



Annual Community Report - Appendix 1

Additional Local Government Act Reporting
Requirements 2018 - 2019



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About **this Report**

Requirements as per Act (section 428) Shoalhaven City Council 2018-19 Annual Community Report was produced to comply with the Local Government Act 1993 (section 428) and the Local Government (General) Regulation 2005 (clauses 132, 217 and 224). The following information is a requirement under the Act to include in a council's annual report.



Details of Overseas Visits

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

On 24 June 2018 Council resolved that:

Site visits be carried out to facilities with relevant technologies including but not limited to Eastern Creek and Poland (including Germany if required), by at least 2 members of the tender evaluation panel and 2 Councillors (Clr Wells and Clr Pakes with an alternate being Clr White) and this be deemed as Council business.

In accordance with the resolution. Councillors John Wells and Mitchell Pakes, together with the Director of Assets and Works (Mr Paul Keech) and Council's Waste Services Manager (Mr David Hojem), undertook overseas travel between 6 August 2018 and 14 August 2018.

This trip included industry visits and meetings in to Rozanski, Ilawa, Grodziczno, Elbag, Olszytn, Lubelska and Warsaw in Poland, and Rüdersdorf and Berlin in Germany.

The assessment of each facility was based on the original tender assessment criteria (value for money; achievement of objectives; experience and expertise; capacity and capability; management), but more specifically:

- Validity of the claims (is the process functioning as described?);
- Quality (contamination or purity) of the output products;
- Minimisation of environmental effects (odour, noise, litter, dust, emissions);
- Evidence of sound management, management team history, systems, management style as reflected on the workshop floor, maintenance and openness to new and innovative opportunities;
- Significance of WHS in the facility;
- Industrial relations and staff management;
- Reputation with suppliers of waste material, receivers of sorted/recycled products and with regulatory agencies.

The total expenses incurred by Council for the four-member panel was \$22,353.

Fees Expenses & Facilities

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

The following Councillor fees were expended during the year 2018/2019:

- Mayoral Fees - \$42,195
- Councillor Fees - \$251,456

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 \$747,363.

Item	Investment
(i) Provision of facilities including dedicated office equipment allocated to Councillors	\$1,947
(ii) Cost of phone calls by Councillors	\$12,089
(iii) Councillor attendances at conferences and seminars	\$57,371
(iv) Training and skill development	\$ 8,100
(v) Interstate travelling expenses	\$ 7,461
(vi) Overseas expenses	\$ 11,648
(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	\$11,476
Travelling expenses	\$179,373
Mayoral vehicle	\$ Nil
Printing and stationary/office expenses	\$918
Other expenses	\$Nil
Council & committee meetings, briefings, meals & sustenance	\$80,044
Secretarial support	\$83,736

Major Contracts

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

Contracts awarded in 2018/19 in excess of \$150,000

Service Provider	Nature of Goods or Service	Total Amount Inclusive of GST
Druce DP Pty Ltd	Shoalhaven Memorial & Lawn Cemetery Segment 11 Construction	\$521,764
Pipe Replacement Solutions Pty Ltd	Minor mains - Replacement Program - Package 5B	\$412,552
Davann Pty Ltd	Management of Holiday Haven Shoalhaven Heads Holiday Park	\$5,275,280
C & R Profke Pty Ltd	Management and Operation - Ulladulla Holiday Park	\$4,220,693
Roadworx Surfacing Pty Ltd	Construct Road Rehabilitation Prince Edward Avenue, Culburra beach	\$507,635
Stabilised Pavements of Australia Pty Ltd	The Wool Road, Worrowing Heights - Repair and Shoulder Widening	\$813,739
G.C.M Enviro Pty Ltd	Supply and Delivery Mobile Trommel Screen	\$325,870
Leogem Pty Ltd	Management and Operation of Bendalong Point Holiday Park	\$1,490,000
Fulton Hogan Industries Pty Ltd Avijohn Contracting Pty Ltd Borthwick Pengilly Asphalts Pty Ltd Downer Edi Works Pty Ltd Patches Asphalt Roadworx Group Pty Ltd State Asphalt Services Pty Ltd	Supply and Lay Asphalt September 2018 to June 2019 - Council Wide	\$1,500,000
ARA Electrical Engineering	Manufacture Outdoor Electrical Control Panels - Greg Baker	\$305,735
Beau Corp Projects Pty Ltd	Design & Construct Recreational Swimming Pool - Ulladulla Headland Tourist Park	\$564,290
Lynch Civil Contractors Pty Ltd	Trunk Main 7 Bolong Road - Watermain Replacement	\$1,042,481
Clover Pipelines Pty Ltd	Supply HDPE Materials - Nowra Wastewater TP	\$861,836
Stefanutti Construction Pty Ltd	Wheelbarrow Road - Rehabilitation & Sealing	\$570,260
Vogue Landscape & Design Pty Ltd	Streetscape Upgrade Jacobs Drive, Sussex Inlet	\$763,436
Pipe Replacement Solutions Pty Ltd	Minor mains - Replacement Program - Package 5A	\$614,852
Liebherr Australia P/L	Supply & Deliver 22 Tonne Waste Material Handler	\$476,960
Dwyers Truck Centre	Supply & Deliver 8x4 Hooklift Truck with Hiab	\$262,757
Landmark Marinas Pty Ltd	Woollamia Boat ramp - Stage 2 Pontoon Construction	\$410,891

