



# **AGENDA**

**Ordinary Meeting of Council**

**23 October 2018**



**ORDINARY MEETING OF COUNCIL  
TO BE HELD IN THE COUNCIL CHAMBERS, MORUYA**

**ON TUESDAY 23 OCTOBER 2018**

**COMMENCING AT 10.00AM**

**AGENDA**

(Proceedings of this meeting will be recorded as per Eurobodalla Shire Council's Code of Meeting Practice)

- |   |                 |
|---|-----------------|
| <b>1. WELCOME, ACKNOWLEDGEMENT OF COUNTRY &amp; EVACUATION MESSAGE</b>  |                 |
| <b>2. APOLOGIES</b><br>Nil  |                 |
| <b>3. PUBLIC FORUM (AGENDA ITEMS ONLY)</b>  |                 |
| <b>4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b><br>4.1 Ordinary Meeting held on 25 September 2018                         |                 |
| <b>5. DECLARATIONS OF INTEREST OF MATTERS ON THE AGENDA</b><br>(Declarations also to be made prior to discussions on each item) |                 |
|   | <b>Page No.</b> |
| <b>6. MAYORAL REPORTS</b><br>Nil  |                 |
| <b>7. NOTICES OF MOTION</b><br>Nil  |                 |
| <b>8. QUESTIONS ON NOTICE FROM COUNCILLORS</b><br>QON18/007 Regional Hospital in the Eurobodalla Shire.....                     | 3               |
| <b>9. PETITIONS</b><br>PET18/004 Council make the plan to expand and upgrade the Moruya Skate Park<br>a high priority .....     | 4               |

**10. GENERAL MANAGER'S REPORTS**

GMR18/025	Disclosure of Pecuniary Interest and Other Matters Returns .....	5
GMR18/026	Australian Coastal Councils Conference - Kiama, NSW - 6-8 March 2019.....	7

**11. PLANNING AND SUSTAINABILITY REPORTS**

PSR18/087	Companion Animal Management Plan Review.....	9
-----------	--	---

**12. INFRASTRUCTURE REPORTS**

IR18/039	Local Traffic Committee No 4 for 2018-19.....	16
----------	---	----

**13. CORPORATE AND COMMERCIAL SERVICES REPORTS**

CCS18/047	Land Acquisition for road widening - Cullendulla Drive, Long Beach .....	21
CCS18/048	Investments made as at 30 September 2018 .....	24
CCS18/049	Request for Tender - 2019/CCD015 - Professional Services Panel .....	27

**14. COMMUNITY, ARTS AND RECREATION REPORTS**

CAR18/032	Consent from the NSW Minister for Lands and Forestry to classify three Crown reserves as operational land.....	31
CAR18/033	Gundary Oval District Sports Park Landscape Masterplan .....	35
CAR18/034	Draft Creative Arts Strategy 2018 .....	45

**15. DELEGATE REPORT**

**16. URGENT BUSINESS**

**17. DEALING WITH MATTERS IN CLOSED SESSION .....51**

**18. CONFIDENTIAL MATTERS**

**DR CATHERINE DALE  
GENERAL MANAGER**

---

**QON18/007      REGIONAL HOSPITAL IN THE EUROBODALLA SHIRE**

E04.8694

Responsible Officer: Phil Constable - Clr

Attachments:          Nil

The following question on notice was received from Councillor Phil Constable:

**Question**

There is considerable discussion within the Shire community regarding the prospect of a Regional Hospital being established locally.

Has there been any recent discussions between Council Staff and the New South Wales Government and/or the NSW Health Authority concerning this possibility?

If such interaction has been occurring between these parties what have the discussions involved, including potential location, new Greenfield site or present facility upgrading.

**Response**

*At the time of the publication of the agenda, Council staff have not held discussions with the NSW Government regarding possible locations of a Regional Hospital in Eurobodalla.*

*However, it is Council's understanding that the NSW Government are investigating options for possible locations within Eurobodalla.*

**RECOMMENDATION**

THAT the response to the question regarding establishing a Regional Hospital in the Eurobodalla Shire raised by Councillor Phil Constable be received and noted.

