82 “A Signage Strategy for the City of Shoalhaven”. This document is being reviewed as part of the city-wide DCP, which is expected to be exhibited for public consultation later this year.

COMMUNITY ENGAGEMENT:

There have been no changes to the interim Policy for Public Information Signs, accordingly, community consultation on the content of the policy is not required. The community will have the opportunity to consider if any changes should be made during the community consultation phase of the review of the city wide DCP. Future adoption of the city wide DCP will supersede the interim Policy for Public Information Signs, at this time this policy will be rescinded

16. Milton Ulladulla District Mountain Bike Club Site Investigations File 46341eIndex

PURPOSE: Delivery Program Activity: 1.2.2.3

To update the Committee on the status of investigations and discussions with Milton Ulladulla District Mountain Bike Club for a mountain bike facility within the Milton/Ulladulla area.

RECOMMENDED that

- a) Council encourage, and where possible, assist discussions between the Milton Ulladulla District Mountain Bike Club and the owners of land west of Ulladulla Sports Park (i.e. Ulladulla Local Land Council and Crown Lands) to formalise mountain bike use of this land;**
- b) Council proceed to acquire Lot 94 DP755972 from Forestry Corporation of NSW for a future land use such as a mountain bike track or future land to enhance southern entry opportunities to Burrill Lake and Ulladulla;**
- c) A future report be submitted to Council on the progress to secure a mountain bike track site for the Milton Ulladulla District Mountain Bike Club.**

OPTIONS

1. The Committee endorse the recommendations of this report. The implication of this decision will allow Council staff to assist the Milton Ulladulla District Mountain Bike Club to fully exhaust the option of formalising mountain bike use of the land west of Ulladulla Sports Park.
2. The Committee amend the recommendations as detailed in this report for Council to consider. The implications from making such a decision could be discussed at this meeting or in a further report to the Committee.
3. The Committee not endorse the recommendations of this report or makes its own recommendations related to this report. The implications from making such recommendations could be discussed at this meeting or in a further report to the Committee.

DETAILS

Previous Committee Report / Council resolution

Council at its meeting of 20 December 2011 (MIN11.1372) resolved on a notice of motion that;

“Council work with the Milton Ulladulla District Mountain Bike club and Forestry Corporation of NSW to secure land at Burrill Lake for recreational purposes and explore means by which the club could manage the ongoing maintenance of the site subject to agreement from go-kart stake holders.”

Milton Ulladulla District Mountain Bikers

Milton Ulladulla District Mountain Bikers (MUD mtb) is a Club which was established in 2008 and has a current membership of some 15 members. MUD mtb is also affiliated with Mountain Bike Australia which is Australia's peak governing body for mountain biking. MUD mtb holds regular local rides and occasional trips out of the area to experience mountain bike specific tracks.

Forest Road Mountain Bike tracks

The closest dedicated mountain bike tracks for MUD mtb are located just south of Nowra along Forest Road used by South Coast United Mountainbikers (SCUM) on land owned by Forestry Corporation of NSW. SCUM currently have 4 Cross Country mountain bike tracks that they race on in addition to a number of firetrails and powerline easements that the Club uses. SCUM have also recently signed a “Conditions of Occupation Permit for Recreation” with Forestry Corporation of NSW to formalise use of the Forest Road land which requires payment of annual fee of \$1,100 (GST Inc).

Bundadung Mountain Bike Track

South of Ulladulla, MUD mtb members travel to Tathra to use the Bundadung Mountain Bike Track which also hosts the well renowned “Tathra Mountain Bike Enduro”. The enduro is promoted as a homage to the early coastal pioneers and captures the best of beaches, the forests and the mountains. The mountain bike tracks at this venue provide a variety of courses with track lengths /courses varying from 10 – 100 kilometres.

The Bundadung Mountain Bike Track has been constructed by the Tathra Mountain Bike Club on land significant to the Bega Local Aboriginal Land Council. Tathra Mountain Bike Club has worked with this Land Council to determine Aboriginal places of significance and to divert mountain bike track usage around any such places. A written agreement between the Land Council and the Club formalises use of this land.

Ulladulla and surrounds Mountain Bike Track investigations

- # MUD mtb has for sometime been actively looking for a site to develop a beginner to intermediate level mountain bike track in the Milton and Ulladulla area. It is anticipated this would have flow on benefits to residents, visitors and local business in this area. Site investigations have examined land west of Ulladulla Sports Park (owned by the Ulladulla Local Aboriginal Land Council and Crown Lands) and land south of Burrill Lake on the western side of the Princes Hwy (between Romney Park Road and Wheelbarrow Road - Lot 94 DP755972 which is owned by Forestry Corporation of NSW). A brief summary of these site investigations is detailed in Attachment 'A'.

As detailed in Attachments 'A','B' & 'C', the land west of Ulladulla Sports Park has a network of existing mountain bike tracks which have over the years been established and maintained (without landowners consent) by the local community. This land is MUD mtb preferred site as it meets a number of existing and future needs without the Club having to apply significant resources to develop the site.

Lot 94 DP755972, as detailed in Attachments 'A','D' & 'E', in comparison, requires the Club to invest significant resources into this site and is unlikely to fully meet the Club's future needs. Based on investigations to date, it is recommended that MUD mtb's commence discussion with the land owners of the land to the west of Ulladulla Sports Park to formalise mountain bike use of this land.

- # In accordance with Council's resolution, MIN11.1372, MUD mtb have contacted the Ulladulla District Kart Club (see Attachment 'F') and gained support to develop a mountain bike track on this land. The land is currently owned by Forestry Corporation of NSW and they have indicated that they would prefer Shoalhaven City Council manage the land if it was used for the purposes of a mountain bike track.

Focus for site investigations

Based on the above information, it is recommended that:

1. Council encourage, and where possible assist, discussions between MUD mtb and the owners of land west of Ulladulla Sports Park (i.e ULALC and Crown Lands) to formalise mountain bike use of this land;
2. Council proceed to acquire Lot 94 DP755972 as a possible future site for a mountain bike track if the option to formalise use of the mountain bike tracks west of Ulladulla Sports Park has been exhausted by MUD mtb; and

Entry Significance of Lot 94 DP755972

As shown in attachment D, Lot 94 DP755972 has good long term potential, particularly if improvements were undertaken to enhance the southern entry to Burrill Lake and Ulladulla. Therefore, based on this potential, it is recommended that Council continue to proceed to acquire Lot 94 DP755972 from Forestry Corporation of NSW.

FINANCIAL IMPLICATIONS:

The acquisition of Lot 94 DP755972, as detailed in attachment A, will require a funding allocation of \$12,000. Funding of this acquisition is proposed to be funded from existing and scheduling survey work when resources are internally available.

