

Shoalhaven City Council – CCB Executive Meeting – Thursday, 8 June 2023 – 10:00 AM to 2:00 PM
Shoalhaven Indoor Sports Centre – 90 Cambewarra Rd, Bomaderry
1792 E & 61975E (D23/259005)

Meeting Notes

The following meeting notes should be used in conjunction with the CCB Executive Meeting PowerPoint presentations attached.

Please note: these are meeting notes only and not comprehensive minutes.

Mayor and Councillor Attendees: Mayor Amanda Findley, Clr Evan Christen, Clr Serena Copley, Clr Mark Kitchener, Clr John Kotlash, Clr John Wells, Clr Patricia White.

CCB & Community Group Attendees: David Reynolds, Bruce Goldsmith, Stuart Coughlan, Denise Meldrum, Ian Carroll, Ron Cox, Geoff Brennan, Gail Stebbings, Peter Broom, Dirk Treloar, Penny Davidson, Lois Sparkes, Duncan Sanders, Brenda Sambrook, Rob Russell, Daniela Tronson, John Lang, Cathy Stapleton, Gary Bickford, Lou Casmiri, Bob Pullinger.

CCB & Community Groups Represented: Basin Villages Forum, Berry Forum, Budgong Community Group, Burrill Lake Community Association, Callala Beach Progress Association, Cambewarra Residents & Ratepayers Association, Conjola Community Association, Huskisson Woollamia Community Voice, Hyams Beach Villagers Association, Kangaroo Valley Community Consultative Body, Shoalhaven Heads Community Forum, Sussex Inlet & Districts Community Forum, Tabourie Lake Ratepayers & Residents Association, Tomerong Community Forum, Vincentia Ratepayers & Residents Association.

Council Employee Attendees: Stephen Dunshea, James Ruprai, Jane Lewis, Paul Keech, Carey McIntyre, Coralie Bell, Michael Paine, Jim Fraser, Peter Windley, Scott Wells, Michael Roberts, Nigel Smith, Natalie Johnson, Jacinda Taylor, Joanne Seibright.

ITEM	TOPIC	PRESENTED BY
1.	Welcome & Housekeeping	Jane Lewis – MC & Director, City Lifestyles
2.	Welcome to Country	Mayor Amanda Findley
3.	CEO Address <ul style="list-style-type: none"> Insurance CCB Policy Community Engagement Strategy 	Stephen Dunshea – Chief Executive Officer (CEO)
4.	Overview / Q&A	Stephen Dunshea – Chief Executive Officer (CEO)

Overview

- Council is here to listen and engage.
- Council will deliver several presentations for the purpose of sharing information.
- The purpose of today is to strengthen the relationship between Council staff and the Community Consultative Bodies (CCBs).

Organisational Updates

- Clr Liza Butler, who was elected to Council at the last Local Government election in December 2021 was elected as the Member for South Coast at the recent State election. Clr Butler has officially resigned from Council, with effect Thursday, 1 June 2023. Council has formally notified the Australian Electoral Commission (AEC), and the Office of Local Government of the casual vacancy. Council is currently operating with 12 Councillors. In accordance with the resolution made by Council after the last election, Council opted in for the 'Countback Provisions'.

The AEC will recount the election for Ward 3 with a new Councillor to be elected. This process is not controlled by Council. Upon completion of this process, the Council will be restored to 13 members. Council business is currently proceeding with 12 Councillors.

Confirmation has been received from the AEC in relation to the timetable for the countback election. The eligible candidates will be declared on Monday, 3 July, and the election will take place on Tuesday, 4 July.

- Paul Keech – Director, City Services has announced his retirement from Council. Paul will finish on Friday, 23 June 2023. Tabourie Lake Ratepayers & Residents Association thanked Paul for attending their recent meeting held last week.
- Kevin Voegt – Director, City Performance retired from Council earlier this year. This position has now been filled and a new Director has been appointed. Her name is Kerrie Hamilton, and Kerrie will commence with Council on Tuesday, 13 June 2023.
- Katie Buckman has been appointed as Council's new Chief Financial Officer and has replaced Olena Tulubinska.

Comments/Feedback

There was some general discussion about how many of the CCBs are not represented at this meeting, and the reason behind this is that they are unhappy with how the CCBs have been treated by Council. For example, a request was made for the meeting today to be delayed as it was felt that further work needed to be done in relation to the CCB Policy and the Engagement Strategy, however, this request was not taken on by Council. Discussion needs to be had around how Council views CCBs as the CCBs do not feel that they have been listened to over the past several months. There is a degree of dissatisfaction with Council by a number of CCBs about the way the CCBs have been engaged by Council in these processes. This Forum and the agenda for this meeting are not conducive to collaboration.

It was also discussed that CCBs receive a copy of the meeting papers prior to any meetings so that they can review them and discuss them prior to the meeting/Forum.

Outcome

It was decided that today's Forum would proceed, despite some of the sentiment in the room, so that those present could receive the updates in accordance with the agenda.

The Community Connections Team is responsible for the development of the CCB Policy and would like to bring the CCB Executives together in a separate meeting outside of this Forum to discuss the CCB Policy in full. Staff are committed to going through the document line by line, and will do this before it goes up to Council for final endorsement.

Council has received over 40 submissions on the CCB Policy. Many of the submissions are conflicting, so there is a need to bring everybody together so that a consensus opinion can be developed.

Council is committed to doing this piece of work and is committed to doing it right so that there is a CCB Policy that works both for Council and for the Community.

CCB Insurance

Presenter: Carey McIntyre (Director – City Futures)

- Last month, Council considered a report submitted by Council Officers in relation to CCB Insurance.
- The report talked about having all CCBs covered, both those that are incorporated or unincorporated, including all volunteers, irrespective of the number of meetings they have per year, and irrespective of whether the meetings are held in Council venues or private venues. The aim was to keep it simple and to make it all-encompassing.
- Council overwhelmingly supported moving forward with the following resolutions:
 - An insurance product will be offered by Council to all CCBs. Based on advice received from the insurer, the insurance will be in the form of individual policies.
 - It is estimated that each policy will cost approximately \$1,000.00. Council has resolved to allow for \$24,000.00 in the next financial year's operational expenditure to cover the cost of the insurance policies.

- Councillors expect that Council Officers will consult and engage with the CCBs on the Policy. Each CCB will be consulted on the content of the insurance policies to ensure that the policies are all-encompassing and cover the needs of each CCB.
- The next step is the consultation process.
- CCBs with existing policies can either let the policy run until its expiry date and Council will pick up the cost of the new Policy at the time of expiry, alternatively, we can run two policies in parallel. CCBs will be consulted in relation to this.
- All CCBs have now been contacted with regard to the information required from Council's insurer. The questions from the insurer are as follows:
 - Does your CCB have a turnover of \$50,000.00 a year or more?
 - Does your CCB have any current claims or incidents? If so, please provide details.
- All but three CCBs have provided their response to these questions. The Community Connections Officer will chase the CCBs whose response is still pending.

CCB Insurance – Q & A

Q: CCBs and other Community Groups cannot use Community Halls in their area as it is a requirement that they have Public Liability Insurance. There are currently impediments to Community Organisations wanting to use these community assets.

A: If you are a group that is not a CCB, that are using Council facilities on a casual basis, there are existing policies in place to cover injury and other liabilities. There are existing policies in place for casual hirers.

ACTION: The current Council Booking System requests that a Public Liability Insurance Policy Number be provided, and as a casual hirer without PLI, you cannot proceed with the online booking without providing this information. Council Officers are to investigate this issue with the online Booking System.

CCB Policy

Presenter: Michael Paine (Manager – Community Connections)

- The CCB Guidelines have not been updated since 2013.
- Council had substantial commentary and suggestions from previous consultations which we worked through to develop the initial Draft CCB Policy.
- The Draft CCB Policy was put on public exhibition for 3 months from 8 January to 4 April 2023.
- Council has received 41 Submissions from CCBs, other groups, and the community.
- Council's Community Connections Officer has been working to incorporate the submissions into the CCB Policy document, which includes finalising the wording regarding insurance.
- Submission Themes
 - Insurance – the majority of the submissions were around insurance provisions for CCBs.
 - Code of Conduct – a number of submissions have said that it should be compulsory for CCBs to have a Code of Conduct. This has not currently been included in the Policy document.
 - Feedback on the provision of information and how information is to be delivered to CCBs – what information is provided and the manner in which it is sent.
 - Council and CCB engagement – what is the process?
 - Notice Boards – request for electronic notice boards.
 - A lot of feedback on the terms of office for CCB Office Bearers. Some suggest 2 years / some three years / some four years / some not wanting to put a time frame on it.
 - Promoting diversity – ensuring representation from Aboriginal communities / young people etc. How do we ensure that every area of the Shoalhaven is represented? There is currently no CCB for Nowra / Sassafras / Depot Beach and Durras.
 - Role of the Chairperson – some comments about having a rotating chair.
 - Constitutions for Incorporated groups and how this marries with the Policy.
 - Frequency and make-up of meetings.
 - Election of Office Bearers and how this is done in a transparent way.
 - Correspondence with Council.
- Some of these things have been included in a draft document and others haven't.

- Staff are committed to meeting with the CCBs to go through the Policy to seek feedback and clarity to ensure that the final policy meets the needs of both CCBs and Council.
- Staff will not put this Policy up to Council for endorsement until we have had the opportunity to meet with you all and discuss this.

Community Engagement Strategy (CES)

Presenter: Natalie Johnson (Community Connections Officer) on Behalf of Caitlin Lewis (Manager – Media & Communications)

- Submission received from a number of CCB's.
- Changes made:
 - Council has taken on suggestions and updated the document – particularly the stakeholder list and the 'who we are' content.
 - The Stakeholder list has been reviewed and now includes more resident and interest groups, including CCBs.
 - Photographs have been updated to include more diversity in the community.
- Questions raised:
 - Policy -v- Strategy
The concerns expressed about replacing the existing 'Policy' with a 'Strategy' is absolutely relevant. Staff understand that these are different document types. However, the practice of this Council is to reference strategies as a policy document type for record-keeping purposes. This approach is currently under review and a Policy Statement may soon be applied and a strategy would be a separate document.
 - Why replace the existing policy with a strategy?
Under new regulations of the NSW Government, every Council in NSW had to update its current Community Engagement Strategy. This has to be done with each new incoming Council, so it will be reviewed again next year.
 - Need to integrate the CCB more into the CES.
The purpose of the CES is to establish the reason Council consults with all communities and talk about our overall approach to engagement, which is reflected in the list of stakeholders that help us reach every demographic of our community.
The next step in developing Council's Community Engagement processes is the creation of a framework that will include more details about who, how, and when we engage.
This document will help to guide Council staff in community consultation activities and Council would welcome input from the CCBs to assist in its development when this is done later this year.

5.	Delivery Program & Operational Plan (DPOP)	Jim Fraser – Manager, Corporate Performance & Reporting
6.	Overview / Q&A	

Presenter: Jim Fraser – Manager – Corporate Performance & Reporting

- The role of the Manager, Corporate Performance & Reporting is to help bring the organisation together to create Councils integrated planning and reporting documents. One of these documents is currently out on exhibition for the next financial year. It is known as the Delivery Program & Operational Plan (DPOP).
- Submissions on the DPOP are welcomed and encouraged.
- That suite of documents is mandated by State Government and all Local Governments must have this suite of documents in place. It is to ensure that what we are hearing from our community through our Community Strategic Plan (Council's 10-Year Visionary document), that Council takes that and creates what is known as the Delivery Program.
- It's a program of 4 years, and it is meant to align with the 4-year period of the Council term.
- After the last election we created a new 4-year document called the Delivery Program, and each year, we put budget and resources against actions to help deliver on that program.
- The DPOP also includes our budget and our fees and charges.
- Submissions closed on Wednesday, 14 June 2023. The submissions will be considered, and the final draft will go up to Council for endorsement on 26 June 2023.