---

**PET18/004 COUNCIL MAKE THE PLAN TO EXPAND AND UPGRADE THE MORUYA SKATE PARK  
A HIGH PRIORITY**

E11.5276

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: 1. Confidential - Petition

A petition was lodged by Kendall Barnes, on behalf of children who use the Gundry Oval Skate Park, during the exhibition period for the Gundry Oval Masterplan.

**MOTION**

THAT the petition be included as a submission to the Gundry Oval Masterplan.

**BACKGROUND**

Petition specifically states:

*'The Skate Park at Moruya is a valuable asset for children and young people that live in the Moruya area. However, in its current form we think it is unsafe, rundown and inadequately meets the needs of the 12-18 age group. This petition has been signed by Moruya Skatepark users to request that Council upgrade the skatepark earlier than its proposed 6-10 year period.'*

---

<b>GMR18/025</b>	<b>DISCLOSURE OF PECUNIARY INTEREST AND OTHER MATTERS RETURNS</b>	<b>E15.9060, E15.9036</b>
------------------	---	-------------------------------

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: Nil

Outcome: Innovative and Proactive Leadership

Focus Area: 9.1 Provide strong leadership and work in partnership to strategically plan for the future and progress towards the community vision

Delivery Program Link: 9.1.2 Implement effective governance

Operational Plan Link: 9.1.2.3 Assist the Council in meeting its statutory obligations and roles

### EXECUTIVE SUMMARY

In accordance with the provisions of the *Local Government Act 1993*, the *Local Government (General) Regulation 2005* and Directions from the Office of Local Government, the General Manager is required to formally table all Disclosure of Pecuniary Interest and Other Matters returns after 30 September each year.

Accordingly, the Disclosure of Pecuniary Interest and Other Matters returns for Councillors and designated staff for 2017-18 are tabled.

### RECOMMENDATION

THAT:

1. The report on the Disclosure of Pecuniary Interest and Other Matters returns be received and noted.
2. The General Manager consider appropriate action in respect of any designated persons who have failed to provide their return for the period of 1 July 2017 to 30 June 2018.

### BACKGROUND

The lodgement date for Disclosure of Pecuniary Interest and Other Matters returns covering 1 July 2017 to 30 June 2018 was 30 September 2018.

Notice was provided to all Councillors and designated staff on 26 July 2018, with reminders sent on 7 September and 24 September 2018.

Returns have been received from all Councillors and designated staff with the exception of some who were not present in the workplace to complete their obligations due to leave, illness or other reason.

### CONSIDERATIONS

#### Legal

The lodgement of Pecuniary Interest and Other Matters return is required to comply with ss.449 and 450A of the *Local Government Act 1993*.

---

<b>GMR18/025</b>	<b>DISCLOSURE OF PECUNIARY INTEREST AND OTHER MATTERS RETURNS</b>	<b>E15.9060, E15.9036</b>
------------------	---	-------------------------------

**CONCLUSION**

The register of returns by Councillors and designated staff for their disclosures of pecuniary interests and other matters is now tabled in accordance with s.450A of the *Local Government Act 1993*.



---

**GMR18/026 AUSTRALIAN COASTAL COUNCILS CONFERENCE - KIAMA, NSW - 6- 8 MARCH 2019 E91.3255**

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: Nil

Outcome: Innovative and Proactive Leadership

Focus Area: 9.1 Provide strong leadership and work in partnership to strategically plan for the future and progress towards the community vision

Delivery Program Link: 9.1.2 Implement effective governance

Operational Plan Link: 9.1.2.3 Assist the Council in meeting its statutory obligations and roles

### **EXECUTIVE SUMMARY**

The 2019 Australian Coastal Councils Conference will be held in Kiama, NSW, from Wednesday 6 March to Friday 8 March 2019.

