

*Shoalhaven*  
City Council

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**Annual  
Community  
Report  
2017 -18**



## About This Report

The Shoalhaven City Council's Community Report provides a snapshot of the activities and actions undertaken by Council during the 2017 - 2018 financial year.

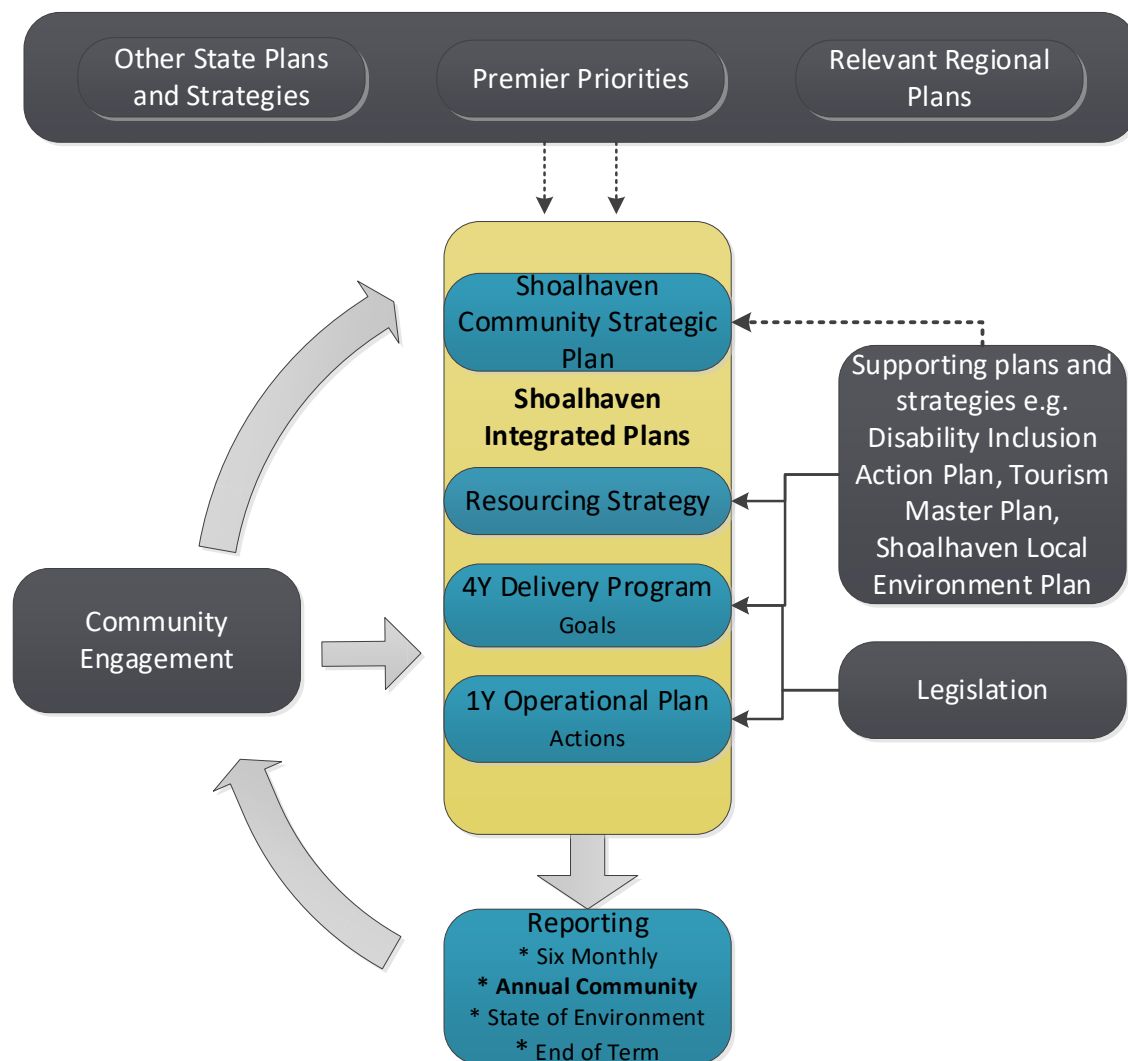
Through achievement of the Community Strategic Plan Key Priorities, Council is working to make the Shoalhaven an even better place to live, work, stay and play.

The report is divided into several areas:

- Our Shoalhaven – Councillors and senior staff
- Key highlights for financial year 2017/18
- Corporate Governance information including: statutory requirements; strategic indicators; State of Environment reporting and audited financial statements

Council's Annual Community Report is part of an Integrated Planning and Reporting Framework that is legislated under the Local Government Act 1993. The Framework directs Council's actions in meeting the diverse needs of the Shoalhaven community.

## Integrated Planning and Reporting Framework



## Our Shoalhaven



Shoalhaven is approximately 160 kilometres from Sydney on the South Coast of NSW.

Stretching from Berry and Kangaroo Valley in the north to Durras in the south, the City of Shoalhaven embraces many diverse places, people and environments. It is a special place combining a unique character with a spectacular natural environment, a growing population and bustling economy.

Nowra/Bomaderry is the major centre of the Shoalhaven, located on the banks of the Shoalhaven River. This area provides administrative, commercial and other professional services for the City.

The other major centres include Milton/Ulladulla in the south and the group of towns and settlements that make up the Bay and Basin area.

As one of the largest coastal Local Government Areas in the State, Shoalhaven City Council covers 4660 square kilometres and is approximately 120km long and 80km wide.

Remarkably, 70 percent of the Shoalhaven is National Park, State Forest or vacant Crown land, with 19 major water catchments including rivers, bays, lakes and major creeks.

The area's natural beauty is captured, in part, by the distinct characteristics of the City's protected areas which include Jervis Bay and the Morton, Conjola and Murramarang National Parks.

The area is also home to a range of pristine lakes, rivers, beaches and mountain ranges.

Shoalhaven City provides its 104,056 permanent residents with a range of lifestyle options, recreational activities and work opportunities.

The City and its community will continue to grow, change and develop over time. It is important that the distinct character of the Shoalhaven and the environmental values that make the area such an attractive place, are retained to ensure the best possible city and community for present and future generations.

Shoalhaven City Council has crafted, in collaboration with the community, a vision for the Shoalhaven in 2027:

*We will work together in the Shoalhaven to foster a safe and attractive community for people to live work, stay and play; where sustainable growth, development and environmental protection are managed to provide a unique and relaxed lifestyle.*

A clear sense of how we can retain the values and character of the City, while meeting the needs of future growth, will guide Council in creating a better future for the residents, businesses and visitors of our City.

## **Mayor and Councillors**



Council is made up of a Mayor and twelve Councillors. The current Council members were elected in the 2016 Local Government elections.



## Mayor



**Councillor Amanda Findley**

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## Ward Information

Shoalhaven City Council is divided into three Wards with four Councillors elected for each Ward. Set out below are the list of towns and villages that comprise each Ward.

### Ward 1

Includes: Berry, Bomaderry, Budgong, Burrier, Cambewarra, Coolangatta, Falls Creek, Kangaroo Valley, Meroo Meadow, North Nowra, Nowra Hill, Shoalhaven Heads and Tapitallee. Parts of Nowra, South Nowra and Tomerong.



**Councillor Annette Alldrick**

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**Councillor John Wells**

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**Ward 2**

Callala Bay, Callala Beach, Comerong Island, Culburra Beach, Currarong, Erowal Bay, Greenwell Point, Huskisson, Hyams Beach, Myola, Old Erowal Bay, Orient Point, Terara, Vincentia, Woollamia and Worrigeer. Parts of Nowra, Sanctuary Point, South Nowra and Tomerong.



**Councillor Joanna Gash**  
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**Councillor Greg Watson**  
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**Ward 3**

Basin View, Bawley Point, Bendalong, Berrara, Burrill Lake, Cudmirrah, Depot Beach, Dolphin Point, Durras North, Fishermans Paradise, Kings Point, Kioloa, Lake Conjola, Lake Tabourie, Manyana, Milton, Narrawallee, St Georges Basin, Sussex Inlet, Ulladulla and Wandandian.



**Councillor Kaye Gartner**  
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**Councillor Bob Proudfoot**  
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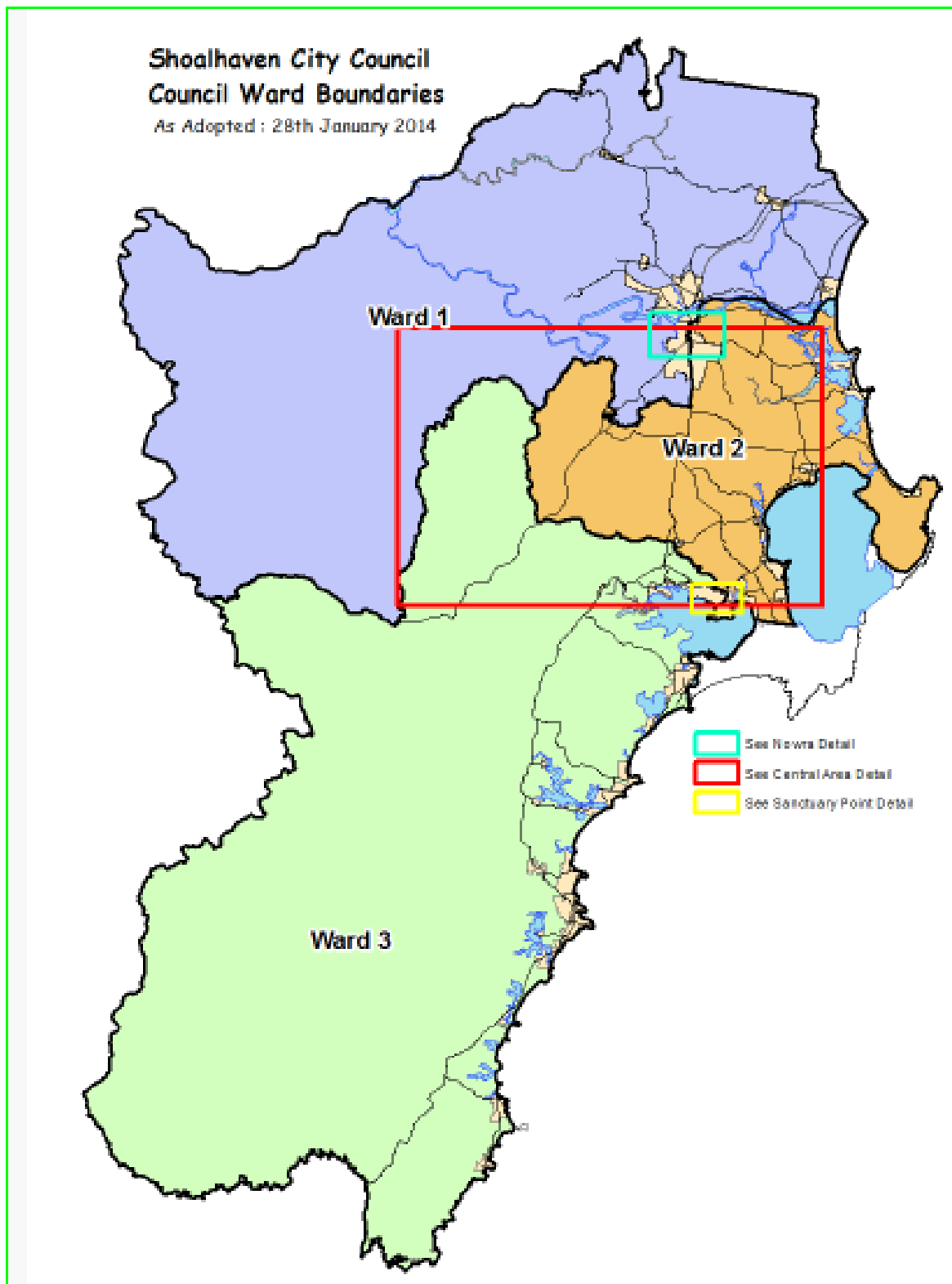


**Councillor Mark Kitchener**  
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## Ward Map of the Shoalhaven



## Council Senior Staff



**Russ Pigg** - General Manager - The General Manager is responsible for the day to day management and the efficient and effective operation of the organisation, including implementing Council strategies, policy decisions and assisting the Council with the development and implementation of the Community Strategic Plan



**Carmel Krogh** - Director - Shoalhaven Water Group  
The Shoalhaven Water Group is responsible for all aspects of water and sewerage services in the City area including planning, design, construction and operations



**Stephen Dunshea** - Director – Finance, Corporate & Community Services

The Finance, Corporate & Community Services Services provide corporate support to the organisation and an extensive range of customer service, community, recreation, tourism, cultural and planning services.



**Paul Keech** - Director - Assets & Works Group

The Assets and Works Group role is to manage Council's assets by planning, arranging construction and determining their maintenance requirements. In addition, the functions of Emergency Management are with the Assets & Works Group.



**Phil Costello** - Director – Planning, Environment & Development Services

The Planning, Environment & Development Services are responsible for Strategic Planning, Building, Development, Subdivisions, Environmental Services and Ranger Services.



## Highlights for 2017 – 2018 Financial Year

One of the biggest challenges local councils face is delivering quality services to meet community expectations with finite resources. It is important our community knows how we are performing, and that's why Council continues to produce the annual Community Report Card.

The highlights have been allocated to the four Key Result Areas (KRAs) of the Community Strategic Plan, helping to demonstrate Council's commitment to meeting the needs of the community it serves.

Our mission: *“To enhance Shoalhaven’s strong communities, natural, rural and built environments and appropriate economic activities through strategic leadership, effective management, community engagement and innovative use of resources”.*

### Theme 1: Resilient, safe and inclusive communities

#### MEASURES

Description	2016/17	2017/18	Comment
Community’s sense of belonging (feeling part of the community) – rating out of 5, community survey	4.0	3.9	No significant change
Community perception of feeling safe in their community (rating out of 5 - community survey)	4.3	4.2	No significant change
Australian Unity Personal Wellbeing Index (rating out of 5 - community survey)	84.1%	83.1%	Stable, well above Australian index of 75
Council’s resilience and readiness capability in emergency management (rating out of 5 - community survey)	4.1	4.2	No significant change
Satisfaction with the number and type of events in the Shoalhaven (rating out of 5 - Community survey)	3.7	3.6	No significant change
Number of attendees at events in Shoalhaven (events per person per year - Community survey)	10	10	No significant change
Community satisfaction with parks sporting venues, aquatic centres, and public halls (rating out of 5 - community survey)	3.67	3.68	No significant change
Community perception of Shoalhaven as a liveable city (rating out of 5 - community survey)	4.1	4.0	No significant change

Utilisation of aquatic centres (Council records)	850,000	819,497	Slightly down improved counting system
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## ACHIEVEMENTS

### Key Priority 1.1: Build inclusive, safe and connected communities

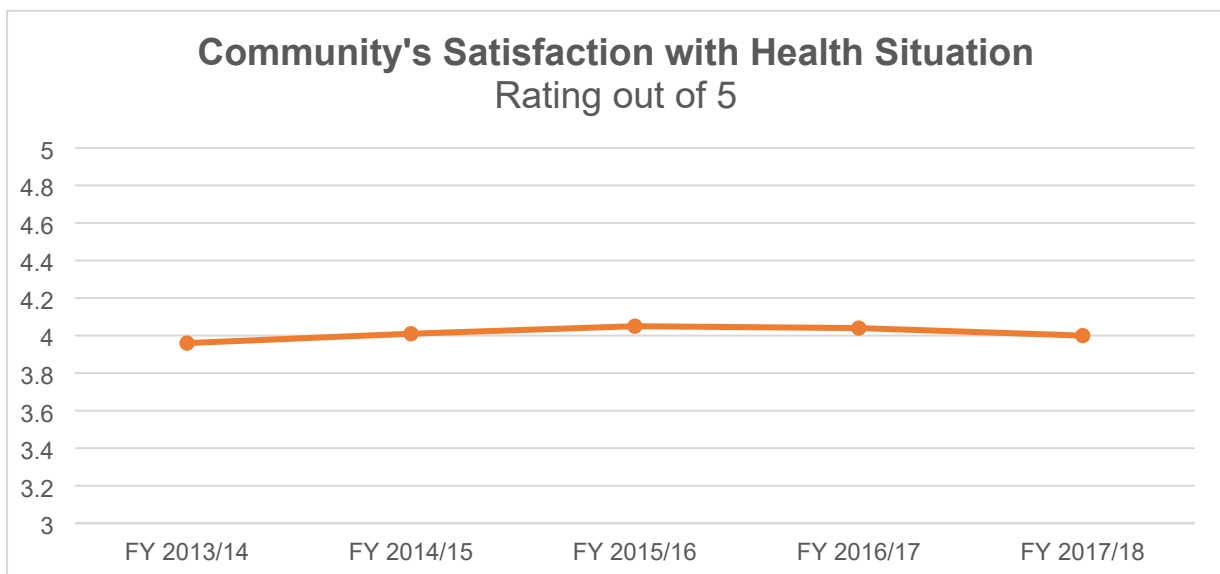
Council continues to work hard on keeping the Shoalhaven safe for residents and visitors:

- Inspection of 1068 Sewage Management Facilities, 295 hygiene inspections of food premises, 54 skin penetration premises and 26 public swimming pool audits undertaken in the past six months
- Management of 115 asset protection zones and more than 3,600ha of natural area
- Reduced chemical used on weed control. Chemicals selected for weed control are chosen based on efficacy, cost and minimising impact on the environment. A “steam weeder” is currently being sourced to replace a chemical spray unit, further reducing the amount of chemical released into the environment
- Consultants engaged to undertake the Lower Shoalhaven River and St Georges Basin Flood Risk Management Studies/Plans
- The Shoalhaven Crime Prevention Plan has been reviewed
- \$400,000 funding provided for the Berry and Broughton Vale Rural Fire Station
- Waste Service Activities include:
  - Wombat, of the Sticks and Wombat team from (Channel 9’s The Block), volunteered to be a recycling ambassador for the Shoalhaven. He has produced several recycling adverts for radio and Facebook and will be launching the Shoalhaven’s Waste Warrior media messaging campaign.
  - Presentation on the Shoalhaven’s ten Community Recycling Centres (CRC’s) situated at each of the SCC Depots at a recent Industrial Ecology Conference. These CRCs have successfully collected and recycled 56,880kg of paint, household batteries, gas cylinders, smoke detectors and other household hazardous waste in the last 6 months
  - Over fourteen of the ever-popular Spring Season Home Sustainability workshops were held. These workshops provide training on innovative ways to reduce household waste, avoid waste production and embrace organics recycling
  - For National Recycling Week in November last year Waste Services focussed on events in Ulladulla. A very successful series of workshops and events including a Tip Tour, worm farming, Bokashi (fermented compost process), Furoshiki (the art of folding cloth to make bags instead of using plastic bags), Beeswax Wraps (a sustainable alternative to wrapping your

lunch in plastic) and Backyard Chooks (the ultimate food composter). ABC Radio produced two feature segments resulting from the event

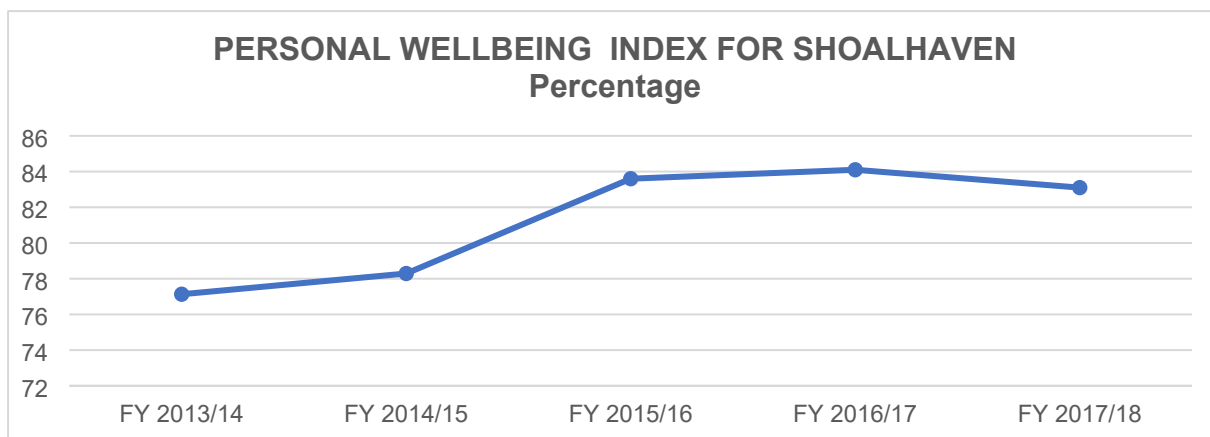
- Introduction of a new methodology to recover materials from mixed waste loads at the three weighbridge facilities. This change resulted in a 40% increase in recovery (diversion from landfill) from 309,000kg in the previous 6 months to 432,000kg in the last 6 months and resulted in a reduced waste levy payment to the State Government by about \$60,000. The new methodology also allowed us to recover new materials such as polystyrene, building waste, electronic waste, glass, cardboard, plastics and untreated timber
- A new small vehicle transfer facility has been constructed at West Nowra. The facility provides a concrete floor for tipping, taking away the risk of fall from heights and allows staff to sort and recover recyclable materials from the mixed waste

The community's health situation as measured in the Annual Community Survey remains stable. Future surveys will determine if the current downward trend is a significant change in community health or just normal variance in the data.



