

PROPOSED REVISED MEMBERSHIP – BUSINESS AND ECONOMIC DEVELOPMENT COMMITTEE

1. ORGANISATIONAL AND INDUSTRY REPRESENTATIVES:

One (1) representative from each of the following Organisations:

- NSW Department of Industry
- Regional Development Australia (South Coast and Illawarra)
- Educational Facilities:
 - University of Wollongong – Shoalhaven Campus
 - TAFE Illawarra
 - NSW Education – Secondary Education
- Southern Region Business Enterprise Centre
- Shoalhaven Professional Business Association
- Shoalhaven Business Chamber
- Milton Ulladulla Business Chamber

Total 10

One (1) representative from each of the following Industries:

- Manufacturing
- Defence
- Construction

Total 3

One (1) representative from each of the following Committees of Shoalhaven Council:

- Shoalhaven Arts Board (Representative of creative/digital arts)

Total 1

2. COMMUNITY REPRESENTATIVES

Three (3) community representatives.

Total 3

3. ELECTED REPRESENTATIVES and STAFF

- All Councillors
- Member for South Coast (or Nominee)
- Member for Kiama (or Nominee)
- Member for Gilmore (or Nominee)

Total 16

TOTAL VOTING MEMBERS 33

Staff (Non – Voting Members)

General Manager or Delegate

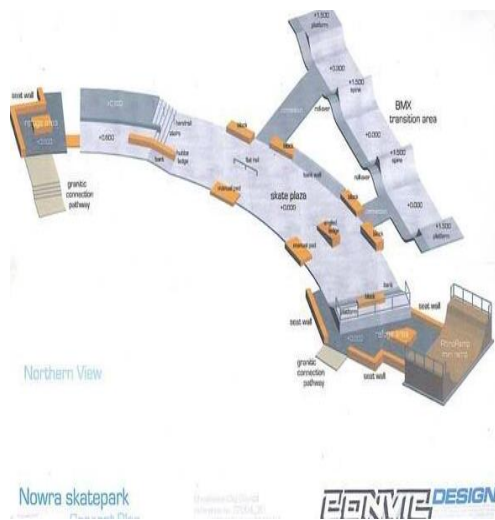
Director of Assets and Works (or delegate)

Director of Planning and Development Services (or delegate)

Director Corporate and Community Services (or delegate)

Manager Economic Development

NOWRA SKATE PARK HALF PIPE REPLACEMENT USER CONSULTATION



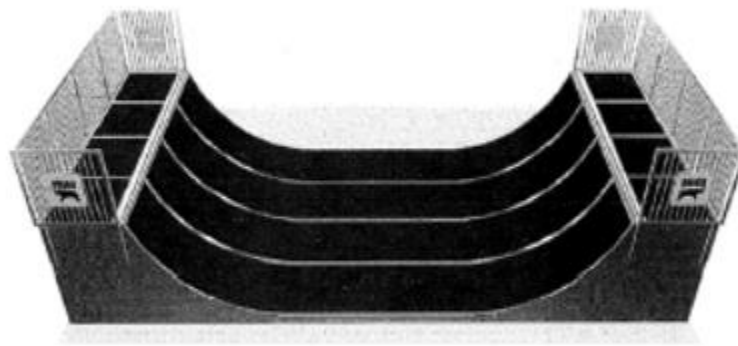
Consult dates -

15th – 26th January, 2016

Shoalhaven
City Council

The Nowra Skate Park half pipe is likely to need substantial repairs in the near future.

Council's Social Infrastructure Planning and Community Development staff have undertaken user consultation for the best options to repair the Park.



Current timber half pipe

The consultation took place on site at the skate park on a daily basis from 15-26th January, 2016, to seek feedback on the best options to repair the park with either a concrete half pipe or a second shade shelter erected in place of a half pipe. These options are based on the results of the original survey of identified user needs and wants for the skate park at the time of original construction.

Users were asked to complete a survey indicating what their preference for the site was. Those who completed surveys were also invited to provide contact details to go in the draw for a \$100 Good Guys Voucher. The voucher was used as an incentive to get surveys completed.