- The document on public exhibition is part of the Integrated Planning & Reporting documents. There are also other documents that are used at Council to help deliver on those programs and plans, and that is called the Resourcing Strategy. It involves the Workforce Management Plan, the long-term Financial Plan, Asset Management Strategy, and ICT Strategy.
- Council reports on those through a quarterly process.
- The DPOP is updated each year and is informed by a range of other strategies and plans that Council already has in place and that are adopted by Councillors. Some of these include the Disability Inclusion Access Plan (DIAP), Local Strategic Planning Statements, Adaptation Plan etc.
- Staff continually pull together other evidence and data which inform what goes into that annual plan. It is done in consultation with Councillors, this process commenced last October, and those documents are put on public exhibition for 28 days each year. They went on public exhibition on 17 May 2023. All CCBs should have received email correspondence in relation to this with links to the relevant information.
- ***Please refer to Attachment 1: Draft Delivery Program Operational Plans & Budget.***

DPOP – Q & A

Q: Is there any way the pathway project can be included in the 2023/2024 FY capital expenditure?

A: The scheduling for any of those improvement works is usually incorporated into the 10-year Capital Program, it is then scheduled, and Council endorses when the works are scheduled. The prioritisation of pathway works is done through the Pedestrian Access Mobility Plan (PAMP).

Q: Is there an opportunity for a media release to promote the accessway between the Bayswood Estate in Vincentia to Collingwood Beach?

A: This will be referred to Council's Media Team.

Q: How successful were the Pop-up Sessions?

A: The last one will be held at Berry on Saturday, 10 June. The purpose of the Pop-ups was to raise awareness that the documents are on public exhibition, and this was a good chance for Council staff to communicate with the community. The outcome of these Pop-up Sessions will be reported to Council.

Q: The documents on public exhibition are very big documents, and when a CCB receives them, it is challenging to be able to churn through all the information to come to a sensible conclusion. Would Council be able to assist CCBs by providing a summarised version of these documents, specific to their individual area?

A: Thank you for this feedback. Council will take it under advisement.

Q: When can we expect to see the 10-year Plan?

A: As part of the document that is on public exhibition, in some respects it is a minimalist Capital Works Program considering the significant diversion of funds Council has had to make. Difficult decisions have had to be made to reallocate funds from Capital Works to Maintenance Works to try to cope with the damage caused by recent disaster events. In that respect, Council has looked at the impact this has had across the whole organisation, and as a result, we have limited it to a One-year Program at this point in time. Council has already engaged consultants to work with us in relation to a comprehensive review of the Council's long-term financial plan, its positioning for financial sustainability, and link it with our Asset Management Plans and our 10-year Capital Plan. That work is commencing now. The timeframe for that is for completion in the first quarter of the 2023/2024 FY. The consultation process will commence in October.

7.	Waste Management Initiatives	Paul Keech – Director, City Services
8.	Overview / Q&A	

Presenter: Peter Windley – Waste Operations Coordinator

- *Please refer to Attachment 2: SCC Integrated Recycling Operations.*

9.	Coastal Management Plan (CMP) for Jervis Bay & the Open Coast	James Ruprai – Director, City Development
10.	Overview / Q&A	

Presenter: Nigel Smith (Lead – Coastal Management) & Michael Roberts (Manager – Environmental Services)

- *Please refer to Attachment 3: Developing Coastal Management Programs (CMPs) in the Shoalhaven LGA.*

CMPs – Q & A

Q: When will documentation from Stages 2 and 3 be available to the CCBs and the general public?

A: A lot of this information is available via Council's Get Involved pages. This is the platform for information sharing.

Q: How can we access the Scoping Stage 2 reports?

A: Council's Stage 1 CMP Scoping Study is available on the CMP Get Involved page or via this link: <https://doc.shoalhaven.nsw.gov.au/DisplayDoc.aspx?record=D20/454131>

Stage 2 reports have not been made publicly available by Council due to the substantial size and volume of the reports, and push from the community to work through management actions through Stage 3 and 4 of the CMPs.

Q: What is the probability of meeting the proposed timeline?

A: Council is working to the proposed timeline. The four CMP projects (seven individual CMPs) each have an individual consultant from a specialist coastal engineering consultancy working on them. It is estimated that there are less than 10 suitably qualified consultants throughout the state that are working on CMPs, which means that they are stretched thin as a consequence of the new legislation from the NSW State Government. Once a CMP is adopted by Council and letters of support are provided by relevant State Government agencies, it will then go to the NSW State Minister for Local Government for certification. The timeliness of this process is out of Council's control and will likely depend on the amount of other CMPs the Minister has for certification.

Q: Has Stage 3 been prepared for the Advisory Committee as yet and when will it go on public exhibition? Can communications from Council with the community be in the form of a letter to the ratepayer's address so that people know about it?

A: 28 days is Council's standard for public exhibition. We are working towards September for adoption of the Open Coast and Jervis Bay CMP through Council. The relevant Coastal Management Program Advisory Committees, following public exhibition, will be tasked with resolving to recommend through the Committee for the CMPs to go to the Ordinary Meeting of Council for adoption.

Q: Feedback in relation to the Cost Benefit Study is that it is set-up, not to provide solutions, but to knock everything on the head.

A: A response to this feedback will be discussed offline.

Q: Will community engagement be undertaken prior to the draft being released?

A: Council goes out to the community with what they have developed in terms of management options, and the key feedback we are trying to get from the community is have Council got it right? Have we missed

anything? Council then takes this feedback into consideration and further develops the document during the Stage 3 process, it then comes back out to the community as a draft document for public exhibition during Stage 4 of the CMP process. It essentially goes out to the community for feedback at least two to three times.

ACTION: The dune situation at Hyams Beach is getting worse. Hyams Beach Villagers Association has asked that the Coastal Management Officer contact them to arrange a suitable time to assess the issue.

11.	Pedestrian Access Mobility Action Plan (PAMP)	Coralie Bell – Acting Director, City Futures
12.	Overview / Q&A	

Presenter: Coralie Bell (Acting Director – City Futures)

- The Earlier Consultations – Pre-2023
 - Numerous formal and informal consultations and community feedback has been received over the years leading up to this point (paths are one of the most commonly requested forms of infrastructure). We consider all feedback whether it is part of a formal or informal process.
 - Notwithstanding, broad consultations were undertaken as part of earlier versions of the PAMP or Bike Plan - 1997 (original Cycling Strategy), 2002 (PAMP 1), 2005 (PAMP 2), Round the Bay (2012), Bike Plan (2013).
 - The National Cycling Participation Survey (NCPS) is a standardised survey that has been repeated biennially since 2011. SCC ran this for the first time in 2020 as a lead into the PAMP review (the SCC surveys were expanded to address pedestrians and cyclists) and the surveys are proposed to be run again prior to future PAMP reviews. Benchmarking allows comparison between surveys and comparison against other Councils.
- Preliminary Consultation – 11 April to 11 May 2023
 - Initial feedback was recently requested (closed 11 May) – no formal requests for extensions of time, but there are still some CCBs providing further feedback.
 - Council received lots of inquiries and acknowledgments, but only 14 written submissions were received (seven being from CCB's, and seven from other groups and individuals).
- Following Preliminary Consultation
 - Plans have already been amended to address the preliminary feedback and the Interactive Mapping Tool (available via the PAMP website) should soon be updated to reflect the requested amendments (by the end of next week).
 - A Request for Quotation (RFQ) document is also being prepared, as we get ready to seek quotations and engage a consultant. This is pending confirmation of funding in 23/24 Budget (Council needs to adopt its budget this month, and Transport needs to confirm its budget for 23/24 FY).
- Score Criteria
 - Criteria for Paths will need to be reduced/simplified, to meet the available budget (and easier for the community to understand). This also reflects the feedback received.
 - Pedestrian Crossings – a simple criterion has been proposed (pedestrians x traffic) or “P” x “V” is used practically by most agencies and is proposed to be absorbed into the PAMP.
- Proposed Process
 - A Consultant will be engaged to:
 - Prepare a new active transport strategy (under which the updated PAMP and Bike Plans will sit).
 - Review scoring criteria and rank all projects city-wide (paths). This work has largely already been done for pedestrian crossings but will be absorbed into the PAMP and expanded going forward.
 - Prepare updated information to update Council's PAMP website.
 - Collate public feedback for Council review.
 - Brief the Council at certain points in the process, and meet with the public (community information hubs will be arranged for this purpose).
 - Report to Council to obtain endorsement to put the updated PAMP Bike Plans on public exhibition.
 - Exhibition – Community information hubs are being considered, and there is the potential for an additional one-off CCB Executive Meeting to coincide with the exhibition.

- Collate/review public feedback.
- Report to Council to adopt the new AT strategy including updated PAMP Bike Plans.
- Timeframe (as quickly as possible – in the 23/24 FY).
- PAMP Bike Plan Page (Council Internet)
 - Will keep this updated as the process moves forward, a Get Involved page is also being considered.

13.

General Questions

Jane Lewis – MC & Director,
City Lifestyles

General Questions Q & A

Q: Can there be some clarity around how information gets to the CCBs?

A: We are looking to establish what the primary source of communication is or seek to confirm a primary method of communication source between CCBs and Council. Currently, teams across Council are encouraged to notify Council's Community Connections Officer of any potential projects that might be of interest, requests for community consultation etc. so that it can be distributed via e-mail to the CCBs. It can be challenging to keep across all projects across such a large and diverse organisation. The Community Connections Officer is the conduit for getting Council information out to the CCBs, however, this is currently reliant on teams within Council letting us know that they have information that they would like to share.

ACTION: Council to review this process internally to develop a more effective way of communicating with all CCBs. This will be a piece of work that comes out of the Community Engagement Framework which will be the next piece of work from the Community Engagement Strategy.

Q: What is Council going to do to improve community engagement throughout the whole Shoalhaven LGA and how are Council going to fill the gap in those areas where there is no CCB representation?

A: Council's method of Community Engagement is constantly evolving. Nothing is set in stone. Council engaging with CCBs is a single method of community engagement that we use, but it is not the only method that is used. There are many other community groups, that are not CCBs that Council needs to engage with as well. Being an ever-evolving process, system, and framework, there is the opportunity for Council to review that. There is an action in the DPOP that Council looks at a method of engagement and review the current process.

Q: Could the CCBs be a starting point at a local level to implement disaster preparedness?

A: Through the Recovery to Resilience Project (RRP) there was a community-led resilience stream. Council worked in consultation with Griffith University, and the draft documents have been prepared, they are with Council's Senior Officers, Councillors haven't seen them yet, however, the Mayor and the Executive Team have been briefed, however, the CEO has requested that Professor Darryl Low Choy from Griffith University undertake another piece of work before we brief the Councillors and take it any further. The CEO has requested Professor Low Choy to develop a draft Terms of Reference (TOR) ahead of briefing the full council on the next steps in progressing the project.