- Shoalhaven Affordable Housing Strategy was adopted by Council and formally released in March 2018
- A Planning Proposal to facilitate the Nowra Homeless Shelter finalised
- Mollymook 'all-inclusive' play space (Livvi's Place): construction of play equipment, pathways, fencing and lift and change facility

The community's Wellbeing Index is continuing to improve, given the long-term trend.



- Launch of a junior & youth dyslexic collection at the libraries and adoption of Shoalhaven Libraries Operations, Children’s and Internet Policies
- Shoalhaven Entertainment Centre (SEC) has increased the number of wheelchair accessible seats in the Auditorium from two to 10
- Increased dedicated disability car parking in SEC’s Graham Street car park by one
- Moss Vale Road South Urban Release Area - Package of draft plans adopted for public exhibition
- Council took over the running of the Shoalhaven Animal Shelter from the RSPCA. The new Animal Shelter opened to the community in July 2018

### **Key Priority 1.2: Activate communities through arts, culture and events**

Council continues to support a wide range of arts and culture events and programs. Some of the key highlights for 2017/18 financial year include:

Creating places to meet, greet and enjoy

- The Shoalhaven Entertainment Centre (SEC) featured a range of programs and events including musicals, musical theatre, live performances, comedy, school events, workshops and a range of other events and functions.
- SEC’s Shoalhaven Unearthed attracted a strong field of entries aged 8 to 70 – offering professional development opportunities, publicity, commercial radio exposure and engagements for emerging artists
- SEC programmed Morning Matinee attendances grew from average attendance of 359 to 463 per performance
- Shoalhaven Entertainment Centre 2018 Season Launch - a great success with 400 people attending
- Shoalhaven Regional Gallery activities include:
  - Partnerships with River Fest (Art Tank project) and SEC (‘Soft Core’ – Cosmo McMurty)
  - Three artist-led workshops – professional practice for local artists, 32 students

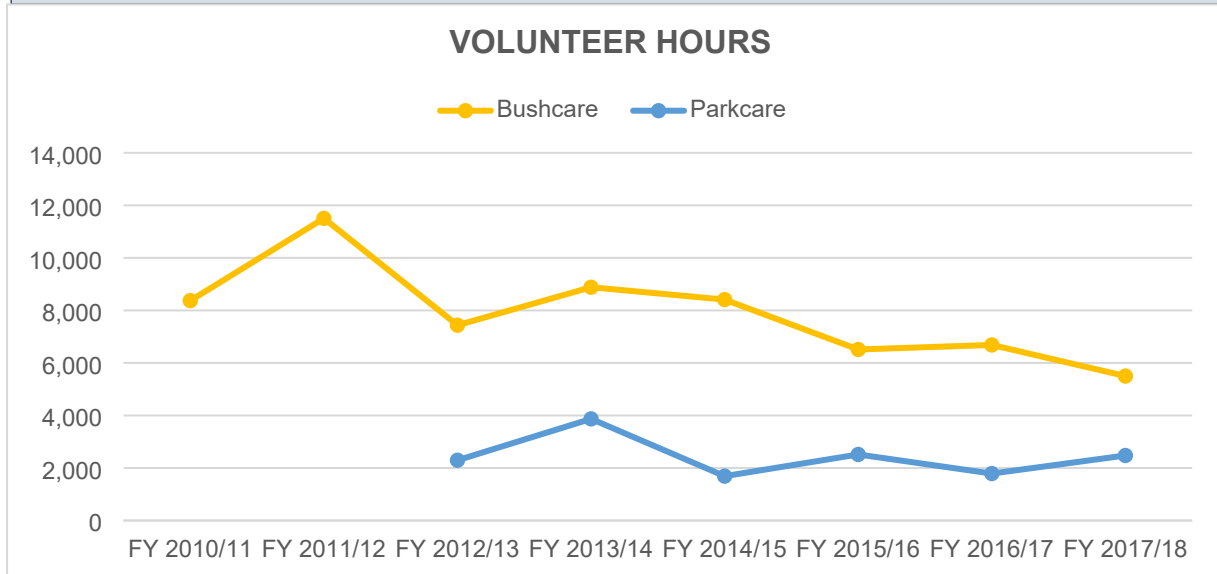
- Three In-Conversation events, with 75 audience and annual HSC art exhibition of student work – BOW WOW
- Volunteer Guides conducted eight free Gallery Guided Tours – with 96 participants
- School holiday workshops at the Gallery – works on paper and sculptures. Six workshops in conjunction with Sea of Waste exhibition, with 55 students; six workshops in conjunction with Shoalhaven Art Society and Creative Moments shows. Mixed media and collage - 48 students taking part
- Wastey Whale in the making at Enviro Expo along with four school visits during making of art for Sea of Waste - 90 students
- Tank Art Project live painting by AJAY in partnership with Bennett's Environmental and River Festival 2017
- Ongoing partnership with Young Coasties Song Music Project, Culburra
- Continual partnership with Jerrinja Exposed Project – ongoing connection between exhibiting artists and art stakeholders
- Public programming at Shoalhaven Regional Gallery continues to grow and provide opportunities for art engagement by the community
- New branding for the Shoalhaven Regional Gallery – inclusive of Shoalhaven Aboriginal and artistic communities. The feather represents Nowra (Aboriginal word for black cockatoo) & feather used as an artist tool
- Gallery working in partnership with Roxy Theatre, Nowra and Fan Force to bring art movies to the Shoalhaven
- Activities from your Library:
  - Paint the Town READ: a literacy program conducted as part of Children's Week; undertook hatching of the egg and book readings to children; this is now a road show
  - Children's Week: undertook a day at Nowra Showground with estimated 150 participants
  - New library resources launched: new video streaming service with over 30,000 films, documentaries, instructional videos and television series; Beamafilm, an Australian streaming channel for independent content; free ebooks and audiobooks; and free access to more than 7000 newspaper and magazine titles
- In February, Council hosted the Queen's Baton Relay in Nowra which saw over 5,000 community members join in an accessible celebration to share the dream of the Commonwealth Games, with 21 local baton bearers.
- NAIDOC Week: Awards held in Wollongong, attended by 500 people. Morning tea at Council attended by 50 people, with presentations from Culungutti and Chronic Care. NAIDOC Day at Nowra Showground, with 1000 people
- Council, the Nowra CBD Revitalisation Committee and Verb Syndicate collaborated to create a free 'Winter Lane Art Project' Event. This allowed the



community to undertake a range of art activities and enjoy community connectedness in the Nowra laneway

- Celebrations of Youth Week included a range of specific engagement opportunities with youth of the City, BMX bike workshops, swim events and a Masterchef cook off

Volunteers are critical for helping to improve and manage community assets. It is worrying to see a gradual decline in the number of volunteer hours provided by community members.

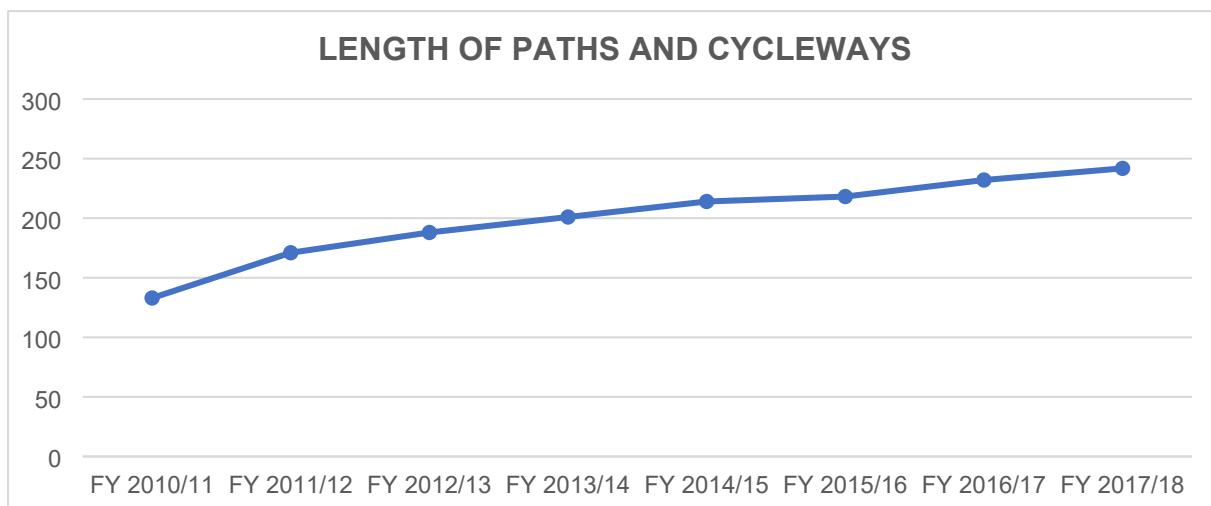


### Key Priority 1.3: Support active and healthy communities

Healthy options provided by Council:

- Get in Step program: As part of creating an active Shoalhaven, Shoalhaven City Council in partnership with Illawarra Shoalhaven Local Health District and Grand Pacific Health have teamed up to “Make Healthy Normal” with a series of signed health walks across the Shoalhaven
- Launch of a pedometer collection at all library branches as part of Get in Step
- Berry District Park project is progressing with the adoption of the Master Plan
- Council joined with the community to officially open the Ray Abood Oval Playground facility in Cambewarra

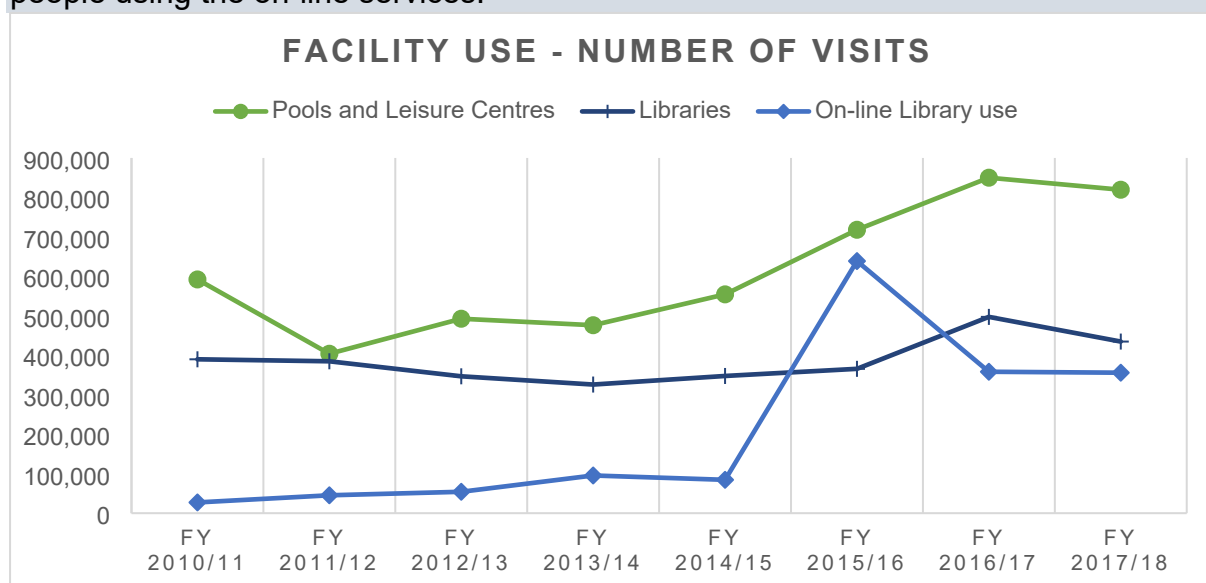
Council continues to build and acquire paths and cycleways, having increased total length by more than 100km in the past 8 years.



- Development / implementation of Ulladulla Leisure Centre Mini Master Plan / 24hr Gym Access / Café Front of House & Amenities Design and Upgrade - staged concept design currently in draft form, finalised drawings completed March 2018
- Planning for Bay & Basin Gym / Learn to Swim Pool Extension to support Bay & Basin Community & Recreational Precinct – Business Case in draft - completion February – submission of further report on overall precinct to Council January 2018
- Launched the Sussex Inlet Learn to Ride facility with a community event in October
- Partnership with Illawarra Shoalhaven Social Investment Trust (ISSIT) on the East Nowra ‘Our Place’ initiative – including plans for the Parramatta Park Learn to Ride
- Upgrade works for the Nowra Skate Park completed
- Funding allocated for detailed designs for Artie Smith Oval and for the Culburra Skate park
- New Point of Sale implementation at aquatic/leisure centres / Introduction of Online Booking System / Online Payments & Direct Debits for a range of services - contract awarded, implementation during February 2018
- Parks & Facilities undertook vegetation maintenance of 38 additional sites including Twin Waters Estate and Livvi’s Place Mollymook
- Through art workshops and events, the Gallery contributed to social and mental wellbeing through participation and social opportunities
- The Gallery provided Social Media marketing support for events occurring in the Shoalhaven, encouraging community participation
- Pacific City Park improvements in Bayswood. The new playground has been built on the adjacent higher ground with an additional above ground 200mm concrete edge with ag-line drainage to further prevent any water pooling in the playground. The new equipment features an intergenerational swing and play elements that will create play enjoyment for all ages.
- Continued work on the Shoalhaven Indoor Sports Centre was undertaken with significant progress achieved in this key sporting project for the Northern Shoalhaven
- Reducing the dune height in front of Shoalhaven Heads Surf Life Saving Clubhouse

- Ulladulla Netball Courts were officially opened in March. The \$277,000 project included cleaning and repairs of existing courts construction of two new plexipave courts and four spectator platforms. This project was part funded by the Federal Government.
- Plans for Bay and Basin Community Hub and Bomaderry Swimming Pool were altered to meet Council resolutions and align with community feedback

Use of community facilities continues to grow. Pools and leisure centres show strong growth over the past seven years, while libraries' results for physical attendance numbers remains relatively constant, there has been a large increase in numbers of people using the on-line services.



- The new purpose-built \$2.5 million “Mind the GaP” facility located at UOW’s Shoalhaven Campus in Nowra was completed to address the high rate of mental health needs in the Region, particularly amongst younger people, and will focus on improving the prevention, early recognition and treatment of mental health issues, including suicide prevention. The initiative, which was jointly funded by the Commonwealth Government’s National Stronger Regions Fund (\$1.229M) and the University of Wollongong (\$1.230M) was led by Shoalhaven City Council and the University of Wollongong, and delivered in partnership with Lifeline South Coast, Lifeline Australia Research Foundation, COORDINARE, Nowra Medicare Local, the Illawarra and Shoalhaven Local Health District, Noah’s Shoalhaven, and the Illawarra Health and Medical Research Institute (IHMRI)

## Theme 2: Sustainable, liveable environments

Council continues to deliver projects that help bring our towns and villages to life, activate and improve our waterways and protect and showcase our unique natural environment. Community satisfaction of sealed roads has stabilised, and the backlog of maintenance works continues to fall.

A focus on improving Development Applications approval times has resulted in the creation of a special unit within Development to handle the large number of minor DA submissions.

Roads and transport infrastructure continue to maintain a high level of importance for Council. A large number of projects have been completed or substantial progress made during the past year.

## MEASURES

Description	2016/17	2017/18	Comment
Community perception of sealed road condition (rating out of 5 – community survey)	2.4	2.4	Stable, despite spending more on road maintenance
Total length of pathways (council records)	232.03	241.82	4% increase on path length
Infrastructure backlog as a percentage of total infrastructure assets (audited results)	5.06	4.30	Backlog of maintenance works continues to fall
Community satisfaction with strategic planning within Shoalhaven (rating out of 5 - community survey)	2.8	2.8	No significant change
Percentage of community who had knowledge of a strategic planning document (community survey)	16	8	Limited number of engagements over the past 12 months
Percentage of Development Applications determined within 40 days (council records - %)	76	71	Slight reduction on last year's result
Community satisfaction with environmental protection and enforcement (rating out of 5 – community survey)	3.1	3.2	No significant change
Sustainable management of Shoalhaven's natural environment (rating out of 5 – community survey)	3.5	3.4	No significant change

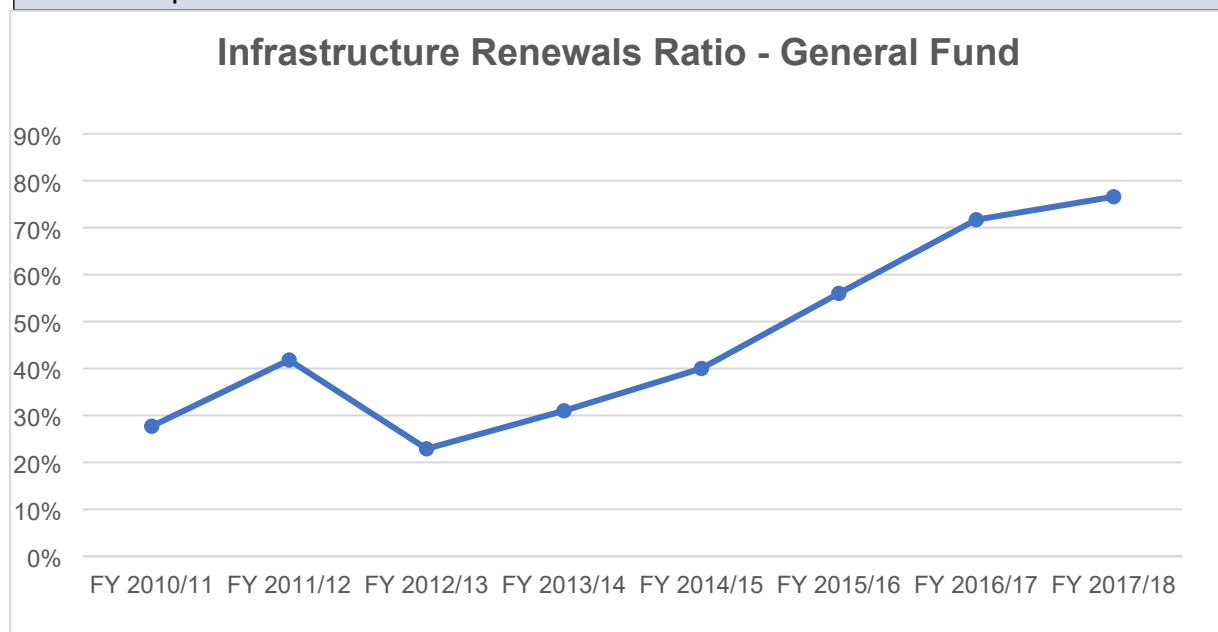
## ACHIEVEMENTS

### Key Priority 2.1: Improve and maintain our road and transport infrastructure

The following list provides highlights of the works and services undertaken over the past twelve months to 30 June 2018.