Service Provider	Nature of Goods or Service	Total Amount Inclusive of GST
Edge Environment Pty Ltd	Bin Trim Program for the Shoalhaven	\$316,250
WINC Australia Pty Ltd	Supply Office Supplies Janitorial and Associated Products	\$3,000,000
Xylem Water Solutions Aust LTD	SW - RFT - REMS 1A Work Package 3.1 UV Procurement	\$1,184,387
Hunter Valley Training Company	Provision/Management of Trainees and Apprentices	\$1,100,000
Schmidt Quarries	Supply and Delivery of Drainage and Recycled Pavement Materials	\$1,038,400
Select Civil Pty Ltd	Island Point Road St Georges Basin - Road Repair Program - Pavement Rehabilitation	\$578,008
Westrac CAT	Supply and Deliver 4x4 Cat 432.2F Backhoe	\$246,953
Roadworx Surfacing Pty Ltd	Larmer Ave, Sanctuary Point Road Rehabilitation	\$495,305
Hisway Pty Ltd	Minor Mains Replacement Programme - Design Package 5D	\$661,772
Kenpass Pty Ltd	Design and Construct Bridge - Crookhaven River Culburra Rd	\$886,600
Roadworx Surfacing Pty Ltd	Tannery Road Cambewarra - Rehabilitation	\$309,146
Stefanutti Construction Pty Ltd	Verons Estate Sussex Inlet - Roadworks	\$1,531,957
Druce DP Pty Ltd	Broughton Vale Berry Rural Fire Station Stormwater and Site Fill	\$203,089
DJ & SK Investments Pty Ltd	Management of Holiday Haven Swan Lake Holiday Park	\$2,612,900
Interflow Pty Limited	Sewer Inspection and Refurbishment Works - CCTV Inspection and Relining Works - Various Sites	\$380,530
Seamless CMS Pty Ltd	Website Platform Software	\$297,000
Stillwell Trucks	Supply New Cab Chassis 15T GVM	\$208,257
Wagga Motors	LGP Vendor Panel - Electric Vehicle Trial	\$175,000
Illawarra Hino	Supply 3 x 16T GVM Tippers	\$503,064
Western Earthmoving Pty Ltd	Design and Construction of Edward Street Bridge Berry	\$264,517
Powercountry Pty Ltd	Maintenance and Construction Wollamia Industrial Estate Stage 5A Electrical Package	\$196,680
AquaManage Environmental Pty Ltd	Design and Construct Kangaroo Valley WTP Filter Membrane Duplication	\$407,369
Bulk Materials Australia Pty Ltd	Supply and Delivery of Drainage and Recycled Pavement Materials	\$1,153,933
Walcon Marine	Greys Beach Landing - Design and Construct Floating Ferry Terminal	\$244,376

Private Swimming Pools

Swimming Pools Act 1992, s22F(2) – Pools Regulation 2008 (SP Reg) cl18BC

Non-Compliance Certificates: - 129

Compliance Certificates – 142

Tourist & Visitor Inspections: - 63

Legal Proceedings

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

During 2018 – 2019 the following expenses were incurred in relation to legal proceedings.

Name of entity	Description of matter	Expenses Including GST	Status
Liability Litigation			
<i>Commercial Litigation</i>			
Archer Park Pty Ltd	Contract dispute	\$15,600.06	Ongoing
	Total	\$15,600.06	
Prosecutions & Enforcement			
<i>Local Court</i>			
David De Battista	Unlawful development	\$32,055.00	Ongoing
Tokyo Sushi Vincentia	Non compliance with food standards	\$4,413.20	Conviction
Nowra's Australian Hotel Pty Ltd	Non compliance with food standards	\$5,039.10	Ongoing
	Total	\$41,507.30	
<i>Court Elected Penalty Infringement Notices</i>			
Maund	Failure to comply with clean up notice	\$20,016.38	Conviction
SCC v Afflick	Development without consent	\$1,858.33	Conviction
SCC v Willmott	Development without consent	\$1,858.33	Conviction
Vella	Failure to comply with prevention notice	\$8,642.36	Conviction
	Total	\$32,375.40	
<i>Land and Environment Court</i>			
Maund v SCC	Class 6 - Appeal from Local Court	\$7,982.40	Appeal Upheld
SCC v Knight	Class 4 - Failure to comply with orders; contempt	\$128,513.74	Conviction
SCC v Lapan	Class 4 - Failure to comply with orders	\$9,060.21	Consent Orders
Shepherd v SCC	Class 2 - Appeal orders	\$2,560.80	Settlement
	Total	\$148,117.15	

