

**SHOALHAVEN CITY COUNCIL**

**SHOALHAVEN SPORTS BOARD**

to be held on Thursday 31 March, 2016  
commencing at 5.00pm

City Administrative Centre  
Bridge Road  
NOWRA NSW

Thursday 24 March, 2016

Dear Member

**NOTICE OF MEETING**

You are hereby requested to attend a meeting of the Shoalhaven Sports Board to be held on **Thursday 31 March 2016, 2016** commencing at **5.00pm** in the City Administrative Centre, Bridge Road, Nowra, in Committee Rooms 1 & 2 for consideration of the following business.

Yours faithfully

R D Pigg  
**General Manager**

**Please note that refreshments will not be supplied at this meeting**

**BUSINESS OF MEETING**

1. Apologies
2. Minutes of Previous Meeting
3. Declarations of Interest
4. Corporate and Community Services  
Sporting Progress Update from Staff
5. Addendum Reports
6. General Business  
Report of Department of Sport and Recreation

**Note: At the conclusion of the Board meeting a 1 hour workshop will be held with LKS Quaero regarding review of fees and charges.**

**MEMBERSHIP - Quorum (8)**

Mr David Goodman - Chairperson	Mr Andrew Johnstone
Mayor, Clr Gash	Mr David Chapple
Clr White	Mr Syd Weller
Clr Robertson	Mr Ian Cockburn
Clr Guile	Ms Elaine Caswell
Clr Watson	Mr Roger Walker
Clr Kitchener	Mr Keith Wallace - NSW Sport & Rec Rep
General Manager or nominee	Mr Malcolm Campbell

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

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

## **Shoalhaven Sports Board**

### **Purpose**

To coordinate sport in the Shoalhaven in accordance with the delegation set out below:

- To determine the strategic development of sports in the Shoalhaven to maximize the benefits to the people of Shoalhaven and make Recommendations to Council;
- Formulate Policies on the use of Grounds in the City of Shoalhaven;
- To determine and present recommendations to Council on the need for additional sporting facilities in the City;
- To establish priorities for the development of facilities in the City including both sport and recreation;
- To set priorities for Government Grants for sport and recreation facilities in the City;
- To provide recommendations to Council on strategic and financial matters relating to sport in the Shoalhaven;
- To promote the role and scope of sport and recreation to the Shoalhaven community.

### **Delegated Authority**

- To commit expenditure up to the budget limits determined by Council and allocated to the Sports Board.

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**MINUTES OF THE SHOALHAVEN SPORTS BOARD MEETING HELD ON THURSDAY 10 DECEMBER 2015 IN JERVIS BAY ROOM 1, CITY ADMINISTRATIVE CENTRE, BRIDGE ROAD, NOWRA, COMMENCING AT 5.02PM.**

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The following members were present:

David Goodman – Chairperson  
Clr White – left the meeting 5.14pm  
Clr Kitchener  
Roger Walker  
Andrew Johnstone  
David Chapple  
Ian Cockburn  
Elaine Caswell  
Malcolm Campbell  
Syd Weller

Others present:

Craig Milburn – Director Corporate and Community Services  
Ben Stewart – Director Assets and Works – left the meeting 5.20pm  
James Harris – Social and Infrastructure Planning Unit Manager  
Ray Whiting – Facilities Coordinator

Apologies:

Apologies were received from: Keith Wallace

1. Minutes of Previous Meeting

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MOTION: Moved: Roger Walker / Second: Andrew Johnstone

RESOLVED that the Minutes of the meeting of the Shoalhaven Sports Board held on Thursday 22 October 2015 be adopted.

CARRIED

**CORPORATE AND COMMUNITY SERVICES**

2. Shoalhaven Sports Board - Voluntary User Contribution Fund Application Round 2 - 2015/2016 File 24899e

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MOTION: Moved: Clr White / Second: Malcolm Campbell

RESOLVED that the following list of applications for funding for Round 2, 2015/2016 of the Voluntary User Contribution Policy be approved:

- a) Huskisson Vincentia Football Club – Huskisson Sports Field –Install subsoil drainage on field 2 - \$24,896.67.
- b) Shoalhaven Netball Association – Park Road Netball Courts – Install Wheelchair Access Pathways from Clubhouse to Courts - \$5,850.

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- c) Sussex Inlet Tennis Club – Thomson Street Sports Complex –Resurfacing of Tennis Court 3 - \$12,000.
  - d) The remaining balance of the Voluntary User Contribution 2015/2016 budget be allocated to provide subsurface drainage at West Ulladulla AFL/Cricket Ground.