COMMUNITY ENGAGEMENT:

Community engagement has been encouraged through Council staff engaging with MUD mtb and through exploring formalising the use of Ulladulla Sports Park or Lot 94 DP755972. Further wider community engagement will be encouraged with other potential users of these mountain bike tracks.

17. Review of Shoalhaven Heritage Strategy 2011-14 (POL12/297) File 39336e[Index](#)

PURPOSE: Delivery Program Activity: 1.2.3.3

Council policies are required to be reviewed and submitted to Council within the first year of the election of a new Council. In accordance with this requirement, this report seeks readoption of POL12/297 Shoalhaven Heritage Strategy 2011-14, without amendment.

RECOMMENDED that Council reaffirm POL12/297 Shoalhaven Heritage Strategy 2011-14.

OPTIONS

1. Adopt the recommendation. This is the preferred option to maintain Council's Policy position. It ensures that the Policy fulfils the requirement of NSW Heritage Office's funding program for the Shoalhaven Local Heritage Grant and Heritage Advisory Service.
2. Not adopt the recommendation and seek further information or provide direction.

DETAILS

- # The current Policy POL12/297, Shoalhaven Heritage Strategy 2011-14 (Attachment 'A') was adopted in 2011, and will continue to have effect until 2014, consistent with the NSW Heritage Grants Local Government Heritage Management Program.

Under this Program, Council provides a free heritage advisory service and an annual heritage grants program which provides owners of heritage items listed in the Shoalhaven LEP to complete small projects involving restoration and/or conservation works/plans, or to receive a pre-DA consultation with Council's heritage advisor.

In order for Council to receive funding from the NSW Government for local heritage activities, such as grants and the heritage advisory service, it must prepare, adopt and implement a three-year heritage strategy based on the *'recommendations for local government on heritage management'*.

No amendment is required in relation to the current strategy at this point of time, but Council is required to adopt a new strategy for the next three years from July 2014 to

June 2017, prior to May 2014, if it wishes to continue to receive funding from NSW Heritage Office. Without State Government grants, it would be entirely subject to Council funding to maintain the services. A detailed report will be submitted to Council in early 2014.

It is noted that as part of the funding agreement, Council must also submit an Annual Report on the implementation of the Heritage Strategy to the Heritage Council by the 15th of May each year.

FINANCIAL IMPLICATIONS:

Over the past 15 years, Council has received funding from the NSW Heritage Office for heritage services in the Shoalhaven. Council receives three for every dollar it spends on the heritage grants program, and two dollars for every dollar it spends on the Heritage Advisory Service.

The heritage programs are currently operating within the funds provided this financial year.

COMMUNITY ENGAGEMENT:

There is no requirement to undertake public engagement to reaffirm this policy.

18. Shoalhaven Heads Estuary Taskforce Membership File 45866e[Index](#)

PURPOSE: Delivery Program Activity: 4.2.2.3

To recommend to Council that 2 new members from Greenwell Point be appointed to the Shoalhaven Heads Estuary Taskforce

RECOMMENDED that Council appoint Mr David McCorkell and Barry/Brian Allen as members of the Shoalhaven Heads Estuary Taskforce.

OPTIONS

1. Adopt the recommendation of this report.
2. Council could choose to further amend the membership of the Shoalhaven Heads Estuary Taskforce.

DETAILS

At Council's Ordinary meeting of 26 February 2013, Council resolved in part (MIN13.164A) that:

"Two representatives from Greenwell Point be sought for membership to the Shoalhaven Heads Estuary Taskforce as per the minutes of the Greenwell Point CCB."

Council staff have since written to the Greenwell Point CCB asking nominations for 2 members to the Taskforce. The 'Get to the Point' CCB responded on 9 April 2013, and nominated Mr David McCorkell and Barry/Brian Allen from Greenwell Point. It is

understood that, depending on availability, it would be either Mr Barry Allen or Mr Brian Allen who will attend the meetings.

FINANCIAL IMPLICATIONS:

Not applicable.

COMMUNITY ENGAGEMENT:

This addition to the membership of the Shoalhaven Heads Estuary Taskforce will allow for better community engagement at Greenwell Point relating to the management of the Shoalhaven River lower estuary.

P L Adams

DIRECTOR STRATEGIC PLANNING & INFRASTRUCTURE

R.D Pigg

GENERAL MANAGER

REPORT OF GENERAL MANAGER
POLICY AND RESOURCES COMMITTEE

THURSDAY, 9 MAY 2013

SHOALHAVEN WATER

ITEMS TO BE REFERRED TO ORDINARY MEETING

19. Acquisition of Sewerage Easement at Burrill Lake File 46969E[Index](#)

PURPOSE: Delivery Program 1.6.1.3 Deliver high quality and reliable water to meet water quality, health and environmental standards.

This report is submitted to seek Council approval to acquire a Sewerage Easement 3 metres wide over Lot 11 DP262421, Property No. 6 Ireland Street, Burrill Lake from PV & M Finnegan.

RECOMMENDED that:

- a) **Council resolve to acquire the proposed Sewerage Easement 3 wide over Lot 11 DP262421 at Burrill Lake, as shown by hatching on copy of plan marked 'Attachment A'.**
- b) **Council pay compensation of \$8,500 and reasonable legal costs associated with the acquisition, in accordance with the Land Acquisition (Just Terms Compensation) Act 1991, from Shoalhaven Water's Wastewater Fund.**
- c) **The Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed, otherwise the General Manager is authorised to sign any documentation necessary to give effect to the resolution.**

OPTIONS

- 1. Resolve as recommended. The easement is required to formalise tenure over an existing sewer pipeline on the subject property.
- 2. Not resolve as recommended and provide further directions to staff.

DETAILS:

A sewer rising main and manhole was constructed on the subject property in 1982 as part of the infrastructure for the subdivision. Recent investigations have revealed that an easement had not been acquired for the rising main, as required by Shoalhaven Water.

A valuation undertaken on behalf of Council by Walsh & Monaghan Pty Ltd assessed compensation for the proposed easement at \$8,500. A conditional offer was made at that amount, plus reasonable legal costs. The owners' Solicitor has advised that the offer is accepted by their clients. GST will not apply on the compensation payment.

FINANCIAL IMPLICATIONS:

The compensation and reasonable legal costs associated with the acquisition are to be funded from Shoalhaven Water's Wastewater Fund.

COMMUNITY ENGAGEMENT:

Creation of the easement is necessary to secure Shoalhaven Water's access for the operation and maintenance of essential public infrastructure. The proposed action is administrative and has no environmental impact.