The theme for the conference is *Coastal Challenges – Smarter Solutions* and the program will feature topics of significant interest to coastal councils and communities, including:

- Australian Coastal Cities – Climate Risks and Responses
- Coastal Policy Proposals for the 2019 Federal Election
- Smart City Strategies for Coastal Regions
- Smart Coastal Tourism Strategies
- Ocean Safety and Beach Management.

Councillor James Thomson is the NSW Representation on the Australian Coastal Councils Committee.

### **RECOMMENDATION**

THAT Council determine whether it wishes to be represented at the Australian Coastal Councils Conference 2018 to be held on 6 – 8 March 2019 in Kiama, NSW and if it so determines;

1. Council nominate a representative to attend the Conference;
2. Council representative be reimbursed out of pocket expenses in accordance with the Councillors' Expenses and Facilities Policy.

### **BACKGROUND**

The Australian Coastal Councils Conference is the national event where representatives of coastal local government areas come together to consider the issues they share which are of concern to their community.

---

**GMR18/026 AUSTRALIAN COASTAL COUNCILS CONFERENCE - KIAMA, NSW - 6- 8 MARCH 2019 E91.3255**

**CONSIDERATIONS**

**Policy**

Council's Councillors' Expenses and Facilities Policy provides that attendance at seminars and conferences will normally be limited to two representatives. The principle of having one Councillor and an appropriate staff member attend is considered as "*best practice*".

Councillors attending training, seminars and conferences are to provide a brief report to Council on the outcome and issues following the conference.

**Financial**

Registration for Early Bird is \$1,155 and includes attendance at all Conference sessions.

Council will reimburse or pay registration fees, accommodation, meals, parking, telephone and travel expenses associated with attendance at training, seminars and conferences, plus any other reasonable and directly related out-of-pocket expenses.

**CONCLUSION**

The 2019 Australian Coastal Councils Conference is an opportunity for coastal planners and decision makers to share information on the latest developments in coastal planning and management from around Australia. It is also an opportunity to play an active role in national coastal policy development.

---

**PSR18/087 COMPANION ANIMAL MANAGEMENT PLAN REVIEW**

**E18.1259**

Responsible Officer: Lindsay Usher - Director, Planning and Sustainability Services

Attachments: 1. Under Separate Cover - draft Companion Animal Management Plan  
2. Under Separate Cover - Maps  
3. Under Separate Cover - Submissions summaries  
4. Under Separate Cover - Confidential - Public Submission - confidential

Outcome: Strong Communities, Desirable Lifestyle

Focus Area: 1.1 Work in partnership to ensure safety at home and within the community

Delivery Program Link: 1.1.2 Deliver legislated health protection and regulatory programs

Operational Plan Link: 1.1.2.2 Provide companion animal management services

**EXECUTIVE SUMMARY**

This report seeks approval to adopt the draft Companion Animal Management Plan 2018 following consideration received during the public exhibition period.

The draft Plan has been on public exhibition and submissions have been considered in finalising the draft Plan. This report details the proposed amendments in the final draft Companion Animal Management Plan following extensive community consultation.

The draft Plan reflects the framework for effective animal control in Eurobodalla and the provision of dog exercise areas across the region.

**RECOMMENDATION**

THAT

1. The draft Companion Animal Management Plan 2018 be adopted.
2. A budget of \$20,000 be allocated for signage
3. A recurrent budget of \$50,000 be allocated for improving responsible pet ownership.
4. Council write to the members of the community who made a submission thanking them for their involvement and advising of the outcome of the process.

**BACKGROUND**

At the Ordinary Meeting of Council on 31 July 2018 (Minute 18/174) the following Motion was adopted:

*THAT:*

1. *Council publicly exhibit the draft Companion Animal Management Plan 2018 for 28 days.*
2. *Following public exhibition, a further report be provided to Council on the draft Companion Animal Management Plan 2018 inclusive of considerations of the submissions, recommending adoption.*

---

**PSR18/087 COMPANION ANIMAL MANAGEMENT PLAN REVIEW**

**E18.1259**

Prior to the draft Plan being on public exhibition, extensive community consultation was undertaken which included a survey, drop-in sessions and a roundtable group, all of which have contributed significantly to the revision of the draft Plan.