CARRIED

MOTION: Moved: Clr White / Second: Malcolm Campbell

RECOMMENDED that \$9,000 be made available to the Thompson St Management Committee as an interest free Council Loan to fund resurfacing of Tennis Court 3 at Sussex Inlet Tennis Club.

CARRIED

- 3. Shoalhaven Sports Board - Sporting Projects Status Update  
File 12623e, 30463e, 52005e, 1783e
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Note Clr White left the meeting – 5.14pm

#### **Ulladulla Sports Park Access Road / Car Park**

There is a drain on the left hand side and the gravel will be completed prior to the Christmas holiday break.

After the xmas holiday break work will commence from the Tuesday 12 January 2016 through till Tuesday 2 February 2016 and then the bitumen seal will be applied.

Note: Ben Stewart left the meeting – 5.20pm

#### **Council Resolution**

On Tuesday 15 September 2016, Council resolved that the Shoalhaven Sports Board hold 4 meeting per year.

Craig will confirm whether it is a minimum of 4 or whether it is 4 meetings only (please send this confirmation in the minutes).

#### **Feedback Survey – Sports Board Review**

The online survey is encouraging feedback from sporting communities. There were three drop in sessions held in Ulladulla, Erowal Bay and Nowra. Ulladulla had 15 attendees. Erowal Bay only had one and there was only one attendee last night at Nowra.

A barrier identified is that people do not know what Shoalhaven Sports Board does. Community members are also unsure how to raise issues / concerns / project ideas with the Shoalhaven Sports Board. At all drop in session, sporting groups brought their project ideas to discuss with Council staff

#### **Sporting Hub Master Plan**

The Master Plan and the investigations are progressing. There will be a Council Briefing on proposal and then will report to the Shoalhaven Sports Board. It will be approximately June by the time Council adopts the Master Plan. The current fields will remain or be upgraded. Proposed new buildings will be incorporated into the Plan. Consultation has occurred with local sporting groups and at state and national levels

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### **Sports Ground Drainage**

Roger Walker requested that Sussex Inlet Field 5 be investigated and included, as it regularly cannot be used as it holds a lot of water.

The West Ulladulla field will be first on the agenda then there will be a prioritisation process for the remainder.

MOTION: Moved: Ian Cockburn / Second: David Chapple

RECOMMENDED that

- a) The report of the General Manager (Corporate & Community Services) concerning the status of various sporting projects detailed in this report be received for information.
- b) The Council consider the allocation of \$150,000 per year for construction of subsoil drainage at one of the identified priority sports fields.

CARRIED

### **GENERAL BUSINESS**

4. Additional Item – Grants for Sports Clubs Media Release File 12623E

The Chair, David Goodman, reminded the Board members that the media release regarding grants for sporting clubs was sent via email.

5. Additional Item – Action List Table – Progress Update File 12623E

The Chair, David Goodman asked that the Action List Table – Progress Update, which was sent via email, be included in the next Business Paper.

As outlined in the Acton Plan – the North Nowra Cycling complex proposal is now being considered in the Draft Berry District Plan (i.e. near the old equestrian area).

6. Additional Item – Support for Yerriyong Motor Sport Complex File 42554E, RA14/1000

MOTION: Moved: David Chapple / Second: Roger Walker

RESOLVED That Shoalhaven Sports Board support the development of the Yerriyong Motor Sport Complex at a club level.

CARRIED

FOR: Malcolm Campbell, Elaine Caswell, David Goodman, Clr Kitchener, Roger Walker, Syd Weller, David Chapple, Ian Cockburn

AGAINST: Andrew Johnstone

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7. Additional Item – Wondalga Sporting Complex File 33159E

The Board asked the staff present on the whereabouts of the Wondalga Sporting Complex. Council still owns the land, however there are access and drainage issues and the proposal has subsequently not advanced. There remains the potential to expand Lyrebird Park in the future.

8. Additional Item – Shoalhaven Mud Run File 3161E

Malcolm praised The Shoalhaven Mud Run, it stated it was fantastic event, it was raining but that added to the atmosphere and was more spectacular. He hopes that the event is supported again in the future and continues on.

9. Additional Item – Happy Christmas

Craig Milburn, wished everyone a happy and Christmas and thanked the Shoalhaven Sports Board for all the work they had done over the year.

There being no further business, the meeting concluded, the time being 5.52 pm.