20. Acquisition of Easement for Water Supply at Burrill Lake File 44628E[Index](#)

PURPOSE: Delivery Program 1.6.1.3 Deliver high quality and reliable water to meet water quality, health and environmental standards.

This report is submitted to seek Council approval to acquire an Easement for Water Supply 5 metres wide over a Crown road at Burrill Lake for the Wairo Beach water supply.

RECOMMENDED that:

- a) **Council resolve to compulsorily acquire the Easement for Water Supply 5 wide over part of an unmade Crown road, as shown by broken line on copy of draft survey plan marked 'Attachment A'.**
- b) **Council pay compensation and costs associated with the acquisition, in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act 1991, from Shoalhaven Water's Water Fund.**
- c) **The necessary application be made to the Minister for Local Government and the Governor. The acquisition is to be carried out under the Local Government Act 1993.**
- d) **The Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed, otherwise the General Manager is authorised to sign any documentation necessary to give effect to the resolution.**

OPTIONS

1. **Resolve as recommended. The easement is required to formalise tenure over an existing pipeline on the subject land.**
2. **Not resolve as recommended and provide further directions to staff.**

REPORT DETAILS:

Shoalhaven Water has recently constructed a new water service from the Princes Highway at Burrill Lake to a property operated by the Bush Missionary Society at Wairo Beach.

The route of the pipeline is partly through an unmade Crown road. Crown Lands have provided consent to the compulsory acquisition of an easement for the pipeline within the road, subject to payment of compensation determined by the Valuer General.

The proposed easement is shown by broken line and diagram as delineated on the attached survey plan, marked 'Attachment A'.

FINANCIAL IMPLICATIONS:

Compensation and all costs associated with the acquisition are to be funded from Shoalhaven Water's Water Land Acquisition fund.

The compensation is to be determined by the Valuer General in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act, 1991.

COMMUNITY ENGAGEMENT:

Creation of the easement is necessary to secure Shoalhaven Water's access for the operation and maintenance of essential public infrastructure.

The proposed action is administrative and has no environmental impact.

21. Acquisition of Easement for Water Supply at Burrill Lake File 44627E[Index](#)

PURPOSE: Delivery Program 1.6.1.3 Deliver high quality and reliable water to meet water quality, health and environmental standards.

This report is submitted to seek Council approval to acquire an Easement for Water Supply 5 metres wide over land owned by the Minister administering the National Parks & Wildlife Act 1974 at Burrill Lake for the Wairo Beach water supply.

RECOMMENDED that:

- a) **Council resolve to compulsorily acquire the Easement for Water Supply 5 wide over land owned by the Minister administering the National Parks & Wildlife Act 1974 (land excluded from Meroo National Park), as shown by broken line on copy of draft survey plan marked 'Attachment A'.**
- b) **The easement be acquired in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 at \$nil compensation. All costs associated with the acquisition to be paid from Shoalhaven Water's Water Fund.**
- c) **The necessary application be made to the Minister for Local Government and the Governor. The acquisition is to be carried out under the Local Government Act 1993.**
- d) **The Common Seal of the Council of the City of Shoalhaven be affixed to any documents required to be sealed, otherwise the General Manager is authorised to sign any documentation necessary to give effect to the resolution.**

OPTIONS

1. Resolve as recommended. The easement is required to formalise tenure over an existing pipeline on the subject land.
2. Not resolve as recommended and provide further directions to staff.

DETAILS:

Shoalhaven Water has recently constructed a new water service from the Princes Highway at Burrill Lake to a property operated by the Bush Missionary Society at Wairo Beach.

The route of the pipeline is partly within an access corridor which has been excluded from Meroo National Park. The corridor is 'Part 11' land held in freehold title in the ownership of the Minister administering the National Parks & Wildlife Act 1974. The National Parks & Wildlife Service provided consent to the easement and advised it would waive compensation on the basis that the new pipeline replaces an existing pipeline.

The proposed easement is shown by broken line and diagram as delineated on the attached survey plan, marked 'Attachment A'.

FINANCIAL IMPLICATIONS:

All costs associated with the acquisition are to be funded from Shoalhaven Water's Water Land Acquisition fund. The easement is to be acquired at \$nil compensation.

COMMUNITY ENGAGEMENT:

Creation of the easement is necessary to secure Shoalhaven Water's access for the operation and maintenance of essential public infrastructure.

The proposed action is administrative and has no environmental impact.

22. **Review of Shoalhaven Water Group Policies - Round 6** **File 12039E**[Index](#)

PURPOSE: 1.6.1.1 Provide effective and cost efficient management for water supply and sewerage delivery

All Public and Local Approval Policies are to be submitted to Council within 12 months of the election of Council. The following policies represent "Round 6" of this requirement in respect of the Shoalhaven Water Group responsibilities.

RECOMMENDED that;

- a) **Council adopt the following Public Policies with minor changes as detailed within the report:**
 - i) **Community Service Obligations – Water Supply, Wastewater, Effluent, Trade Waste Services and Section 64 Contributions**
 - ii) **Rainwater Tank Rebate**

OPTIONS

Rescind, re-affirm (no changes) or adopt with other changes as determined.

DETAILS

1. Public Policies Proposed to be re-affirmed with minor changes.

The following public policies are submitted for Council's consideration, and are attached for information with the proposed tracked changes shown.

i. Community Service Obligations – Water Supply, Wastewater, Effluent, Trade Waste Services and Section 64 Contributions

This Public Policy was last amended in November 2008 and minor amendments have been proposed to reflect currency with legislation and other policies.

ii. Rainwater Tank Rebate

This Public Policy was first adopted in 2005 (MIN05.211), then amended in 2006 (MIN06.187), 2007 (MIN07.902), 2008 (MIN08.1534). The Policy was adopted to provide an incentive for households to install rainwater tanks and to help conserve water/reduce stormwater.

The rebate is an identified demand management initiative and a required key indicator for compliance with the NSW Government Best Practice Management Guidelines. It is proposed to make alterations to reflect that the rebate is an ongoing business initiative with ongoing funding contained at a level each year which is promulgated within the Council Delivery Program and Operational Plan. This action ensures that Council and customers are able to take advantage of external funding sources as may become available.

FINANCIAL IMPLICATIONS:

Community Service Obligation reductions and subsequent cross subsidies are reported annually as part of the Delivery Program and Operational Plan. The proposed increase to the Rainwater Tank Rebate from \$150 to \$500 on 1 July 2013 has been included within the 2013/14 budget.

COMMUNITY ENGAGEMENT:

There is no requirement to publicly exhibit any of the proposed changes detailed in this report.