- The Economic Development Office continues to be an active member of SEATS (South East Australian Transport Strategy) and uses this and other forums to lobby for improved connections in and out of the Shoalhaven, such as the construction of the South Nowra Freight Corridor (Flinders Rd) and the successful Blackspot funding through Roads to Recovery
- Council committed to road and transport infrastructure improvements:
  - Completion of 36 km of road sealing
  - Bridge repairs to Crookhaven River Bridge (Archgate Bridge), Jane Street Overpass, Koloona Drive and Bundewallah Road Bridges
  - Culvert upgrade on Bolong Road
  - Ulladulla Harbour Car park
  - Flinders and Albatross Road Roundabouts
  - Coolangatta Rd and Gerroa Rd repairs
  - Upgrade Bolong Road and Meroo Street Intersection
  - Worroing Heights and Moona Moona Creek Bridge works
  - Road surface repair at Albatross Road
  - Greenwell Point Road Pyree

Spend on renewing community assets including roads is increasing. Council's commitment to improving these assets is paying off with our assets now in much better shape.



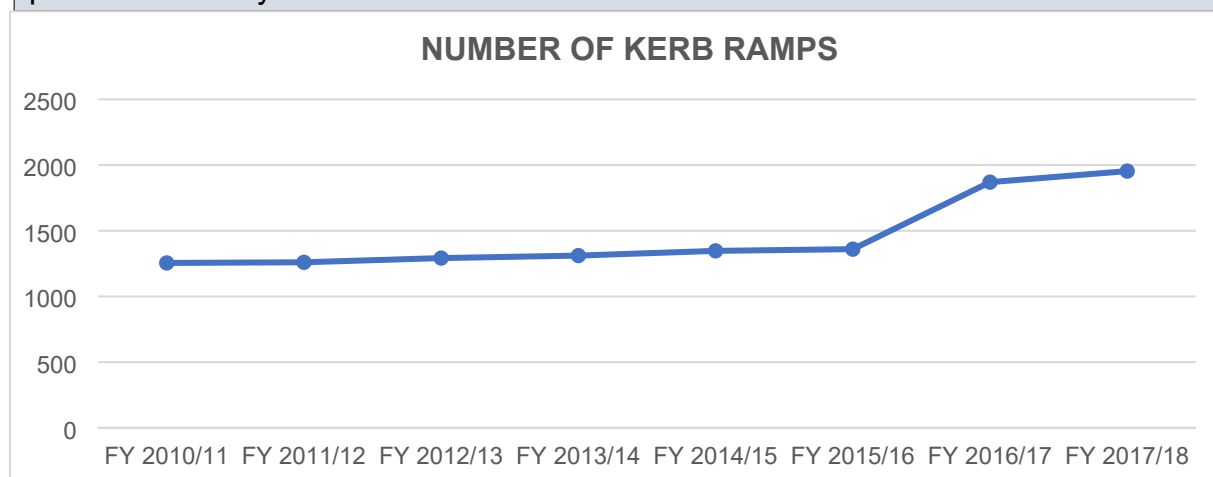
- Improvements to access and pathways throughout the City including:
  - Raised pedestrian crossings at Cambewarra, Nowra, Callala Bay, Tomerong and Ulladulla
- Better boating improvements with three new boating facilities in Huskisson and Woollamia opened
- Revitalisation of the Jacobs Drive, Sussex Inlet Streetscape including new trees, new benches and new bins installed along Jacobs Drive. The revitalising of the



main street will see many long-term benefits for both business owners and the community who visit this vibrant community precinct.

- Roll out of yellow line-markings to designate no stopping zones, to provide improved safety and painted yellow lines are more durable, easier to maintain and have less impact on the visual appearance of an area than road signs.

There has been a large jump in the number of kerb ramps built across the Shoalhaven in the past two years as well as a significant increase in the number of pedestrian safety facilities



## Key Priority 2.2: Plan and manage appropriate and sustainable development

Council's planning and development functions have continued to provide service to the community during times of record growth in Shoalhaven, key achievements include:

- Additional staff have been appointed to Team 21 to reduce the overall assessment times for minor DA's. Staff have been trained in the systems and development assessment requirements (i.e. LEP and DCP)
- Progress is starting to be made with 452 applications received for the period and 79.2% of these were determined within 40 days. The median is 10 days and the average is 37 days.
- Briefed the building & development industry with a view to establishing a collaborative framework to enhance sustainable Development
- Commenced review of the Growth Management Strategy for Shoalhaven
- Continuing work on the Halloran Trust Planning Proposal that covers a substantial area at Culburra Beach/Kinghorn Point/Callala Beach
- Exhibition of the Nowra Riverfront Entertainment and Leisure precinct planning controls
- Promotion and education of responsible short-term rental management
- Engagement on the Nowra CBD fringe medium density study
- Community engagement, finalisation and submission of the Coastal Zone Management Plan

- Ongoing updates and changes to documentation and processes resulting from the recent changes to the Environmental Planning and Assessment Act
- Continuation of the Reclaimed Effluent Management 1B project to enable the supply of reclaimed water from the Bomaderry Wastewater Treatment Plant to the Nowra Wastewater Treatment Plant and REMS irrigation areas

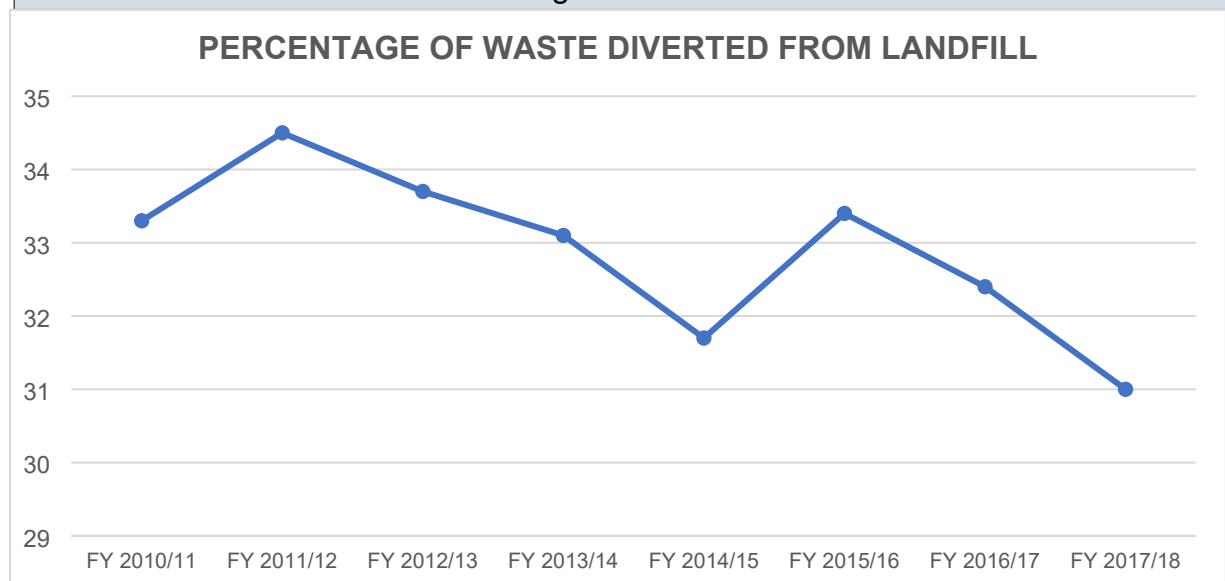
### **Key Priority 2.3: Protect and showcase the natural environment**

Council continues to undertake activities and projects that aim to protect and showcase Shoalhaven's natural environment. Some of these included:

- Currarong Erosion Remediation Project designed, including: sand nourishment; geotextile groyne; and beach access at Warrain Beach protecting the road and private properties on Warrain Crescent
- Design prepared for rock protection at Beecroft Parade to protect aboriginal middens and private properties
- Cost Benefit Analysis developed for the replacement/ upgrade of shoreline protection assets at South Mollymook Beach
- Records made of all Shoreline Protection assets in Council's Asset database system (Conquest) and GIS system
- Refocussing of priorities has delivered measurable improvements by reduction of the incidence, density and abundance of weedy species in key areas
- The concept of the General Biosecurity Duty (s. 22 - Biosecurity Act 2015) applying to all plants provides mechanisms for managing the most harmful species for the benefit of the community in the areas of agricultural production, human health and the environment
- Environmental Assessment Officer engaged in the Youth Frontiers mentoring Program with Vincentia High School
- Threatened species day school art competition incorporating environmental education related to the ecology of threatened species. Increase in Schools participating this year with 11 schools out of 29 entering the competition.
- Managed 245 beach access ways; completed more than \$250,000 coastal restoration works; and completed more than 2000 water quality tests on our lakes and estuaries and continued with real time monitoring of the Shoalhaven River and Broughton Creek
- Completed the grant funded Acid Sulphate Soil (ASS) remediation demonstration site at Berrys Bay on the lower Shoalhaven River estuary
- Bushcare Groups contributed 2,430 volunteer hours to the restoration of natural areas. Total financial contribution of \$72,900. Council provided 832 hours of on-site bush regeneration assistance to 32 Bushcare Groups
- Upgrade carried out on 3km of Callala Wetland Walkway and installation of walking track signage
- Works undertaken to protect Aboriginal cultural heritage items at Kinghorn Point

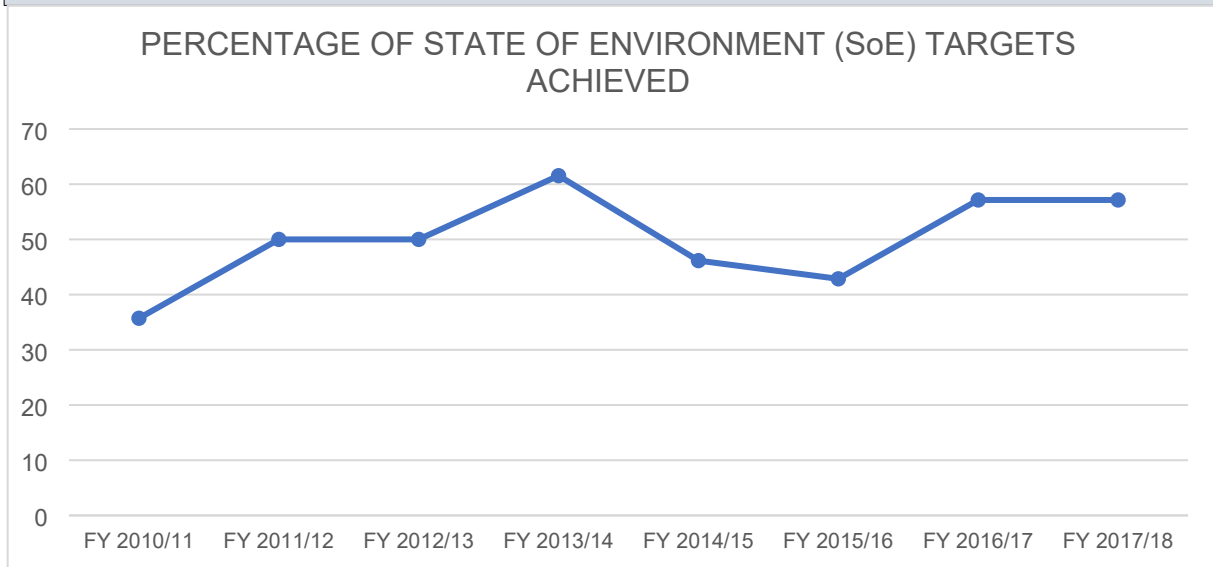
- Council’s Compliance team have reviewed their processes and procedures and updated templates to streamline their business operations. The team received 498 requests in the period, investigations have commenced
- A total of 224 swimming pools have been inspected; 68 new fire safety audits have been completed and 623 annual fire safety statements have been processed. A total of 78 penalties have been issued totalling \$280,430 in revenue
- Shoulder vegetation repairs along Bolong Road
- NBN works are being reviewed by staff when heritage items are involved
- Launch of a feasibility study to support the development of a Solar Garden in the Shoalhaven
- Court Action on vegetation vandalism was successful with a contractor receiving a \$75,600 fine for lopping 29 trees
- Shoalhaven River Levee Flood damage restoration Project commenced
- Ongoing waste campaign including our own “Waste Warrior”, this education campaign aims to encourage residents to understand ways in which to reduce their waste output and tips for reuse and recycling. Sustainability and worm farming workshops where also held.

The new facilities at South Nowra and on-going waste reduction campaigns will help to increase the amount of waste being diverted from landfill



- Callala Creek Wetland Walk. The project was funded primarily through NSW Local Land Services under the ‘Realising the Potential of Wetlands’ grant funding program, with support through Shoalhaven City Council’s Bushcare program. The wetland walk at Callala Creek has cost a little over \$40,000 but would have cost well over \$100,000 if the volunteers had not provided their labour.
- Local beaches monitored by the Beachwatch program have been assessed with the highest rating achievable as at 8 January 2018. The Beachwatch program was established in 1989 and provides reliable information on beach water quality to enable people to make informed decisions about where and when to swim.

Over the past eight years there has been a positive trend in the percentage of targets being met



## Theme 3: Prosperous communities

Council has been enhancing its strategies to encourage economic growth across key sectors, such as tourism, defence, manufacturing, healthcare, small business and government. There has been strong demand over the past year for industrial land. Council is working to develop more blocks in South Nowra and Woollamia

Successful promotion of the Shoalhaven as a quality tourist destination increased visitation to over 3.4 million visitors for the year. Visitors spent an estimated \$852 million with domestic overnight visitors spending more money in the Shoalhaven than anywhere else in regional NSW. Strategies to attract visitors during the off seasons were also successful with 43% growth over the last three years during the winter quarter.

### MEASURES

Description	2016/17	2017/18	Comment
Total value of construction certificates issued (\$ Million)	354.9	438.1	Large increase on last year
Total number of people employed in the Shoalhaven (id profile)	37,268	36,580	
Gross regional product per worker (calculated - \$)	131,000	157,000	
Community's perception of Shoalhaven as a vibrant place to live and work (rating out of 5 – community survey)	3.5	3.4	No significant change

### ACHIEVEMENTS

#### Key Priority 3.1: Maintain and grow a robust economy with vibrant towns and villages

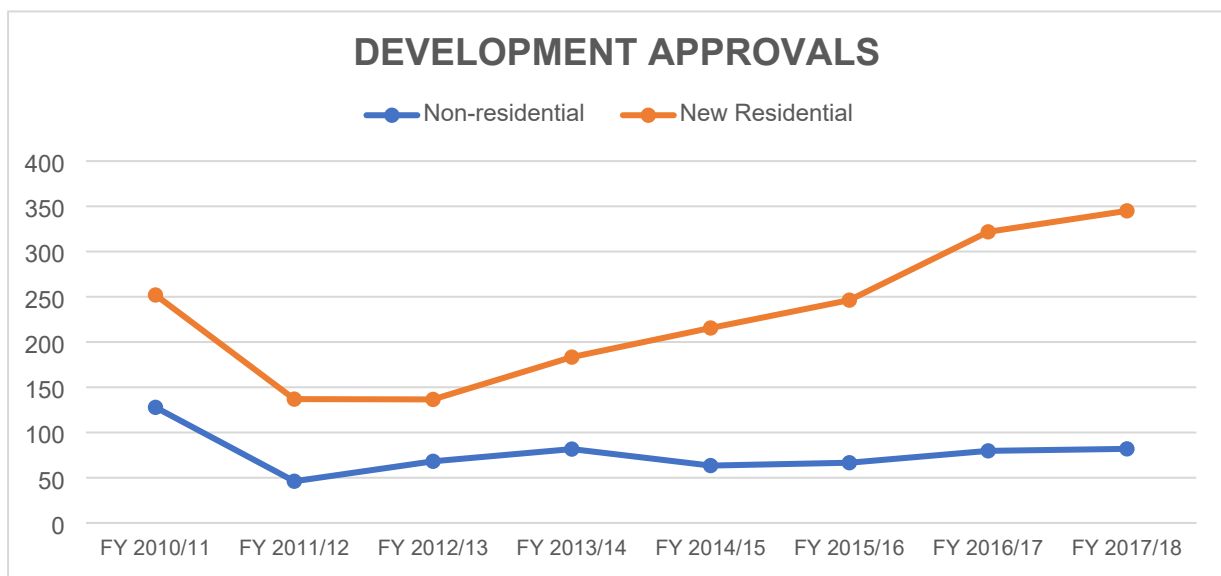
Council has continued to focus on delivering and supporting a range of initiatives for our community. Part of this work has included seeking significant grant contributions from both State and Federal Governments. Key programs, projects or grants success have included:

- New Planning Controls were adopted and came into force for the Nowra CBD, including detailed building heights and supporting urban design provisions
- Shoalhaven Regional Gallery encouraged visitation to Nowra CBD through a strong exhibition program, accompanied with a diverse public program of artist and curator talks, artist led workshops, children's activities related to the exhibition - Family Art Trail activity sheets
- Raised profile of the Gallery Shop through marketing, signage and a growth of quality suppliers



- The Shoalhaven is going through a period of growth and the economy is strong. The Economic Development Office develops and maintains a stock of industrial land. The number of available lots is quite low due to large demand from businesses looking to expand or relocate to the Shoalhaven. The Economic Development Office is in the process of developing the next stages of Flinders and Woollamia Estates to ensure that there is industrial land available to support business growth

New residential development approvals continue to grow year on year. This level of demand for development and associated council services, greatly stretches our current resources.