**CONSIDERATIONS**

The varied and often opposing views, both for and against dogs in public spaces, highlights the need for a balanced and considered approach to managing competing usage and the limited number of suitable areas in Eurobodalla Shire. It is important to provide areas for pet owners to readily exercise their companion animals taking into consideration legislative requirements, public safety and environmental constraints.

There was significant community interest in the dog exercise areas and where dog owners can take their pets. Items such as dog poo bag dispensers, dogs on sporting fields, signage, compliance and improving responsible pet ownership have also been highlighted.

The public submissions summary (refer Attachment 3) includes some overall ideas and themes including items raised regarding specific localities. The submissions relating to the amended draft Companion Animal Management Plan 2018 and associated dog exercise areas have been considered along with the broad community consultation that has occurred during this review.

The draft Plan has considered community views and aims at achieving a balanced outcome with regards to community amenity, animal welfare and environmental management.


***Common Themes***


**1. Dog Exercise Areas**

The dog exercise areas have been simplified from five zones to three and for timeshare to be off leash. The timeshare arrangement allows for six months of the year to be available 24/7 and six months of the year restricted usage before 9am and after 5pm.


In Eurobodalla dog are permissible on leash under the care and control of a competent person unless in a designated off leash or prohibited area, which would be sign posted to indicate the requirements.

The draft Plan identifies the dog exercise areas as:

 **Off-leash:** Dogs allowed at all times.

 From 1 November to 30 April dogs allowed on or off-leash before 9am and after 5pm,  
**Timeshare:** and prohibited during the day from 9am to 5pm.

From 1 May to 31 October dogs allowed on or off-leash at all times.

 **Prohibited:** No dogs at any time.

**2. Dog owners are responsible for picking up and appropriate disposal of their animals' faeces**

Council is to phase out and remove dog poo bag dispensers; seek and encourage alternatives to single use plastic; and enforce compliance with removal of dog faeces.

---

**PSR18/087 COMPANION ANIMAL MANAGEMENT PLAN REVIEW**

**E18.1259**

**3. Signage**

Council is to revise, simplify and consolidate dog signage where possible. The installation of new signage and updating existing signage will be phased in over the next year. Where there has been a change to or from a timeshare arrangement the new signage would be installed from 1 May 2019. This will cause minimal disruption to existing conditions and reduce confusion should signage and rules change in the middle of the timeshare period of 1 November to 30 April.

**4. Improve responsible pet ownership**

A communications and education strategy is recommended to be developed which aims to inform dog owners' of their responsibilities and the requirement to pick up their dog's faeces, the care and control of their pets, and the impacts on those who do not wish to interact with dogs. The aim is also to increase microchipping and registration requirements in accordance with the NSW legislation enabling prompt return of lost or stray animals to their owners.

Additional and targeted Ranger presence and beach patrols is recommended to increase community understanding of the requirements. Where repeat offenders disregard the requirements enforcement would be undertaken. Prioritisation for Ranger attention is directed to public safety and dangerous and/or menacing dogs would be targeted.

Following the public exhibition the 144 submissions have been considered and the summary of the submissions and staff comments are provided in Attachment 3. The revised draft Companion Animal Management Plan 2018 includes the following:

***Recommended Changes***

**1. Batemans Bay Marine Park Intertidal Zones**

Community feedback: some comments received regarding the need for clarification on intertidal zones.

Clarification was sought from NSW Department of Primary Industries relating to dogs in intertidal zones within Batemans Marine Park. Advice confirms that a person may bring a domesticated animal into the tidal lands of the Marine Park if those tidal lands are not directly seaward of:

- (i) A nature reserve, national park or Aboriginal area dedicated or reserved under the National Parks and Wildlife Act 1974, or
- (ii) A place in which the animal is prohibited under the Companion Animals Act 1998,
- (iii) Waters of the marine park that are not part of a nature reserve or national park dedicated

Staff recommendation: remove reference to 'dogs prohibited Batemans Marine Park intertidal zones' from the Companion Animal Management Plan. (Refer Attachment 2).