ITEMS TO BE DEALT WITH BY COUNCIL UNDER DELEGATION

23. National Water Week 2013

File 1851E[Index](#)

PURPOSE: 1.6.1.1 Provide effective and cost efficient management for water supply and sewerage delivery.

This report is to inform Council on the proposed Shoalhaven Water involvement in the National Water Week program for 2013.

RECOMMENDED that in accordance with the Committee's delegated authority the program for National Water Week be endorsed.

OPTIONS:

Council has the option to not be involved in the National Water Week. If this option was taken, alternative demand management initiatives would be utilised to ensure compliance with the NSW Government Best Practice Management Guidelines.

DETAILS:

This report provides information on the proposed events for the 2013 National Water Week to enable early planning to commence.

Council's involvement and support of the National Water Week program is undertaken as one of the demand management measures used to achieve successful compliance with the NSW Government Best Practice Management Guidelines in the Water Conservation criteria targeting community education. It is also a good opportunity to promote the services provided to our community locally and educate further on those issues relating to water supply and sewerage.

National Water Week is held across Australia in October each year and it is the only nationally focused event designed to improve community understanding of water issues in Australia. It also helps to raise awareness on issues relating to discharges to the sewage system and environmental protection.

National Water Week is timed to coincide with the start of the summer period and helps to encourage the community to promote key messages of water conservation. National Water Week will be held during the week commencing 21 October 2013. The theme in 2013 endorsed by the Australian Water Association is "Liveable Communities". Based on the level of participation in the week long program of events, the promotion of National Water Week in the Shoalhaven in previous years has been well received by the wider community. It is considered to be a very good opportunity to raise awareness and promote water conservation.

The Shoalhaven element of the National Water Week program concentrates around the "Tapstar" Water Wise Education program for primary school children. This program and level of involvement complements their school curriculum and the program is also extended to the younger audience (Kindy to year 2).

The 2012 community photographic competition also proved to be very successful with the images being made available for further utilisation within Council publications or marketing activities.

The photographic competition in 2013 is proposed to be conducted in joint association from other Council Sections in order to embrace the "Liveable Communities" theme. Waste Management Services, Arts, Community Services, Tourism and Holiday Haven will join with Shoalhaven Water to support the Photographic Competition which will be

titled “Litter in our Waterways and Catchments”. The subsequent images will be utilised in future anti litter campaigns to combat general waste, cigarette butts, plastic bottles etc from being discharged into the environment.

The program of community activities will include;

- Community groups and other members of the public being provided with tours of water and sewerage treatment plants throughout the city,
- Kindy to year 2 tapstar school show,
- Photography competition, and
- Photography entries exhibition at city venues,

FINANCIAL IMPLICATIONS:

Involvement in the National Water Week Program has been identified within the Water Fund budget as part of ongoing water conservation and demand management initiatives.

COMMUNITY ENGAGEMENT:

The involvement in the National Water Week is aimed to maximise the benefits to the community and the environment by raising awareness in the protection, rehabilitation and improvement of water environments such as streams, waterways, beaches, and estuaries. The proposed programs for National Water Week will complement the promotion of other Demand Management Initiatives by Shoalhaven Water throughout the year.

C Krogh
DIRECTOR SHOALHAVEN WATER

R.D Pigg
GENERAL MANAGER

REPORT OF GENERAL MANAGER
POLICY AND RESOURCES COMMITTEE

THURSDAY 9TH MAY 2013

STRATEGIC PLANNING AND INFRASTRUCTURE / DEVELOPMENT AND ENVIRONMENTAL SERVICES

MATTERS TO BE REFERRED TO ORDINARY MEETING

24. Tree Vandalism - Collingwood Beach, Vincentia

File 9929e[Index](#)

PURPOSE: Delivery Program Activity: 2.1.1.10

To recommend that Council trial a large banner as a deterrent to tree vandalism at Collingwood Beach, Vincentia.

RECOMMENDED that

- a) **Council trial the installation of a large banner at Collingwood Beach tree vandalism site;**
- b) **Report on the trial to Council after 3 months of installation of the large banner in view of amending Council's Foreshore Reserves Policy; and**
- c) **Nominate Collingwood Beach vegetation vandalism sites as National Tree Day sites.**

OPTIONS

- 1. As recommended.
- 2. Do nothing and maintain the status quo.
- 3. Councillors could recommend an alternate approach to deal with tree vandalism sites such as the development of a foreshore enforcement policy which would standardise the enforcement options and restoration processes to be used at tree vandalism sites across the City or the installation of a reward for customers helping Council identify and prosecute tree vandals.

DETAILS

During the 1970's, the coastal foreshore along Vincentia and areas around Jervis Bay was severely affected by a violent storm, which devastated coastal areas of Jervis Bay. It was apparent that the sand dunes were unstable and this contributed to many homes being inundated or being affected by wind-blown sand which in some cases caused their ceilings to collapse. This was mainly due to the sparseness of vegetation and the early home builders and residents removing what little vegetation there was on the sand dunes to improve views.

A stabilisation and replanting programme driven by owners and volunteers was commenced, with many native plants established to restore and protect the environment and community. There was little objection to this action in the early stages of development of the area as residents were more concerned about their security against the elements.

As the plants and trees have grown, they have been performing their primary function of stabilising the sand dunes, protecting homes and public assets fronting the shoreline, as well as becoming home to many native wildlife species.

Unfortunately, vandalism occurred where trees have been chopped down or poisoned in some sections along the foreshore, leaving unsightly dead trees and damaged shrubs. Other actions include:

- During September 2011, more than 20 Bottle Brush and Banksia trees were sawn through about 1.5 – 1.8 meters from ground level along the cycleway between Moona Moona Creek and Vincentia shops at the rear of houses on Elizabeth Drive facing Jervis Bay. This prompted letters to the press demanding action and that the perpetrators be caught. Homes along the cycleway at Vincentia were spray painted on the rear veranda with 'Tree Vandals' and arrows pointing to the homes. There is no evidence these residents were involved;
- On 26 September 2011, a letter was received by Council from a resident of the area asking that Council consider erecting screens in front of the damaged trees until they are re-established;
- In November 2011, another section of trees were vandalised near Callala Bay using two large Bow saws; and
- During October 2012, a row of 12 Banksia trees, some over 6 metres tall, were poisoned on the cycleway at Vincentia, immediately adjacent to the Bayswater street entrance to Collingwood Beach.

Prosecuting the perpetrators has proven difficult for a number of reasons. The isolated locations do not generally attract heavy pedestrian traffic or attention, the cover of darkness, and the lack of witnesses or video surveillance all go towards making a difficult investigation.