- The Economic Development Office provides several support services for local businesses including:
  - Partnering with The Business Sessions to deliver 5 training sessions
  - Supporting the Southern Region Business Enterprise Centre to deliver business training and support services
  - Providing sponsorship for the Shoalhaven Professional Business Association Networking Breakfasts, highly successful Mentor Program and Shoalhaven Business Awards
  - Coordinating the Nowra Busker Series. This project is only possible thanks to the participation of the buskers who create a lively atmosphere in Jelly Bean Park
  - Maintaining a display of banners in the Nowra CBD to add colour and vibrancy
  - Assisting over 10 businesses with their applications in the South Coast Regional Jobs Investment Package

- Holiday Haven Tourist parks have implemented changes to improve the standard of the parks, increase property performance and add to customer experience including:
  - New ensuites at 3 parks & drive through sites at Huskisson White Sands and a new swimming pool at Lake Tabourie
  - New cabins installed in Ulladulla and Huskisson Beach
  - New camp kitchen at Bendalong and Huskisson Beach
  - New amenity block at Huskisson Beach
  - Four new positions in Head Office required to meet demands of a growing business
- Cemeteries and the Crematorium continue to build on past achievements:
  - 6.5% increase in the number of services over same period last year
  - Completion of extended undercover seating and external service display on East and West side of Chapel
- Shoalhaven City Council with LGNSW hosted the Property Professionals Conference on 12 & 13 October 2017. Approximately 60 Councils and 160 delegates attending from across NSW
- The Property Strategy was endorsed and approved following public exhibition: Four (4) residential properties acquired in Cambewarra Road, Bomaderry for the Shoalhaven Community & Recreational Precinct; and Two (2) rural properties acquired for the Far North Collector Road to facilitate the linking of Illaroo Rd in the south to Moss Vale Road to the north
- South Coast Jobs Initiative (Federal Government Initiative) - Several industry-based applications were lodged under this targeted program. The Economic Development Office supported many local applicants with their submissions There were 30 projects approved across the 3 local government areas that when fully implemented should create around 1,000 new jobs for the South Coast.
- Continued advocacy for the Nowra Bridge project and other improvements to key roads and infrastructure including the Princes Highway. Whilst these projects are funded by other levels of government, all are strategically important to Shoalhaven, Council has and will continue to advocate for these improvements.
- Employment in 2017 rose by 742 and unemployment fell by 297. The unemployment rate at December 2017 was 8.23%, down from 9.06% at the end of 2016. These figures are consistent with other indicators showing an upturn in the Shoalhaven economy which in December 2017 recorded a Gross Regional Product of \$5.75billion up from \$4.89billion in December 2016.

Tourism Marketing activities continue to grow engagement with consumers, particularly stimulating demand for off-season visitation –

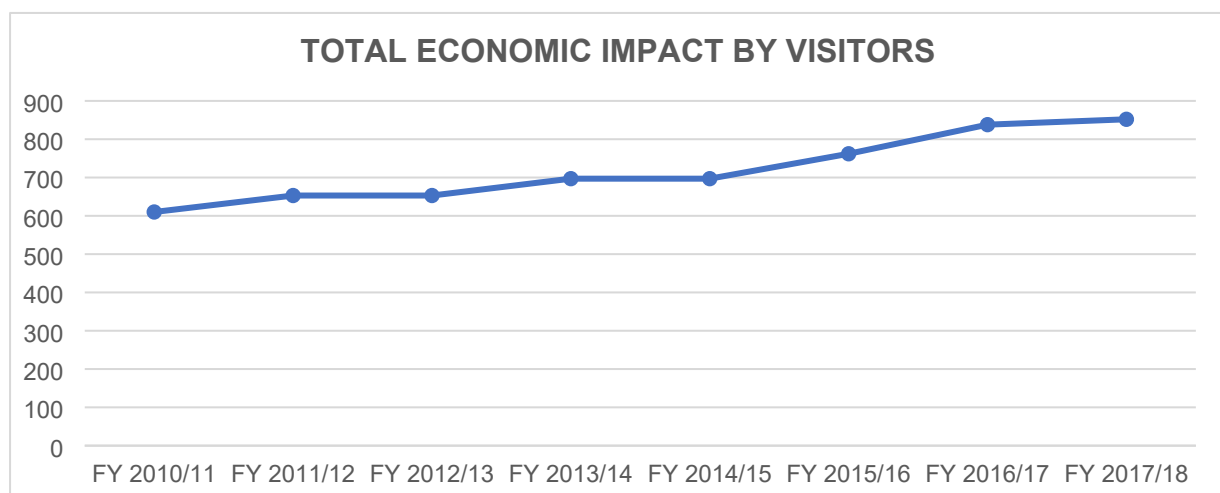
- Unspoilt 2018 Campaign launched, and new video content commissioned by We Are Explorers

- Almost 50% growth of audience to Shoalhaven.com year on year (visitors, pageviews and sessions)
- Annual Visitor Spend yielding an estimated \$852million expenditure within the region (March 2018, Tourism Research Australia surveys)
- Increase in off-season visitation (April-Sept) of 43% over the last three years (2015 – 2018)
- Recruitment and training of a Digital Marketing Assistant with a wealth of tourism and digital experience
- 74% growth in Instagram followers during the period, showing engagement with Young Adventurers market
- Two networking events for businesses and 20 marketing workshops for small business

Events continue to support shoulder and off-season visitation and year-round jobs

- Supported 25 events through the Event Support Program, contributing over \$19 million to the local economy
- Supported events to successfully gain Flagship Event Funding through Destination NSW and provided links to other event funding sources.
- Provided advice to over 200 event organisers, assisting with event planning, community engagement and marketing
- Secured 5 new events for the region that directly speak to our target market and have the capacity to become flagship events
- Assisted in the development and delivery of 6 Event Digital Marketing Workshops
- Assessed and permitted over 150 events on Council land
- Great progress and community support for new sustainable tourism model which measures success at the nexus of community, environment, economy and visitor experience

Hard work and innovative programs have seen the Shoalhaven economy benefit with the continued rise in visitor spending.



- Robust off-season tourism events support program bringing \$14million into the economy across the region, as well as numerous off-season product-based marketing campaigns supporting jobs, economic development and assisting to increase visitation of 23% over winter, which is almost double the growth we are seeing in the summer season (12%)
- Mid-October launch of new tourism website shoalhaven.com, with innovative user experience including rich content and itinerary based functionality, booking system and new video content as captured by staff videographer

## Theme 4: Responsible governance

Council continues to focus on excellence in governance by continually improving and refining practices within the organisation to create efficiencies and improve financial sustainability. Council continues to meet community expectations for timeliness in responding to requests and overall performance in dealing with community requests.

Council will continue to take steps to ensure consistency with the organisation's Long Term Financial Plan and to meet the benchmarks for financial sustainability. Council's financial sustainability is sound and completion of capital works projects improving.

Council works hard to overcome the challenges facing the Shoalhaven and its community. Continually balancing the needs of our precious natural environment and the expectations of a growing community. It is encouraging to see a significant increase in community awareness of engagement projects.

### MEASURES

Description	2016/17	2017/18	Comment
Community perception of council's services, overall performance satisfaction (rating out of 5 – community survey)	3.4	3.3	No significant change
The number of community appreciation comments recorded by Council	290	264	Measure records formal notifications only
Timeliness of council responding to community requests (rating out of 5 – community survey)	4.0	3.8	No significant change
Overall performance of council in dealing with your request (rating out of 5 – community survey)	3.9	3.7	No significant change
Financial sustainability – Debt service cover ratio (ratio – audited results)	3.7x	5.5x	Council's ability to service debt with operating cash is strong
Total capital projects expenditure (percentage)	68	77	Includes General Fund and Water
Community's awareness of community engagement projects and initiatives (percentage – community survey)	35	49	Large increase due to improved engagement processes



Active participation in community engagement projects/initiatives (percentage – community survey)	Not recorded	25	Base line figure
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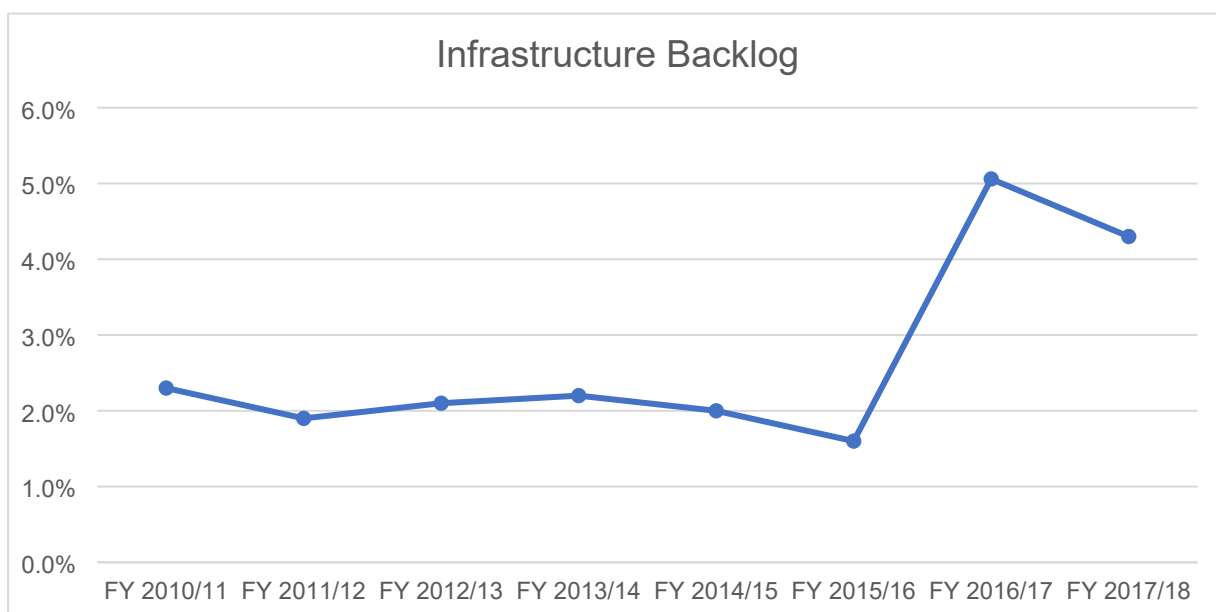
## ACHIEVEMENTS

### Key Priority 4.1: Deliver reliable services that meet daily community needs

- Key Shoalhaven Water projects including:
  - REMS 1B project expenditure is 80% of budget and on target, including purchases of major plant and equipment. The project is due for completion in the first half of 2019.
  - Sewer Pump Station switch control replacements commenced
  - The SCADA replacement program commenced and approximately 30% of the three-year program was completed.
  - Sussex Inlet water minor mains replacement completed.
  - Lake Tabourie water main completed.
  - Coolangatta Road replacement water main is 90% complete.
  - The water supply system has operated to meet peak demands over the last 6 months. Membranes at the Kangaroo Valley Water Treatment Plant were replaced to improve supply within that scheme.
  - Nowra to REMS 1A Transfer Main completed.
  - TM43 Bolong Rd water main replacement commenced.
  - TM74 Sussex Inlet water main replacement project completed.
  - Tannery Rd Cambewarra water main extension completed.
- Alternative payment options for council services has seen a reduction in over the counter transactions
- The Ulladulla Service Centre has continued to deal with significant volumes of face to face enquires
- Development within the City continues at a high level and is reflected in the number of applications being received
- Adoption of South Coast Cooperative Libraries' Collection Development Policy
- Nowra Library refurbishment completed
- Creation of a new web site for the Shoalhaven Regional Gallery Nowra. This project provided a template for future Council web sites
- Gallery operated with consistent opening hours, efficient information supply, clean and professional exhibition space, and welcoming to all visitors.
- Gallery closures during exhibition change overs posted on social media and website
- Summer bus service Bay and Basin area
- Safer roads, improved infrastructure – Berry School of Arts

- Involvement in Berry bypass and improvements on local level after handover from RMS
- Shoalhaven Indoor Sports Centre construction is on track for Jan 2019 practical completion. Foundations in advanced state of completion including floor slabs. Lift shaft & stairwell construction commenced and carpark drainage works complete

Council's infrastructure backlog ratio (backlog of works to be done on infrastructure) is again dropping given Council's efforts in this area. More work however, is required to bring it back to an acceptable level.



- Mollymook Access-for-All playground and amenities were completed in December 2017, Lake Conjola Boardwalk was completed in November 2017 and Worrigee St streetscape works were also completed in October 2017
- Approval of Special Rate Variation was granted by the Independent Pricing and Regulatory Tribunal. This will enable Council to meet the requirements of Fit for the Future and to provide additional funding for roads maintenance and repair and asset renewal.
- Ongoing focus on providing excellent customer service with our Customer Service Team nominated for the best customer service provision in the "Best of the Best" competition
- The Certification team is working towards engaging additional clients to improve the overall market share from Private Certifiers. The team is focusing on certification as a business and will be operating in a similar fashion to private certification firms
- Provision of training pathways and apprentice opportunities to encourage a "grow your own" strategy for employment in the region and for key careers within Council. Continued support of the employment showcase held at Wollongong University Shoalhaven Campus to ensure that Council has employees equipped to service our community

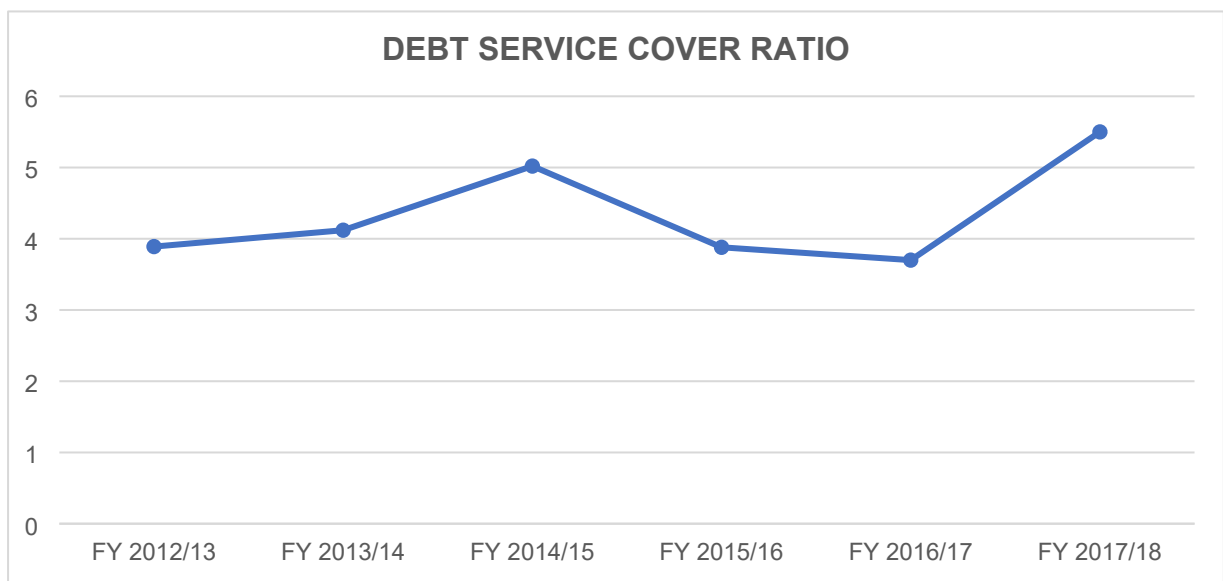
- Sustainable Childcare Service Funding provided for 2018/19 - 2020/2021 which will deliver ongoing high-level service provision to clients and support for educators

**Key Priority 4.2: Provide advocacy and transparent leadership through effective government and administration**

There are a number of highlights for the reporting period. These include:

- Highlights from Shoalhaven Water
  - Updated Asset Management Plans for Water and Waste Water
  - Communications Facilities Asset Management Plan updated
  - Asset Management Strategy completed
  - Continuation of componentisation of complex assets as per Asset Management Improvement Plan
  - Draft Development Services Plans – 90% complete
  - Quarterly flyers accompanying water accounts
  - Website updated to reflect current activities and customer business activities
  - Review of customer service plan to reflect national and state performance benchmarking completed
  - Renewed effluent contract service completed and customer communication maintained
  - Promotion of water services to community public facilities with installation of water filling stations
- Unqualified auditor’s report on Council’s 2016/17 annual financial statements

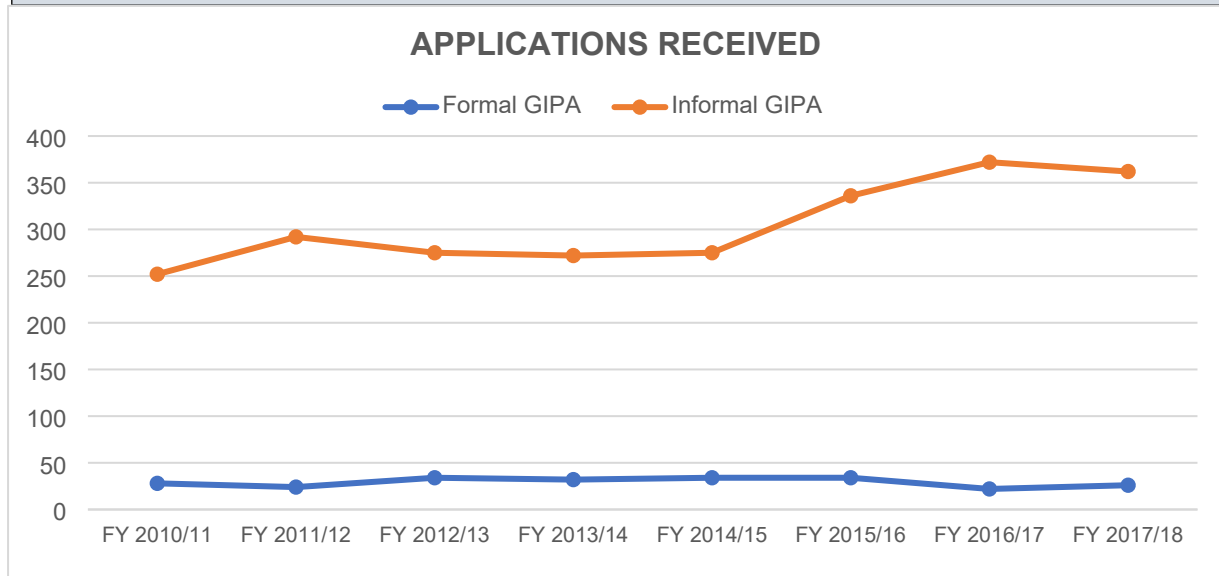
Council’s ability to service debt with income continues to be strong. The long term average of 4.35x is very good considering the benchmark is 2x.



- Shoalhaven Mechanical Services participation in the Milton-Ulladulla Driver Education program to provide an understanding of vehicle maintenance

- Implementation of a software solution for Council’s integrated planning and reporting framework to assist in the reporting and tracking of Council’s priorities and processes
- A continued focus on improvements to communications with the community is progressing well including the implementation of information nights, continued delivery of a weekly e-newsletter, improvements in communicating planning and strategies to ensure timely delivery of communications on key Council projects.