David Goodman  
CHAIRPERSON

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## **SHOALHAVEN SPORTS BOARD**

**THURSDAY, 31 MARCH 2016**

### **CORPORATE AND COMMUNITY SERVICES**

**1. Shoalhaven Sports Board Review - Final Report**

**File 12623E**

**SECTION MANAGER: Jane Lewis.**

**PURPOSE:**

To report the findings of the Shoalhaven Sports Board Review report to Council propose new draft Terms of Reference for a Sport Community Advisory Group.

**RECOMMENDED that:**

- a) Council adopt the Shoalhaven Sports Board Review Report from *The Strategic Edge* and adopt option 4 which involves establishment of a Sports Community Advisory Board.
- b) Council rescind the Shoalhaven Sports Board Charter.
- c) Council thank current members for their commitment and contribution to the Shoalhaven Sports Board.
- d) Council adopt the Draft Sport Community Advisory Group Draft Terms of Reference, POL 16/41.
- e) Council commence the recruitment of community members for the Sports Community Advisory Group.
- f) Council contact the broader Shoalhaven Sports Community to thank them for their contribution to review process, advise outcome and recruitment process for new Shoalhaven Community Advisory Group.
- g) Council implement induction process for new Advisory Board members once appointed.
- h) Council appoint three (3) Councillor representatives to the Sport Community Advisory Group.

**OPTIONS**

1. Adopt the recommendation and continue progressing the Shoalhaven Sports Board Review.
2. Not adopt the recommendation and provide an alternative resolution with direction for staff.

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## DETAILS

# Attached to this report is the *Shoalhaven Sports Board Review* final report (Attachment 1) which has been prepared and will be presented to the meeting by Michael Dobie from *The Strategic Edge*. The Review identifies four possible options available for managing engagement with the sports community, being;

1. Continue with the Existing Sports Board Model.

This option is not recommended given the reasons outlined in this report.

2. Disband the board and manage engagement directly through Council Officers.

This option is not recommended as the community wants and needs community based advocates.

3. Implement a Section 355 Style, Delegated Authority Committee.

A Section 355 Committee has worked in some LGA's, however this is not recommended given that these committees seem to focus on the major sports and the Shoalhaven community feedback is requesting advocacy for all.

4. Implement a Community Advisory Group.

The option recommended by this review is to implement an Advisory Board which is able to provide advocacy for the sporting community and advise Council on policy and direction related to Councils strategic objectives. The advisory committee would engage sub committees or interest groups to increase engagement and allow it to focus strategically.

# Draft Terms of Reference for a Sport Community Advisory Group have been developed and are Attachment "3".

## PROCESS TO MOVE FORWARD

To commence achieving transition to a Sports Community Advisory Group the following is recommended:

- a) Council adopt the Shoalhaven Sports Board Review Report from *The Strategic Edge* and adopt option 4 which involves establishment of a Sports Community Advisory Group.
- b) Council thank current members for their commitment and contribution to the Shoalhaven Sports Board.
- c) # Council rescind the Shoalhaven Sports Board Charter. (Attachment 2).
- d) Council adopt the Draft Sport Community Advisory Group Terms of Reference and to be finalised prior to commencement of the new Board. (Attachment 3).
- e) Council commence the recruitment of community members for the Sports Community Advisory Group.



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- f) Council implement induction process for new Advisory Group members once appointed.

## **SPORTS COMMUNITY ADVISORY BOARD TERMS OF REFERENCE**

# Attached are draft Terms of Reference proposed for the Sports Advisory Group.

### **FINANCIAL IMPLICATIONS:**

At this time, no financial implications are foreseen from the establishment of the Sports Community Advisory Group.

### **COMMUNITY ENGAGEMENT:**

As outlined in the attached document, the Sports Board Review has involved feedback from the Board members and the wider community.

## **2. Shoalhaven Sports Board - Sporting Projects Status Update** **FILE 30436E, 52005E, 52153E, 49929E, 38429E, 35382E**

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**SECTION MANAGER: Jane Lewis.**

### **PURPOSE:**

To provide an update on the following sporting projects.

**RECOMMENDED that the report of the General Manager (Corporate & Community Services) concerning the status of various sporting projects detailed in this report be received for information.**

### **OPTIONS**

1. Adopt the recommendation and continue progressing the status of various sporting projects detailed in this report.
2. Not adopt the recommendation and provide an alternative resolution with direction for staff.

### **DETAILS**

The following is a brief summary of sporting/active recreation projects which are currently being undertaken by Council's Social & Infrastructure Planning Unit. Additional information will be verbally presented at the meeting.