Q: Will the PAMP also look at the high-level issues of mobility around the city, linking in with public transport? Will it ensure that we service those who are without vehicles? Will it prioritise those links, in other words, needs -v- wants? (NOTE – ANSWER PROVIDED AFTER THE MEETING)

A: The criteria for the PAMP and Bike Plans have historically been derived to address the highest priority projects based on risk and need. But that doesn't stop the ongoing challenge for Council to manage the communities "wants". The bigger problem, however, is that budget availability is not keeping up with infrastructure needs, so it is often difficult for the community to understand why a particular project isn't being prioritised, even though we recognise it is needed. No one wants to hear that their project is needed but can't be included in the 10-year budget, but that is the stark reality of the current funding situation (there has been a significant increase in community requests for paths and crossings, and the budget shortfall to help provide these improvements is significant and growing). Notwithstanding, the PAMP and Bike Plans do identify existing and proposed infrastructure with the intent to provide improved connections and access very broadly across our communities, as integrated as possible, addressing known desire lines and including links to known public transport services. Whilst we can't guarantee the strategies satisfy every member of the public without access to a vehicle, the

strategies have been managed historically as an evolving document, addressing any missing links as soon as they are brought to Council's attention. It is envisaged the PAMP-Bike Plans will be placed on public exhibition before they are considered by Council for adoption in the 23/24 financial year.

14.	Thank You & Close	Jane Lewis – MC & Director, City Lifestyles
Summary of Actions	Action Item	Responsible Officer
	The current Council Booking System requests that a Public Liability Insurance Policy Number be provided, and as a casual hirer without PLI, you cannot proceed with the online booking without providing this information. Council Officers are to investigate this issue with the online Booking System.	Customer Experience Officer - Bookings
	The dune situation at Hyams Beach is getting worse. Hyams Beach Villagers Association has asked that the Coastal Management Officer contact them to arrange a suitable time to assess the issue.	Lead – Coastal Management
	Council to review the process of communicating with CCBs internally to develop a more effective way of communicating with all CCBs. This will be a piece of work that comes out of the Community Engagement Framework which will be the next piece of work from the Community Engagement Strategy.	Under Review as Part of the Community Engagement Framework
Attachments	<ol style="list-style-type: none"> 1. Presentation – Draft Delivery Program Operational Plans & Budget. 2. Presentation – SCC Integrated Recycling Operations 3. Presentation – Developing Coastal Management Programs (CMPs) in the Shoalhaven LGA 	

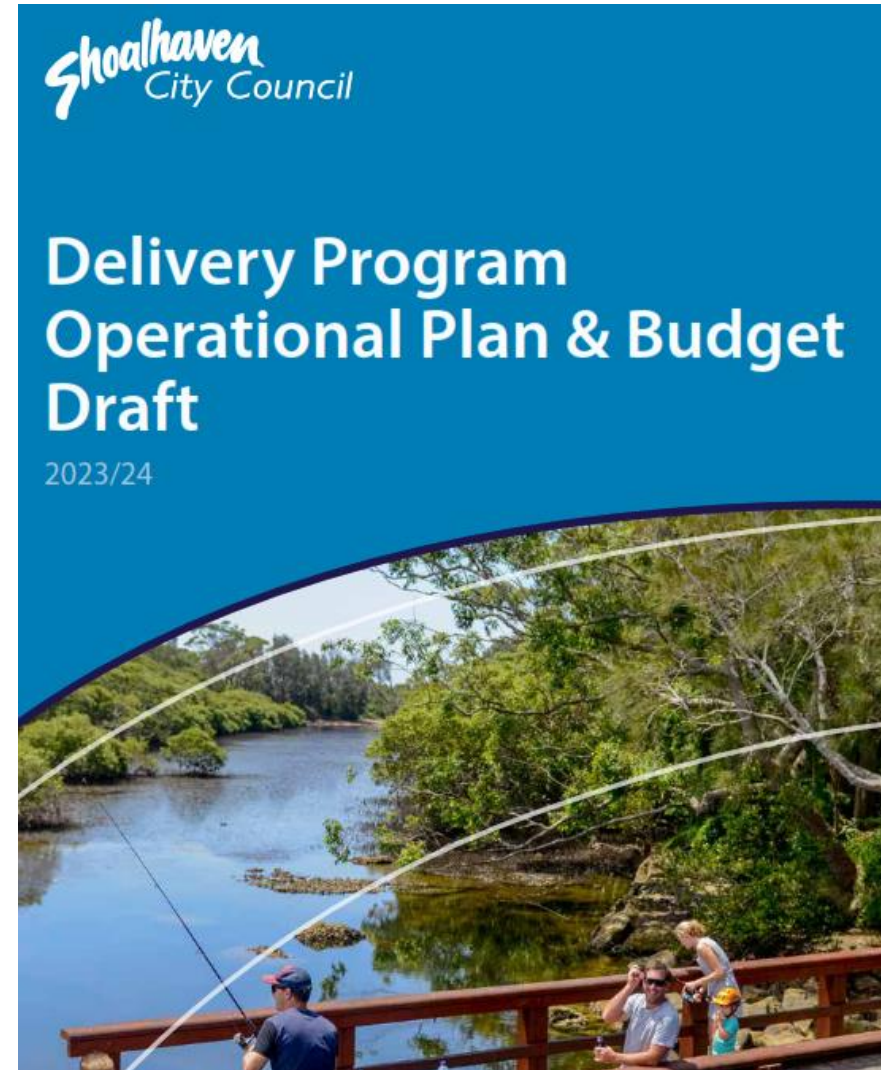
Jim Fraser

Manager Corporate Performance & Reporting

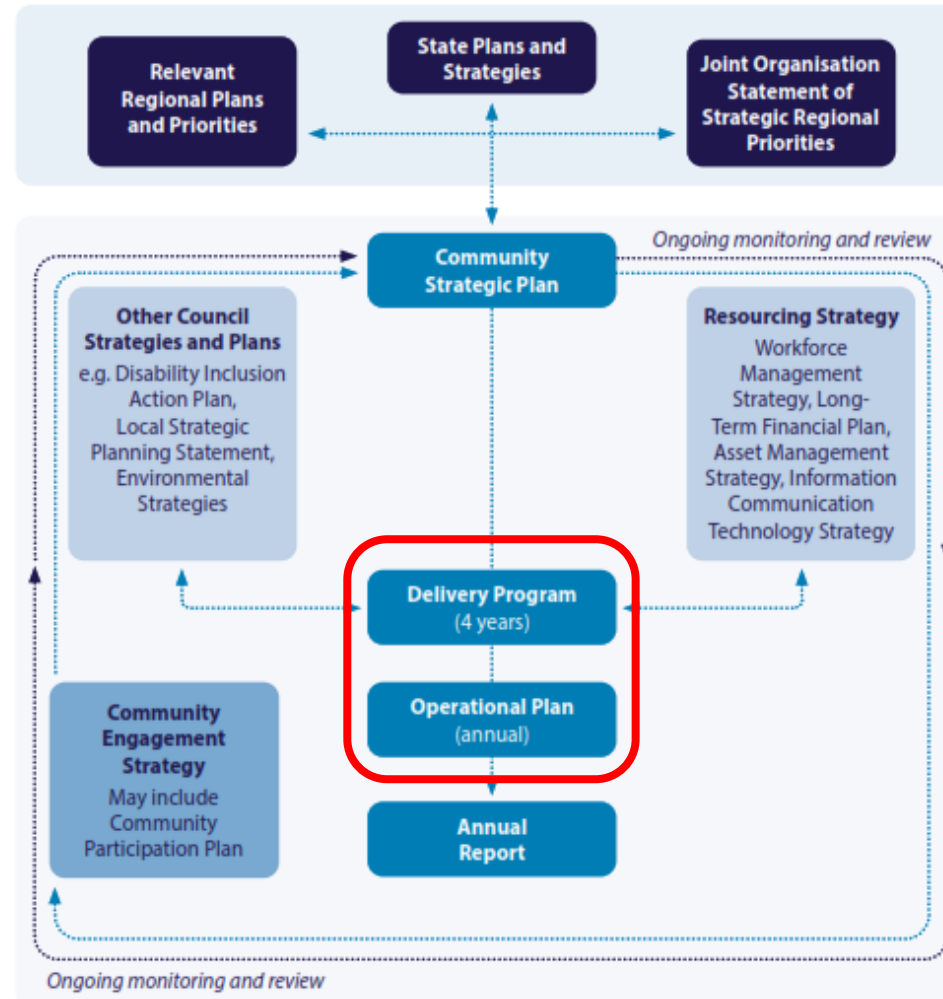
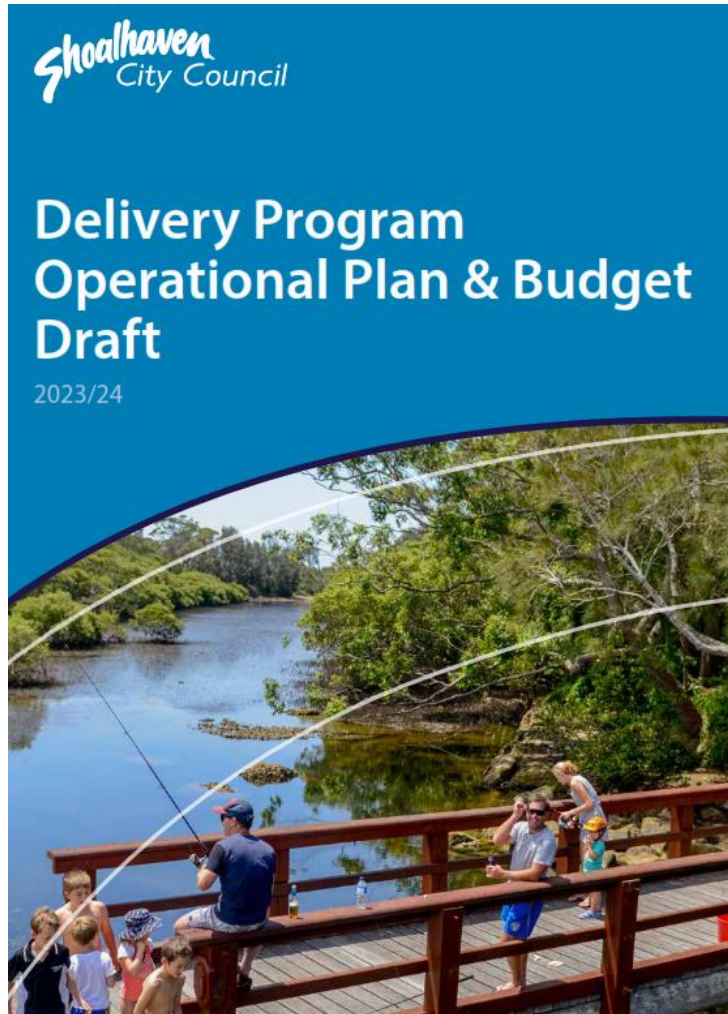


Overview

- What is the DPOP & Budget?
- Overview Key Projects
- Next steps in adopting our DPOP & Budget 2023-24
- How to Get Involved



Integrated Planning & Reporting



(Figure 1): Integrated Planning and Reporting Framework



Delivery Program Operational Plan



- Updated each year – informed through:
 - Adopted Strategic Plans
 - Asset Management Plans
 - Evidence, data, maintenance schedules
 - Grant project commitments
- In consultation with Councillors
- Includes Budget, Fees & Charges, Capital Works Program
- Public Exhibition each year