While the number of formal GIPA Act applications remains constant, there has been a continual increase in informal GIPA Act applications



- Workforce Strategy and Disability Inclusion Plan which include strategies to address diversity in the workplace has been adopted by Council. Initiatives funded for 2017/2018 year are in progress
- Council has implemented electronic business papers to enhance the efficiency of the production and delivery of Council business papers
- Council reviewed its insurance cover as part of the annual renewal process and continues to manage claims effectively and refers to external advisers when required.
- Based on last rates notice distribution, uptake of electronic distribution is at 9.4% compared to an 8% target

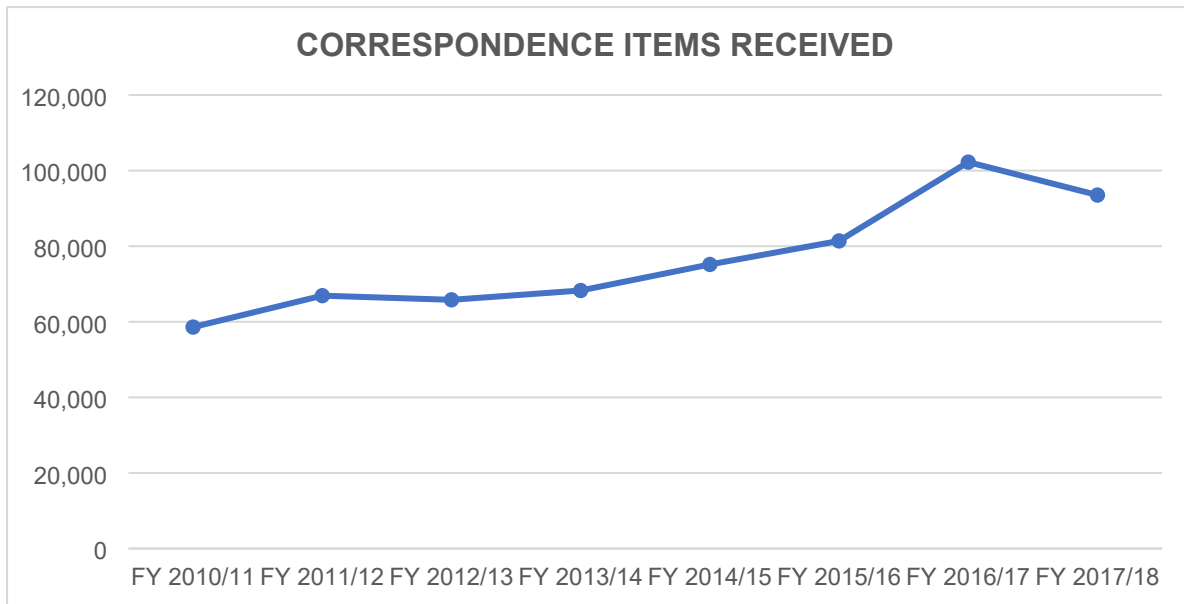
**Key Priority 4.3: Inform and engage with the community about the decisions that affect their lives**

Council has retained a focus on improvements with communications and engagement with the community. Over the last six months a key focus has been:

- The Biosecurity Act 20105 was enacted on 1 July 2017. Several community forums were held to inform the community of the new legislative requirements
- Activities included Berry Small Farm Field Days – 2-day commitment

- Several community talks with local farming networks and groups such as CWA
- Active one on one engagement by Biosecurity staff with landholders to inform them of the new legislative requirements. This process is ongoing
- Production of the Gumboot and Frontline News and two issues of Bushcare Links newsletter published
- Saltmarsh brochure distributed to 1200 residents of Burrill Lake, Culburra Beach and Kings Point
- Notification of development applications in accordance with Council Policy and maintenance and promotion of Council's DA Tracking website
- Wide range of community consultations and engagements undertaken on various matters including Planning Proposals, Development Control Plan amendments and similar
- Numerous Community engagement initiatives for projects such as SCaRP, Bay and Basin Hub, Parramatta Park Learn to Ride, Berry District Park – engagement conducted face-to-face, via social media and web
- Engaged with the community of East Nowra to get their input into the Our Place Action Plan and the Parramatta Park Learn to Ride facility
- Relevant policy reviews at Gallery completed and put on public display when necessary
- Our Community Information Sessions were a key feature of Council's engagement with the community over the last 6 months. These sessions featured a range of key Council projects and provided an opportunity for the community to find information out about a range of plans and projects at the one time
- Ongoing support for Council's committees, including support for the provision of communication plans, work plans and strategies was provided through this reporting period

The number of correspondence items received from the community continues to grow. Given the current rate of growth in items received it is calculated that our records department will be handling over 107,000 items per year by 2021.



- Ongoing communication with our special interest groups, environmental groups and Community Consultative Bodies was undertaken through a range of communication methods including, Enews, social media platforms, workshops, briefings, meetings, TV advertisements, Radio advertisements, Banners and displays.
- Key community consultations included:
  - Library Strategy
  - Waste Reduction Management Strategy
  - Berry District Park
  - Delivery Program and Operational Plan
  - Special Rate Variation



# Corporate Governance

## DETAILS OF OVERSEAS VISITS

*Local Government (General Regulation 2005 – Section 217 Clause 1(a))*

There were no overseas visits undertaken by Councillors or staff in the 2017-2018 Financial Year.

## FEEES EXPENSES & FACILITIES

*Local Government (General) Regulation 2005 Section 217 Clause 1 (a1)*

The following Councillor fees were expended during the year 2017/2018:

- Mayoral Fees - \$42,328
- Councillor Fees - \$251,030

The total costs associated with Council expenses and facilities including travel, allowances, expenses, computers, communication and other associated costs for Council and Committee meetings amounts to \$691,312.

Item	Investment
(i) Provision of facilities including dedicated office equipment allocated to Councillors	\$4,062
(ii) Cost of phone calls by Councillors	\$12,577
(iii) Councillor attendances at conferences and seminars	\$70,580
(iv) Training and skill development	\$ 2,800
(v) Interstate travelling expenses	\$ 6,966
(vi) Overseas expenses	\$ Nil
(vii) Spouse/partner accompanying person expenses	\$ Nil
(viii) Carer expenses	\$ Nil
(ix) Committee sitting fees	\$ Nil

Council at its meeting on 28 June 2011 (Min 11.674) resolved to disclose the following additional information to that prescribed in the Local Government (General) Regulation in the Annual report:

Item	Investment
Legal costs	\$ Nil
Subsistence and out of pocket expenses	\$12,402
Travelling expenses	\$138,998
Mayoral vehicle	\$ Nil
Printing and stationary/office expenses	\$62
Other expenses	\$Nil
Council & committee meetings, briefings, meals & sustenance	\$56,576
Secretarial support	\$82,392
<b>Total</b>	<b>\$392,406</b>

## MAJOR CONTRACTS

*Local Government (General) Regulation 2005 – Section 217 Clause 1 (a2)*

Contracts awarded in 2017 – 2018 in excess of \$150,000

<b>Service Provider</b>	<b>Nature of Goods or Service</b>	<b>Total Amount Inclusive of gst</b>
Great Southern Electrical	Supply & Install new pad mount substation and switchboard at IEMC	\$361,028
Stefanutti Construction Pty Ltd	Bendalong Road Conjola - Shoulder Widening & Pavement Overlay	\$1,202,566
Telco Design Pty Ltd	Timber Bridge Replacement - Croziers Road, Jaspers Brush & Bugong Fire Trail Budgong	\$423,500
Jirgens Civil Pty Ltd	Ulladulla Sports Park - Additional Netball Court Construction	\$243,441
Soil Conservation Service	Shoalhaven River Levee Flood Damage Restoration 2017 - Levee Rehabilitation P1L1 and P1L2	\$1,844,526
Kenpass Pty Ltd	Design and Construct - Moona Moona Creek Pedestrian Bridge	\$970,547
Select Civil Pty Ltd	Bolong Rd, Back Forest Shoulder Widening and Overlay	\$1,415,526
Select Civil Pty Ltd	Gerroa Road Coolangatta Rehabilitation and Widening	\$1,259,963
Preston & Sons Construction Pty Ltd	Kangaroo Valley RFS Station Extension	\$640,385
Edwards Construction (NSW) Pty Ltd	Kiola RFS Station Extension	\$648,210
Lynch Civil Constructors Pty Ltd	Woollamia Industrial Estate - Stage 5 - Civil Works - Approximately 350 Metres of Road Works Including Stormwater / Water / Sewer / Electricity - 11 Industrial Lots	\$1,727,537
Swimplex Aquatics Pty Ltd	Ulladulla Leisure Centre Filtration System Replacement	\$647,785
Josluk Pty Ltd	Roundabout Intersection of Paradise Beach Road and Kingsford Smith Crescent, Sanctuary Point	\$315,552

Crew NSW Pty Ltd	Quotation-Bamarang Water Treatment Plant - Supply & Installation of Replacement Penstock Valves	\$170,808
Stefanutti Construction Pty Ltd	Construction of Roundabout Intersection of St Vincent St and Church St, Ulladulla	\$409,684
Bridgeworks (Aust) Pty Ltd	Replacement of Moona Moona Timber Bridge	\$1,452,000
Vogue Landscape & Design Pty Ltd	Streetscape Upgrade, Jacobs Drive, Sussex Inlet	\$839,780
Civil Project Management Pty Ltd	Huskisson Paddle Craft Facility	\$191,400
Datacom	Microsoft Licensing	\$384,269
State Asphalt Services Pty Ltd	Full Service Reseal-Callala Bay, Callala Beach, Currarong	\$405,086
Stabilised Pavements Australia	Forest Road, Callala - Heavy Patch Program Chainage 6.44km to 11.36km	\$451,849
Tereno Pty Ltd	Proposed Workshop & Offices for Shoalhaven Water at Councils Southern Depot Deering St Ulladulla	\$1,187,881
Fulton Hogan	Full Service Reseal Culburra and Orient Point	\$551,667
Killard Excavation Pty Ltd	TM43 Bolong Rd Watermain Replacement Design and Construct	\$458,205
Cardno (NSW/ACT) Pty Ltd	Lower Shoalhaven River & St Georges Basin Floodplain Risk Management Studies and Plans	\$351,357
Yarrowonga Manufactured Homes Pty Ltd	Manufacture & Installation of Relocatable Tourist Cabins & Ensuite Units at Holiday Haven Tourist Parks	\$402,571
Moduplay Group Pty Ltd	Design Supply and Construct Playground, Cambewarra & St Georges Basin	\$197,911
Select Civil	TM74 Sussex Inlet Watermain Replacement Jacobs Dr & River Rd	\$1,271,612
Jaylon Pacific Pty Ltd	Supply Landfill Tarp System	\$228,993
Roadworx Surfacing	Jerrinja Estate, Orient Point - Road Rehabilitation Program	\$305,160
Roadworx Surfacing	Program 1 Asphalt Patching Jervis Bay Rd, Falls Creek and Princes Hwy Shoulders, Ulladulla	\$307,001
Hisway Pty Ltd	Minor Mains Replacement Program - Work Package 5C	\$439,344

Cleanaway Organics	Management of Biosolids Land Application	\$194,469
Staples Brothers (Nowra) Pty Ltd	Human Waste Removal Services	\$1,267,141
Stay With Us Pty Ltd	Management & Operation Huskisson Beach Holiday Park	\$5,616,100
LTMS Pty Ltd	Management & Operation Lake Tabourie Holiday Park	\$5,647,646
Davann Pty Ltd	Management & Operation Shoalhaven Heads Holiday Park	\$5,347,586
Vogue Landscape & Design Pty L:td	Streetscape Upgrade Jacobs Drive, Sussex Inlet	\$809,804
Illawarra Toyota	56045E - Supply one new 15500kg GVM Tipper with Crane	\$181,038
Midland Pty Ltd	Supply Semi Drop Deck widening Trailer	\$199,650
Illawarra Toyota	LGP - Supply two cab chassis with rear loader garbage compactor bodies	\$400,334
Liebherr Australia P/L	LGP - New Material Waste Handler - Waste Management	\$426,250
Civx Pty Ltd	Junction Street Traffic Signals - Nowra	\$586,821
AVIJohn Contracting P/L	Vendor Panel - Asphalt Program 4 - Worrigeer & Ulladulla	\$178,289
Panel Contract	Provision of Line/Pavement Marking Services	\$1,650,000
OZ Line Marking Pty Ltd	Provision of Line/Pavement Marking Services	
Wollongong Line Marking Services Pty Ltd	Provision of Line/Pavement Marking Services	
Complete Libe Marking Services Pty Ltd	Provision of Line/Pavement Marking Services	
Eco Line Solutions Pty Ltd	West Nowra Recycling and Waste Facility - Supply and Install Landfill Leachate Barrier Materials	\$366,728
Panel Contract	Consultancy Services - Structural/Civil Engineering Design Panel	\$2,750,000
Allen Price & Scarretts Pty Ltd	Consultancy Services - Structural/Civil Engineering Design Panel	
CHRISP Consulting Pty Ltd	Consultancy Services - Structural/Civil Engineering Design Panel	
Footprint (NSW) Pty Ltd	Consultancy Services - Structural/Civil Engineering Design Panel	

Jones Nicholson Consulting Engineers Pty Ltd	Consultancy Services - Structural/Civil Engineering Design Panel	
MIEngineers	Consultancy Services - Structural/Civil Engineering Design Panel	
Sabai Consulting Pty Ltd	Consultancy Services - Structural/Civil Engineering Design Panel	
Talis Consultants Pty Ltd	Consultancy Services - Structural/Civil Engineering Design Panel	
Bridge Design Pty Ltd	Consultancy Services - Structural/Civil Engineering Design Panel	
C W Henstock & Associates Pty Ltd	Consultancy Services - Structural/Civil Engineering Design Panel	
Links Modular Solutions	Aquatics Software	\$243,100
The Daily Grind Coffee Company	Supply of Roasted Coffee Beans for café sales at Council Facilities	\$231,000
TechnologyOne	Supply and install computer software	\$5,871,000

## LEGAL PROCEEDINGS

*Local Government (General) Regulation 2005 – Section 217 Clause 1 (a3)*

During 2017 – 2018 the following expenses were incurred in relation to legal proceedings.

<b>Matter name</b>	<b>Court</b>	<b>Class/ Description</b>	<b>Accounts invoiced during 01/07/2017 – 30/06/2018</b>	<b>Unbilled costs at 30/06/2018</b>	<b>Costs recovered at 30/06/2018</b>	<b>Decision</b>
Camberlee Investments Pty Ltd v SCC	Land & Environment Court	Class 1 Appeal	\$58,560.59	\$506.00	N/A	Appeal dismissed
Allen Price & Scarratts Pty Ltd v SCC	Land & Environment Court	Class 1	\$10,223.53	1202.30	N/A	Proceedings are ongoing
DeBattista v SCC	Land & Environment Court	Class 4	\$161,424.85	628.60	Nil	Proceedings are ongoing
DeBattista v SCC (Masterplan)	Land & Environment Court	Class 1	\$184,461.94	Nil	N/A	Proceedings are ongoing
DeBattista v SCC (RFB Appeal)	Land & Environment Court	Class 1	\$118,244.44	Nil	N/A	Appeal allowed
Platford & van Veenendaal v SCC	Land & Environment Court	Class 4	\$52,935.41	\$75.60	N/A	Council entered submitting appearance. Council successfully resisted order requiring it to pay all of the applicant's costs

Scevola v SCC	Supreme Court of NSW, Court of Appeal	Appeal from decision in Land & Environment Court	\$16,864.66	Nil	Nil	Appeal dismissed, with an order for payment of Council's costs.
Shoalhaven Landowners Association v SCC	Land & Environment Court	Class 4	\$31,148.91	Nil	Nil	Proceedings dismissed, with an order for payment of Council's costs.
SCC v Lepad	Land & Environment Court	Class 4	\$39,952.66	Nil	Costs recovery process as commenced	In Council's favour
SCC v ANJ Fabrications & Rigging Services Pty Ltd	Nowra Local Court	Court Elected Penalty Infringement Notice – Unauthorised Development	\$2,583.77	Nil	\$3000.00	In Council's favour
SCC v R Maund	Nowra Local Court	Court Elected Penalty Infringement Notice - Unauthorised Development, Pollution of Waters	\$12,652.40	Nil	Nil	In Council's favour
SCC v Dib	Land & Environment Court	Class 5 Proceedings	\$74,766.34	\$506.88	\$89831.95	In Council's favour
Archer Park Pty Ltd v SCC	Nowra Local Court	Local Court – General	Nil	\$2475.00	Nil	Proceedings are ongoing.
187d Jacobs Drive – owners SP 70814 v SCC	Land & Environment Court	Class 1	\$669	Nil	Nil	Matter discontinued



SCC v Jarrett	Local Court Nowra	Court Elected Penalty Infringement Notice - Unauthorised Development	\$2491.20	Nil	\$500	Guilty after plea
Jarrett v SCC	Land & Environment Court	Class 1	Nil	\$2629.20	\$0	Settled by s.34 agreement
Dr Shepherd v SCC	Land & Environment Court	Class 1	\$3265	Nil	Nil	Discontinued after old order revoked. New order issued.
Alvanos v SCC	Local Court Nowra	Court Elected Penalty Infringement Notice - Breach Companion Animals Act	\$757.90	\$440	Nil	Guilty
Ryan v SCC	Local Court Nowra	Court Elected Penalty Infringement Notice - Breach Companion Animals Act	\$2,521.10	Nil	Nil	Guilty – Caution issued.
Seery v SCC	Local Court Nowra	Court Elected Penalty Infringement Notice - Breach Companion Animals Act	\$2,300	Nil	Nil	Resolved

## PRIVATE WORKS

*Local Government (General) Regulation 2005 – Section 217 Clause 1 (a4)*

<b>Customer Number</b>	<b>Customer Name</b>	<b>Activity</b>	<b>Total Actual</b>
38027	Pyree Public School Site Management Committee	(38027) Job/Customer 27	\$241
38060	RMS	(38060) Job/Customer 60	\$15,568
38333	David Warwick	(38333) Job/Customer 333	\$256
38662	Dept of Infrastructure and Regional Development	(38662) Job/Customer 662	\$1,306
38689	RMS	(38689) Job/Customer 689	\$131
38715	Robert Cross	(38715) Job/Customer 715	\$200

## CONTRIBUTIONS & DONATIONS

*Local Government (General) Regulation 2005 - Section 217 Clause 1 (a5)*

Council made grants, donations and subsidies totaling **\$4,756,283** to local organisations and community groups in 2017/2018