### **Report from the Department of Sport and Recreation**

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The Department of Sport and Recreation staff in attendance at this meeting are invited to provide a verbal report to the meeting.

### **Shoalhaven Indoor Multipurpose Sporting Centre**

A development application to the Joint Regional Planning Panel is anticipated to approve construction of the Centre in the upcoming weeks. Pending approval, construction of the Centre is anticipated to commence midyear.

### **Artie Smith – Realignment of AFL Field**

The building footprint of the Shoalhaven Indoor Multipurpose Sporting Centre extends onto the current Artie Smith AFL field and synthetic cricket wicket field area. To resolve the impacts on these facilities, a replacement synthetic field has been constructed on the Bomaderry Sporting Complex (i.e. between the league fields) and the Artie Smith AFL field is currently being realigned more to a north to south alignment.

### **Shoalhaven Regional Sporting Hub Master Plan Investigations**

Public exhibition of a draft Master Plan is pending Council endorsement. It is likely that public exhibition will be undertaken midyear.

### **Bay & Basin Community Hub Master Plan**

Development of a draft Master Plan is currently focusing on undertaking stakeholder consultation with key interest groups. Wider community input will be encouraged through public exhibition of the document.

### **Shoalhaven Equestrian Centre of Excellence**

Tenders are currently being considered by Council for Stage 1 development and to be reported to Council in the upcoming weeks.

Development of a business plan to guide the future of the facility continues and has involved consultation with the main users identified in the Shoalhaven Equestrian Centre of Excellence Master Plan.

### **Berry District Park Master Plan**

Reporting of feedback following exhibition of the draft Master Plan to Council has been delayed as Council waits on confirmation of land transfer arrangements from the Roads & Maritime Service. It is anticipated the Master Plan will be completed in the upcoming weeks.

### **South Nowra Soccer Fields Amenities Building**

Work continues on the design of the replacement South Nowra Soccer Fields Amenities Building which has been co funded by the Shoalhaven Soccer Association. Building design has now been finalised and investigations are now focusing on ensuring the supporting utilities are service the building before building tender documents are finalised. Unfortunately the new building will not be built in time for the upcoming National Indigenous

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Football Championships to be held at the South Nowra Soccer Fields early November this year.

### **Fees & Charges review**

Council has recently engaged LKS Quaero to undertake a review of a range of Council's fees, charges and costs, and to make recommendations to Council to simplify and standardise fees, to contribute to the sustainability of services and provide clear information on the levels of financial support provided by Council in delivery of services.

The project has a number of stages and is being undertaken over an approximate 8 month timeframe. It is anticipated that any recommendations which are adopted by Council will need to have a staged introduction over a number of years commencing in FY 2017/18.

Subsequent stages of this project will involve a Briefing to Councillors by LKSQ and a draft report on their recommendations being reported to Council to place on Public Exhibition and seek broader community feedback.

As part of this process LKSQ will be attending the Sports Board Meeting to hold a workshop session with Board Members.

The Sports Board will be kept informed of the progress of this project through their regular Board Meetings.

### **Community Infrastructure Strategic Plan**

At the time of writing this report, Council has received another draft version of the Community Infrastructure Strategic Plan and is considering the document for reporting to an upcoming Councillor Briefing and then for wider public comment.

### **Brief Summary of Other Projects Under Development**

<b>Project</b>	<b>Comment</b>
Ulladulla Sports Park Access Road / Car park	Main car park has been sealed and work on access road continues
Round The Bay Walk (Orion Beach)	Due to open end of March 2016
Mollymook Beach Reserve All Inclusive Playground	Finalising design
Mollymook Beach Basketball Half Court	Under construction
Culburra Skate Park	Preparing detailed design
Wool Lane Netball Surface investigation	Working with contractors to seal the most western court
Nowra skate park half pipe	Report presented to Council to seek funds to replace the current half pipe.
Sussex Inlet BMX Track / Learn to ride	Working with community to finalise learn to ride design
Ulladulla Sports Park Netball Courts	Continue to apply for grant funding

### **Outstanding Sports Board Resolutions/Actions**

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# A list of current outstanding resolutions/actions is provided as Attachment "A".

**FINANCIAL IMPLICATIONS:**

Each of the above sporting/active recreation projects has a financial implication to Council which are being managed within existing budget allocations. Where funding is not sufficient for the project to be delivered a report will be presented to Council seeking direction of resolve the matter.

**COMMUNITY ENGAGEMENT:**

Where appropriate, community engagement has been detailed in the above Sporting Projects summaries.