

Shoalhaven City Council - CCB Executive Meeting
Wednesday 28 April 2021 – 10:00am to 3.30pm
Shoalhaven Emergency Operation Centre – 92 Albatross
Road, Nowra

Meeting Notes

The following meeting notes should be used in conjunction with the CCB Executive Meeting Power Point presentation on [Council's Website](#).

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

Mayor and Councillor Attendees:
 Mayor Amanda Findley, Clr John Levett, Clr
 Nina Digiglio, Clr Greg Watson

Apologies: Clr Annette Aldrick, Clr Andrew Guile
 Clr John Wells, Clr Joanna Gash, Clr Mitchell Pakes,
 Clr Kaye Gartner, Clr Mark Kitchener, Clr Proudfoot, Clr
 Patricia White

| ITEM | TIME | TOPIC | PRESENTED BY |
|------|-------------------|--------------------------------------|---|
| 1. | 10:00am – 10:30am | EOC Tour | Local Emergency Management Officer, Kim White |
| 2. | 10:30am – 10.35am | Introduction | CEO, Stephen Dunshea |
| 3. | 10.35am – 10.40am | Welcome & Acknowledgement to Country | Mayor Amanda Findley |
| 4. | 10.40am – 11.00am | Council Restructure | CEO Stephen Dunshea |

- CEO Stephen Dunshea provided overview of agenda - We will talk about organisational changes at Council
- Provided an overview of the new organisational structure adopted on 6 August 2020 and the key drivers behind the changes.
- A new five Directorate Structure:
 - City Services
 - City Development
 - City Futures
 - City Lifestyles
 - City Performance
- Introduced the Directors and the functions of the new directorates - see presentation slides for more information.
- Major focus on Customer Service with the aim of 90% of calls being dealt with by the staff member answering the call.
- Committed to emailing a DPOP link to CCBs – Completed Friday 30 April 2021.

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| 5. | 11:00am – 11:20am | DPOP Presentation and Q&A | Manager – Corporate Performance & Reporting, Jim Fraser |
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- An overview of the DPOP and Budget was provided. Explanation provided as to where it fits in with the [10-year Community Strategic Plan](#).
- Overview of the key ongoing major projects was provided and the Capital Projects showcased
- Next steps in adopting our DPOP & Budget 2021-22

- DPOP & budget 2021-22 is on exhibition and Council is seek community feedback

Q. Electric vehicle charging stations need to be considered when planning infrastructure.

A. This is not in the remit of local government. We collaborate with the state government and work with the NRMA.

Q. Also needs to be considered in new buildings.

A. Council will take this on board for future planning.

Additional Council comments:

The BLER grant for the multi-story car park includes provisions for electric car charging stations. At the moment there is a certain lack of policy around this and it's mostly coming from the car manufacturers, but we are on the cusp.

NRMA have received a grant for an electric vehicle highway.

We need a policy on electric vehicle charging stations on public land.

Yes, there needs to be a standardised charging station across the board.

Q. Can Council increase infringement fees for illegal overnight stay, particularly in Hyams Beach?

A. No, that is run and set by the state government.

Q. Is Council looking at the formula used by different councils to change the charges.

A. Council isn't aware of the formula but will take this on board. Council will note this issue through the submissions on the DPOP.

Q. What is the rate rise impact from lowering the increase from 2.6% to 2% and what does the 0.6% represent?

A. It represents \$480,000. Council needs to identify what will be affected by the .6% and will provide that information.

Q. Why was the 0.6% taken off?

A. It's about affordability. Tune into the [27 April 2021 Council meeting](#) published on Council's website to hear the discussion.

Additional Council comments:

Please don't compare Wards when looking at the projects in each area. Some projects in a Ward are City-wide while others, like in Ward 1 are due to urban growth.

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| 6. | 11.20pm – 11.40pm | 10-year Capital Woks Program | Director, City Services, Paul Keech |
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- The 10-year Capital Works Program is currently not funded due to competing urgent priorities.
- The current focus is on achieving the highest priorities.
- Council cannot currently look at what individual projects are funded in each area.
- Once an asset is built it declines over time resulting in an intervention to maintain or restore the asset at the right time and before the asset is lost.
- This is where the dollar trade-off is.

Q. What percentage of our roads are irreplaceable?

A. Roads are assessed every five years to detect faults. The road conditions are currently 34 percent poor and 8 percent poor or very poor. The 2020 result are being put together now.

CCB comment – Council's three District Engineer structure is wonderful.