<b>Beneficiary</b>	<b>Amount \$</b>
Budawang Public School	\$8,000.00
Mollymook Surf Life Saving Club	\$5,000.00
Nowra Culburra Surf Life Saving Club	\$5,000.00
Shoalhaven Heads Surf Life Saving Club	\$5,000.00
Sussex Inlet Surf Life Saving Club	\$5,000.00
Shoalhaven Community Transport	\$9,985.00
Basin Villagers Forum	\$500.00
Bawley Point / Kioloa Progress Association	\$500.00
Berry Forum	\$500.00
Budgong Community Group	\$500.00
Callala Bay Community Association	\$500.00
Callala Beach Progress Association	\$500.00
Cambewarra Residents & Ratepayers Association	\$500.00
Conjola Community Forum	\$500.00
Culburra Beach Progress Association	\$500.00
Currarong Progress Association	\$500.00
Greenwell Point - Get to the Point Program	\$500.00
Huskisson / Woollamia Community Voice	\$500.00
Hyams Beach Villagers Association	\$500.00
Pride of Bomaderry	\$500.00
Red Head Villages Association	\$500.00
Shoalhaven Heads Community Forum	\$500.00
Sussex Inlet & Districts Community Forum	\$500.00
Tabourie Lake Residents & Ratepayers Association	\$500.00
Tomerong Community Forum	\$500.00
Ulladulla & Districts Community Forum	\$500.00
Vincentia Residents & Ratepayers Association	\$500.00
Wandandian Progress Association	\$500.00
Lions Club of Ulladulla Milton - Australia Day event	\$10,637.00
Rotary Club of Nowra - Australia Day event	\$16,872.73
Callala Bay Community Association - Australia Day event	\$1,640.00
Rotary Club of Berry - Australia Day event	\$3,500.00
Rotary Club of Berry – Berry Celtic Festival	\$2,000.00
Blessing of the Fleet Committee -Ulladulla Blessing of the Fleet	\$15,000.00
Milton Ulladulla Business Chamber - Carols by Candlelight	\$2,500.00
Lions Club of Bomaderry - Carols in the Park	\$5,425.00
White Sands Carnival Committee – Easter Carnival Huskisson	\$2,000.00
Shoalhaven Turf Club - Family Day Out	\$6,000.00

Rotary Club of Berry - New Year's Eve Celebrations	\$7,500.00
Huskisson Chamber of Commerce - New Year's Eve Celebrations	\$7,500.00
Shoalhaven Turf Club - New Year's Eve Celebrations	\$7,500.00
Milton Ulladulla Business Chamber - New Year's Eve Celebrations	\$7,500.00
Milton Ulladulla Driver Education Program	\$3,000.00
Friends of Callala Seniors Group	\$1,276.00
Berry Historical Society Museum	\$2,000.00
Kangaroo Valley Pioneer Museum	\$2,000.00
Shoalhaven Historical Society Museum	\$2,000.00
Tabourie Museum	\$6,500.00
Nowra RSPCA	\$1,000.00
Ulladulla RSPCA	\$1,000.00
Westpac Lifesaver Rescue Helicopter	\$5,000.00
Wildlife Rescue South Coast Inc.	\$2,470.00
Property & Public Halls – Rates – Various Recipients	\$29,670.57
Kids Korner	\$3,800.00
Sussex Inlet CTC	\$ 7,754.55
Bomaderry High School	\$100.00
Nowra Anglican College	\$100.00
Nowra Christian Community School	\$100.00
Nowra High School	\$100.00
Shoalhaven High School	\$100.00
St John the Evangelist Catholic High School	\$100.00
Ulladulla High School	\$100.00
Vincentia High School	\$100.00
Albatross Music Company	\$8,925.00
Music Shoalhaven	\$1,200.00
Shoalhaven City Concert Band	\$560.70
City of Shoalhaven Eisteddfod	\$6,677.00
Helping the Homeless Soup Kitchen	\$6,224.25
Lay Missionaries of Charity	\$4,200.00
Shoalhaven Youth Orchestra	\$8,000.00
Bravehearts Inc. Education	\$5,000.00
Cancer Council Relay for Life - Nowra	\$440.00
Illawarra Academy of Sport	\$15,000.00
Milton Ulladulla Entertainers	\$2,500.00
Berry and District Garden Club Inc	\$100.00
Sanctuary Point Community Pride - Clifton Community Garden	\$453.00
Pyree Public School Site Mgt Committee	\$720.00
Berry Rotary Club - Small Farm Field Days	\$2,500.00
Milton Follies	\$2,000.00
Greenwell Point Mens Shed	\$471.69

Hayley Dunn – Firefighter Climb for Motor Neurone Disease	\$1,000.00
Nowra Poultry Club	\$195.00
Wandandian Woodchop & Trade Expo	\$100.00
National Indigenous Football Games	\$4,000.00
Berry Chamber of Commerce and Tourism	\$1802.45
Shoalhaven Historical Society – Art Restoration	\$4,000.00
Bomaderry High School – Girls in Politics Initiative 2018	\$200.00
Shoalhaven Heads Chamber of Commerce – New Year’s Eve Fireworks	\$5,000
William Campbell Foundation	\$808.60
Nowra Uniting Church	\$1743.00
One Voice Shoalhaven – Picnic in Park	\$1,000
Shoalhaven Readers and Writers Festival	\$1,500.00
SeeChange Jervis Bay Arts Festival	\$1000.00
Nowra Waterdragons Dragon Boat and Outrigger Canoe Club	\$1000.00
<b>Donations - Total</b>	<b>\$301,151.54</b>
<b>Programs and Subsidies</b>	
Tourism – community support	\$50,000
Cultural Activities (Open space venues & Community Services, Shoalhaven Libraries and Shoalhaven Entertainment, Swim and Fitness, Ulladulla Civic Centre, Shoalhaven Arts Grant and Lady Denman Heritage Complex)	\$199,291
Holiday Haven Programs / Commercial	\$35,000
Planning Service - Heritage Programs	\$15,000
Development Contribution Concessions – Water and Sewer funds	\$2,799,441
<b>Programs - Total</b>	<b>\$3,098,732</b>
Subsidies provided to occupiers of Council assets	
Community Groups (47)	\$610,800
Mens Sheds (9)	\$15,000
Golf Club (1)	\$65,000
Preschool/childcare/playgroups (16)	\$527,800
Sports Groups (3)	\$10,500
Meals on Wheels (5)	\$56,300
Rent Free Periods (1)	Nil
Telco’s (Community/Gov) (14)	\$41,000
Outdoor Dining (51)	\$30,000
<b>Subsidies provided to occupiers of Council assets - Total</b>	<b>\$1,356,400</b>
<b>Programs and Subsidies - Total</b>	<b>\$4,455,132</b>
Note: the above subsidies is a conservative estimate and does not take into account R & M, building insurance, water usage expensed not recovered	
<b>Donations, Programs and Subsidies - Total</b>	<b>\$4,756,283</b>

## **EXTERNAL BODIES EXERCISING FUNCTIONS DELEGATED BY COUNCIL**

*Local Government (General) Regulation 2005 - Section 217 Clause 1 (a6)*

Council has not given any delegation to external organisations during 2017 - 2018.

## **CORPORATIONS, PARTNERSHIPS, TRUSTS, JOINT VENTURES, SYNDICATES OR OTHER BODIES IN WHICH COUNCIL HELD A CONTROLLING INTEREST**

*Local Government (General) Regulation 2005 Section 217 Clause 1 (a7)*

During 2017 - 18 Shoalhaven City Council held a controlling interest in "Southern Water Services Pty Ltd." This company was established by Council to develop its commercial interest in recognition of the National Competition Policy and to operate on a commercially viable basis.

## **CORPORATIONS, PARTNERSHIPS, TRUSTS, JOINT VENTURES, SYNDICATES OR OTHER BODIES IN WHICH THE COUNCIL PARTICIPATED DURING THE YEAR**

*Local Government (General) Regulation 2005 – Section 217 Clause 1 (a8)*

### ***Water Services***

During 2017/18 Shoalhaven City Council participated as a member of the NSW Water Directorate, member of the Water Services Association of Australia (WSAA), and as a corporate member of the Australian Water Association (AWA) and Water Aid Australia.

### ***Illawarra Shoalhaven Joint Organisation***

The Illawarra Shoalhaven Joint Organisation (ISJO) is a partnership between Wollongong City Council, Shellharbour City Council, Kiama Municipal Council and Shoalhaven City Council. ISJO provides a framework for member councils to work together in collaboration with the NSW Government to deliver services for the communities of the Illawarra Shoalhaven.

***Local Government Internal Auditors Network (LGIAN)*** – Involves Internal Auditors from various Councils in NSW as well as other professional bodies.

### **Local Heritage Assistance Fund**

Council's Heritage Advisory Service and Heritage Strategy are collaborative partnerships with the NSW Government Office of Environment and Heritage to promote cultural heritage in the Shoalhaven. The Heritage Strategy is prepared on a triennial basis and milestones are submitted to the NSW Government through its annual report.

With the assistance of NSW Government funds, a part-time Heritage Advisor is employed by Council to provide free heritage advice.

Council also runs the Shoalhaven Local Heritage Assistance Fund to assist owners of heritage listed properties and community groups with basic repairs, conservation works and small education/interpretation projects.

### **NSW Health**

Shoalhaven City Council Environmental Health Officers are part of the Illawarra Shoalhaven Local Health District and Local Government Liaison Group.

Under the Public Health Act mandatory reporting of notices issued by Council is required to be provided to NSW Ministry of Health.

2017/18 - 8 Improvement Notices were issued on public swimming pools.

### **NSW Food Authority**

Council is part of the NSW Food Regulation Partnership which with other local government areas and the NSW Food Authority work together towards safer food. Council's Environmental Health Officers are part of the Illawarra Regional Food Surveillance Group.

Under the NSW Food Regulation Partnership mandatory reporting by Council is required. The following statistics were provided for 2017/18 financial year.

<b>Food Businesses</b>	<b>Number</b>
High risk Fixed Food Premises	273
Medium risk Fixed Food Premises	388
Low risk Fixed Food Premises	272
Total	933
Temporary Food Premises	300
Mobile Food Premises	150
<b>Inspections</b>	
Number of Primary (1 <sup>st</sup> ) Inspections	819
<b>Scores on Doors</b>	
Businesses rated as 5 stars (Scores on Doors)	371
Businesses rated as 4 stars (Scores on Doors)	145
Businesses rated as 3 stars (Scores on Doors)	81



Businesses rated as 0 stars (Scores on Doors)	64
<b>Enforcement</b>	
Number of Warnings issued	273
Improvement Notices	27
Penalty Notices issued	12
Seizures	0
Prohibition Orders served	0
Prosecutions	0

### ***Various Schools***

Several primary schools benefited from Council staff delivering modules on sustainability, planning and environmental management. Examples include:

- Mentoring students weekly from Vincentia High School.
- Tree planting with St Georges Basin Primary.
- Threatened Species Day competition for all Shoalhaven primary schools

Environmental Services also ran educational sessions for students from Trinity Grammar at their new field station in Woollamia. The students learnt about water quality, threatened species and endangered ecological communities.

### ***Threatened Species Day Competition***

Council ran its annual Threatened Species Day Competition with primary schools across the City. The aim of this initiative is to raise awareness of the plight of threatened species. Over \$600 worth of prizes go to local schools as part of this educational initiative. The artwork was displayed in Councils foyer for the month of September to promote community awareness.

### ***Managing Environmental Change through Planning for Transformative Pathways***

In partnership with Griffith University and Wollongong University, Council supported a series of workshops with members of Council's Natural Resource and Floodplain Management Committee and Sustainable Futures Committee, Councilors and Council staff.

### ***National Tree Day***

Council staff organized tree plantings with a local primary school on a Council reserve.

### ***Coastal, Estuary and Floodplain Management Programs***

These programs are collaborative partnerships with the State Government, particularly the NSW Office of Environment and Heritage (OEH). These programs are guided by Council's Natural Resources and Floodplain Management Committee. The committee provides advice to Council in relation to the management of estuaries, natural areas floodplain and coast. The committee comprises community representatives, Council's representatives and representatives from the following state agencies: NSW

Department of Planning & Environment, OEH, NPWS, SES, Department of Lands and Local Land Services.

***South Coast Cooperative Libraries***

The South Coast Cooperative Libraries is a co-operative comprising the two local government areas of Shoalhaven and Kiama.

Kiama outsource most of the purchasing, cataloguing and processing of their book and non-book materials to Shoalhaven.

The primary role of the Cooperative Libraries is to set budget estimates for the partner book and non-book resources, develop mutually beneficial partnerships and to apply for joint grants where appropriate

***Waste Services***

Waste Services participated in the Illawarra Shoalhaven Joint Organisation (ISJO) Waste Management Group

## **WORKFORCE DIVERSITY**

### *Local Government (General) Regulation 2005 - Section 217 Clause 1 (a9)*

Council is committed to developing an equitable and diverse workforce which is representative of our community and the region. More importantly, Council aims to provide a working environment where all employees are welcomed, valued and differences are respected.

In Council's Workforce Plan for 2017 – 2021 strategies have been identified to ensure Council's recruitment processes deliver a diverse workforce that is representative of the community and achieve the objectives of Council's Disability Inclusion Plan including developing partnerships with community organisations to achieve the outcomes. Implementation of an electronic recruitment system enables the capture of data in relation to disability, age and ethnic background.

Council's offering of flexible work programmes including flexible work arrangements, transition to retirement, rostered days off and variable working hours support further the ability of staff to maintain a work / life balance. Council continues its partnership with Hunter Valley Training Corporation hosting an increasing number of trainees in civil construction, water operations and administration and Council continues to provide work experience opportunities for high school students and internship opportunities to students studying in various disciplines at Universities across NSW.

The overall percentage of women in the SCC workforce is 37%.

Shoalhaven City Council has an ageing workforce, with 41% of staff are aged 50 or older. Further, 11% are at retirement age (65) or will be eligible for retirement within the next five years. This contrasts to only 17% of workers aged under 30.

Council has in place an established traineeship and apprenticeship program to assist in attracting and retaining young people within the organisation through an agreement with a third-party provider with on average 50 participants involved. These externally engaged trainees are not included within the numbers below.

Council has also identified additional strategies within its Workforce Plan 2017 – 2021 to address the ageing workforce challenge.

## **SENIOR STAFF REMUNERATION PACKAGE**

*Local Government (General) Regulation 2005 – Section 217 Clause 1 (b) and (c)*

Shoalhaven City Council is a multi-purpose Council administering traditional local government activities as well as other major activities such as the provision of water and sewerage services, tourism and industrial development.

The total assets of the City is around \$2.7 billion which would place the City, in asset value terms, among the top 10 percent of organisations within Australia.

Council's expenditure (*including depreciation*) is over \$200 million dollars per annum which includes a number of commercial activities together with the range of activities indicated earlier.

Council employs over 900 staff on a full time equivalent basis including casual/temporary/fixed term staff as required.

Council administers approximately 99 Acts of Parliament and associated regulations and needs professional staff that have a wide-ranging appreciation of the legal requirements associated with a complex government instrumentality.

Council's activities link strongly to other Government agencies, particularly at the State level, which requires sensitive handling where State Government changes the political emphasis from time to time.

The total amount of money payable for salary, fringe benefits, vehicle and other on-costs for Council's senior staff, including the General Manager and four Group Directors, in 2017/18 is summarised as follows:

General Manager - \$340,780 pa

Combined Directors - \$1,104,380 pa

## STORMWATER MANAGEMENT SERVICES

*Local Government (General) Regulation 2005 – Section 217 Clause 1 (e)*

Council's projected 2017/18 Stormwater Management Program was funded the following way:

- \$501,000 – Council revenue
- \$1,100,500 – Additional rates Stormwater Levy

The actual result was:

- \$384,370 – Spent from Council revenue
- \$11,604 – Spent from Contributions received
- \$185,974 – Spent from prior year rates Stormwater Levy
- \$653,775 - Spent from current year rates Stormwater Levy

Council also carried forward into 2018/19 unspent funds on 12 projects that were not complete (total of \$830,286).

Project	Council Funds	Contributions Revenue	Stormwater Levy 16/17	Stormwater Levy 17/18	Total
<b>Drainage Program</b>					
Stormwater Management Plan	\$100,220	\$0	\$0	\$0	\$100,220
Strategic Stormwater Catchment Analysis	\$4,250	\$0	\$0	\$0	\$4,250
Drainage Investigation	\$12,746	\$0	\$0	\$0	\$12,746
St Andrews Way Collangatta Stage 2	\$0	\$0	\$2,935	\$0	\$2,935
89 Sussex Inlet Road - Drainage	\$0	\$0	\$0	\$31,113	\$31,113
Bannisters Head Rd Mollymook	\$80,151	\$0	\$0	\$31,285	\$111,436
Pritchard Ave Huskisson Drainage	\$0	\$0	\$0	\$500	\$500
The Park Dr Sanctuary Pt	\$0	\$0	\$3,810	\$0	\$3,810
151 Links Ave Sanct Point - Easement Piping	\$55,336	\$0	\$0	\$27,479	\$82,815
Lake Conjola Entrance Rd - Culvert Upgrade	\$14,655	\$0	\$0	\$0	\$14,655
Dacres St Vincentia Drainage	\$62,154	\$11,604	\$29,739	\$29,048	\$132,545
Waratah Cr Sanct Pt Drain	\$6,546	\$0	\$0	\$156,155	\$162,701
802 Sussex Inlet Road - Drainage	\$0	\$0	\$0	\$0	\$0
Greville Ave Sanctuary Point	\$0	\$0	\$0	\$0	\$0
Drainage South Nowra Industrial	\$0	\$0	\$0	\$0	\$0

Bolong Rd Bomaderry Culvert upgrade	\$3,080	\$0	\$73,065	\$314,927	\$391,072
Adelaide & Church St G'well Pt Drainage	\$0	\$0	\$76,425	\$23,546	\$99,971
Bendalong Point, Bendalong - Drainage	\$0	\$0	\$0	\$0	\$0
Orient Point Rd Culburra Beach - Drainage	\$1,866	\$0	\$0	\$0	\$1,866
Prentice Ave, Old Erowal Bay - Drainage	\$43,366	\$0	\$0	\$15,000	\$58,366
Reserve Road, Basin View - Drainage	\$0	\$0	\$0	\$3,109	\$3,109
Sunset Strip Manyana	\$0	\$0	\$0	\$0	\$0
River Rd Sussex Inlet Drainage	\$0	\$0	\$0	\$19,231	\$19,231
River Road, Shoalhaven Heads - Drainage	\$0	\$0	\$0	\$2,383	\$2,383
	<b>\$384,370</b>	<b>\$11,604</b>	<b>\$185,974</b>	<b>\$653,776</b>	<b>\$1,235,724</b>

## **COMPANION ANIMALS ACT**

*Local Government (General) Regulation 2005 – Section 217 Clause 1 (f)*

Statement of activities relating to enforcing and ensuring compliance with the Companion Animals Act and Regulation including information on:

### ***Lodgement of Pound data collection returns with the department***

The information contained in this section of the Annual Report is reported to the Office of Local Government (OLG) in accordance with their guidelines.

### ***Lodgement of Data relating to dog attacks with the department***

Dog Attacks reported to OLG via OLG reporting system as incidents occurred. During the reporting period there were 176 dog attacks reported to the OLG within by Shoalhaven City Council (SCC). Only dog attacks reported to Council are included in this figure.

### ***Amount of funding spent relating to companion animal management activities.***

Shoalhaven City Council has spent a total of \$978,440 in respect of companion animal management and related activities during the reporting period.

### ***Companion animal community education programs carried out.***

With the assistance of a \$5000 grant from OLG and additional Council funding, Council has been proactive, encouraging responsible pet ownership (RPO) with the launch of the “Paws & Think” campaign with a strong focus on Bite Prevention. This includes social media, information on Council’s website, media releases and interviews, posters, brochures and flyers. A bite awareness advertisement was run on WIN TV. The Ranger vehicles have been adorned with pictures and information relating to RPO. Trauma puppies have been donated by the Spinners and Weavers group to give to children who are involved with dog attacks.

Responsible pet ownership education was provided at the Council Chambers to groups of primary school children in June 2018.