2023/24 Draft Budget Overview

	(\$'000)			
	General Fund	Water Fund	Sewer Fund	Consol.
Capital Budget	116,034	17,253	23,228	156,515
Operating Budget	303,129	37,162	50,374	325,133
Total Budget	419,163	54,415	73,602	481,648

Ongoing Major Projects



**Resilient, Safe,
Accessible &
Inclusive** Communities

- Sanctuary Point Library
- Boongaree
- SCARP – Artie Smith Oval
- Ulladulla Skate Park
- Materials Recovery Facility (MRF)



Ongoing Major Projects

- Disaster recovery, major road repairs & landslip contract
- Far North Collector Road completion
- Sewer & Water infrastructure - Moss Vale Road Urban Release Areas
- Coastal Management Program



Sustainable, Liveable
Environment



Woodhill Mountain Road

Capital Projects Showcase

- Showgrounds Upgrades – Resilience Grant
- Industrial Estates – ongoing stages
- Bridges Program – Murrays Bridge Conjola; Smarts Bridge Croobyar Road (grants)
- Ulladulla Harbour Foreshore Improvements
- Public Building Maintenance & Renewals
- Boat ramp & jetties improvements (grants)



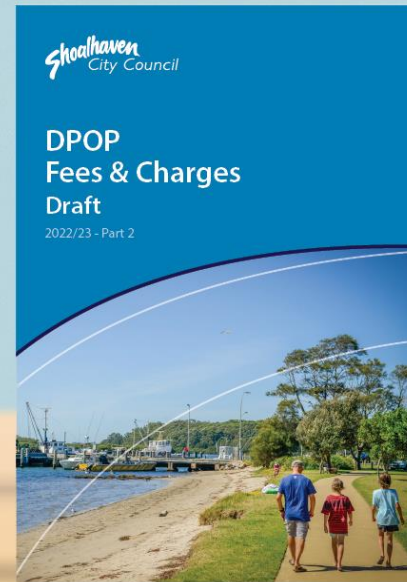
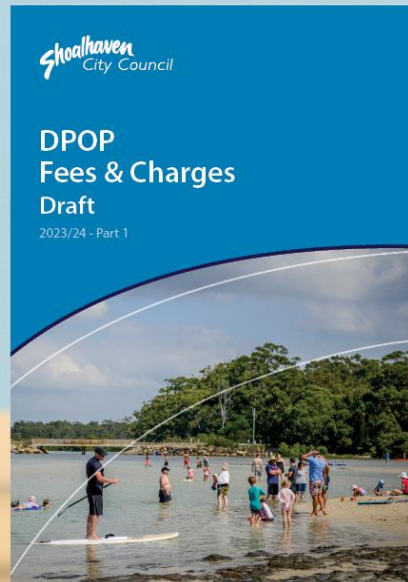
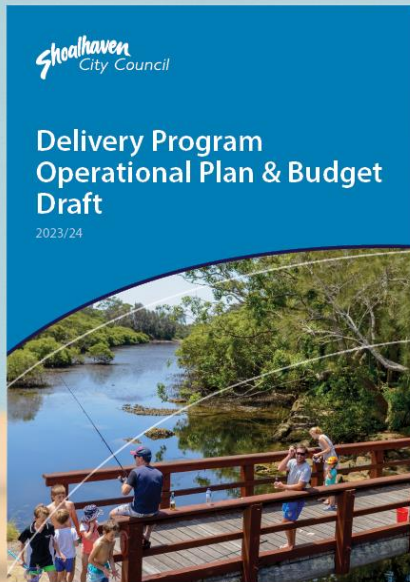
**Thriving Local
Economies That Meet
Community Needs**



Ulladulla Berthing Facility & Boardwalk

What's on Public Exhibition?

<https://getinvolved.shoalhaven.nsw.gov.au/dpop-2023-24>

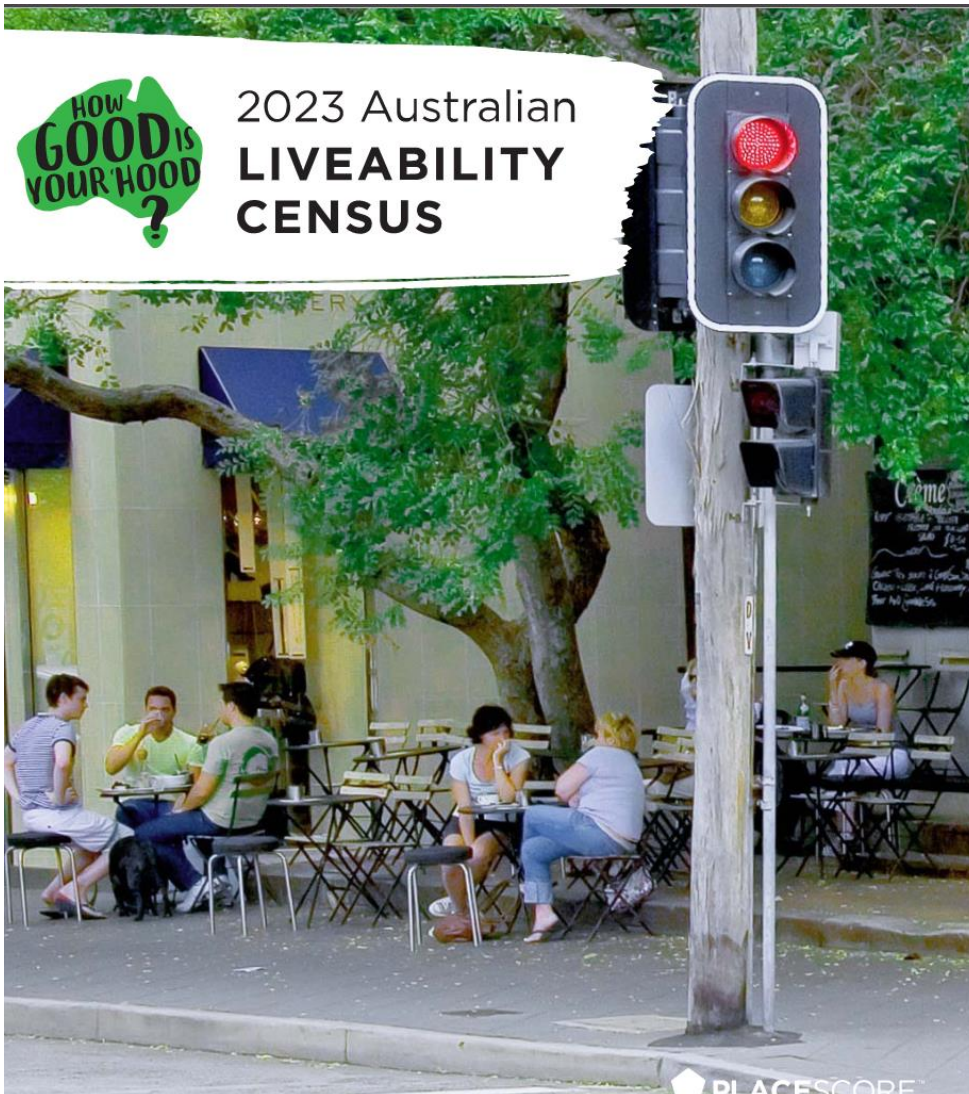


Get Involved

- Public Exhibition 17 May – 14 June
- Submissions collated, considered & Clr Briefing on amendments
- Final Draft DPOP & Budget to 26 June Council Meeting
- **Once Budget adopted staff continue planning & delivery of 2023-24 program**



Australian Liveability Census 2023



2023 Australian LIVEABILITY CENSUS

HELP MAKE YOUR NEIGHBOURHOOD GREAT

Complete the survey for a chance to win

By taking part in this national research project, sharing what matters to you, and rating your neighbourhood, you could influence hundreds of decisions by government and the private sector that may shape the future of your area.

Your opinion is important! It can help make your neighbourhood a better place to live, work and play. Plus, as a thank you for your participation, you could win one of fifty \$100 vouchers from over 100 businesses.

Don't miss this opportunity to have your voice heard between 26 March and 30 June, 2023.

- + Background to the Australian Liveability Census
- + How we protect your privacy
- + How the competition works

Start survey

You can also take this survey in [Mandarin \(中文\)](#), [Arabic \(عربي\)](#) or [Hindi \(हिंदी\)](#)

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The 2023 Australian Liveability Census is supported by over 80 government and community organisations including...

Questions?



Diversifying Council Recycling Operations for a Sustainable Circular Economy

Peter Windley - Coordinator Waste Operations



June 2023

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Integrated Recycling Operations



Shoalhaven City Council own and operate 10 Recycling & Waste facilities

Accepts 138,000 tonnes of combined MSW, C&I and C&D waste streams annually with a current diversion of **51%**

By implementing a Diverse Integrated Recycling Operation we hope to achieve **>90% diversion from landfill by 2024**



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Integrated Recycling Operations

- 100 Staff
- 2 Landfills at West Nowra and Huskisson
- 10 Sorting and transfer stations throughout the Shoalhaven - Sorting, segregation, and resource recovery across all sites 7 days per week
- Garden Organics and Bulky Goods booked kerbside collection service
- Waste and Recycling collection for Councils facilities i.e. Caravan parks, Works depots, Swim Fitness etc.
- Parks and Public Litter collection service
- 10 Public Drop-Off & Transfer Stations
- 10 Community Recycling Centres
- 7 Buy-Back Shops
- Landfill Gas Electricity Generation since 2002 – 750kw power produced per annum
- Temporary Commingled Recycling Sorting and Transfer Station - 14,000t initially sorted and transferred to Sydney for further processing.
- **BY IMPLEMENTING THIS DIVERSE & INTEGRATED RECYCLING OPERATION WE HOPE TO ACHIEVE >90% DIVERSION FROM LANDFILL BY 2025**

Recovery Infrastructure



Sorting & Transfer Stations



Community Recycling Centres



Buy-Back Recycling Shops



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Recovery Infrastructure

- 10 Public Drop-Off & Transfer Stations – Recovering **15,000 tonnes** per annum of recyclables and resources from the landfill waste stream
- 10 Community Recycling Centres – Diverting **150 tonnes** per annum of Problematic Waste Materials from landfill
- 7 Buy-Back (reuse) Shops – Selling items for reuse and diverting **680 tonnes** per annum from landfill