Name of entity	Description of matter	Expenses Including GST	Status
Planning Related Matters			
<i>Refusal of Development Applications</i>			
Clarke	Class 1 - Refusal of DA18/1318	\$21,369.70	Ongoing
DeBattista	Class 1 - Deemed Refusal of RA17/1000	\$16,358.50	Ongoing
The Owners Strata Plan No. 70814	Class 1	\$669.90	Discontinuance
Jarrett & Jarrett	Class 1	\$5,942.64	Appeal Upheld
Popovic	Class 1	\$13,283.58	s.34 agreement
Latimer	Class 1	\$2,365.65	s.34 agreement
Allen Price & Scarratts P/L	Class 1 - Refusal of SF10570	\$51,211.00	Ongoing
	Total	\$111,200.97	
<i>Judicial Review</i>			
DeBattista	Court of Appeal relating to Planning Proposal PP024	\$17,076.62	Appeal Dismissed
DeBattista	Class 4 - Judicial review of Planning Proposal PP024	\$168,053.40	Judgment
Platford	Class 4 - Review of DA	\$15,396.15	Appeal Upheld
Shoalhaven Landowners Association - Class 4 Proceedings	Litigation - LEC - Class 4	\$61.00	Appeal Dismissed
Nerringillah Community Association Inc - Class 4 Judicial Review	Litigation - LEC - Class 4	\$26,999.61	Consent Orders
Rose v Real Estate Capital Investors & SCC	Class 4	\$5,530.80	Settlement
Lawrence v Latimer & SCC	Class 4	\$414.40	Discontinuance
	Total	\$233,531.98	
Native Title			
South Coast People	Federal Court proceedings NC 2017/003	\$5,725.50	Ongoing
	Total	\$5,725.50	
	Grand Total	\$588,058.36	

Private Works

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

Nil to Report

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 2018/2019

Beneficiary	Amount \$
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	\$10,175.00
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 and 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 and Districts Community Forum	\$500.00
Tabourie Lake Residents and Ratepayers Association	\$500.00

Beneficiary	Amount \$
Tomerong Community Forum	\$500.00
Ulladulla and Districts Community Forum	\$500.00
Vincentia Residents and Ratepayers Association	\$500.00
Wandandian Progress Association	\$500.00
Lions Club of Ulladulla Milton - Australia Day event	\$11,477.00
Rotary Club of Nowra - Australia Day event	\$15,000.00
Callala Bay Community Association - Australia Day event	\$1,220.00
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	\$8,500.00
Shoalhaven Heads Chamber of Commerce and Tourism Inc – New Year's Eve Celebrations	\$5,000.00
Currarong Community Association – New Year's Eve Celebrations	\$5,000.00
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 and Public Halls – Rates – Various Recipients	\$30,634.57
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

Beneficiary	Amount \$
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	\$2508.00
City of Shoalhaven Eisteddfod	\$10,000.00
Helping the Homeless Soup Kitchen	\$6,380.00
Lay Missionaries of Charity	\$4,227.00
Shoalhaven Youth Orchestra	\$8,000.00
Bravehearts Inc. Education	\$5,000.00
Cancer Council Relay for Life - Nowra	\$7,237.00
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 – Fair Trading Charges and Plaque	\$613.00
Pyree Public School Site Mgt Committee	\$720.00
Berry Rotary Club - Small Farm Field Days	\$2,000.00
Milton Follies	\$2,000.00
Greenwell Point Mens Shed	\$535.12
Allan Tully – Kingiman Fires Fundraiser	\$2,500.00
Variety Freedom House – Refund DA Fees	\$4836.00
Shoalhaven Sharks ARLKC – Accommodation Costs	\$800.00
National Indigenous Football Games	\$4,000.00
Bird Haven Festival	\$1000.00
Shoalhaven Aboriginal People in Custody – Literary Award Sponsorship	\$2,000.00
Katherine Outdoor Experience – Speak Up Tour – Nowra Performance	\$5000.00
St Mary Star of the Sea Church Milton – Repairs to cross	\$5,000.00
Blockstars Lego Tournament Team	\$5,000.00
Bomaderry Rotary Club – Driver Learner Program	\$2000.00
Shoalhaven Heads Community Forum – Pump Track	\$7,000.00
Sanctuary Point Community Pride – Clifton Community Garden	\$1,500.00
Shoalhaven Neighbourhood Services Inc – Refund DA Fee	\$2555.95
Callala Arts Group – Recycle Competition Sponsorship	\$500.00
CWA Wollondilly Agriculture and Environment Day	\$200.00
Donations - Total	\$332,569.19

Programs and Subsidies	
Tourism - event subsidies and community support	\$250,344
Cultural Activities	\$159,846
Holiday Haven	\$13,609
Planning	\$13,875
Development contribution concessions - water and sewer funds	\$3,292,396
Economic Development	\$90,773
Programs - Total	\$3,820,844
Subsidies provided to occupiers of Council assets	
Community Groups (44)	\$582,000
Men's Sheds (8)	\$14,300
Golf Club (1)	\$64,600
Preschool/childcare/playgroups (16)	\$560,000
Sports Groups (3)	\$10,700
Meals on Wheels (4)	\$36,800
Telco's (Community/Gov) (14)	\$46,000
Subsidies provided to occupiers of Council assets - Total	\$1,314,400
Programs and Subsidies - Total	\$5,135,244
<i>Note: the above subsidies is a conservative estimate and does not take into account R & M, building insurance, water usage expensed not recovered</i>	
Donations, Programs and Subsidies - Total	\$5,467,813.19

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 2018/19.