Shoalhaven City Council - Nowra Skate Park Half Pipe – User Survey – January, 2016

The existing timber half pipe is failing and will need to be removed.

What would you like to see in place of the current half pipe?

(Tick only one box below)

An above ground concrete half pipe



OR

Another seating and shade shelter



Name:

Age:

Address:

Contact number or email (optional):

N.B. Every completed survey will go in the draw to win a \$100 good guys voucher

Privacy Notification

Shoalhaven City Council is collecting the information in this survey in order to inform council. The information will be used solely by Council staff, for the stated purpose. The supply of this information is voluntary and individuals may apply for access to, or correction of, their personal information at any time.

User Survey

A total of 81 user surveys were completed. The age of the users who completed the survey ranged between 5 and 63 years of age. The majority of surveys were completed by male users with only 11 completed by females.

The results of the user survey show only 27 users indicated that they would prefer another shade shelter at the site compared to a majority of 54 users who prefer a concrete half pipe replacement constructed at the site.

Recommendation: Replace the timber half pipe with a concrete half pipe to be constructed in its place.



Pictured is Jane Lewis - Recreation/Community & Culture Manager, Alan Blackshaw -Community Development Coordinator, Glen Elliot - Social Infrastructure Officer and German work placement students - Franziska Fuchs & Ann-Kathryn Clement drawing the lucky winner from the completed surveys. The winner is Glen Chase, 8 years old from Port Kembla.

2.23.4 SCHEDULE OF WORK HEALTH SAFETY PERFORMANCE
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This questionnaire is part of Shoalhaven City Council's evaluation process and is to be completed by Tenderers and submitted with their Tender offer. The objective of the questionnaire is to provide an overview of the status of the Tenderer's WHS management system. Tenderers will be required to verify their responses noted in their questionnaire by providing evidence of their ability and capacity in relevant matters.

1	WHS POLICY AND MANAGEMENT	Yes	No
1.1	Is there a written company WHS Policy? <i>If yes provide a copy of policy statement with your Tender.</i>		
1.2	Is there a company WHS Management System Manual or Plan? <i>If yes provide a copy of contents page(s) with your Tender.</i>		
1.3	Are WHS responsibilities clearly identified for all levels of staff?		
2	SAFE WORK PRACTICES AND PROCEDURES		
2.1	Has the company prepared safe operating procedures or specific safety instructions relevant to its operations?		
2.2	Does the company have any permit to work systems?		
2.3	Is there a documented incident investigation procedure? <i>If Yes provide a copy of a standard incident report form:</i>		
2.4	Are there procedures for maintaining, inspecting and assessing the hazards of plant operated/owned by the company?		
2.5	Are there procedures for storing and handling hazardous chemicals?		
2.6	Are there procedures for identifying, assessing and controlling risks associated with manual work?		
3	WHS TRAINING	Yes	No
3.1	Is there a procedure for identifying and defining the WHS needs of employees?		
3.2	Is a record maintained of all training and induction programs undertaken for employees in your company?		
4	WHS WORKPLACE INSPECTION		
4.1	Is there a system of WHS Workplace Inspections?		
4.2	Are standard workplace inspection checklists used to conduct WHS Workplace Inspections?		

4.3	Is there a procedure by which employees can report hazards at workplaces?			
5	WHS CONSULTATION			
5.1	Are employees involved in decision making over WHS matters?			
5.2	Are there employee elected WHS representatives?			
6	WHS PERFORMANCE MONITORING			
6.1	Is there a system for recording and analysing WHS performance statistics?			
6.2	Are employees regularly provided with information on company WHS performance?			
6.3	Has the company ever been convicted of a WHS offence?			

7	COMPANY REFERENCES		
7.1	Please provide the following information for the three (3) most recent contracts completed by the company		
	Contact 1	Contact 2	Contact 3
Contact Description			
Client			
Contact Name			
Phone No.			
Indicator	Current Month	Monthly Average	Total
Number of lost time injuries			
Number of person days on Contract			
Total days lost due to injuries			

CERTIFICATION

The information provided in this questionnaire is an accurate summary of the company's WHS management system.