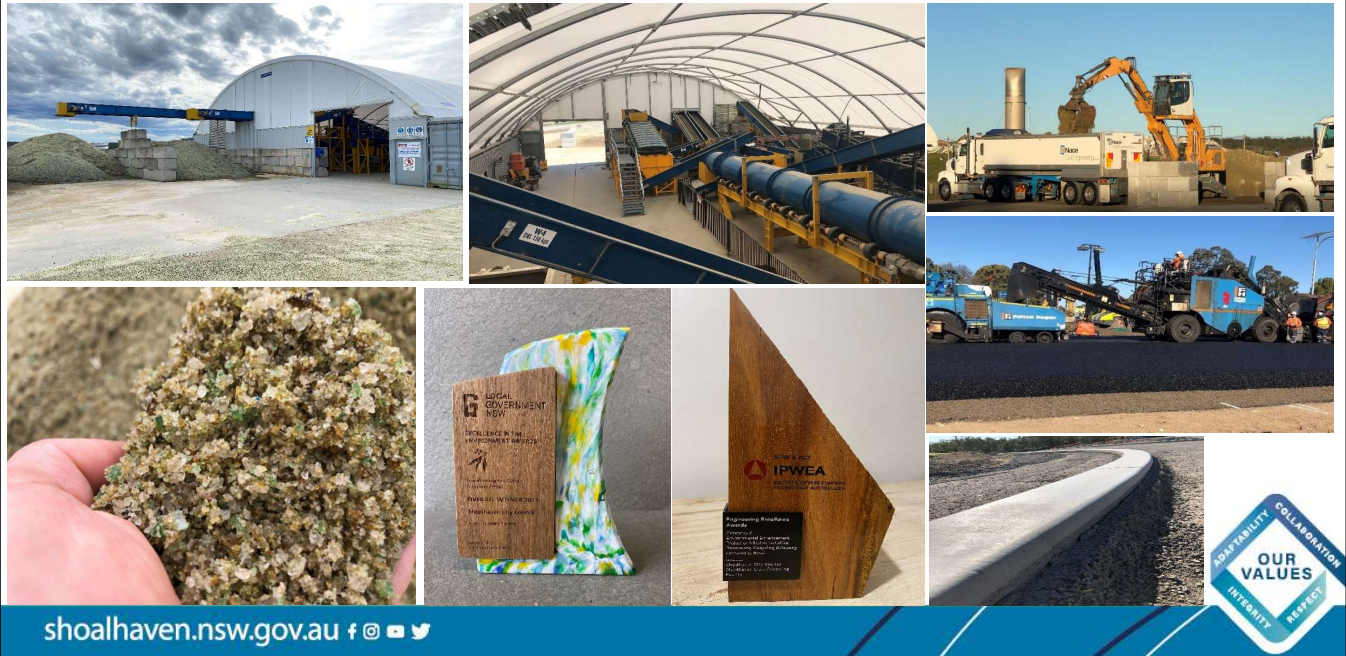
Garden Organics Processing



Organics Recycling Operation

- 32,000m³ or 15,000 tonnes of garden organics are dropped off, processed and diverted from landfill per year .
- Shredded garden organics are processed to an Australian standards mulch-type material and which free for Shoalhaven residents to collect and reuse in their gardens.

Glass Recycling Plant



Glass Recycling Plant

- 25,000 tonnes pa capability at 12tph - Single run up to 3 separate products
- Over 5000t recycled back into sustainable asphalt production and utilised in major infrastructure projects by TfNSW.
 - Albion Park Bypass Project
 - Nowra Bridge Project
- Materials used in
 - Concrete
 - Pipe bedding
 - Road base
 - Sand Blasting
 - Cement manufacture
 - Organic mulch products
 - Green Ceramics
 - Brick & Paver manufacture
- Awards

- 2021 Local Government NSW Excellence in Environment Award for Transition to a Circular Economy.
- Environmental Enhancement Project including Recovery, Recycling and Reusing category at the 2022 Institute of Public Works Engineering Australia (IPWEA), engineering excellence awards.

Processing Infrastructure

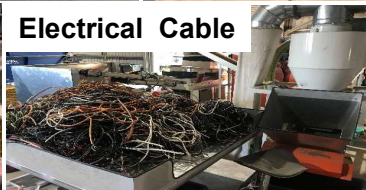
7,000,000 L
of Polystyrene
foam processed
per year



Polystyrene



Cardboard & Plastics



Electrical Cable



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Processing Infrastructure

- Polystyrene Recycling Plants – West Nowra & Ulladulla 35,000,000 litres of foam diverted in 5 Years = 350 tonnes = 35,000m³ = 30% landfill cell space
- Baling Plant - Diverts ~1500tonnes per annum of Paper, Cardboard, and Plastics recovered, sorted, baled and sold to downstream recyclers
- Electrical Cable Recycling Plant – Diverts 21tpa - part of a 250t non-scheme e-waste diversion

Shredding & Recovery Operations



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Shredding and Recovery Operations

- Diverts 1500 tonnes per annum of mattresses, lounges, tyres and recovered recycling residual materials to multiple downstream processors including,
- **Processed Engineered Fuel (PEF)**, used in the cement manufacturing industry as a replacement for fossil fuels (Coal & Gas).
- **PVC, PP & HDPE** plastics are shredded, granulated and sold back to plastic manufacturers for products such as construction and drainage pipes and concrete reinforcement chairs

Bushfire Demolition Recovery Facility



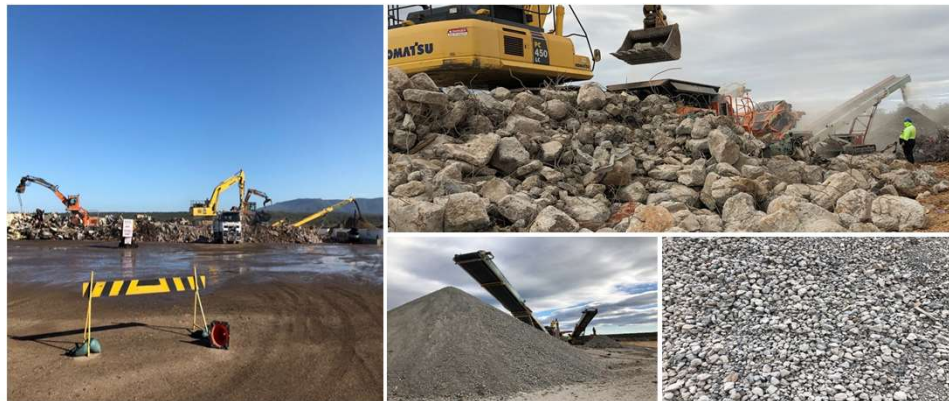
883 Homes & Buildings destroyed, 403 structures damaged

Agile planning and implementation of a temporary processing plant

Plant Designed, Built and Operating within 6 weeks

18,629 tonnes processed

707 tonnes sent to landfill - 97% Diversion rate



“AGILITY”

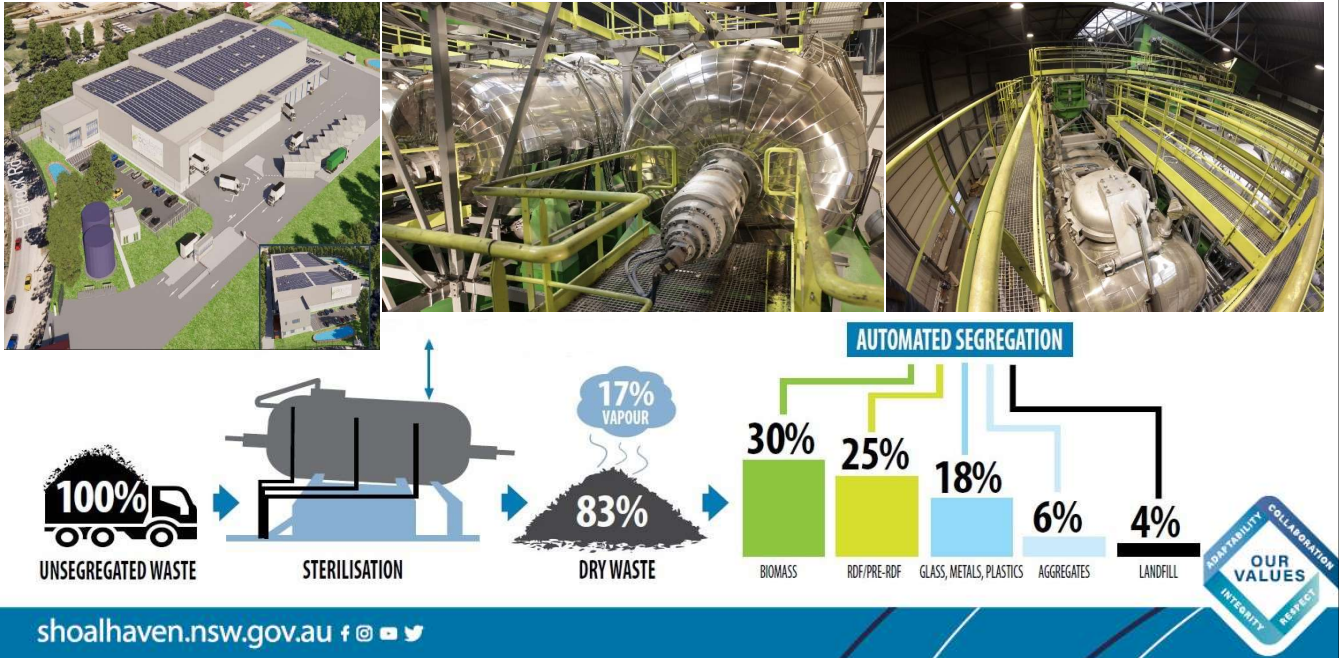


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Agility – Bushfire Demolition Recycling Facility

- 2019/20 Currowan & Comberton Bushfire burned **321,000 ha**, this represents 80% of vegetation in the LGA of 4567km²
- **883** Homes & Buildings destroyed, **403** structures damaged
- Agile planning and implementation of a temporary processing plant
- Plant Designed, Built and Operating within 6 weeks
- Evolution – response to dynamic environment – input stream of materials constantly changing
- **18,629** tonnes processed - **707** tonnes sent to landfill - **97%** Diversion rate
- Invest in your people – develop positive organisational culture

Bioelektra Advanced Recycling Technology



Bioelektra Advanced Recycling Technology

- This state-of-the-art facility will be Australia's first Advanced Waste Treatment plant capable of diverting over 90% of Mixed Waste from landfill.
- The process involves sterilising and drying the waste to eliminate odours.
- The dry material is then sorted through a series of screens into its separate recyclable components.
- **What are the environmental benefits?**
 - Increased resource recovery
 - Further opportunities to increase the amount and diversity of recycling
 - Sterilised waste is free of odour or biological activity
 - Clean recyclable materials are separated
 - The unrecyclable reject material returned to landfill is inert, significantly reducing the landfill environmental risk
 - Projected landfill life is extended from 10 years to more than 50 years
 - No additional kerbside collection vehicles are required

Advanced Materials Recovery Facility



RPET Flakes

Plastics Processing Plant



RHDPE Pellets

Curbcycle
A CLEANER FUTURE IN YOUR HANDS



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Advanced Materials Recovery Facility

- High level of Technology – Optical Sorting and Artificial Intelligence - Maximise recovery rates and purity of outputs from not only traditional kerbside comingle recycling but multiple other sources and waste streams
- CurbCycle integration – **Soft Plastics** - The Shoalhaven community being among the first regions in Australia to implement this initiative.
- Output of all recovered products to comply with COAG contamination and processing regulations
- **South Coast Plastics Recovery, Recycling and Remanufacturing Facility** - Down stream plastics processing to Flake and Pellets
- The MRF will also have best practice plastics beneficiation to recover problematic plastics and recycle to them to the highest order (flake and pellets) that will be sold directly into the plastic manufacturing industry in Australia

MICROfactorie™ Green Ceramic Plant



Recycled Glass Sand



Recycled Textiles



Green Ceramics



3D Printing Filament



SMaRT@UNSW

Sustainable Materials Research & Technology



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MICROfactorie™ Green Ceramic Plant

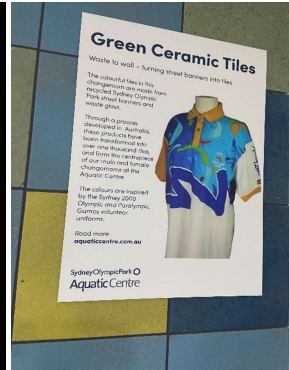
- In partnership with the University of NSW Sustainable Materials Research & Technology (SMaRT) Centre, we are establishing the first commercial MICROfactorie™ to promote a circular economy and re-manufacturing in the Shoalhaven and Illawarra region.
- Re-manufactures recycled glass sand and textiles such as waste clothing and mattresses into Green Ceramics used as kitchen benches, tabletops, tiles, furnishings and other applications
- Recycled plastics to 3D Printing Filament.
- Estimated to **divert 900t pa** – solution for Glass, Textile and Plastic Recycling activities currently on site.