Controlling Interest: Corporations, Partnerships, Trusts, Joint Ventures

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

During 2018-19 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.

Participation:

Corporations, Partnerships, Trusts, Joint Ventures

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

Water Services

During 2018/19 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. 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 and 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.

2018/19 - 14 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 2018/19 financial year.

Food Businesses	Number
High risk Fixed Food Premises	236
Medium risk Fixed Food Premises	302
Low risk Fixed Food Premises	364
Total	902

Temporary Food Premises	350
Mobile Food Premises	250

Inspections	
Number of Primary (1st) Inspections	760

Scores on Doors	
Businesses rated as 5 stars (Scores on Doors)	289
Businesses rated as 4 stars (Scores on Doors)	156
Businesses rated as 3 stars (Scores on Doors)	54
Businesses rated as 0 stars (Scores on Doors)	39

Enforcement	
Number of Warnings issued	110
Improvement Notices	14
Penalty Notices issued	5
Seizures	1
Prohibition Orders served	0
Prosecutions	1

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 organised tree plantings with students from Shoalhaven High School at Yellow Bellied Glider Reserve, Sanctuary Point. Also, various Bushcare groups organised plantings at Jerry Bailey Reserve at Shoalhaven Heads, Dolphin Point, Wrights Beach and Broughton Vale.

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

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 37.5%. Shoalhaven City Council has an ageing workforce, with 46% of staff aged 50 or Older, 25% of whom hold management/supervisory roles. Further, 3% are retirement ready (65+), 24% of these employees hold management/supervisor roles; 10% will be eligible to retire within the next 5 years (60+), with 19.6% in manager/supervisor roles. This contrasts to only 14.7% of workers aged 30 and under.

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 65 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.



Councillor Training & Professional Development

Local Government (General) Regulation 2005 – Section 186

Conference Name	Date	Councillor Name									
		Clr. Aldrick	Clr. Digiglio	Clr. Findley	Clr. Gartner	Clr. Gash	Clr. Kitchen	Clr. Levett	Clr. Pakes	Clr. Wells	Clr. White
National Local Roads & Transport Congress - ALGA	20-22 Nov	✓							✓	✓	✓
OzWater 19 - AWA	07-09 May	✓								✓	
2019 National Australian Local Government Women's Association Conference	15-17 May	✓									
National General Assembly of Local Government 2019 - ALGA	16-19 Jun	✓	✓	✓			✓		✓	✓	✓
2019 Australian Coastal Councils Conference	06-08 Mar		✓		✓	✓		✓		✓	✓
Cities Power Partnership Summit 2018 – Climate Council	18-19 Oct			✓	✓						
2018 Global Eco Asia-Pacific Tourism Conference	26-28 Nov			✓			✓	✓			
Local Government Debate	08 Mar			✓							
Good Growth Housing Conference 2019 - CHIA	15 Apr			✓							
Local Government Planning & Environmental Law Conference	21 Jun			✓							✓
Local Government NSW Annual Conference 2018	21-23 Oct					✓			✓	✓	✓
NSW Local Government Aboriginal Network Conference	12-14 Sep						✓	✓			
Community Leaders Forum - ICAC	29 Nov						✓			✓	✓
LGNSW - Save our Recycling Election Campaign	06 Mar						✓				
9th Australian Small Bridges Conference	01-02 Apr						✓		✓		✓
Local Government Summit	11-12 Apr						✓				
Local Strategic Planning Short Course Councillors – LGPro NSW	5 Jun						✓	✓			✓
European Tour of Waste Facilities	06-14 Aug								✓	✓	

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 \$3 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 \$245 million dollars per annum which includes Council's commercial activities.

Council employs over 1000 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 2018/19 is summarised as follows:

- General Manager - \$364,584 p.a.
- Acting General Manager - \$106,652 (15 wks)
- Combined Directors - \$990,124 pa



Stormwater Management Services

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

Council's projected 2018/19 Stormwater Management Program was funded the following way:

- \$511,000 – Council revenue
- \$1,093,000 – Additional rates Stormwater Levy

The actual result was:

- \$451,881 – Spent from Council revenue
- \$144,126 – Spent from prior year rates Stormwater Levy
- \$536,446 - Spent from current year rates Stormwater Levy

Council also carried forward into 2019/20 unspent funds on 14 projects that were not complete (total of \$1,311,103).