Council Foreshore Reserve Policy supports the placement of small signs (800mm x 600mm wide) at locations where illegal tree removal has occurred. The sign indicates that the location is a 'tree vandalism site' and provides information on the public value of foreshore vegetation. It also alerts possible offenders of the fine that could be incurred (refer Attachment 'A'). The text of the sign is below:

"TREE VANDALISM SITE

THIS VEGETATION HAS BEEN DELIBERATELY DESTROYED BY PERSONS UNKNOWN.

FORESHORE VEGETATION PROVIDES HABITAT FOR NATIVE ANIMALS, EROSION PROTECTION AND AMENITY FOR THE COMMUNITY.

PENALTIES FOR THE DESTRUCTION OF VEGETATION HAVE BEEN INCREASED.

FINES UP TO \$220,000 APPLY UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT.

YOUR ASSISTANCE IS REQUIRED TO PROSECUTE OFFENDERS.

REPORT ANY SUSPICIOUS ACTIVITY ON 4429 3111 OR 4421 3100 AFTER HOURS.

SHOALHAVEN CITY COUNCIL”

Unfortunately, the efficacy of such signs is questionable. Locations such as Collingwood Beach have seen ‘tree vandalism site’ signs erected, however vegetation vandalism continues to occur relatively regularly.

Community perceptions are that the main reason for the illegal removal of foreshore vegetation is to provide water views. Even though the installation of the signs is accompanied by replanting vegetation, it takes a relatively long time for the new vegetation to grow. In the meantime, the offenders have successfully achieved their aims.

The issue of tree vandalism and the inadequacy of current ‘tree vandalism site’ signage has been brought up by the Vincentia Ratepayers and Residents Association in recent correspondence (D13/8338):

“The community is becoming increasingly concerned about the recent increased rate of vegetation damage along the Collingwood Beach foreshore. Large sections have been poisoned, including all the understory, not just individual trees. This presents a problem for the stabilisation of the dunes which we are sure you appreciate is important component of protecting houses and Council infrastructure from storm damage.”

... “No-one is satisfied with the small tree vandalism signs that are put up. The main suggestion is to attach large banners across the sites and leave them there until the vegetation is regenerated”... “If council takes action on just one site with a large banner installed, the message will be obvious and the problem may well be solved very quickly. Strong affirmative action is needed by council.”

Given the will of the community at Vincentia to address this issue, there is an opportunity to trial a new approach to deter offenders from removing trees on foreshore land.

It is proposed that, in partnership with the community, VRRRA, local BushCare group and local schools, a large banner be designed and installed at the site that was recently vandalised at Collingwood Beach. Instead of the negative language currently used on the signs, the banner should be designed to not become an eyesore but rather be sympathetic to the surrounding landscape. The banner could, for example, aim to replicate the landscape that was vandalised and could also convey ‘value’ statements from the community and school kids on why they value trees on public land.

It is proposed that the small tree vandalism signs also be located on site to advise of legislation and possible fines.

Once the banner has been installed, it is proposed to carry out survey of local residents (and if possible tourists) to assess the perceived efficacy of the banners. The outcome of the survey, cost, and process will be reported back to Council 3 months after installation of the banner.

It is also proposed to nominate Collingwood Beach as a National Tree Day site to be part of Planet Ark's National Tree Day program. The idea behind this would be to foster community ownership via the direct involvement of the public with assisting Council to replant species that have been illegally poisoned and/or damaged. This community planting event would also involve students from Vincentia High School and Vincentia Public School.

FINANCIAL IMPLICATIONS:

Existing budget (Foreshore Reserve Policy Job no. 15817) will cover the cost of the trial and survey.

The report on the trial outcomes will assess the cost implications of designing and installing large banners at tree vandalism sites.

COMMUNITY ENGAGEMENT:

The proposed banner will be designed in partnership with the community.

P L Adams

DIRECTOR STRATEGIC PLANNING & INFRASTRUCTURE

Tim Fletcher

DIRECTOR DEVELOPMENT & ENVIRONMENTAL SERVICES

R.D Pigg

GENERAL MANAGER

ADDENDUM REPORT OF GENERAL MANAGER

POLICY AND RESOURCES COMMITTEE

THURSDAY, 9TH MAY 2013

FINANCE AND CORPORATE SERVICES

MATTERS TO BE REFERRED TO ORDINARY MEETING

25. Joint Regional Planning Panel - Sitting Fee

File 39782E[Index](#)

PURPOSE: Delivery Program Activity: 4.2.2.1

To obtain a direction from Council as to whether the Councillor delegate to the Joint Regional Planning Panel is entitled to a sitting fee.

Submitted for consideration

OPTIONS

1. That the Council representative on the Joint Regional Planning Panel be paid a sitting fee of \$400.00 per day.
2. That the Council representative on the Joint Regional Planning Panel be paid a sitting fee of (amount to be determined by Council) per day.
3. That the Council representative on the Joint Regional Planning Panel not be paid a sitting fee.

DETAILS

In November 2012, Councillor Watson was appointed as the Council representative to serve on the Joint Regional Planning Panel. Councillor Watson has now submitted a claim for \$400.00, being a sitting fee for the panel session on 8 March 2013.

At the meeting in November, the Community member fee was authorised by Council, but the Councillor fee was not. This report is presented to ascertain whether it is the intention of Council to authorise a sitting fee to the Council representative on this panel.

Council Ordinary Meeting held on 23 November 2012 (Min No 12.1283) resolved that:

- a) As of the end of December 2012, Cllr Watson replace Cllr Wells as the Council representative on the Joint Regional Planning Panel;*
- b) Expressions of Interest for a community representative on the Joint Regional Planning Panel be called as soon as possible.*

In February 2013, Council resolved (Min 13.116) in respect to part (b) of the above resolution as follows:

That:

- a) *Mr Ernie Royston be appointed as a community member of the Joint Regional Planning Panel – Southern Region;*
- b) *Ms Michelle Bishop be nominated as an alternative member; and*
- c) *A daily remuneration amount of \$400/day be adopted for Council's community representative.*

The report to Policy & Resources in November 2012 (attached) detailed that the guidelines distributed when JRPP's were established in 2009 provided for a maximum fee of no more than \$600 per meeting for Councillors and no more than \$1,400 per meeting for community members.

The Minister for Planning and Infrastructure indicated that as Councillors already receive an annual fee set by the Local Government Remuneration Tribunal each year for performing their Councillor duties, an additional per meeting fee is reasonable recognising that membership of the regional panel brings additional responsibilities.

By contrast, the Councillors sitting on the Audit Committee are not paid, but community members receive a fee of \$400.00 per meeting.