MICROfactorie™ Green Ceramic Plant

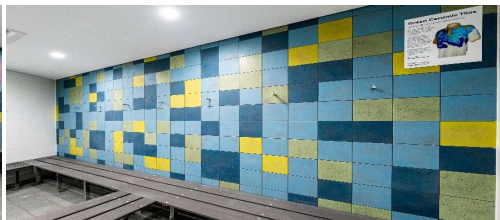


SMaRT@UNSW

Sustainable Materials Research & Technology



Official Licensee



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Case Study - Sydney Olympic Park Aquatic Centre

- 320 kilograms of waste textiles including Sydney Olympic Park street banners and uniforms from the Sydney Olympics in 2000
- 1.5 Tonnes of Recycled Waste Glass from Shoalhaven Glass Recycling Facility
- 1095 Green Ceramic Tiles for change rooms

Crumb Rubber Processing Plant



Shoalhaven Rubber Crumb Plant

- Will utilise tyres and other waste rubber materials that are currently destined for landfill to create a valuable rubber crumb and rubber powder.
- Primarily used as a commercial polymer replacement in asphalts, bitumen and binders.
- Other potential uses include, adhesives and sealants, new rubber products, sports grounds, play ground Softfall, water-proofing coatings, brake additive, rubber industry polymer or elastomer additives.
- The proposed crumbing technology removes above 99% of all contaminants and provides Council with an exceptionally high purity product which is attractive to the recycled products market.

SAFF Leachate Water Treatment



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SAFF Leachate Water Treatment

- The leachate treatment project involves the installation of a dedicated **Surface Activation Foam Fractionation (SAFF)** unit for the treatment and remediation of both landfill leachate and process waters.
- Up to 240,000 litres of leachate water recycled per day
- The ability to treat all site water to meet ANZECC guidelines for freshwater, in the removal of PFAS toxins
- The SAFF unit will provide the site with confidence in its leachate management and ability to continue to meet its environmental obligations.

Renewable Electricity Generation & Storage



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Renewable Electricity Generation & Storage

- Council has been generating electricity since 2002 up to .75 MW
- Upgrade project includes 2 Jenbacher generators and storage battery installation
- Combined with planned ancillary solar generation 6MW of electricity will be generated

Integrated Diversified Solution



Integrated Diversified Solution

Education - Waste education and community engagement – integrated solution using the message released to the community and processing of recyclables (no contradictory messages)

Social – diversification leads to more opportunities for community engagement – volunteer programs – innovation – and boost to reputation

Landfill Diversion – Diversification and targeting different streams Improves Council's landfill diversion rate.

Financial - Limits exposure to changes in contractor costs – as its done in-house. Increase life of landfill asset. Reduces levy payments!!

Environmental – reduced waste to landfill. The consolidated processing options at one site facilitates reduced transport and GHG emissions. Also, using an existing site means no need for green-field developments or an increase in environmental impact

Staff / Employment – diversification creates employment and integration creates cross-training opportunities between different disciplines

Provides greater flexibility to adapt to an ever-changing industry,

Reduces the dependency on third party services,

Creates operational and design efficiencies with all processing services located at one site,



Peter Windley - Coordinator Waste Operations
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Thank you



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Introduction

Environmental Services
Coastal Management Unit



Developing Coastal Management Programs (CMPs)

in the Shoalhaven LGA



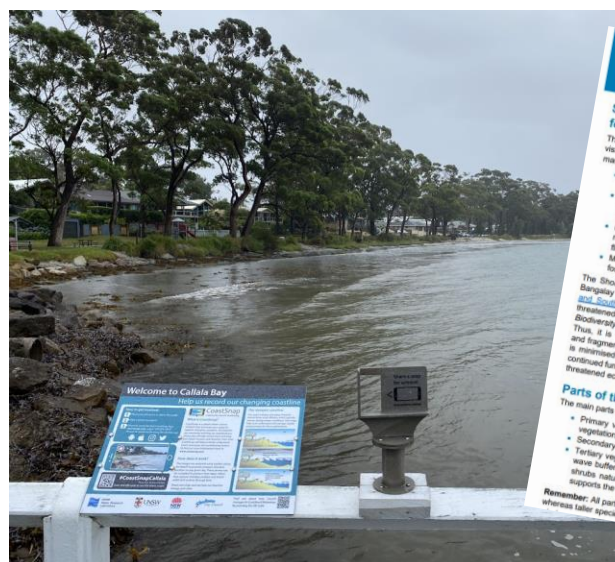
Threats to our Coastline and Estuaries



Coastal Management



What does the coastal team do?



Sand Dune Vegetation Fact sheet

Sand dune vegetation: The natural protection measure for our foreshores

The Shoalhaven coastline provides environmental, social, cultural and economic benefits for our community and visitors. Healthy and vegetated sand dunes are an important part of sustaining a resilient coastline and have many benefits such as:

- Providing natural protection for houses, walkways, roads, public parks, storm water outlets and sewage infrastructure by absorbing wave energy from storm surges and waves.
- Provide a natural protection barrier from damaging storms, waves, and winds.
- Provide habitat for an abundance of flora.
- Maintain the cultural significance to foster a connection to country.

The Shoalhaven dune system also contains the Bangalay Sand Forest of the [Shoalhaven National Park](#). It is listed as a [Biodiversity Conservation Act 2016 \(NSW\)](#) and is a valuable part of the dune system. The fragmentation of dune system vegetation continues to threaten the ecological and cultural values of this area.

Parts of the dune system

- Primary vegetation (grasses and creepers) – forms the incipient dune behind the beach berm. The vegetation traps sand like a net and reduces sand and salt spray travelling away from the beach.
- Secondary vegetation (shrubs and short trees) – stabilises the dunes and deflects wind over the beach.
- Tertiary vegetation (taller, established trees) – located on the hard dune forms an important wind and wave buffer for the areas behind. These parts of the dune can vary and, in some areas, tall trees and shrubs naturally grow closer to the water line. The health of the endemic vegetation in these areas supports the most suitable parts of the dune system that they should be growing.

Remember: All parts of the dune system are important. Low species trap sand and salt spray near the water, whereas taller species stabilise the dunes and protect from large storm waves and

Estuary Entrance Openings Fact sheet

Shoalhaven's Estuaries

Shoalhaven region has diverse estuaries that support a variety of coastal ecosystems. One type of estuary is the Intermittently Closed and Open Lakes and Lagoons (ICOLLs), which naturally open and close to the ocean at regular intervals.

Estuarine processes are based on water levels in the estuary, controlled by catchment rainfall and oceanic tides. Individual ICOLLs have very different opening and closing regimes and have all adapted to cycle in being open and closed for different durations.

Estuary closures and openings

Estuaries naturally close when sand builds up on the beach, pushing sand into the entrance. The sand flow and levels in a gradual closing of the estuary due to natural, runoff and inundation of low-lying foreshore areas, including an ICOLL entrance is closed. Water levels can be within the estuary due to rainfall, runoff and inundation of low-lying foreshore areas, including an ICOLL entrance is closed. Water levels can be within the estuary due to rainfall, runoff and inundation of low-lying foreshore areas, including an ICOLL entrance is closed.

If breakouts, or openings, occur when water levels are high, the water in the ICOLL will spill over the beach into the ocean and sand will be carried out to sea. ICOLLs are open to the ocean, they become tidal. In some cases, ICOLLs can remain open for long periods of time, more common during droughts. Historical records show that ICOLLs have been open for up to 100 years.

ICOLLs are open to the ocean for long periods of time, more common during droughts. Historical records show that ICOLLs have been open for up to 100 years.

ICOLLs are open to the ocean for long periods of time, more common during droughts. Historical records show that ICOLLs have been open for up to 100 years.

How to Look After Dunes Fact sheet

Why are sand dunes important?

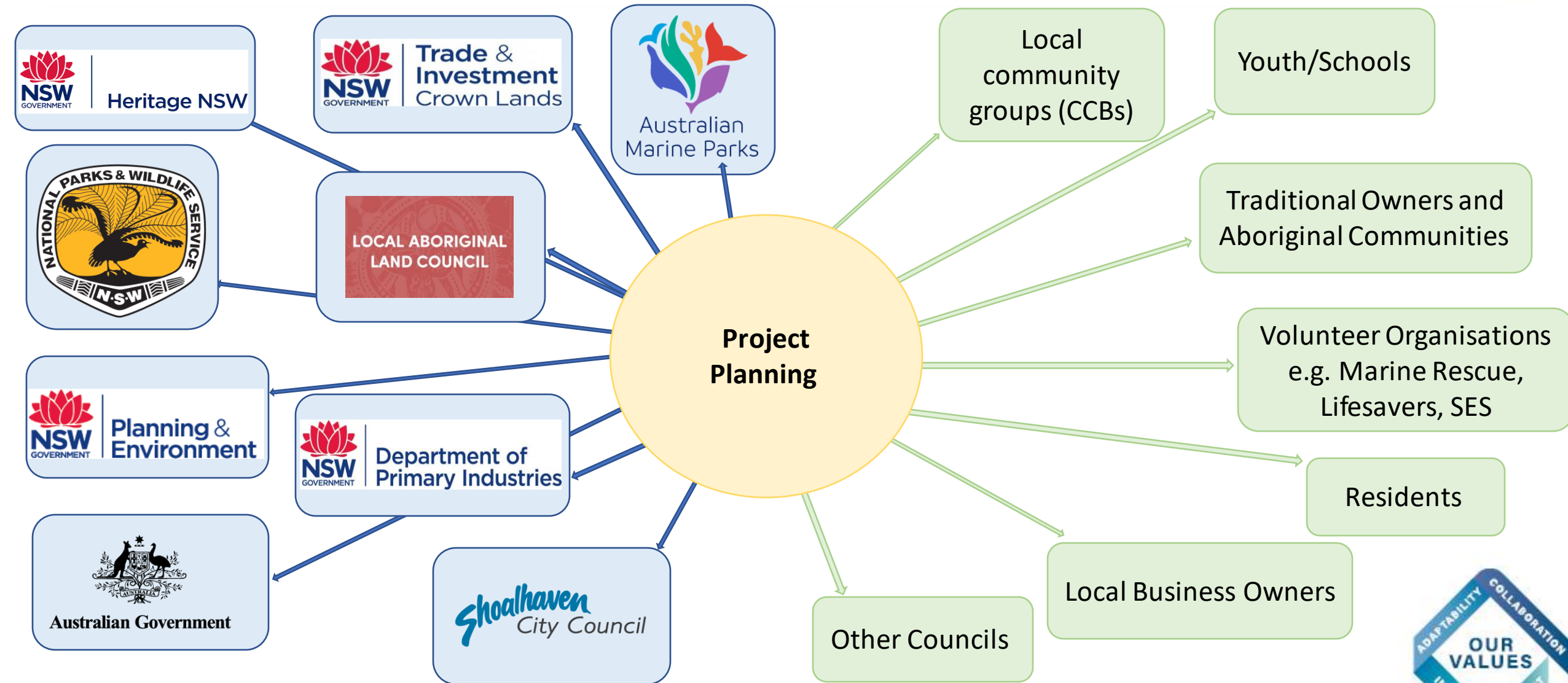
- Provide a natural protection barrier from damaging storms, waves, and winds.
- Provide critical habitat for plants and animals, including threatened and migratory shore birds.
- Defend against coastal flooding and beach erosion.
- Provide protection for houses, walkways, roads, public parks, storm water outlets and sewage infrastructure.