Project	Council Funds	Stormwater Levy 17/18	Stormwater Levy 18/19	Total
Stormwater Manage Plan	\$2,665	\$0	\$0	\$2,665
St Andrews Way Coolangatta Stage 2	\$674	\$22,056	\$0	\$22,730
Katela Avenue Bomaderry	\$0	\$0	\$38,252	\$38,252
89 Sussex Inlet Road - Drainage	\$0	\$9,465	\$0	\$9,465
Pritchard Ave Huskisson Drainage	\$3,621	\$13,816	\$0	\$17,437
Prince Edward Ave Culburra	\$0	\$0	\$2,810	\$2,810
Forest Meadows Way Worrigee	\$0	\$0	\$22,843	\$22,843
Enterprise Ave & Browns Rd South Nowra	\$0	\$0	\$18,786	\$18,786
Aries Place Narrawallee	\$12,861	\$0	\$81,330	\$94,191
Meroo Road Bomaderry Drainage	\$0	\$0	\$23,670	\$23,670
St Vincent St Roundabout replace drains	\$11,690	\$0	\$0	\$11,690
Edwards Street Berry	\$0	\$28,129	\$0	\$28,129
The Park Drive easement piping	\$637	\$0	\$26,172	\$26,809
Haiser Rd Greenwell Point	\$28,623	\$0	\$0	\$28,623
Urgent Pipe Repairs Southern	\$164,532	\$13,560	\$62,575	\$240,667
19 Princess Ave, Burrill Lake	\$38,227	\$0	\$0	\$38,227
Urgent Pipe Repairs Northern	\$0	\$0	\$88,825	\$88,825
151 Links Ave Sanctuary Point - Easement Piping	\$2,000	\$0	\$0	\$2,000
Elizabeth Drive Vincentia	\$75,020	\$0	\$20,000	\$95,020
Waratah Cr Sanctuary Pt Drainage	\$0	\$28,163	\$0	\$28,163



Project	Council Funds	Stormwater Levy 17/18	Stormwater Levy 18/19	Total
Greville Ave Sanctuary Point	\$33,341	\$7,022	\$0	\$40,363
Bendalong Point, Bendalong - Drainage	\$0	\$0	\$30,332	\$30,332
Orient Point Rd, Culburra Beach - Drainage	\$6,168	\$0	\$0	\$6,168
Prentice Ave, Old Erowal Bay - Drainage	\$381	\$0	\$80,000	\$80,381
Reserve Road, Basin View - Drainage	\$0	\$6,926	\$21,024	\$27,949
Sunset Strip Manyana	\$30,132	\$1,379	\$0	\$31,511
River Rd Sussex Inlet Drainage	\$0	\$1,911	\$0	\$1,911
River Road, Shoalhaven Heads - Drainage	\$0	\$7,419	\$0	\$7,419
Boatharbour Dve, Sussex Inlet	\$29,318	\$4,280	\$19,828	\$53,426
Ormonde Cr (& Otway St) - Orient Point	\$2,134	\$0	\$0	\$2,134
North St - Ulladulla K&G	\$2,503	\$0	\$0	\$2,503
Racemosa Av/Cavanagh Ln - West Nowra	\$5,701	\$0	\$0	\$5,701
Nirimba Av - Sanctuary Point	\$720	\$0	\$0	\$720
Curtis St/Village Dr - Ulladulla	\$935	\$0	\$0	\$935
	\$451,881	\$144,126	\$536,446	\$1,132,453

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 221 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 \$1,502,539 in respect of companion animal management and related activities during the reporting period.

Companion animal community education programs carried out.

Rangers Services have strived to raise community education on companion animals' rules and regulations through Council generated media content. From July 2018-July 2019 six media releases were created and distributed in collaboration with Council's communications team. Each of these resulted in media interviews and social media posts on Council platforms as well as publication in local news outlets in the Shoalhaven.

Topics included responsible pet ownership, registration, changing in rules in NSW registration and community awareness regarding dog on dog attacks in the community. Rangers Services assisted with more than 10 media enquiries during this financial year that included enquires

on responsible pet ownership in the Shoalhaven.

Rangers staff were also involved in Council Information Nights during May 2019 where the community were given the opportunity to ask Rangers services questions during drop in sessions. These were in Nowra, Ulladulla, Berry and Culburra NSW.

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

Councils Animal Shelter is now managed solely by Ranger services since the withdrawal of RSPCA in 2018. Shoalhaven Animal Shelter promotes the desexing of dogs and cats in conjunction with the Animal Welfare League. A monthly "Chip and Snip" day is held at the animal shelter on the second Sunday of each month, this aids with Microchipping and discounted desexing Vouchers.

Shoalhaven Animal Shelter also promotes National Desexing month in conjunction with local Veterinary Clinics who provide discounted desexing. The goal is to end pet overpopulation by making desexing available and more affordable to pet owners who need it most.

Shoalhaven Animal Shelter has created a Facebook page with over 7000 followers. Council uses this page to promote the above strategies along with the weekly "Did you know" post which shares information about responsible pet ownership in the Shoalhaven.

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

Shoalhaven City Council has managed its Animal Shelter since June 2018. During this time the Shelter has a zero-euthanasia rate of healthy adoptable animals. Council has achieved this rate by adopting the following for its shelter residents:

- Transfer to breed specific rescue.
- Transfer to rescues that specialise in older dogs/cats that may require much medical

treatment

- Weekly training from dog trainer to work on small issues that could complicate and adoption.
- Decrease in adoption fees for older dogs and cats and decreased fees for long term residents.

Shoalhaven Animal Shelter is embarking on a program to work with other Council managed Shelters in NSW to cross transfer long term residents who may have a higher chance of adoption in another LGA.