---

**PSR18/087 COMPANION ANIMAL MANAGEMENT PLAN REVIEW**

**E18.1259**

**2. Trial of Dog Training Area at Hanging Rock**

**Community feedback:** overall recommendation not supported by the sporting groups. Concerns raised about dog faeces management, inconsistent approach regarding dogs on sporting fields, and enforcement.

Council's Recreational Services raised concerns about lighting, costs and long-term viability and that the trial may impact on the completion of the Masterplan for the Hanging Rock Precinct.

**Staff recommendations:** a dog training area be permissible at Hanging Rock for a 6 month trial on Mondays 3pm-7pm (Note: public liability insurance may be required; bookings and payment for usage of area is required). Effective from the date of adoption of the draft Plan.

The requirement for a dedicated dog park in the Batemans Bay area is to be substantiated and until such time as there is a demonstrated need and community support the usage for off-leash training in Batemans Bay, such activities can be accommodated by the six month trial at Hanging Rock and potentially at the Surf Beach Reserve (unless the Pony Club or authorised events are being conducted). Review of the trial required following the six month period.

**3. Amendments to North Broulee Beach Dog Exercise Area**

**Community feedback:** mixed community views received regarding the current proposal for North Broulee Beach. This is a popular beach for dog owners, swimmers, surfers, surf schools and walkers. Concerns were raised about safety and that the popularity of the beach will result in conflict between dog owners and other users.

**Staff recommendation:** the prohibited area be extended to the Francis Street beach access (instead of Train Street) and the 24 hour off leash area be from the Francis Street beach access to the National Park boundary.

This will see that the more heavily recreational used section of the beach will be available as a dog free area (prohibited). This will achieve a compromise for those who wish to exercise their dogs on North Broulee Beach and those who do not want to interact with dogs on beaches.

The extension from Bayside Street to the National Park Boundary accommodates the loss of the beach access from Train Street to Francis Street so effectively there is the same distance along the beach available in the less popularly used section of the beach 24/7. It is recommended that the area near the National Park should be well sign posted, increase Ranger presence and work with National Parks towards ensuring enforcement if required.

**Legal**

The *Companion Animals Act 1998* provides the legal framework for the effective and responsible care and management of companion animals. The Plan currently provides the mechanism to identify and regulate dog exercise areas and requirements.

**Policy**

The draft Plan, prepared in consultation with the community and stakeholders, includes details on animal, community and environmental issues, monitoring and review, exercise areas and prohibitions. A major focus of the draft Plan is the regulation of dog exercise areas, which includes the timeshare, off-leash and prohibited areas. The draft Plan was developed with the view to allow for competing uses at a range of popular locations within Eurobodalla.

**PSR18/087 COMPANION ANIMAL MANAGEMENT PLAN REVIEW**

**E18.1259**

**Environmental**

The Plan considers the need to minimise and manage impacts on the environment.

**Asset**

Beaches, natural areas and public reserves are community assets, highly valued for their natural beauty, recreational value and ecosystems. The usage of these areas requires a considered and equitable approach, balancing the needs of dog owners with those who do not want to interact with dogs in the environment.

**Social Impact**

The popularity of companion animal ownership requires a mix of approaches to animal management to ensure a balance is maintained in the community.

The draft Plan recognises the positive benefits of pet ownership including but not limited to improved health and well-being of the owners. Alongside this, is responsible pet ownership and the potential impacts for both dog owners and non-dog owners such as barking, dangerous and menacing dogs, dog attacks, management of dog faeces and the locations of dog exercise areas.