Councillor Watson indicated that he clearly remembers the Council authorising the sitting fee to be paid to the Council delegate, but this was not recorded in the Minutes.

This is a matter for Council to consider and a series of options are provided.

FINANCIAL IMPLICATIONS:

The Joint Regional Planning Panel meets as required, but generally two or three times each year. If a fee was adopted by Council as detailed in option 1, funds are available in the Councillor Expenses Budget to meet these costs.

COMMUNITY ENGAGEMENT:

There is no requirement to engage the community in making this determination.

P.J.Dun
DIRECTOR FINANCE AND CORPORATE SERVICES

R.D. Pigg
GENERAL MANAGER

ADDENDUM REPORT OF GENERAL MANAGER

POLICY AND RESOURCES COMMITTEE

THURSDAY, 9 MAY 2013

CITY SERVICES AND OPERATIONS

ITEM TO BE REFERRED TO ORDINARY MEETING

1. Status Report - New Soccer Field St Georges Basin File 2253E

PURPOSE: Delivery Program Activity: 1.3.3.3 and 1.4.1.5

Provide Council on status of playing surface of new soccer field at St Georges Basin.

RECOMMENDED that Council monitor the playability of the new soccer field at St Georges Basin following the recent renovation program and consider for inclusion in the 2013/14 Topdressing Program.

OPTIONS

1. As per recommendation.
2. That Council increase Job Number 82487 in the 2013 / 2014 budget by an additional \$35,000 to topdress the playing surface of the new soccer field at St Georges Basin.
3. That Council increase Job Number 82487 in the 2013 / 2014 budget by an additional \$70,000 to remove turf, topdress and relay turf to the playing surface of the new soccer field at St Georges Basin.

DETAILS

Since the construction and commissioning of the new soccer field at St Georges Basin, Council has received complaints regarding the playability of the surface during and following wet weather.

The new soccer field was constructed to a design aimed at providing a basic playing surface and was the standard design at the time commensurate with other recent construction at Huskisson sports fields. The specification was developed in consultation with Council's sports fields staff and relevant industry standards. Although higher standard specifications were available, these were not achievable with the available budget.

Work as Executed information and subsequent inspections show that the soccer field was constructed to specifications which included;

- subgrade and topsoil layers graded at 1.5% or 1 in 70. This grading is adequate and is a standard grade for sports fields used throughout Australia

- subgrade ripped to a depth of 250mm and lightly harrowed, followed by the application of gypsum at the rate of 500g per square metre
- 200mm imported topsoil spreading and levelling by laser. This is the minimum depth for topsoil, with the provision of greater depths of topsoil providing more resilience to wet weather.
- roll on turf laying

It was found that there were problems with the playing surface within the first year following construction as the eastern end (lowest end) of playing surface was remaining water logged for extended periods following heavy rain. Investigations showed that there are a number of contributing reasons for this. An explanation of contributing issues is listed below.

Subgrade soil/rock

The existing subgrade had an extremely low penetration rate for water. The deep ripping and amendments during construction were needed to improve drainage. Although improved, infiltration tests show that this subgrade is still somewhat impervious and causes the topsoil to waterlog after heavy rain events.

Clay/loam soil lens

The roll on turf (maxi rolls) laid on the surface contained a layer of clay/loam which was acting as a barrier and inhibiting water penetration.

This clay/loam layer breaks up over time and filters down through the topsoil layer and is held within the soil. The finer particles hold more water than the larger sand particles which can result in reduced playability.

Topsoil

The topsoil used at St Georges Basin was a blend of sand and loam (80/20) which was intended to provide playability with the advantage of sustainability. At the time of the development of the topsoil specification, during the extended drought affecting NSW, there was a concerted effort by the State Government to encourage the amendments of topsoils to include some organic matter within the loam fraction. This increased the water holding ability and reduce leaching of nutrients from the soils. The result has been a decrease in playability because the topsoil retains too much water after heavy rain events. The topsoil specification has since been modified to contain no organic matter, as used at Ulladulla Sports Park. This change will increase playability, but will result in higher use of fertilisers and irrigation, and hence higher maintenance costs.

Options to increase playability

A number of renovation practices have already been implemented to improve the playability of the surface.

The lowest third of the playing surface was rotary hoed (bleckavated) in the first year following the initial complaint. The objective was to break down the clay/loam barrier.

The surface was also aerated in April 2013 which seems to have improved the playability of the surface.

The next most practical and cost effective solution to improve playability is to build up the topsoil layer to a depth of 300mm. Increasing the depth of the topsoil layer will allow greater rainfall events without the top layer of the soil becoming saturated. The topsoil depth can be increased by topdressing the playing surface with 50mm of sand in spring (September/October) and a further 50mm in summer (December/January) at a cost of approximately \$35,000.

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

- Playability after wet weather events
- Usage patterns
- Soil type / Deformation
- Management of grounds by clubs

The assessment of grounds to be included for consideration for the 2013/14 topdressing programme will be undertaken in August 2013. Council has made the Wool Lane Sporting Complex available to the St Georges Basin Football Club as an alternative venue for games and training during adverse weather conditions which will assist the usage patterns for the home grounds.

Removing the turf, topdressing with 100mm of sand and relaying the turf is also an option that will increase the playability of the new field. This will require that the ground be taken out of play for a 12 week period during the growing season, preferably in October and will cost approximately \$70,000.

Installing drainage will improve flooding issues, however it is not a recommended solution due to the high whole of life cost due to the initial installation capital cost, short lifespan and high maintenance costs.

FINANCIAL IMPLICATIONS:

The topdressing of the playing surface with sand in two stages is estimated to cost \$35,000. The total draft budget for topdressing of the 39 sports fields within the Shoalhaven in 2013/14 is \$34,000, which is a significant reduction from the 2012/13 allocation of \$141,000. If this funding is used to address the issues at St Georges Basin field it will not allow for topdressing at any other field.

Removing the turf, topdressing with 100mm of sand and relaying the turf is estimated to cost \$70,000 and will produce a slightly better result as it may break up the clay/loam lens during the process. However, it is not a recommended option due to the additional cost versus the benefit. This option would use all of the 2013/14 topdressing budget plus require a further \$36,000 to be sourced.

W P Paterson
DIRECTOR CITY SERVICES & OPERATIONS

R.D Pigg
GENERAL MANAGER

ADDENDUM REPORT OF GENERAL MANAGER

POLICY AND RESOURCES COMMITTEE

THURSDAY, 9 MAY 2013

STRATEGIC PLANNING AND INFRASTRUCTURE

1. Greys Beach Master Plan including Landscape Plan

File 25412e

PURPOSE: Delivery Program Activity: 1.2.2.8

To publicly exhibit the draft Greys Beach Revised Master Plan including Landscape Plan. A copy of the Greys Beach Revised Master Plan including Landscape Plan is available in the Councillors Room.