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 2019

Item	Cost	Totals
Income		
Registrations	\$170,250	
Fines and Costs	\$331,963	
Other	\$1,044	
Subtotal		\$503,257
Expenditure		
Salaries	\$759,467	
On Costs	\$247,224	
Training and conferences	\$2,349	
Motor Vehicle Costs	\$70,893	
Pound Costs	\$316,573	
State Debt Recovery infringement processing fees	\$18,591	
Other Costs	\$87,443	
Subtotal		\$1,502,539
Surplus/(Deficit)		(\$999,282)

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 2018 to June 2019

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

Write Off Type	Amount
Abandoned	\$10,223
Postponed Abandoned	\$3,675
Pensioner Rebates	\$4,203,788
Total	\$4,217,696

- 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.
- 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.
- 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.
- 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 2018 - June 2019

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.

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.

In the reporting period 1 July 2018 and 30 June 2019 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 37 formal access applications and 2 applications were carried forward for processing from the previous reporting period. 35 applications were processed during this reporting period. 4 of the applications received during this reporting period were carried forward to be processed in the next reporting year.

- Of the 35 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.

Number of Formal access applications refused either wholly or partly because the application was for the disclosure of information referred to in Schedule 1 of the Act – Clause 7(c)

- During the reporting period 3 applications were refused in part because the applications were for the disclosure of information referred to in Schedule 1 of the Act.

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	Total
Media	0	1	0	0	0	0	1	0	2
Members of Parliament	0	0	0	0	0	0	0	0	0
Private sector business	0	1	0	1	1	0	0	0	3
Not for profit organisations or community groups	0	0	0	0	0	0	0	0	0
Members of the public (application by legal representative)	2	0	0	0	0	0	0	1	3
Members of the public (other)	6	12	2	1	2	1	0	8	32
Total	8	14	2	2	3	1	1	9	40

*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

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	Total
Personal information applications*	1	0	0	0	0	0	0	0	1
Access applications (other than personal information applications)	7	10	1	1	3	1	1	7	31
Access applications that are partly personal information and partly other applications	0	4	1	1	0	0	0	2	8
Total	0	4	1	1	0	0	0	2	8

*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)	2
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	2
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	3
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	9
Law enforcement and security	0
Individual rights, judicial processes and natural justice	11
Business interests of agencies and other persons	3
Environment, culture, economy and general matters	2
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0

Table F: Timeliness

Item	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	32
Decided after 35 days (by agreement with applicant)	2
Not decided within time (deemed refusal)	1
Total	35

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

Item	Decision varied	Decision upheld	Total
Internal review	3	0	3
Review by Information Commissioner*	1	0	1
Internal review following recommendation under section 93 of Act	0	0	0
Review by NCAT	0	0	0
Total	4	0	4

*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)

Applicant	Number of applications for review
Applications by access applicants	3
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0

Table I: Applications transferred to other agencies

Transfer type	Number of applications transferred
Agency Initiated Transfers	0
Applicant Initiated Transfers	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 2018/19.

Note:

- Status 'executed' refers to planning agreements that were entered into at some time before or during 2018/2019 and remained in force during 2018/19.
- Status 'finalised' refers to executed agreements where the obligation/agreement ended at some time in 2018/19.

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
VPA006	Bishop Drive	Mollymook	Greslon Pty Ltd Hazcorp Pty Ltd Revesby-Padstow Modern Homes Pty Ltd	Dedication of land required for Bishop Drive and construction of certain road works.	29/09/2014	Executed
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
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
VPA013	Cunjurong Point Road, Berringer Road and Sunset Strip	Manyana	Ozy Homes Pty Ltd	Monetary contribution for the extension of the Yulunga Reserve Community Hall, upgrade of foreshore facilities, provision of parking, road upgrade works.	26/11/2018	Executed

Special Rate Variation Progress

Council's projected 2018/19 Special Rate Variation Program (approved in 2013/14) was funded the following way:

- \$2,561,196 – Additional rates Special Rate Variation

The actual result was:

- \$666,620 - Spent from Council revenue
- \$2,172,010 - Spent from Grant Funding
- \$2,273,408 - Spent from the 13/14 Special Rate Variation

Council also carried forward into 2019/20 unspent funds on three projects that were in progress (contracts let) or at practical completion totalling \$1,141,254.

Project - SRV Reporting Year 6 of 10	Council Funds	Grant Funds	Special Rate Variation	Total
The Wool Rd Old Erowal Bay Ch 9.727-11.120	\$94,644	\$497,000	\$397,000	\$988,644
St Anns Street	\$-	\$-	\$136,606	\$136,606
Larmer Avenue	\$-	\$-	\$549,023	\$549,023
The Lake Circuit	\$-	\$-	\$30,974	\$30,974
Murramarang Rd Bawley Pt	\$251	\$-	\$380,472	\$380,723
Local Road Resurface	\$-	\$-	\$280,000	\$280,000
Intersection Paradise Beach Rd / Kingsford Smith	\$115,383	\$160,000	\$110,000	\$385,383
Bolong Road - 800m Section East of Broughton Ck	\$ -	\$721,010	\$269,805	\$990,815
Woodhill Mountain Road	\$15,004	\$730,000	\$100,000	\$845,004
Prince Edward Avenue	\$441,338	\$64,000	\$19,528	\$524,866
	\$666,620	\$2,172,010	\$2,273,408	\$5,112,038