**Financial**

The adoption of draft Plan focuses on:

- development and installation of new signage
- communication strategy on dog exercise areas
- education program on responsible pet ownership
- increasing compliance and enforcement

Action	Requirements	Costs	Comments
Signage	Develop, design and install signs	~\$40,000 -50 000 Recurrent budget of \$2 000 and existing funds of \$25 000 can support signage costs. ~20 000 additional funds required	Where possible at locations for dog signs, review will be undertaken of other council signage and reduce or consolidation where possible.
Communications and education	Strategy, media, website, education sessions	\$10,000 in kind with existing resources	Ranger resources
Increase responsible pet ownership – education and compliance	Summer, school holidays and peak periods increase Ranger presence.	\$50,000 per annum	Ranger resources are prioritised based on public safety. Regular patrols would be scheduled. Education to the community prior to any formal action.
<b>TOTALS</b>		\$20,000 for signage \$50,000 for Ranger	one off cost for 18/19 recurrent new budget item

---

**PSR18/087 COMPANION ANIMAL MANAGEMENT PLAN REVIEW**

**E18.1259**

**Community and Stakeholder Engagement**

Prior to public exhibition of the draft Companion Animal Management Plan (Min. 18/174), extensive community and stakeholder engagement was undertaken in the development of the draft Plan. This included but was not restricted to:

Roundtable discussions

Three meetings were conducted with councillors, Council staff and representatives from the RSCPA, animal welfare league, dog training organisations, veterinarians, sporting groups, surf lifesaving, National Parks and Wildlife Service, and Batemans Marine Parks.

Meetings with Council committees

Proposals for dog exercise areas were presented to the Aboriginal Advisory, Youth and Disability Inclusion Access Committees.

Correspondence

Correspondence was distributed to range of groups including chambers of commerce, community associations, sporting groups, tourism networks, surf lifesaving clubs, animal welfare associations, Aboriginal Lands Councils, Country Women's Associations, schools, Landcare groups, hospitals and medical centres, Lions/Rotary and Quota Clubs notifying them of the upcoming review and how to participate.

Media releases and radio interviews

Media releases were issued on: 29 November 2017; 1 March, 5 April, 10 May and 19 June 2018. Radio interviews were conducted on 18 April and 19 June 2018.

Council's website

Information was available on Council's webpages 'Have your say' and 'For pet owners'

Online News and Living in Eurobodalla

Residents' newsletter contained the article 'Paws to consider off-leash areas'

Signage

'Have your say' signs were installed at beach locations notifying the community of the upcoming consultation process

Council's Facebook page

Information was posted on Council's Facebook page to involve the community and encouraging them to complete the survey. The Facebook post on 4 April 2018 reached 7,196 people, attracted 44 unique comments, 51 shares and 45 reactions.

Drop-in sessions

In April 2018, twelve drop in sessions were conducted across Eurobodalla at which approximately 550 to 680 participants discussed or raised their feedback.

Online Survey

2,505 responses were received and of those, 2,369 identified at least one area about which they were interested.

Written feedback

153 written items were received. These were reviewed and considered in the development of the Plan.



---

**PSR18/087 COMPANION ANIMAL MANAGEMENT PLAN REVIEW**

**E18.1259**

Following adoption of Report PRS18/066 at the Ordinary Meeting of Council on 31 July 2018 for public exhibition of the draft Companion Animal Management Plan, the following consultation was undertaken:

The public exhibition was promoted via advertisement in the local press, media releases, Facebook and writing to: RSPCA, Animal Welfare, Local Canine groups, local veterinary surgeries, community associations, community and sporting groups.

Public notices were placed in the newspaper on 8 August 2018.

A Council media release was issued on 1 August 2018. The banner on the Council website homepage featured the 'dogs on beaches'. Facebook posting on 9 August 2018 generated 30 comments, 46 likes and 36 shares. Hard copies of the draft Plan were made available at the Council Administration Office and local libraries.

144 submissions were received - letters, emails, online submission feedback reviewed and considered (see Confidential Attachment 4).

Extensive community and stakeholder engagement has greatly assisted in the development of the draft Plan.