Rangers conduct proactive patrols of beaches to identify owner’s and their dogs not acting in accordance with the Companion Animals Act. This is especially relevant when it is shorebird nesting season and 1,930 patrols were undertaken this financial year.

The SCC library has made available books, e-books, DVD’s and CD’s to help pet owners with a variety of dog and cat issues. The Paws’n’Tails reading program is currently running at the Nowra library where trained volunteers provide weekly sessions for children where they read aloud to a well-trained dog.

### ***Strategies Council has in place to promote and assist the desexing of dogs and cats.***

In conjunction with the AWL and RSPCA, Council rangers attended three microchipping and discounted desexing community events in November 2017, March



and June 2018. A community event, Prosperity in the Park at East Nowra, was also attended in January 2018 where information was provided about RPO.

Rangers, RSPCA shelter animal attendants (who manage Council's pound) and administration staff regularly provide educational and regulatory information to the public during the course of their duties to promote desexing.

Owners of non-desexed pets who come to the attention of Council as a result of enforcement programs and/or Council's regular 'lifetime registration due' mail-outs are encouraged to take advantage of the discounted registration fee for desexed animals.

The National Desexing Network (NDN) is also available to provide a list of vet clinics who offer discount desexing via the NDN. A couple of clinics in the Shoalhaven participate with the NDN.

*Strategies to comply with Section 64 (Companion Animals Act) to seek alternatives to euthanasia for unclaimed animals.*

Council's Pound is managed by the RSPCA who have complimentary strategies in this regard. The euthanasia rate has dropped considerably in the last few years due to their commitment. RSPCA also has dedicated vehicles to transfer animals to other shelters to improve rehoming opportunities.

RSPCA has not renewed their contract and Council commenced operating the Shelter in June 2018.

Ranger Services promotes desexing and highlights the euthanasia problem during routine telephone enquiries about animal matters especially registration costs and during the enforcement process.

### ***Off-Leash Areas provided in the Council area.***

SCC understands that it is necessary for our communities' dog owners to have access to suitable exercise and play facilities. The Access Area for Dogs Policy is developed by the Social and Infrastructure Planning Unit in consultation with the community and government agencies. Council undertook an extensive review of the policy in 2012/13 to develop more consistent and user-friendly signage. This policy is currently being rolled out across the LGA and the policy became effective 17 February 2015.

During the operational period of the Policy, Council staff document all community correspondence include complaints and requests, this information will inform the next policy review. Council trialled a restricted timed off leash area at Narrawallee Beach which has now been implemented. Council's policy is available by contacting Council's customer service line or via Council's website.

Where applicable, signs are posted indicating off leash times and areas. For all remaining public areas where dogs are available to access, they must be on leash at all times.

<http://shoalhaven.nsw.gov.au/My-Property/Pet-ownership/Off-leash-areas>  
<http://doc.shoalhaven.nsw.gov.au/displaydoc.aspx?record=POL15/9>

**Detailed financial information on the use of companion animals fund money for management and control of companion animals in the area.**

Statement of Income and Expenditure for Companion Animals for the Year Ended 30 June 2018

Item	Cost	Subtotals	Total
<b>Income</b>			
Registrations	\$227,925		
Fines and Costs	\$231,089		
Other	<u>\$28,530</u>		
	Total	\$487,544	
<b>Expenditure</b>			
Salaries	\$418,379		
On Costs	\$143,092		
Training and conferences	\$2,220		
Motor Vehicle Costs	\$72,650		
Pound Costs	\$276,747		
State Debt Recovery infringement processing fees	\$17,547		
Other Costs	<u>\$47,805</u>		
	Total	<u>\$978,440</u>	
Surplus / (Deficit)			<b>(\$490,896)</b>

## RATES & CHARGES WRITTEN OFF

*Local Government (General) Regulation 2005 – Reg 132*

The following is a summary of rates and charges written off during the period July 2017 to June 2018:

Abandoned rates and charges are determined under various sections of the Local Government Act 1993 which include:

<b>Write Off Type</b>	<b>Amount</b>
Abandoned	\$6,310.61
Postponed Abandoned	\$5,373.21
Pensioner Rebates	\$2,863,824.74
<b>Total</b>	<b>\$2,875,508.56</b>

- a. Section 564(2) of the Local Government Act 1993, which states Council may abandon interest charges on ratepayers who make periodical payments of their rates and charges to Council.
- b. Section 567 of the Local Government act 1993, which enables Council to abandon interest on rate accounts whereby in Council’s opinion, the person is unable to pay the accrued interest “for reasons beyond the person’s control” or payment of the accrued interest would cause the person hardship.
- c. Section 595 of the Local Government Act 1993 requires Council to write off postponed rates and charges which have accrued for more than five years.
- d. Section 583 of the Local Government Act 1993 requires Council to write off rates, charges and interest for an eligible pensioner who is entitled to a pensioner rebate.

NOTE – abandonments do not include sale of land properties held in July 2017 - June 2018

## **PUBLIC INTEREST DISCLOSURES ACT 1994**

The Public Interest Disclosures Act, 1994 (PID Act) requires that Council report annually on its obligations under the Act. This report is made in accordance with Sections 31 and 6E of the PID Act, and Clause 4 of the associated regulations.

The PID Act encourages and facilitates the disclosure, by public officials, of:

- Corrupt conduct
- Maladministration
- Serious and substantial waste of public money
- A breach of the Government Information (Public Access) Act, 2009
- A breach of pecuniary interest obligations under the Local Government Act, 1993.

The Act sets out a comprehensive framework for protecting public officials who disclose wrongdoing and provides clear pathways for those wanting to make disclosures.

Council's internal reporting policy contains the procedures relating to the lodgment, receipt, assessment and handling of public interest disclosures. The General Manager, Council's Public Officer/ Internal Auditor and Ranger Services Manager are designated disclosures officers and may receive and deal with reports made under the Act.

Council's internal reporting policy and other information about the Act has been made available to staff through Council's intranet, staff bulletins, and staff induction sessions. Designated PID disclosures officers have attended public interest disclosures training provided by the NSW Ombudsman and general PID training sessions have also been held for staff.

In the reporting period 1 July 2017 and 30 June 2018 Council did not receive any Public Interest Disclosures.

## GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009

Under section 7 of the GIPA Act, agencies must review their programs for the release of government information to identify the kinds of information that can be made publicly available. This review must be undertaken at least once every 12 months.

Council's Program for the proactive release of information involves the review of all access applications to ascertain if there is certain information that is continually being requested and if so deciding if that information can be placed on Council's website. As a result of this review, Council has not released any further information proactively.

Council has actively sought to place information on its website identified as being readily available (having regard to its format etc.) for viewing by the public. Council, as a practice, gives consideration to public access availability of all new projects, initiatives and developments.

Whilst Council reviews its decision about proactively releasing information on an annual basis, it will also release information proactively as and when required.

### ***Number of Formal access applications received - Clause 7(b)***

- During the reporting period, our agency received a total of 26 formal access applications. 24 of the applications received were processed during this reporting year and 2 of the applications received were carried forward to be processed in the next reporting year.
- Of the 24 applications processed during this reporting period, two were refused in full
- Attached are the schedule 2 tables with the relevant statistics about the applications received and the decisions made during the reporting year.

### **Statistical information about access applications - Clause 7(d) and Schedule 2**

**Table A: Number of applications by type of applicant and outcome\***

Applicant	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Media	1	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private sector business	1	1	0	1	0	0	0	3
Not for profit organisations or community groups	0	0	0	0	0	0	0	0
Members of the public (application by legal representative)	1	5	0	0	0	0	0	1
Members of the public (other)	3	1	2	0	0	0	0	4

\*More than one decision can be made in respect of a particular access application. If so, a recording must be made in relation to each such decision. This also applies to Table B.

**Table B: Number of applications by type of application and outcome**

	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Personal information applications*	0	0	0	0	0	0	0	0
Access applications (other than personal information applications)	5	5	0	1	0	0	0	6
Access applications that are partly personal information applications and partly other	1	2	2	0	0	0	0	2

\*A personal information application is an access application for personal information (as defined in clause 4 of Schedule 4 to the Act) about the applicant (the applicant being an individual).

The total number of decisions in Table B should be the same as Table A.

**Table C: Invalid applications**

Reason for invalidity	Number of applications
Application does not comply with formal requirements (section 41 of the Act)	1
Application is for excluded information of the agency (section 43 of the Act)	0
Application contravenes restraint order (section 110 of the Act)	0
Total number of invalid applications received	1
Invalid applications that subsequently became valid applications	1

**Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of the Act**

Item	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0
Legal professional privilege	2
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0

\*More than one public interest consideration may apply in relation to a particular access application and, if so, each such consideration is to be recorded (but only once per application). This also applies in relation to Table E.

**Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of the Act**

Item	Number of times consideration used
Responsible and effective government	4
Law enforcement and security	0
Individual rights, judicial processes and natural justice	5
Business interests of agencies and other persons	2
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0

**Table F: Timeliness**

<b>Item</b>	<b>Number of applications</b>
Decided within the statutory timeframe (20 days plus any extensions)	15
Decided after 35 days (by agreement with applicant)	0
Not decided within time (deemed refusal)	1
<b>Total</b>	<b>16</b>

**Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)**

<b>Item</b>	<b>Decision varied</b>	<b>Decision upheld</b>	<b>Total</b>
Internal review	0	1	1
Review by Information Commissioner*	0	0	0
Internal review following recommendation under section 93 of Act	0	0	0
Review by ADT	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>1</b>

\*The Information Commissioner does not have the authority to vary decisions, but can make recommendation to the original decision-maker. The data in this case indicates that a recommendation to vary or uphold the original decision has been made.

**Table H: Applications for review under Part 5 of the Act (by type of applicant)**

<b>Applicant</b>	<b>Number of applications for review</b>
Applications by access applicants	1
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0



# Planning Agreements

## Section 7.5(5) of the *Environmental Planning and Assessment Act 1979*

The following planning agreements were in force in the year 2017/18.

### Note:

- Status 'executed' refers to planning agreements that were entered into at some time before or during 2017/2018 and remained in force during 2017/18.
- Status 'finalised' refers to executed agreements where the obligation/agreement ended at some time in 2017/18.

VPA Ref.	Address	Suburb	Other party to VPA	Description of Works	Date Executed	Status
VPA002	Lot 33 Ross Avenue and Lot 29 Seascape Close	Narawallee	Hanson South Coast Pty Ltd	Rezone the land to residential, submit subdivision application and transfer land to Council.	08/07/2011	Executed
VPA007	188 and 190-198 Princes Highway	South Nowra	CVC Mezzanine Finance Pty Ltd	Provision of the Quinns Lane/Old Southern Road Link (Internal Service Road).	10/05/2015	Finalised
VPA008	Comerong Island Road	Numbaa	Albury Holdings SA	Monetary contribution for every tonne of excess material removed from the site by road transportation along Comerong Island Road, Numbaa.	22/05/2015	Executed
VPA011	18 Haigh Avenue and 103	Nowra	RG Property	Upgrade works at the intersection of	23/02/2017	Finalised

	Plunkett Street		Ten Pty Ltd	Plunkett Street and the Princes Highway, Nowra.		
VPA012	124 and 128 Princes Highway	South Nowra	Palmira Holdings Pty Ltd	Acquisition and half-width construction of the southern end of Enterprise Avenue, South Nowra.	08/12/2017	Executed

## SPECIAL RATE VARIATION PROGRESS

Council's projected 2017/18 Special Rate Variation Program (approved in 2013/14) was funded the following way

- \$2,503,012 – Additional rates Special Rate Variation

The actual result was:

- \$479,428 – Spent from Council revenue
- \$2,624,829 - Spent from 13/14 Special Rates

Council also carried forward into 2018/19 unspent funds on two projects that were not complete. The Wool Road (\$776,805) and Jacobs Drive Streetscape (\$375,548)

Project	Council Funds	Contributions Revenue	Special Rate Variation	Total
Agars Lane sealing	\$0	\$0	\$0	\$0
Mollymook Beach Res cycleway - Mitchell Pde	\$3,174	\$0	\$28,988	\$32,162
Coolangarra Rd	\$144,547	\$0	\$533,756	\$678,303
Jacobs Dr, Sussex Inlet	\$0	\$0	\$0	\$0
Naval College Rd	\$76,409	\$0	\$319,533	\$395,942
Bendalong Rd, Ch 1.6 - 2.4	\$79,425	\$0	\$630,000	\$709,425
Warden St, Ulladulla Ch 0.32 - 0.566	\$0	\$0	\$133,148	\$133,148
The Wool Rd Old Erowal Bay Ch 9.727 - 11.120	\$0	\$0	\$23,195	\$23,195
Coonemia Rd Ch 0 - 2	\$0	\$0	\$0	\$0
Ulladulla Traffic & Pedestrian improvements	\$20,006	\$0	\$93,231	\$113,237
Naval College Rd intersection	\$5,961	\$0	\$603,613	\$609,574
Bendalong Rd, Ch 0.0 - 5.6	\$133,761	\$0	\$230,000	\$363,761
Currarong Rd	\$16,144	\$0	\$15,745	\$31,889
Milbank Rd	\$0	\$0	\$13,621	\$13,621
<b>Totals</b>	<b>\$479,427</b>		<b>\$2,624,830</b>	<b>\$3,104,257</b>

Council's projected 2017/18 Special Rate Variation Program (approved for one year only) was funded the following way:

- \$7,112,881 – Additional rates Special Rate Variation

The actual result was:

- \$118,547 – Spent from Council revenue
- \$6,924,248 – Spent from 17/18 Special Rates
- Total SRV spend \$6,924,248.

Council also carried forward into 2018/19 unspent funds on two projects that were not complete, Parks Maintenance (\$30,382) and Jacobs Drive Streetscape (\$159,251).

#### Special rate variation projects

Project	Council Funds	Contributions Revenue	Special Rate Variation	Total
Existing operating costs	\$0	\$0	\$1,816,869	\$1,816,869
Public halls programmed maintenance	\$0	\$0	\$200,000	\$200,000
Parks core maintenance	\$0	\$0	\$169,619	\$169,619
Local roads routine maintenance	\$0	\$0	\$600,000	\$600,000
Millbank Rd local road repair	\$12,238	\$0	\$400,000	\$412,238
Hillcrest Ave local road repair	\$0	\$0	\$249,777	\$249,777
Jindy Andy Lane Brundee	\$48,572	\$0	\$692,114	\$740,686
Local road resurface	\$0	\$0	\$1,996,011	\$1,996,011
Callala Beach Rd 1.8km to 3.3km - Stage 1	\$57,737	\$0	\$318,109	\$375,846
Jacobs Dr streetscape	\$0	\$0	\$341,749	\$341,749
Graham Rd	\$0	\$0	\$100,000	\$100,000
Bendalong Rd Ch 0.0 - 5.6	\$0	\$0	\$40,000	\$40,000
<b>Totals</b>	<b>\$118,547</b>	<b>\$0</b>	<b>\$6,924,248</b>	<b>\$7,042,795</b>

## **FINANCIAL ASSISTANCE GRANTS (FAG)**

The Financial Assistance Grants (FAG) received by Shoalhaven City council this financial year equated to \$12,287K. Of this, \$6,217K, was a prepayment of the 18/19 financial year entitlement. Council recognises the importance of the FAG funding source in delivering vital infrastructure and services to the local government area.

Due to the fact that FAG are not keeping pace with community demand, Councils are continually being asked to do more with less, which thereby affects Council's ability to provide efficient and effective infrastructure, effectively disadvantaging the community financially.

## **ENVIRONMENTAL UPGRADE AGREEMENTS**

*Include particulars of any environmental upgrade agreement entered into by the council – Act s 54P(1)*

Council has not entered into any environmental upgrade agreements under s 54P(1) of the LG Act

## **RECOVERY AND THREAT ABATEMENT PLANS**

*Recovery and threat abatement plans - Councils identified in a plan as responsible for implementation of measures included in the plan, to report on actions taken to implement measures as to the state of the environment in its area – Fisheries Management Act 1994, s220ZT (2)*

Shoalhaven City Council is not identified as being responsible for implementing any measures included in a recovery or threat abatement plan under s 220ZT(2) of the Fisheries Management Act 1994.

## **SHOALHAVEN CITY COUNCIL DISABILITY INCLUSION ACTION PLAN 2017/18 PROGRESS REPORT – ANNUAL REPORT**

Shoalhaven City Council's Disability Inclusion Action Plan (DIAP) was adopted on 27th June 2017.

The DIAP was prepared in accordance with the NSW Disability Inclusion Act (2014) and was prepared in consultation with community members living with disability, their supporters and service providers.

The DIAP demonstrates Council's commitment to building an accessible and inclusive community to ensure that people with disability enjoy the right to live their lives as they choose and enjoy the opportunities and benefits of living and working in the Shoalhaven.

Aligned with the NSW Disability Inclusion Plan, our plan organises actions into the following areas of focus that people with disability said were priority areas.

- 1) Developing positive community attitudes towards disability
- 2) Creating liveable communities
- 3) Improving access to mainstream services through improved systems and processes.
- 4) Increasing access to meaningful employment

An electronic version of the Disability Inclusion Action plan can be found at:

The following actions have been completed or commenced during 2017/18.

### **Positive Attitudes**

#### **A1.1.2 Conduct a Training needs analysis to support Disability Inclusion Action Plan and Implementation Plan**

A training needs analysis for Council Staff to support the Disability Inclusion Action Plan implementation was completed.

**Status: Complete**

#### **A1.1.3 Source or develop training for staff to support Disability Inclusion Action Plan Implementation**

Ten staff completed Accessible Online Content Creation training. Web developer completed Professional Certificate in Web Accessibility short course.

**Status:** 10 staff completed Accessible Online Content Creation training. 1 staff member completed Professional Certificate in Web Accessibility short course.

#### **A1.1.5 Incorporate Disability Inclusion Action Plan measures into Council's existing process for collection Delivery Program and Operational Plan measures**

Planning commenced to integrate DIAP measures into Council's new Tech One software program to ensure that DIAP measures are incorporated into Council's existing process for collecting Delivery program and Operational Plan measures.

**Status:** 17% of actions that are contained in the DIAP have been delivered. This is expected increase once DIAP is fully integrated into TechOne.

#### **A1.1.6 Update and increase the photo stock available to staff to enable broader depiction of disability diversity in general publications.**

**Status:** Ongoing improvements to image selection and range of image availability to represent the Shoalhaven community is continuing. Images of varying abilities, ages and gender continue to be utilised in Council's publications to assist in ensuring documents relate and appeal to a range of users. Approximately 10% of images used in Council publications represent people with a visible disability or impairment.

#### **A1.1.17 Promote events supporting disability inclusion and awareness i.e. International Day of People with Disability, Mental Health Week etc**

**Status:** Shoalhaven Ability Expo held in August 2017 and the inaugural Ulladulla Ability Expo, March 2018. Planning commenced on a 'Festival of Ability' to celebrate International Day of People with Disability in December 2018. Accessible Shuttle bus secured for 2017 Shoalhaven River Festival.

### **Liveable Communities**

#### **A2.1.1 Existing public toilets that are provided by Council are increasingly modified or placed by accessible toilets.**

**Status:** Plan for progressively increasing the number of accessible toilets across the Shoalhaven completed.

#### **A2.1.2 Potential Council projects that could accommodate a Lift and Change facility identified**

**Status:** Delivered Livvi's Place in Mollymook, Shoalhaven's first fully fenced, all-inclusive playground which includes a lift and change facility.