RECOMMENDED that

- a) **The draft Greys Beach Revised Master Plan including Landscape Plan be placed on public exhibition for a period of 28 days;**
- b) **Residents and stakeholders are advised of the public exhibition period and provided with an opportunity to make comments; and**
- c) **A further report be provided to Council following public exhibition and consultation period.**

OPTIONS

- 1. Council endorse the public exhibition of the draft Greys Beach Revised Master Plan including Landscape Plan for a period of 28 days. This will enable community and stakeholder input into the changes to the existing master plan which guides the future planning of a highly visible and valued part of the Shoalhaven River northern bank.
- 2. Council not endorse the public exhibition of the draft Greys Beach Revised Master Plan including Landscape Plan.

DETAILS

Greys Beach is located on the northern bank of the Shoalhaven River just west of the Highway Bridges at North Nowra. The land which the revised Master Plan encompasses does not include the golf course, only the boundary and dual usage areas, such as parking, access etc.

Greys Beach is located below the escarpment on the river foreshore and primarily functions as an open space recreation area and an access point to the Shoalhaven River.

Greys Beach forms an important open space and recreational resource for the local community and visitors. The many recreational pursuits supported by this site include

dragon boat racing, water-skiing, fishing, kayaking, picnicking, walking, rock climbing/abseiling platform, rest spot for travellers and sightseeing.

Large cultural events have been conducted on the site and there are opportunities to continue supporting additional events in the future. These events could include markets, cultural and holiday events, community group events, music and art events, as well as sporting events that are held on the river. This opportunity for additional events is through the provision of usable and well designed amenities, connections and open space.

In March 2002, Council engaged the services of Geolink to prepare a Plan of Management and Landscape Master Plan for both Greys Beach and the Grotto at North Nowra. The Plan of Management and Landscape Master Plan was designed to be consistent with the management actions outlined in the Plan of Management. Improvements recognised would provide for improved access, facilities, site usage, safety and site recognition on a broader scale.

Recently, Council has received an increase in the number of complaints about stray golf balls and lack of formalised parking for trailers and golf participants. Council staff took this opportunity to address these issues through the revision of the Master Plan and adapt necessary changes to assist in mitigating these issues, whilst continuing with improvement to the reserve that is consistent with the Plan of Management.

The Plan of Management is not proposed to be changed. Only the associated Master Plan including Landscape Plan has been adjusted. The Master Plan is not a commitment to work programs, rather it is a plan to guide future improvements.

The draft Greys Beach revised Master Plan including Landscape Plan has only slightly varied from the Landscape Master Plan identified in the Plan of Management. Changes have focused on additional parking for trailers, site specific tree planting to capture wayward golf balls, additional overflow parking and additional public/community art elements.

The draft Greys Beach Revised Master Plan including Landscape Plan has identified the following assets for implementation to create a vibrant, valued and active space for Nowra and visitors to the local area. They are:

1. Formalised car parking for the golf club patrons;
2. Grassed overflow area guided by signage and bollards;
3. Regional playground for different age groups and abilities;
4. Additional jetties and designated open space for passive water sports;
5. Separate parking for playground and picnic patrons;
6. Barbeques and shelters, including seating and viewing platforms;
7. Fitness equipment located along the shared pathway;
8. Amphitheatre and flowing stage (subject to further engineering investigations);
9. Water sculptures and public art in and around the reserve;
10. Amenities upgrade;
11. Upgrade existing boat ramp and manoeuvring area; and

12. Tree planting corridors – retaining most vistas for golf patrons

A priority list and indicative schedule of works for the reserve will be based on comments received prior to as well as during the public exhibition period and reported to Council for consideration.

FINANCIAL IMPLICATIONS:

The works identified in the existing and revised plans are currently unfunded. It is envisaged that capital works will be subject to future funding bids and successful grant applications.

Tree and bollard implementation is viewed as a maintenance and management mitigation responsibility, therefore may be funded from existing budgets, subject to priority and allocation.

Additional funding is required for works associated with detailed design of the major capital assets, including but not limited to formalised car parking, playgrounds, amphitheatre, public works and jetties/pontoons. These works require identified in Council long term financial plan as unfunded, but subject to budget bids and grant funding opportunities.

COMMUNITY ENGAGEMENT:

The public exhibition period will be open for 28 days to allow community and stakeholders to provide feedback and comment on the proposed changes.

The public will be notified via advertisement, media release and social networking opportunities. Local residents within a catchment area as well as key external stakeholders will be notified via a formal letter. The community can view the plans at all Council Libraries and Administration Centres and via Council website.

As these are revised plans taking into consideration the requests of the community, it is envisaged that a public consultation forum is not required at this point. Should the need for a site consultation be identified the exhibition period can be extended beyond 28 days.

2. Ison Park – Baseball Nets

File 38917e

PURPOSE: Delivery Program Activity: 1.2.2.14

To seek the allocation of unfunded project savings to assist in delivering the Baseball Nets at Ison Park, South Nowra

RECOMMENDED that

- a) **Council allocate \$30,000 from budget number 82476 (lighting upgrade) to budget number 82537 (Ison Park – additional field) to assist in the delivery of baseball nets on the new extended field at Ison Park, South Nowra; and**

- b) Council continue to provide a multi-purpose sporting facility at Ison Park, prohibiting the installation of a home run fence.**

OPTIONS

1. Council adopt the recommendation as written, of permitting Council to allocate project delivery savings of \$30,000 to the delivery of baseball nets at Ison Park. The transferred funds will allow Council to deliver more stages than the current budget permits or identified in successful grant fund applications.
2. Council not adopt the recommendation as written which would impact on the ability to meet the funding criteria expectations.

DETAILS

Ison Park, South Nowra has been designed and constructed as a multi-purpose sports facility to cater for a variety of sports. Baseball was identified as one such sport. As with many sports, there are designs and assets that assist in the safety of spectators and players and facilitate the development of the game.

Baseball back nets, dugouts and side fences are assets that distinguish field layout as well as provide spectator and player designated locations.

The official Australian Baseball Rules 6th edition only refers to the provision of benches (dugouts) as a requirement in the holding of an official game.

It is noted that assets embellished on sporting reserves such as nets, goal posts, players seating etc for the delivery of specific sports are typically the responsibility of the sporting organisation/group that utilises the ground. Therefore, the nets at Ison Park would normally be the responsibility of Shoalhaven Mariners Baseball Club to install. Council took the initiative to seek and apply for funding opportunities to aid in the development of the sport throughout the Shoalhaven.