**CONCLUSION**

The draft Plan and the dog exercise areas have been prepared following consideration of the submissions following the public exhibition. Consideration of the survey results, community feedback, previous complaints or matters that have been raised with Council in relation to the Plan, as well as the roundtable discussions, staff and agency experience has also contributed significantly to the development of the Plan.

The draft Plan has almost doubled the 24/7 dog off leash areas from the current plan. Dog prohibited areas have also increased and this is primarily due to sections of beaches being restricted.

The draft Plan aims to reduce confusing timeshare arrangements by having only one timeshare off-leash arrangement where dogs access is permissible 24/7 for six months of the year (May-October) and for six months of the year before 9am and after 5pm. Dogs are prohibited between 9am and 5pm. (November to April).

The intentions of the draft Plan are to balance community amenity, animal welfare and environmental preservation while promoting the benefits of responsible pet ownership alongside effective companion animal management.

---

**IR18/039 LOCAL TRAFFIC COMMITTEE NO 4 FOR 2018-19**

**E16.0002**

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services  
Attachments: Nil  
Outcome: Connected and Accessible Places  
Focus Area: 7.1 Work in partnership to provide an integrated transport network  
Delivery Program Link: 7.1.2 Provide a safe efficient and integrated transport network  
Operational Plan Link: 7.1.2.5 Coordinate the Local Traffic Committee

**EXECUTIVE SUMMARY**

The Local Traffic Committee is primarily a technical review committee. It advises Council on traffic control matters that relate to prescribed traffic control devices or traffic control facilities for which Council has delegated authority.

The minutes of the Eurobodalla Local Traffic Committee meeting are included in this report for Councillors' review. The main issues covered at the Eurobodalla Local Traffic Committee meeting held 4 October 2018 were as follows:

- Signage – 'Bus Zone and No Stopping' associated with a proposed shared path along Beach Road, Surf Beach
- Signage and Line marking – Batehaven shops off-street carpark
- Signage – 'No Stopping' on Church Street associated with long vehicle parking, Moruya
- Special Event – Seaside Carnivale, Batehaven
- Special Event - Wild Wombat 12 hour mountain bike ride at Botanic Gardens / Deep Creek Dam.

**RECOMMENDATION**

THAT:

1. The minutes of the Eurobodalla Local Traffic Committee Meeting No 4 for 2018-19 be received and noted.
2. Council Plan No. 5262 Set B Sheets 03 detailing the 'Bus Zone and No Stopping' signage associated with a proposed shared path along Beach Road, Surf Beach be approved.
3. Council Plan No. 5156 Set BP Sheets 02 detailing the signage and line marking for 2 hour parking, no parking and accessible parking in the Batehaven shops off-street carpark, Batehaven be approved.
4. Council Plan No. 5156 Set AX Sheets 02 detailing the 'No Stopping' signage on Church Street associated with long vehicle parking in Moruya east CBD be approved.

**BACKGROUND**

The Eurobodalla Local Traffic Committee Meeting No 4 for 2018-19 was held on 4 October 2018. The meeting was attended by Danielle Brice (representative for the Hon Andrew

---

**IR18/039 LOCAL TRAFFIC COMMITTEE NO 4 FOR 2018-19**

**E16.0002**

Constance MP), Sergeant Angus Duncombe (NSW Police Force), Dave Hunter (Traffic Officer) and Matt Cormick (minute taker).

**APOLOGIES**

Apologies were received from Councillor Anthony Mayne, Jesse Fogg (Roads and Maritime Services) and Kate McDougall (Road Safety Officer).

The meeting was chaired by Dave Hunter in the absence of Councillor Mayne.

**MINUTES OF PREVIOUS MEETING**

The minutes of the Eurobodalla Local Traffic Committee Meeting No 3 for 2018-19 held on 6 September 2018 were confirmed and accepted.

**OUTSTANDING ITEMS FROM PREVIOUS MEETING**

There were no outstanding items to discuss.