How does Council manage sand dunes?

Council strategically manages the coastline by using 'soft' or beach scraping (also known as Nature Assisted Engineering Solutions) to help to manage erosion and protect the coastline from coastal flooding and beach erosion. These structures are only implemented when necessary and designed using modern and environmentally conscious coastal engineering techniques.

- Monitoring the condition of the beaches and ensuring appropriate maintenance and risk mitigation measures are in place along the coastline.
- Upgrading, maintaining, and consolidating beach access, including beach access, to improve access for our community and visitors alike.
- Closely monitoring and responding to reports of vegetation vandalism.
- After natural recovery by undertaking MABE or beach scraping, MABE is a simple, low-cost method to raise low points in dunes. It involves moving sand from the lower part of the beach onto the higher part of the beach to help protect dunes from erosion in natural recovery process.

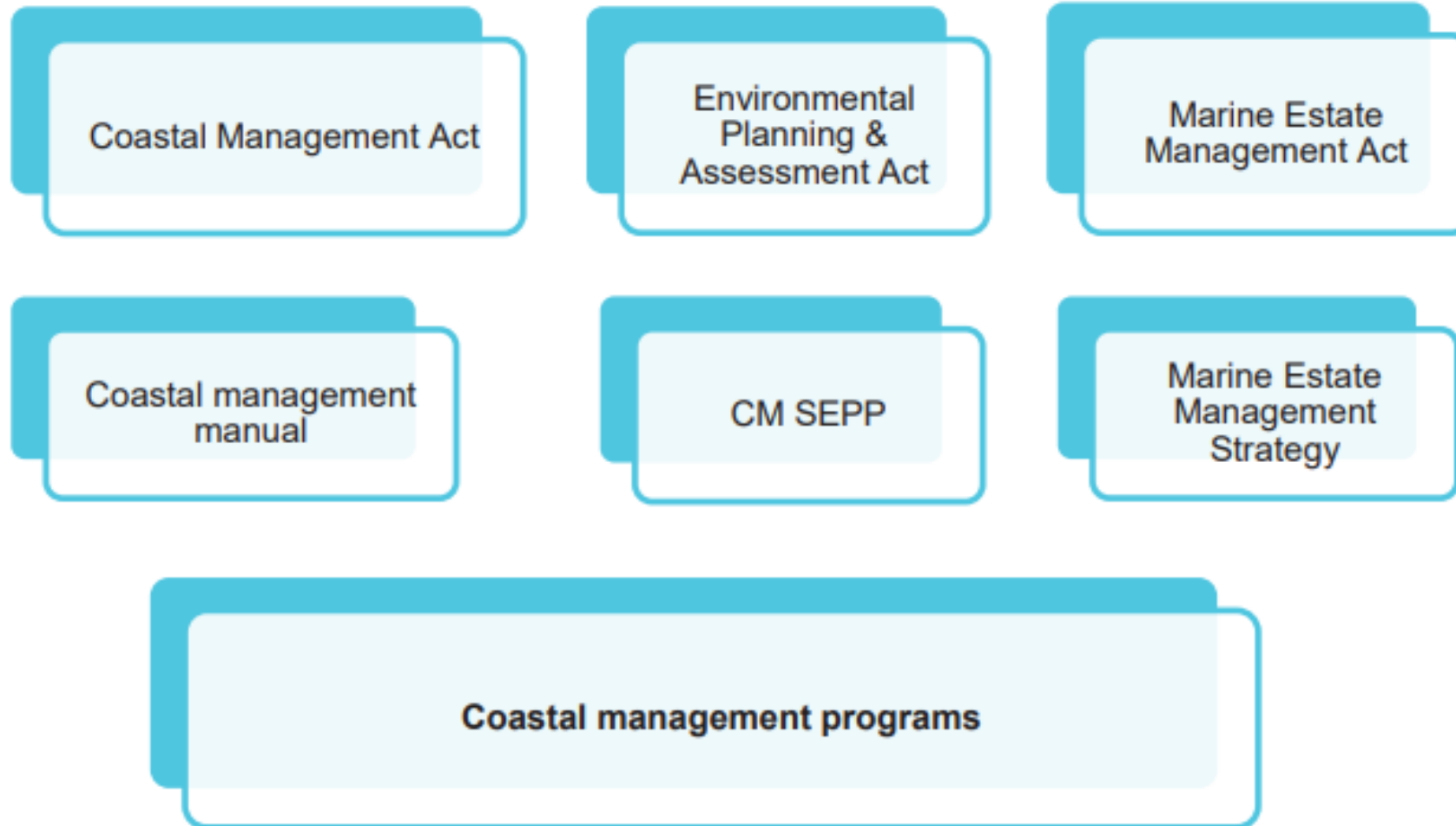
Stakeholders



How easy is it to move sand?



NSW Coastal Management Framework



Coastal Hazards

Under the CM Act, **coastal hazard** means the following -

- a) Beach erosion,
- b) Shoreline recession,
- c) Coastal lake or watercourse entrance instability
- d) Coastal inundation,
- e) Coastal cliff or slope instability,
- f) Tidal inundation,
- g) Erosion and inundation of foreshores caused by tidal waters and the action of waves, including the interaction of those waters with catchment floodwaters.



Stages of a CMP

- **Stage 1** – Provided an overview of how many CMPs we need, what the priorities are and who to engage with
- **Stage 2** – Gather information through a synthesis of all relevant data/information
- **Stage 3** – Develop actions and options to outline how we can mitigate and manage these risks identified in Stage 2
- **Stage 4** – Public exhibition of the draft CMP

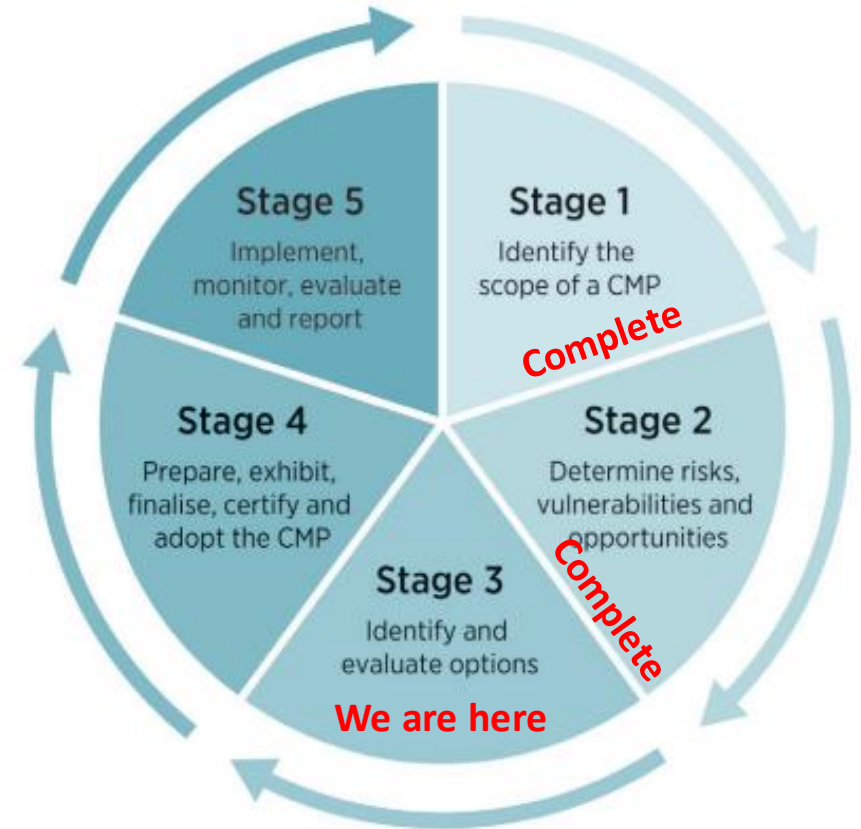
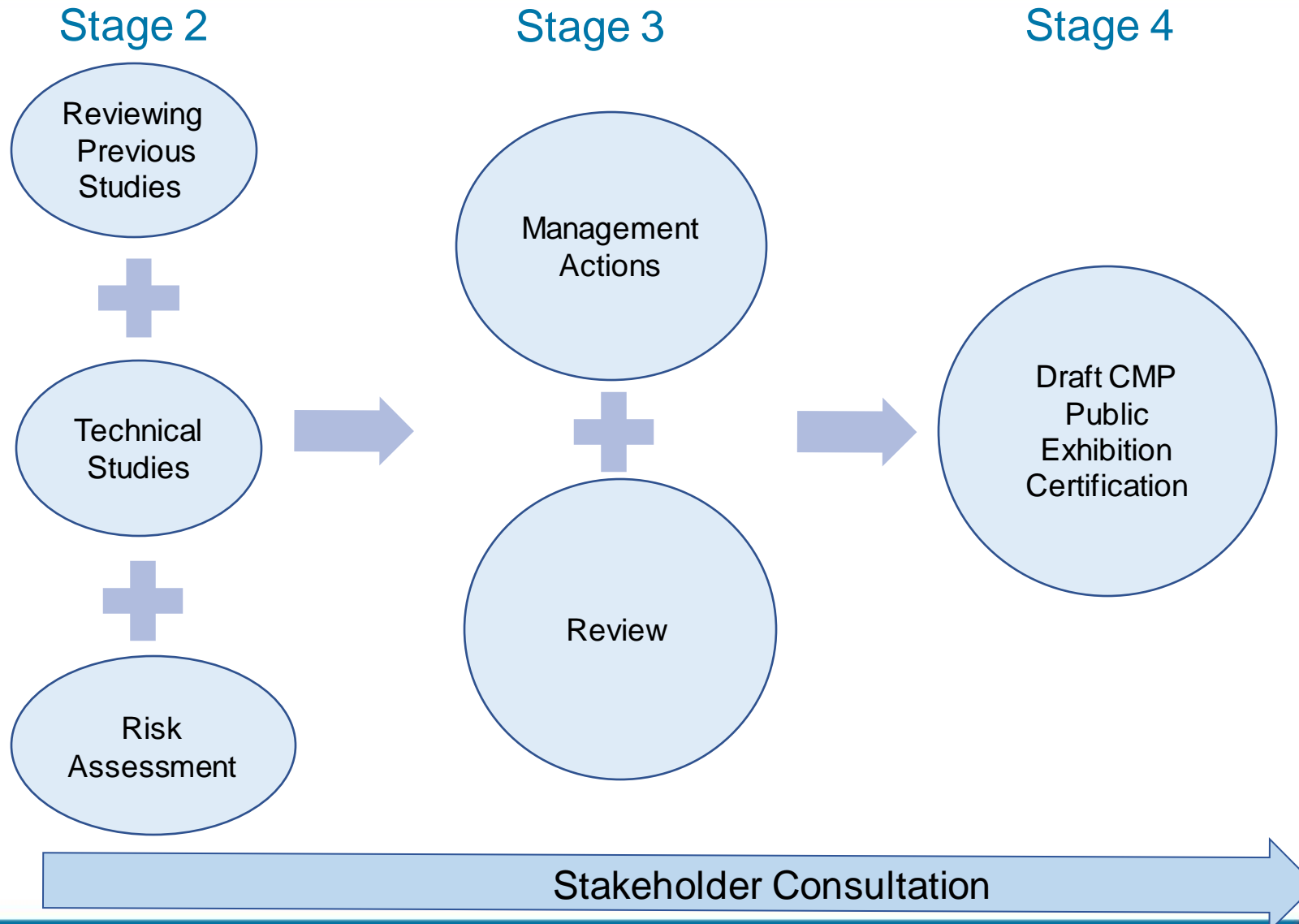


Figure 2 Stages in preparing and implementing a coastal management program



Stages of a CMP



Before adopting a CMP, Council must consult with:

- The community
- Public authorities
- Other Council's with a shared estuary system or sediment compartment.