I/we acknowledge that I/we will abide by the requirements of Clause 3.9 of the Special Conditions of Contract.

Company Name: _____

Signed: _____ Name: _____

Position: _____ Date: _____

2.23.5 OPINION OF FINANCIAL CAPACITY

Tenderer:

Tender Sum: \$

Proposed maximum monthly claim: \$

Duration (time for Practical Completion): (weeks)

Other Contracts in Progress:

Description	Contract Value	Completion Date

Bids for Similar Works Not Yet Accepted:

Description	Values	Duration (weeks)

Under the proposed Contract, progress payments will normally be made monthly.

During evaluation of Tenders, Council may contact the Bank or Financial Institution shown herein to obtain information regarding the capacity of the Tenderer to meet the financial commitments stated in Part A - Opinion of Financial Capacity for the works in addition to other concurrent financial commitments.

Bank or Financial Institution Details:

Bank/Financial Institution:	
Branch:	
Manager (or Contact?):	
Phone contact No.:	

Tenderer: _____

Signed: _____ Date: _____

2.23.6 SCHEDULE OF RELEVANT EXPERIENCE

The Tenderer shall provide relevant details of recent similar works completed in the past five years including the name, description and address of Project, Client contact name and contact number. Tenderers shall also supply the names of main Consultants, Sub-contractors and materials Suppliers used in conjunction with these projects.

Additionally, evidence is required to support the Tenderer's management process in terms of:

- **Quality plan, including demonstration of ability to comply with AS/NZS ISO 9001:2008 and in particular, Clause 7.3 Design and Development and Clause 8 Measurement, Analysis and Improvement.**
- **Environmental Management**
- **Construction programming**
- **Safe Design procedures as provided in NSW WorkCover's 'Safe Design of Buildings and Structures, August 2009' (Design works only).**

Tenderer: _____

Signed: _____ Date: _____

2.23.7 SCHEDULE OF RESOURCES & PROGRAMMING

The Tenderer shall provide relevant details of all proposed resources to be utilised for significant items of work. Details shall include the Contractor's key personnel, and their experience in work similar to that proposed in this Project, major plant and equipment and details of proposed Consultants, Subcontractors and materials Suppliers, indicating those within Shoalhaven City Council area.

The Tenderer shall provide a computer generated "Tender" program sufficient to demonstrate their understanding of significant activities associated with the work, the work flow, and inter-relationships with external processes and events.

Tenderer: _____

Signed: _____ Date: _____

2.23.8 SCHEDULE OF INSURANCE CONFIRMATION

For each type of insurance required under the Contract the Tenderer shall attach to this Schedule a Letter of Confirmation from an insurance company registered with the Australian Prudential Regulatory Authority confirming that the Tenderer will be able to take out insurance as required by the Contract.

Each Letter of Confirmation shall:

- Be under the letterhead of the Insurance Company, not a broker;
- Include the name of the Tenderer;
- Include the name of the project;
- Include the type of insurance;
- Include a statement that the insurance policy will be fully in accordance with the Contract, and
- Be signed by an authorised representative of the Insurance Company.

Tenderer: _____

Signed: _____ Date: _____

**STRATEGY AND ASSET COMMITTEE
RESOLUTIONS / ACTIONS – PROJECTS TO BE COMPLETED – as at 19 February 2016**

Item No.	Subject	Council Resolution	Date	Remarks	Meeting Outcome 9 February 2016
1.	Council Land – Lot 1 DP 1021332 George Evans Rd, Mundamia File: 35343E		19FEB16	Report prepared for submission March 2016	
2.	Council Land – Lot 23 and 24 Section 5A. DP9063, Chisholm Street, Callala Bay File: SF10418, 48516E	MIN15.788	13/11/15	Works underway. Completion expected end of March 2016 due to adverse weather delays (approximately 2 weeks) Marketing expected to commence late March 2016.	