Council staff sought and were successful in a grant application to the sum of \$50,000 from Communities NSW – Sport & Recreation. In addition, the Shoalhaven Mariners Baseball Club applied and were successful for grant funding from the Mulwaree Veolia Trust to the value of \$14,000. The grant funding application identified \$6,000 of the total grant funds towards the installation of bull pens. The remaining funds are to be allocated towards infield construction, purchase of a mower and a removable perimeter fence.

The original funding source (Communities NSW - Sport and Recreation) of \$50,000 identified the delivery of back nets only. Council had estimates based on past net designs that acknowledged this was achievable. Shoalhaven Mariners (Baseball) application to Mulwaree Veolia trust identified that the \$50,000 was to supply and install backnet, two team dugout, scorers shelter and side wing fences. Council is communicating with Mulwaree Veolia Trust in relation to the project costs, timeframes and acquittal processes.

Council has since amended its nets design at the request of Shoalhaven Mariners. Council engaged the services of an external company to carry out the designs, in consultation with the Baseball, at no cost to Shoalhaven Mariners.

Council has sought quotations to deliver the whole project including back nets, dug outs, bull pens and wings. The quotations received have been greater than budget allocation of \$56k. Council is now in the process of seeking quotations to stage the delivery, acknowledging that the current funds would not meet the Mulwaree Veolia Trust grant application terms, as submitted by the Shoalhaven Mariners.

Council's options are:

13. Return all grant funds by not delivering any nets;
14. Deliver the back nets only as per Communities NSW sport and recreation grant funding agreement (within budget allocation); or
15. Deliver back nets, dug outs and any other part of the design. This can only occur through the transfer of project savings.

The third option allows Council to deliver the back nets and dug outs plus any additional fence subject to quotations.

The resolution to this report also acknowledges the request to install a home run fence. There has been a long standing condition that a home run fence not be implemented at Ison Park. This condition was identified in the early stages when baseball were seeking a location within the Shoalhaven. Should the home run fence be built, it would impact on Council's multi-purpose design principle.

Ison Park has been identified and designed to cater for large events that requires flexibility in field rotation and use. Any installation of a fence through the rectangle field design would limit Council's opportunity to seek external events to the region, such as state, regional and national events

FINANCIAL IMPLICATIONS:

The design and project management costs associated with this project are being funded through existing resources. Council was successful in a Communities NSW grant funding application to the sum of \$50,000 for the installation of baseball back nets. Shoalhaven Mariners were successful in a Mulwaree Veolia Trust Application, and \$6,000 of the \$14,000 received is to be allocated to the installation of Bull Pens.

Council currently has \$56,000 for the installation of baseball nets at Ison Park. There is a short fall to install the nets as prescribed in the application submitted by Shoalhaven Mariners.

Council has identified savings of \$30,000 from the 2012/2013 Lighting upgrade budget. Transfer of this saving to assist in the installation of baseball nets, meets similar objectives such as capital project delivery of a sporting infrastructure.

COMMUNITY ENGAGEMENT:

Council has engaged with Stakeholders at Ison Park in relation to the net design. The final design of the nets has Shoalhaven Mariners support.

Council sought funding to assist Baseball in the delivery of nets. Normally, asset infrastructure specific to the sport, such as nets, are the financial and delivery responsibility of the sporting organisation/group.

P L Adams

DIRECTOR STRATEGIC PLANNING & INFRASTRUCTURE

R.D Pigg

GENERAL MANAGER

ADDENDUM REPORT OF GENERAL MANAGER

POLICY AND RESOURCES COMMITTEE

THURSDAY, 9 MAY 2013

STRATEGIC PLANNING AND INFRASTRUCTURE

1. Community Building Partnership 2012 - Grant Funding – Learn to Ride File 39785Ee

PURPOSE: Delivery Program Activity: 1.2.2.13

To accept grant funding to the value of \$15,000 from Communities NSW Community Building Partnership program 2012.

RECOMMENDED that

- a) Council accept Communities NSW Community Building Partnership grant funding of \$15,000 to construct a learn to ride bike path;
- b) Council request an amendment to the site location identified in the successful application from Curtis Reserve, Shoalhaven Heads to Jerry Bailey Reserve, Shoalhaven Heads;
- c) Councils matching investment of \$15,000 be funded from identified budget savings and revoted for delivery within the 2013/2014 budget; and
- d) Council staff consult with the Shoalhaven Heads Community Forum and local community in relation to the design and delivery of the learn to ride bike facility.

OPTIONS

- 1. Council accept the grant funding, providing an opportunity to deliver a \$30,000 community asset to the community of Shoalhaven Heads. Council need to identify matching funds of \$15,000 within existing budget.
- 2. Council decline to accept the grant funding.

DETAILS

At ordinary Council meeting held Tuesday 31 July 2012, Council resolved (MIN12.866) that

- a) The General Manager prepare a shovel ready submission in favour of Curtis Park Shoalhaven Heads Children's Bike Path to enable a funding application to be submitted to the Community Building Partnership program;

- b) Council receive a report on providing matching funding to a successful funding grant.

Applications for the Community Building Partnership opened in October 2012. Council made a submission as per above recommendation (MIN12.866).

Council were recently notified that they were successful in the application of \$15,000 for the project – Construct a Learn to Ride Bike Path in Curtis Reserve, Shoalhaven Heads.

Council staff have been in contact with Shoalhaven Heads Community Forum, who have expressed their preference to relocate the learn to ride facility from Curtis Reserve to Jerry Bailey Reserve.

Staff will contact the Funding body, but envisage no reason for the relocation to be a constraint in acceptance and construction of facility.

FINANCIAL IMPLICATIONS:

Communities NSW, Community Building Partnership program 2012, requires matching funds. Council has been awarded \$15,000 grant funds, therefore the project requires equal or greater funds.

It is recommended that the grant funds be matched from identified budget savings.

It is envisaged that the project will not be delivered within the 2012/2013 financial year, therefore funds will require revoting allowing for delivery within the 2013/14 project.

COMMUNITY ENGAGEMENT:

The request for a learn to ride bike facility was identified by the Shoalhaven Heads Community Forum.

Council resolved to make an application for a shovel ready project. Council staff have discussed the relocation with the community forum and identified the preferred site to be Jerry Bailey Reserve, Shoalhaven Heads.

Jerry Bailey Reserve has existing complimentary asset such as skate park, football field, aquatic pool and is within a central location to the broader community.

P L Adams
DIRECTOR STRATEGIC PLANNING & INFRASTRUCTURE

R.D Pigg
GENERAL MANAGER