Council's projected 2018/19 Special Rate Variation Program (approved in 17/18 for one year only) was funded the following way:

- \$465,696 – Revoted Special Rate Variation funds

The actual result was:

- \$465,696 – Spent from the revoted 17/18 Special Rates

Project	Special Rate Variation
Parks Core Maintenance (Additional Works)	\$30,382
Jacobs Drive Streetscape	\$435,314
	\$465,696

Council's projected 2018/19 Special Rate Variation Program (approved in 2018/19) was funded the following way:

- \$9,216,351 – Additional rates Special Rate Variation

The actual result was:

- \$7,102,609 – Spent from the 18/19 Special Rate Variation

Council also carried forward into 2019/20 unspent funds on six projects totalling \$2,113,743.

Project - SRV Reporting Year 1 of 10	Special Rate Variation
Additional Resources	\$1,000,000
Interest Repayments - Verons Infrastructure	\$73,899
Principle Repayments - Verons Infrastructure	\$75,082
Public Halls Programmed Maintenance	\$148,000
Parks Core Maintenance	\$200,000
Local Roads Routine Maintenance	\$600,000
Nowra Showground Buildings	\$822
Public Amenity - Cudmirrah - Errol Bond Reserve	\$11,399
Sports Grounds Upgrades	\$3,149
Road Renewal Works	\$17,880
Streetscape Renewal	\$319,262
Covering the costs of existing service levels	\$4,653,116
	\$7,102,609

Financial Assistance Grants (FAG)

The Financial Assistance Grants (FAG) received by Shoalhaven City council this financial year equated to \$12,374K.

Of this, \$6,299K, was a prepayment of the 19/20 financial year entitlement. Council recognises the importance of the FAG funding source in delivering vital infrastructure and services to the local government area.

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 during the 2018/19 financial year

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)

During the 2018/19 financial year, Shoalhaven City Council was 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 2018-19

Progress Report – Annual Report

Shoalhaven City Council's (SCC) 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.




These focus areas are;

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

Annual Progress

Completed	Commenced	Not resourced / funded
18	20	14

Status

-  Complete
-  Commenced
-  Not resourced/funded

Glossary

DIAP	Disability Inclusion Action Plan
IAAG	Inclusion and Access Advisory Group
CCB's	Community Consultative Bodies
RMS	Roads and Maritime Services
NDIS	National Disability Insurance Scheme
SDCP	Shoalhaven Development Control Plan
GIS	Geographical Information System
WCAG	Web Content Accessibility Guidelines

Action No.	Actions	Status
Strategy	S1.1 Demonstrate and promote a culture of disability awareness and inclusion	
A1.1.1	Provide training on disability access and inclusion within staff induction training program and as part of toolbox talk resources.	➤
A1.1.2	Conduct a training needs analysis to support Disability Inclusion Action Plan and implementation.	✓
A1.1.3	Source or develop training for staff to support Disability Inclusion Action Plan implementation.	➤
A1.1.4	Allocate a specific budget to the Disability Inclusion Action Plan.	✗
A1.1.5	Incorporate Disability Inclusion Action Plan measures into Council's existing process for collecting Delivery Program and Operational Plan measures.	➤
A1.1.6	Update and increase the photo stock available to staff to enable broader depiction of disability diversity in general publications.	✓
A1.1.7	Promote events supporting disability inclusion and awareness e.g. International Day of People with Disability, Mental Health Week etc.	➤
Strategy	S2.1 Progressively increase the availability of accessible toilets across the Shoalhaven	
A2.1.1	Plan to progressively increase the number of accessible public toilets within the local government area reflecting the priorities identified by people with disability.	✓
A2.1.2	Identify Council projects that could accommodate a lift and change facility and lobby for funds to provide them.	✓
A2.1.3	Make available current and accurate information on the location of accessible toilets.	✓
Strategy	S2.2 Plan to progressively increase the amount of continuous accessible paths of travel to key destinations within the Shoalhaven	
A2.2.1	Consult annually with people with disability on priorities for the maintenance and upgrade of footpaths, kerbs, and ramps.	➤
A2.2.2	Identify priority locations to increase the continuous paths of accessibility travel across the Shoalhaven in consultation with people with disability.	➤
A2.2.3	Collaborate with NSW Government agencies (e.g. NSW Roads and Maritime Services, Transport for NSW) to improve access and to Transport within the Shoalhaven local government area.	✓
A2.2.4	Review the accessible pathways and crossings around Nowra Aquatic Park, Nowra Youth Centre.	✓
Strategy	S2.3 Increase accessibility and inclusion of events held in the Shoalhaven and of Council meetings	
A2.3.1	Source or develop accessible and inclusive event and meeting guidelines for use within Shoalhaven City Council.	➤
A2.3.2	Progressively increase the number of Council events that have an access and inclusion plan.	✗
A2.3.3	Create an access checklist to support the inclusion of people with disability to attend meetings held at Council.	✗