BAYSWOOD PARKCARE ACTION PLAN

Document Number: D15/371598 • **Adopted:** Date • **Minute Number:** Minute number • **File:** 35254E • **Produced By:** Assets and Works Group • **Review Date:** Review Date

CONTACT INFORMATION

Group Name:	Bayswood Parkcare Group
Contact:	Ilsa Hansen
Address:	18 Belay Drive Vincentia
Tel:	0421 288 992
Email:	ilsagrace@yahoo.com.au
Reserve Name:	Pacific City Park (BVI632) and Halloran Street Recreational Area (BVI633)
Location:	Bayswood estate at Vincentia
Reserve No:	BVI632 and BVI633
Land Tenure	Freehold
Comm Land Type	Community Land - Park

1. PARKCARE GROUP GOALS

Help to maintain the landscaping and recreational areas of the parks in the Bayswood Estate.
Plan and undertake minor improvements on the facilities and the appearance of the parks in the estate.

2. SHOALHAVEN PARKCARE GROUP ACTIVITIES TABLE (to be in conjunction with attached site map)

NOTE: Priority should be rated as H = High (within 12 months); M = Medium (1-3 years); L = Low

GROUP ACTION	PRIORITY	METHOD	TIMING
Weeding, mulching, replanting of the landscaped areas where needed.	M	Hand control	Ongoing
Control of weeds and self-sown trees in landscaped areas.	M	Hand control	Ongoing

3. PARKCARE GROUP ACTION PLAN MAP



4. PARKCARE GROUP WHS & EQUIPMENT REQUIREMENTS

Type of Activity	SWMS name included
Weed Control Activities	SWMS1127
Landscape Maintenance	SWMS01571

5. COUNCIL SUPPORT

Provision of landscape materials including plants and mulch as necessary.
PPE.
Training and advice in maintaining landscaped areas.
Disposal of waste costs as necessary.
Various garden tools as required.

6. HAS A SITE HAZARD AND RISK ASSESSMENT BEEN COMPLETED FOR THE PARKCARE SITE?

Yes

7. LIST THE PERSONAL PROTECTION EQUIPMENT REQUIRED FOR VOLUNTEERS WHILST WORKING ON THE SITE

PPE Equipment Required	Date issued
First Aid Kit, gloves, sunscreen, volunteer vests	To be issued

8. POSSIBLE FUTURE FUNDING

Project	Funding source
Extension of the play equipment in Pacific City Park	To be determined
Possible future extension of Parkcare maintenance activities into reserves adjoining Coaster Circuit and Summercloud Crescent, as more residents from these areas become involved.	To be determined

9. PLAN WILL BE REVIEWED EVERY THREE YEARS

10. LOCAL OR REGIONAL MANAGEMENT PLANS OR STRATEGIES THAT THIS PLAN RELATES TO

Name of document	Year it was produced	Produced by
Generic Plan of Management - Parks	2001	Shoalhaven City Council

11. RECOMMENDED PLANTING SPECIES LIST

Name or type of plant	Maximum Height	Structural Role in the park vegetation	Number
Dianella spp. and other suitable flowering low shrubs or groundcovers	1m	Low growing groundcover plant replacing some of the weedy grasses in the landscaped areas	To be determined as required

12. SITE WEED LIST

Common Name	Extent	Control method used by group
N/A		

13. NATIVE SPECIES LIST (EXISTING)

Name	Structural role	Abundance	Comment
N/A			

Parkcare Group Name Bayswood Parkcare Group

Coordinator Name Ilsa Hansen

Signature

Date /



**Plan of Proposed Road Closure
part Wattamolla Road, Wattamolla**



Proposed Road to be Closed (subject to survey)



Existing Road Closure Application





- Legend**
- Possible Path**
- Type**
- Bridge
 - Gravel
 - Management Track
 - Raised Boardwalk
 - Car_Park
 - Disabled_Access
- Art Installation Post
 - Interp Station
 - Kayak Dock
 - Seat
 - Toilet Sign
 - Bird Hide
- Fencing**
- Sculptural
 - Stock Proof