The draft CMP must be exhibited for a minimum of 28 days.

The draft CMP is reviewed and certified by NSW Government.

CMP Purpose



How Many CMPs do Council need

- With 165km of coastline, a lot!
- Stage 1 identified that we need ~14
- Most Councils have between 1-3

Where to from here?

In consideration of the risks, complexities and existing level of development of coastal management at the various estuaries and the open coast of the Shoalhaven, the recommended priority and groupings for development of the CMPs is:

1. Develop a CMP for the **Shoalhaven Coastline including Jervis Bay (high priority).**
2. Develop a CMP for **Lake Conjola (high priority).**
3. Develop a CMP for **Shoalhaven River estuary (high priority).**
4. Develop a CMP for **St. Georges Basin and Sussex Inlet (high priority).**
5. Develop a CMP for **Burrill Lake, Lake Tabourie and Willinga Lake (medium priority).**
6. Develop a CMP for **Lake Wollumboola (medium priority)**
7. Develop a CMP for **Currambene Creek and Moona Moona Creek (medium priority)**
8. Develop a CMP for **Swan Lake and Berrara Creek (lower priority)**
9. Develop a CMP for **Shoalhaven Urban and Rural estuaries** (covering Narrawallee Inlet, Meroo Lake, Durras Lake (north), Termeil Lake, Nerrindah Creek, Wowley Creek, Mollymoke Farm Creek, Blackwater Creek, Currarong Creek, Millards Creek, other small estuaries near urban areas under Council control, **lower priority**).

The rationale for grouping and prioritising the CMPs is provided in Figure E-0-4.

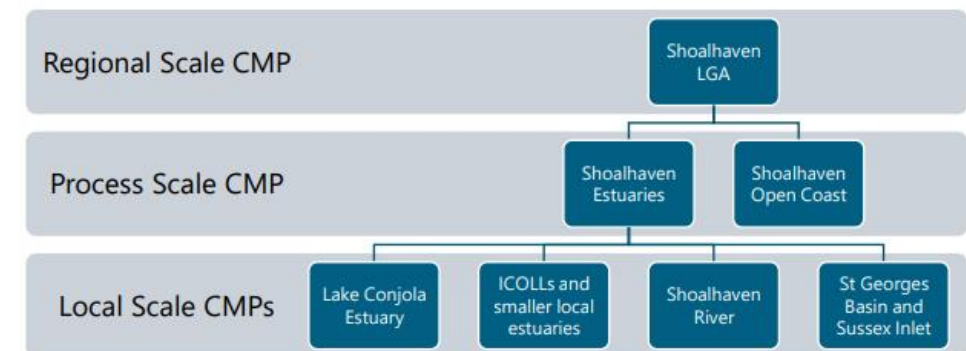
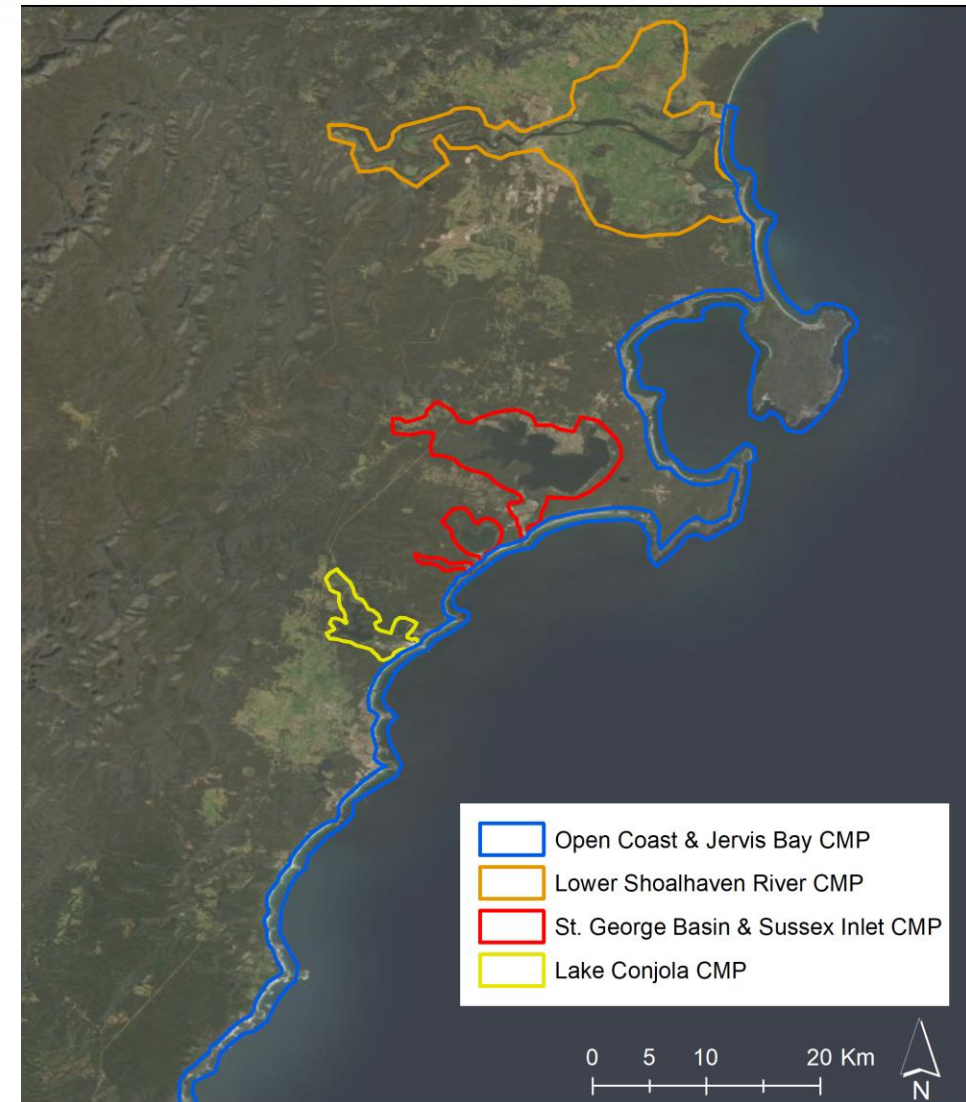


Figure E-0-4 – Rationale for developing CMPs for the Shoalhaven coast

How many are in progress?

- Open Coast + Jervis Bay (**Stage 3**)
- **Sussex Inlet, St. Georges Basin, Swan Lake and Berrara Creek (Stage 3)**
- **Lake Conjola (Stage 3)**
- **Lower Shoalhaven River (Stage 2/3)**
- Burrill Lake (2023)
- Lake Tabourie (2023)
- Lake Wallinga (2023)
- Lake Wollumboola (2023)
- Moona Moona Creek (2023)
- Currambene Creek (2024)
- Shoalhaven Urban and Rural Estuaries (2025)



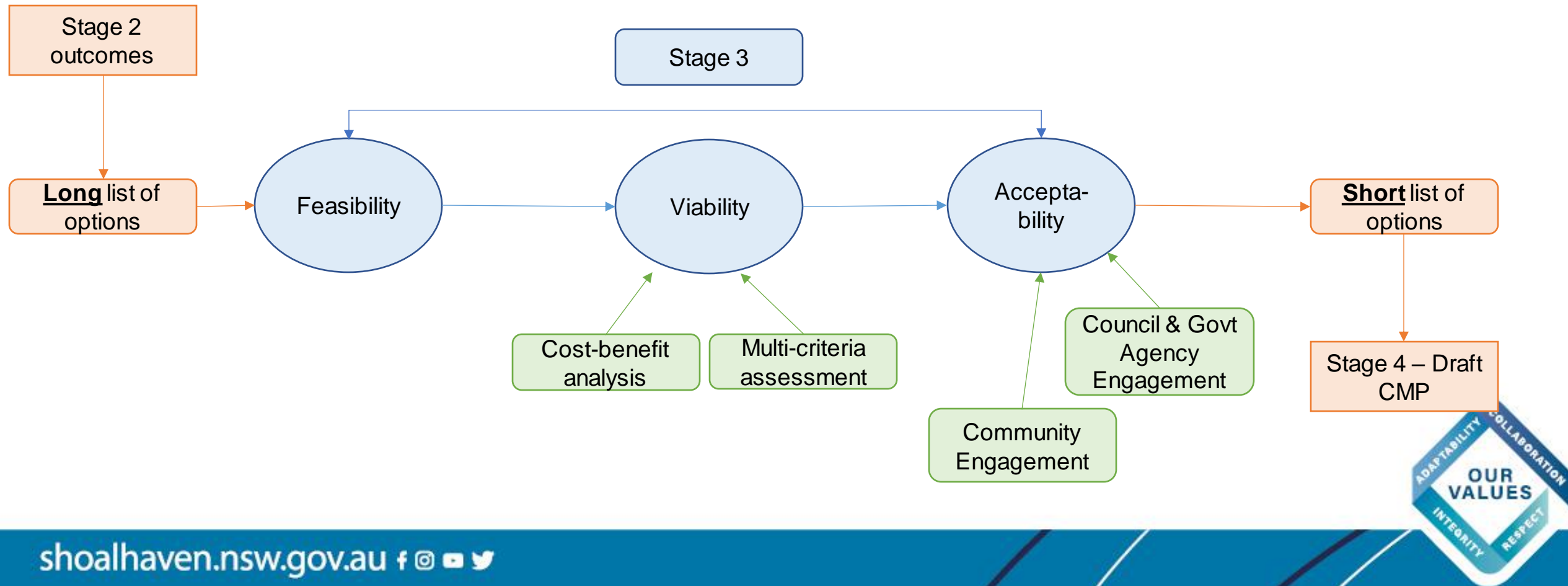
Current progress

- Certified by NSW Government

	2022							2023												2024																								
CMP	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec													
Lake Conjola																																												
Open Coast & Jervis Bay																																												
Sussex Inlet, St Georges Basin																																												
Lower Shoalhaven River																																												
		Stage 2																																										
		Stage 3																																										
		Stage 4																																										

Stage 3 – Identify and evaluate options

- Stage 3 – identifies and evaluates management options based on the risks, vulnerabilities and opportunities identified in Stage 2.



How can you be involved?



- Shoalhaven CMPs (*General Updates*) - bit.ly/43naxtK
- Lake Conjola Coastal Management Program - bit.ly/3MS82Zd
- Open Coast and Jervis Bay Coastal Management Program - bit.ly/3CbHIJY
- Sussex Inlet, St Georges Basin, Berrara Creek and Swan Lake Coastal Management Program - bit.ly/3MU0yF0
- Lower Shoalhaven River Coastal Management Program - bit.ly/3lo26Wp

Questions?