Q. Does the DPOP contain a grant received breakdown?

A. Yes, but Council is still waiting on some grant funding that isn't coming from the Capital Budget.

Q. Has Council undertaken a cost benefit analysis against Council employees versus contractors?

A. Council covers a massive stretch of services. There needs to be a balance of the right amount of Council staff resources and contractors. Council staff generally undertake routine maintenance and repair work while contactors usually undertake seasonal mowing and resealing work and major capital

works. There is also joint organisation collaboration and cooperation through Illawarra Shoalhaven Joint Organisation (ISJO) for procurement of shared services. ISJO goes to tender on behalf of Wollongong, Shell Harbour, Kiama and Shoalhaven Councils. For example, our waste technology will be presented to ISJO which could lead to additional revenue for us while providing a service across Illawarra/ Shoalhaven area.

Q. Where can we see a list of shared pathway projects and are they underfunded?

A. Yes. It is underfunded as the [Public Access Management Plan](#) covers sealed roads/storm water drains as well as shared pathways.

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| 7. | 11.40pm – 12.00pm | Recovery into Resilience Project | Recovery into Resilience Project Coordinator, Vince Di Pietro |
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- An overview was provided on the [Recovery into Resilience Project \(RRP\)](#).
- The project is about allowing the community to make reasonable decisions and understand instructions in an emergency situation.
- During the recent bushfires misinformation was circulated through various mediums.
- RRP will synthesize what's being said by the RFS, Bureau of Meteorology and media and update the Fires Near Me App and beam the information from the Emergency Operations Centre (EOC) dashboard via satellite to digital notice boards installed throughout Shoalhaven.
- A flyer for the [Community-led Resilience Planning](#) component of the RRP was handed out.

Q. Are the screens going onto Council owned assets?

A. Initially yes, then other options on private assets or road side signs may be explored. This may include a pivotable stand so the screen can face the road if required.

Information including where to go, what to listen to (radio) what to read and what to look will be displayed on the digital notice boards that are updated by the right experts.

We currently have state and federal partner experts embedded in Council. The NSW State Government extended the funding for the embedded experts for an additional month.

Q. There will need to be a mind-set change.

A. The digital notice boards may be a two-way communication tool, meaning intelligence on the ground could possibly be relayed to the EOC.

Q. Can the screens be used for other information purposes when there isn't a disaster?

A. This may be a possibility, it is not a difficult process but it's a lot of work to get it right.

Q. How do Council know where the critical mass is?

A. The Local Emergency Operations Controller (LEOCON) emergency team responds very quickly to join real time data.

Q. Can an accidental (by chance) coordinator get direct information?

A. This could be a possibility based on the development of the digital dashboard. An extension to the RRP digital notice boards is the Fires Near me App.

LUNCH

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| 8. | 12.30pm – 1.00pm | Community-led Resilience Planning – Project Briefing | Griffith University, Professor Darryl Low Choy |
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- A presentation on the [Community-led Resilience Planning](#) component of the RRP was provided by

Professor Darryl Low Choy from Griffith University

- Overview given on the community-led framework and community self-empowerment. Back casting for adoption in 10-year increments (from the present) to review monitor and evaluate resilience improvement learnings.
- Invitations will be going out to the community to join a working group with Strategic Planning staff and Griffith University.
- The project needs to be in place by June 2022.
- 8-10 workshops will be spaced out so the research team can report back following each workshop to gather information along the way. There will be additional workshops if a lot of community groups get involved.
- The two main components are:
 - Closed eye thinking with a connection between technical communication, community involvement and participations dove tailed with the right strategic people inside Council.
 - It is all about resilience and not the emergency, which is the effect.
- We need to look at 20 years from now and imagine your community health and wellbeing.
- Assurity is a big part of community wellbeing.
- The Federal and state governments recognise there is an application for this work across communities as well as the whole country.
- Community input has value if it is developed with consistent implementation and interpretation.

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| 9. | | Character Assessment & DAs – Discussion/Q&A | Section Manger, Strategic Planning, Gordon Clark Manager, Development Services, Cathy Bern Director, City Development, Phil Costello |
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- An overview of the planning process was provided, development assessment pathways, development control plans and planning principles.
- Requirements for a DA were outlined and the Land and Environment Court procedures.
- The Local Environment Plan (LEP) has the most weight followed by the Development Control Plan (DCP) due to changes over time to legislation.
- There is a state requirement for all Councils to use the same template when developing their LEP so each council has a standard instrument (model LEP).
- NSW Planning Works Local Character Guidelines is a tool kit on how to apply a local character overlay.
- The final make-up of the controls, which Council provided input into, is being finalised.
- An overlay can only be applied when a certain area has special characteristics. The area must be defined with significant justifications.

Q. Does the LEP have a scenic overlay?

A. Yes, it currently does.

Several CCB representatives would like a further workshop on Development and DAs. They would also like Council to get a state government representative to attend the workshop. Council has taken this request on notice.