Livvi's place All-Inclusive Playground, Mollymook

#### **A2.3.1 Staff are supported to increase or promote access and inclusion of events**

**Status:** Council's first accessible and Inclusive Event Policy was completed and adopted.

#### **A2.4.1 People of all ages with disability have greater access to libraries and art gallery activities**

**Status:** Libraries acquired a number of resources for people with print disabilities including:

- Dyslexia-Friendly collection of 180 youth and junior books held at Shoalhaven Libraries.
- eBook service (Overdrive) has dyslexic font as an option on platform/eMagazine.
- eNewspaper database/ (Pressreader) has text to voice capabilities.
- Large print books have been purchased and are available for loan at Shoalhaven Libraries
- A growing collection of audio books in various formats have been added to the collection
- Extension of Council's Home Library Service to members of the community that are not able to physically access library services.
- Information on accessible library resources documented.

#### **A2.4.4 Options for future provision of accessible beach access and swim sites identified.**



Status 5 sites identified for provision of accessible beach access and provisions made for improving access. Investigations have commenced into the provision of inclusive beach access at Warrain Beach, Hyams Beach, Mollymook Beach. A grant application has been submitted to install inclusive access pathways to Barfleure Beach, Vincentia.

**Action measure** 3 sites identified for provision of accessible beach access pathways. Council's Community Development team have been working closely with Ability Links NSW staff to develop "Shoalhaven Includes You", a project that provides a staffed, accessible and inclusive marquee for use at festivals and community events. Action Measure 1 partnership activity undertaken with Ability Links.

#### **A2.4.7 Plans for progressively increasing the accessibility of sporting ovals including parking, toilets and pathways are in place**

**Status:** Eleven beach wheelchairs have been purchased and placed in Shoalhaven Surf Lifesaving Clubs, White Sands Holiday Park and Grevilles Corner Store for free hire.

**A2.4.5** Investigations have commenced for Council to become a registered provider of specialist swimming programs with the National Disability Insurance Scheme (NDIS). Once complete, this will enable Council to provide programs and services via Shoalhaven Swim and Fitness and through other public programs at the Shoalhaven Regional Gallery.

**A2.7.3** Council's Tourism website was updated to include accessible product. New inclusive itineraries feature prominently and Council's Tourism Team continue to collect accessible information from tourism operators for inclusion on <https://www.shoalhaven.com/inclusive>. **Action Measure** Moving towards 100% of tourism marketing activities including accessible tourism itineraries.

**A2.7.1** A double page information article about inclusive itineraries has been included in the 2018 Shoalhaven LGA Visitor Guide. **Action Measure** accessible tourism information included in Visitor Guide annually.

### **Systems and Processes**

**A3.1.1** Ten staff members from Graphic Design, Communications, Tourism, Shoalhaven Entertainment Centre and Library Services completed Accessible Online Content Creation training. As a result, staff will be updating online content to ensure that it is accessible and inclusive. **Action measure** Executive Strategy Staff have received training required to author accessible and inclusive documents.

**A3.2.1** Audit of Council website (Including Tourism website) was undertaken to test accessibility against Web Content Accessibility Guidelines 2.0. with implementation plan completed **Action Measure** Basic Audit of Council website against Web Content Accessibility Guidelines 2.0 completed.

**A3.2.2** Speech and hearing assistance information has been added to the contact us page on Council's website. **Action Measure** Contact pages updated.

## **Employment**

**A4.1.1** Review Equal Employment Opportunity Policy to reflect the organisation's commitment to disability inclusion in the workplace. **Action measure** Review of Recruitment & Selection policy completed frequently throughout the year with adjustments made to strengthen the merit based selection principle.

**A4.1.2** Establish relationships with local Disability Employment Service Organisations. **Action Measure** Relationship established with MBC Nowra. MBC Nowra refers regularly to Councils Job Board and assist job active clients with the application process.

**A4.1.3** Data in relation to disability access and inclusion has been included for collection as part of Council's online recruitment process. **Action measure** Data is collected during the pre-employment medical process. The health declaration enables Council to ensure safe systems of work can be provided. The questionnaire and any medical results are confidential records and the disclosure of information will not be used discriminate. Council is proactive in asking whether occupational supports or adjustments may assist in the safe and comfortable completion of duties. Data is also collected during the on-boarding process.

The above outcomes have been delivered without the provision of DIAP-specific additional funding. Council staff are currently working on a fully costed implementation plan to ensure that all actions contained in the DIAP are delivered within the plan period 2017 -2021.

# REPORT ON CERTAIN PROPOSED CAPITAL WORKS PROJECTS WHERE A CAPITAL EXPENDITURE REVIEW HAD BEEN SUBMITTED

## OLG Capital Expenditure Guidelines

### Shoalhaven Indoor Sports Centre

#### Brief description

Deliver the Shoalhaven Indoor Sports Centre as the first stage of an integrated community and recreational precinct to meet the needs of the region, operating on a commercially viable and sustainable basis seven days a week. The facility comprises:

- Four multipurpose indoor sports courts
- Show court seating for 600 people
- Large mezzanine area
- Large storage areas
- Administration area
- Café area
- Supporting amenities

#### Estimated cost of project and proposed funding

The projected cost of the facility, in real terms, is estimated to be:

\$'000	2017/18	2018/19	2019/20	Ongoing per annum	Whole of Life Costs (est)
<b>Capital</b>					
Design and construct	\$9,600	\$4,065			\$13,665
Fitout	\$1,663	\$1,257			\$2,920
Asset replacement			\$332	\$332	\$16,600
	<b>\$11,263</b>	<b>\$5,322</b>	<b>\$332</b>	<b>\$332</b>	<b>\$33,185</b>
<b>Recurrent</b>					
Employee benefits		\$82	\$165	\$165	\$8,332
Operating costs			\$196	\$199	\$9,942
Maintenance costs			\$5	\$15	\$740
		<b>\$82</b>	<b>\$366</b>	<b>\$379</b>	<b>\$19,014</b>
					<b>\$52,199</b>

\* In 2019/20, the maintenance cost is estimated at \$15K.

Council has the capacity to fund the design and construction of the Shoalhaven Indoor Sports Centre from Section 94 funds (\$2.973M), loans (\$4.6M) and existing reserves (\$6.092M). The fit-out cost (\$2.920M) is expected to be funded from loans, though grant funding will also be pursued.

#### Anticipated start and completion dates

The first sod was turned on the project on 27 June 2017:  
<https://www.shoalhaven.nsw.gov.au/My-Council/Media-Releases/ArticleType/ArticleView/ArticleID/2471>

Construction and commissioning of the Sports Centre is expected to take approximately 18-20 months, with the facility opening in mid-2019.

#### Compliance with Capital Expenditure Review requirements

Section	Commentary
Project description	As above. Construction of the Shoalhaven Indoor Sports Centre has been under investigation since 2004.
Justifying the need	As part of its framework to ensure all social investment is effective, efficient and best utilised, Council has adopted an approach that incorporates best practice planning guidelines and assesses the physical characteristics of the area, the range of community infrastructure already available and the surrounding community to produce its <i>Community Infrastructure Strategic Plan 2017 – 2036</i> . For Planning Areas 1 and 2, the Plan noted that development of a regional sporting hub around the indoor sports centre was part of the Bomaderry Nowra Regional Sports and Community Precinct Master Plan and recommended that the Bomaderry Sporting Complex and Artie Smith Oval be upgraded to become a regional recreation/community and sporting facility. The project is identified as part of Council's capital works and its borrowing program in its Operational Plan.
Assessment of capacity of Council	Shoalhaven Council is a relatively large Council and has the capacity to manage large community infrastructure projects. In recent years, Council has provided new aquatic centres at Vincentia and Sussex Inlet (\$11.5M and \$3.1M, respectively), as well as facility upgrades at Ulladulla and Bomaderry.
Priorities	The project is considered by the elected Council as a high priority.
Alternative proposals	The following options were considered: do nothing; do minimum (reclad existing building and carry out further improvements); travel to alternative venues.
Financial implications	A cost-benefit analysis for the Shoalhaven Indoor Sports Centre was prepared in compliance with the <i>NSW Government Guide to Cost-Benefit Analysis (TPP17-03)</i> .
Public consultation	Extensive consultation with stakeholders has been undertaken since 2004, including the establishment of a Reference Group.
Business/Management Project Plan	Project management plan prepared by Point Project Management.
Risk Management Plan	Risk register included in the report from Point Project Management.
Probity Plan / Tender Evaluation	<p>Procurement strategy developed by RPS Project Management.</p> <p>Council has adopted the NSW Office of Local Government Tendering Guidelines for Local Government (October 2009) to guide the tendering process.</p> <p>In compliance with the legislative requirements set out in the Local Government Act (1993) and the Local Government (General) Regulation (2005), Council will undertake an open tender process for the following major phases of this project.</p> <ul style="list-style-type: none"> <li>• Planning and Design Phase</li> <li>• Construction Phase</li> </ul> <p>Trade Package tendering is also undertaken in accordance with the requirements of the Local Government Act (1993) by the construction manager.</p>

## Reporting

In accordance with the Capital Expenditure Guidelines, Council will put mechanisms in place to report on the project. Reporting mechanisms will include:

- Monthly reporting to the Steering Committee
- Quarterly reporting to Council on construction progress, financial aspects of the project, project risks and other project KPIs
- Reporting on the project in Council's Annual Report

Council shall oversee the ongoing management of the development through regular updates to Council meetings that include both status reports and requests for decisions, where appropriate. Council may also request ad hoc reports. Staff at key points in the implementation process will provide reports.

## ANNUAL STRATEGIC INDICATORS 2017 – 2018

Theme	Focus	Measure	Value 2016/17	Value 2017/18	Unit	Direction of Change	Comment
Com	Community health and wellbeing	Australian Unity Personal Wellbeing Index for Shoalhaven	84.1	83.1	Rating out of 100		✓
Com	Community health and wellbeing	Community's satisfaction with their current health situation	4.04	4	rating out of 5		✓
Com	Community health and wellbeing	Percentage of adult population that did not walk in the past week	*	40	%	Base line data	
Com	Community safety	LG Emergency Management Health Check - overall rating	3.91	*	rating out of 5	Not reported this year	
Com	Level of volunteering	Number of Bushcare Groups operating on Council-owned and managed land.	68	70	#		✓
Com	Level of volunteering	Number of in-kind hours contributed by volunteer Bushcare Groups	6,685.00	5,500	Hrs		✗
Com	Level of volunteering	Number of individual volunteers involved in Bushcare	702	700	#		■
Com	The level of volunteering	Number Council Management Committees (Facilities)	14	13	#		✗
Com	Level of volunteering	Number Council Management Committees (Sportsgrounds).	24	15	#		✗
Com	Level of volunteering	Number of Parkcare groups	49	49	#		■
Com	Level of volunteering	Number of volunteer hours contributed by volunteer Parkcare Groups	1,788	2,476	Hrs		✓
Com	Level of volunteering	Number of individual volunteers involved in Parkcare	386	440	#		✓
Com	The level of volunteering	Number of Community Consultative Bodies	24	23	#		✗
Com	Use of Council's facilities	Number of attendances at Arts Centre	25,628	29,743	#		✓

Theme	Focus	Measure	Value 2016/17	Value 2017/18	Unit	Direction of Change	Comment
Com	Use of Council's facilities	Number of attendances at Council's aquatic and leisure centres for financial year	850,000	819,497	#		
Com	Use of Council's facilities	Yearly attendance numbers at the Shoalhaven Entertainment Centre	61,061	*	#	Data collection issue	
Com	Use of Council's facilities	Yearly attendance numbers at ticketed events	38,518	40,468	#		
Com	Use of Council's facilities	Number of attendances at Council's libraries	497,351	434,801	#		
Com	Use of Council's facilities	Number of virtual visits at Council's libraries	358,318	355,908	#		
Com	Use of Council's facilities	Percentage items loaned on self-checkout machine	32	34	%		
Com	Use of Council's facilities	Number of public use PCs available	26	26	#		
Com	Shoalhaven population	Shoalhaven population	101,777	104,056	#		
Com	Shoalhaven population	% increase in population	1.27	1.1	%		
Env	Threatened plant and animal species	Number of threatened plant and animal species	152	275	#		Change in reporting
Env	Council's water and energy consumption	Total energy consumption	123,076	125,900	Gj		
Env	Council's greenhouse gas emissions	Council greenhouse gas emissions per resident	523.29	364.6	kg		
Env	Alternate energy generation	Total alternate energy generation by Council	5,406	293	MwHrs		



Theme	Focus	Measure	Value 2016/17	Value 2017/18	Unit	Direction of Change	Comment
Env	Greenhouse Gas emissions	Tonnes Greenhouse gas emissions for Council	51,963	37,190	Tonnes		✓
Env	Council's resource useage	Total water consumption	351.03	426.4	ML		✗
Env	Council's resource useage	Council's water consumption per resident	*	4.1	KL per resident		■
Env	Length of roads	Sealed road	1,389.40	1,417.40	Km		✓
Env	Length of roads	Unsealed road	314.89	318.43	Km		✗
Env	Accessibility to transport other than cars	Number of kerb ramps constructed	47	109	#		✓
Env	Accessibility to transport other than cars	Current number of kerb ramps in the Shoalhaven	1,870	1,954	#		✓
Env	Accessibility to transport other than cars	Number of bike rack locations installed	7	7	#		✓
Env	Accessibility to transport other than cars	Number of pedestrian safety facilities constructed	12	8	#		✗
Env	Accessibility to transport other than cars	Current number of pedestrian safety facilities	247	248	#		✓
Env	Accessibility to transport other than cars	Number of bus stop improvements	8	9	#		✓
Env	Accessibility to transport other than cars	Current number of bus shelters	183	190	#		✓
Env	Accessibility to transport other than cars	Current number of bus stop posts	544	543	#		■
Env	The length of cycle ways and footpaths	Current total Km of cycle ways and footpaths	232.03	241.82	Km		✓



Theme	Focus	Measure	Value 2016/17	Value 2017/18	Unit	Direction of Change	Comment
Env	The length of cycle ways and footpaths	Constructed cycleway and footpath per year	4.63	9.79	Km		✓
Env	Percentage of waste diverted from landfill	Percentage of waste diverted from landfill	32.4	31	%		✗
Env	Green waste	Tonnes of green waste collected	10,938	9,139	Tonnes		✗
Env	Road safety	Current number of roundabouts	86	105	#		✓
Env	Road safety	Current number of traffic signals	21	21	#		✓
Env	Accessibility to transport other than cars	Current number of bike rack locations	67	74	#		✓
Env	Road safety	Number of road safety improvement projects completed	19	26	#		✓
Env	Road safety	Number of roundabouts constructed during the year	12	19	#		✓
Env	Economic activity	Number of new dwellings approved (combined, dual occupancies, Secondary Dwellings and units/flats)	870	964	#		✓
Env	Economic activity	% change in the number of new dwellings approved over last year	18	9.8	%		✗
Env	Environmental measures	Number of SoE indicators improved	7	8	#		✓
Env	Environmental measures	Number of SoE Indicators that remained stable	2	3	#		✗

Theme	Focus	Measure	Value 2016/17	Value 2017/18	Unit	Direction of Change	Comment
Env	Environmental measures	Number of SoE Indicators worsened	6	4	#		✓
Env	Environmental measures	Number of SoE targets	14	14	#		✓
Env	Environmental measures	Number of SoE targets met	8	8	#		✓
Env	Environmental measures	Number of sampled estuaries	17	23	#		✓
Env	Environmental measures	Number of estuaries receiving a good or higher health rating	4	*	#	-	Data collection issue
Gov	Council workforce	Percentage of female staff in the workforce	41	37	%		✗
Gov	Council workforce	Percentage of women in management (supervisor & above roles)	30	37	%		✓
Gov	Council workforce	Staff total turnover against head count percentage	*	12.7	%		■
Gov	Council workforce	Staff voluntary turnover percentage for 24 months to end of year	*	24.5	%		■
Gov	Council workforce	Number of employees (permanent FTE)	*	1,012	#		■
Gov	Requests for information	Formal GIPA Act applications processed within legislative timeframe	86	96.15	%		✓
Gov	Requests for information	Informal GIPA Act applications processed within 28 days	96	94.48	%		✗

Theme	Focus	Measure	Value 2016/17	Value 2017/18	Unit	Direction of Change	Comment
Gov	Requests for information	Correspondence items answered within 28 days	92.35	91.62	%		✘
Gov	Requests for information	Formal GIPA Act applications received	22	26	#		✘
Gov	Requests for information	Informal GIPA Act applications received	372	362	#		✔
Gov	Requests for information	Correspondence items received from the community	102,250	93,531	#		✔
Gov	Use of Council's Website	Number of visitor sessions to SCC website	572,554	565,331	#		Internal council traffic has been removed from this years figures, hence the lower result
Gov	Use of Council's Website	Number of page views on SCC website	1,452,001	1,300,312	#		Internal council traffic has been removed from this years figures, hence the lower result
Gov	Financial sustainability	Debt Service cover ratio	3.7x	5.5x	:1		✔
Gov	Operating surplus (deficit)	Actual operating surplus or deficit, excluding capital grants and contributions	-4,196	\$106	\$000.		✔
Gov	Asset sustainability	General fund Infrastructure backlog (\$M) as % of total infrastructure assets (estimated at fair value)	5.06	4.30	%		✔
Gov	Asset sustainability	General fund % difference in renewal cash-fund actual to required asset depreciation	71.69	76.59	%		✔
Pro	Economic activity	Value of Non-Residential Development Application approvals	79.7	81.9	\$M		✔

Theme	Focus	Measure	Value 2016/17	Value 2017/18	Unit	Direction of Change	Comment
Pro	Economic activity	Value of new residential development approvals	321.8	345	\$M		✓
Pro	Economic activity	Number of Development Applications received	2,209	1,556	#		✗
Pro	Economic activity	Value of new subdivision approvals (does not include applications involving building works)	7.535	6.38	\$M		✗
Pro	Economic activity	Total value of construction and complying development certificates issues	354.9	438.1	\$M		✓
Pro	Economic activity	Major capital infrastructure investment	319	219	\$m		✗
Pro	Economic activity	Number of people employed	37,268	36,580	#		✗
Pro	Economic activity	Unemployment rate	8.04	9.98	%		✗
Pro	Economic activity	Gross regional product	4896	5750	\$M		✓
Pro	Economic activity	Number of rateable properties	57,090	57,533	#		✓
Pro	Economic activity	Average residential rate notice amount excluding waste and stormwater charges	1,007.00	1,142	\$		■
Pro	Tourism	Number of domestic overnight, day and international visitors	3.02	3.4	Million		✓
Pro	Tourism	Total economic impact of direct expenditure by all visitors to the Shoalhaven	838,000	852,000	\$.000		✓

## **SIX MONTHLY REPORTS**

Six Monthly Report July 2017 To December 2017

<http://doc.shoalhaven.nsw.gov.au/Displaydoc.aspx?Record=d18/60172>

Six Monthly Report January 2018 To June 2018

<http://doc.shoalhaven.nsw.gov.au/Displaydoc.aspx?Record=d18/288045>