Action No.	Actions	Status
A2.3.4	Support Shoalhaven Aboriginal Network of Disability Services, Aboriginal Ability Linkers and other community organisers of cultural events e.g. NAIDOC Week, Reconciliation Week to include access and inclusion plans.	➤
Strategy	S2.4 Progressively increase accessibility and inclusion of places of recreation, learning and leisure	
A2.4.1	Continue to deliver acquire and promote library and art gallery resources in accessible formats and accessible technologies.	✓
A2.4.2	Deliver 4 "Art Engage" type sessions within the workshops that incorporate access and inclusion elements (budget dependent).	✗
A2.4.3	Commission art exhibitions and/or touring shows exploring the experience of living with disability or catering to people with specific types of disability.	✓
A2.4.4	Investigate working in partnership with Aboriginal Ability Linkers to promote library and art gallery workshops and programs supporting inclusion.	✗
A2.4.4	Investigate working in partnership with Aboriginal Ability Linkers to promote library and art gallery workshops and programs supporting inclusion.	✗
A2.4.5	Develop a range of inclusive and accessible activities at Council's pools, swim and fitness centers.	✓
A2.4.6	Improve the availability of access and inclusion information on beaches, waterways and other sites of interest to residents, tourists and visitors.	➤
A2.4.7	Investigate options for beach access for people using wheelchairs and/or for access to calm water non- beach swim sites.	➤
A2.4.8	Promote information to a fenced play area for families seeking these facilities.	➤
A2.4.9	Strategically identify parks for provision of accessible pathways, toilets, accessible park tables and barbecues.	➤
A2.4.10	Plan for progressively increasing the accessibility of sporting ovals including parking, toilets and pathways.	➤
Strategy	S2.5 Increase awareness of accessible parking in the Shoalhaven	
A2.5.1	Correct and/or clarify the controls relating to accessible parking in relevant Development Control Plan chapters.	➤
A2.5.2	Map the accessible parking spaces in commercial centers and points of public destination.	✗
A2.5.3	Develop a strategy for Ranger Services to patrol accessible parking spaces particularly in commercial centers and points of public destination.	✓
Strategy	S2.6 Improve access to Council operated buildings and providing better way finding	
A2.6.1	Improve signage in Council Administration building to support access to meeting rooms, lift and accessible toilet.	✗
A2.6.2	Investigate the feasibility of having lower height service desks at the Entertainment Centre Kiosk and Bar.	✗
A2.6.3	Investigate how the accessibility of the Entertainment Centre can be improved for people who are blind (such as blue tooth beacons in conjunction with smart phones).	✗

Action No.	Actions	Status
A2.6.4	A2.6.4 Investigate reserving accessible places in the Entertainment Centre for early booking and internet booking by people with disability.	✓
A2.6.6	Review the placement of stalls at the Information Centre (Nowra) to enhance access by people using wheelchairs, walking frames or prams.	✓
Strategy	S2.7 Continue to encourage, support and promote accessible tourism in the Shoalhaven	
A2.7.1	Promote and highlight accessible tourism product throughout the region.	✓
A2.7.2	Include accessible tourism itineraries.	✓
A2.7.3	Ensure tourism website is at WCAG 2.0 AA standard.	✓
Strategy	S3.1 Progressively enable the provision of inclusive forms of communications and alternative formats when required	
A3.1.1	Develop guidelines for staff to author accessible and inclusive documents (including to enable web accessibility).	➤
A3.1.2	Develop guidelines or procedures to produce documentation in alternative formats for attendees of Council hosted meetings.	✗
Strategy	S3.2 Progressively improve Council websites accessibility and publications posted on the website and on social media	
A3.2.1	Undertake an audit of Council websites and intranet against Web Content Accessibility Guidelines 2.0 standards and develop a staged and costed implementation plan to improve web accessibility.	✓
A3.2.2	Ensure all contact details on Council websites also refer to the National Relay Service and how to access or request alternative format documents.	✓
Strategy	S3.3 Incorporate accessibility and inclusion considerations in procurement decisions and contracts	
A3.3.1	Source or develop guidelines for incorporating accessibility and inclusion considerations in procurement contracts.	✗
Strategy	S3.4 Review all Council complaint and feedback processes to ensure they are accessible to people with disability	
A3.4.1	Incorporate information from resources from NSW Ombudsman into feedback and complaints information across Council in relation to making these accessible to people with disability.	✗
Strategy	S3.5 Develop a process to ensure that access and inclusion is systematically incorporated into policy development	
A3.5.1	Progressively review and update Council policies (prioritising service delivery focused policies) to ensure access and inclusion are addressed.	✗
A3.5.2	Develop a check list for policy developers to consider impacts on access and inclusion for people with disability.	✗

Action No.	Actions	Status
Strategy	S4.1 Review recruitment and employment processes to ensure they are barrier free to candidates who have a disability	
A.4.1	Review Equal Employment opportunity policy to reflect the organisation's commitment to disability inclusion in the workplace.	➤
A4.1.2	Establish relationships with local Disability Employment Service organisations.	➤
A4.1.3	Collect data in relation to disability access and inclusion as part of the on-line recruitment process.	➤



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