**ROAD TRANSPORT (SAFETY AND TRAFFIC MANAGEMENT) ACT FOR DETERMINATION**

**2019.RT.006 Signage – ‘Bus Zone and No Stopping’ associated with a proposed shared path along Beach Road, Surf Beach**

Council is in the process of constructing a shared path along Beach Road, from the southern side of the main beach at Surf Beach through to Newth Place. The facility is funded 50/50 by the NSW Government and Eurobodalla Shire Council.

Sections of shared path already exist and this work will provide a continuous pathway along the southern section of Surf Beach through to George Bass Drive.

A section of the new shared path that goes from the main beach through to the southern side of Wimbie Street additionally requires kerb and gutter and adjustment of the school bus stopping area. There is an existing old bus shelter along the Beach Road service road and this will be removed to make way for the shared path.

In the consultation process none of the adjoining residents agreed to relocating the bus shelter outside their property along this 80 metre section of road. Additional investigations revealed that the bus shelter is rarely used. This informal bus stop is used to transfer students heading home northbound from Broulee to a second bus heading south then west to the area adjoining Surf Beach via Tallgums Way.

Prior bus service indicated that substantially more students use the buses closer to Newth Place. Council has also received several requests in the last 12 months to provide a bus shelter at this location.

Subsequently a new bus shelter will be built along Beach road near Newth Place and the existing shelter near Wimbie Street will not be replaced.

The Committee reviewed Council Plan No. 5262 Set B Sheets 03, which will facilitate the school bus transfer operation that includes two ‘Bus zones’ and a section of ‘No Stopping’.

**Recommendation:**

That Council Plan No. 5262 Set B Sheets 03 detailing the ‘Bus Zone and No Stopping’ signage associated with a proposed shared path along Beach Road, Surf Beach be approved.

---

**IR18/039 LOCAL TRAFFIC COMMITTEE NO 4 FOR 2018-19**

**E16.0002**

**2019.RT.007 Signage and Line marking – Batehaven shops off-street carpark**

Council has received several requests from business owners to make it easier for customers to determine the maximum time they can park within the Batehaven shops off-street carpark. This carpark is bounded by Edwards Road and Corrigans Crescent.

There is an existing 2 hour limit which is advertised by a large sign on the entry to the carpark off Edward Road. Time limits are from 8am to 6pm Monday to Friday and 8am to 1pm Saturday. The carpark is 'one way' with an exit onto Corrigans Crescent.

Council Plan No. 5156 Set BP Sheets 02 detailing the signage and line marking for 2 hour parking, no parking and accessible parking in the Batehaven shops off-street carpark includes installation of 2P timed signs along the carpark kerbs. The signage and line marking associated with the no parking and accessible parking is already in place and will not be altered.

Council rangers have agreed that the additional 2P kerb signage will make it clearer to drivers what maximum time they are allowed to park.

The Committee reviewed Council Plan No. 5156 Set BP Sheets 02, which details the signage and line marking for 2 hour parking, no parking and accessible parking in the Batehaven shops off-street carpark.

**Recommendation:**

That Council Plan No. 5156 Set BP Sheets 02 detailing the signage and line marking for 2 hour parking, no parking and accessible parking in the Batehaven shops off-street carpark, Batehaven be approved.

**2019.RT.006 Signage – 'No Stopping' on Church Street associated with long vehicle parking, Moruya**

The Moruya Business Chamber (MBC) have requested that dedicated parking spaces and associated signage for recreation and other long vehicles (LV) be provided in the Moruya CBD.

Council has been liaising with the Chamber to determine the best practical locations for this parking.

An agreement has been reached with the MBC and the locations are shown on Council Plan No. 5156 Set AX Sheets 02. The 35 metre length of parking along Shore Street and another 53 metre length on Church Street are proposed.

Signage for dedicated long vehicle parking on the road reserve is not defined by regulatory signage under the Roads Act so is not part of this proposal.

Associated with the LV parking it is necessary to preclude a section along the road edge on Church Street to allow access to the adjoining informal carpark which is part of 'Art Central' property. This will be defined by 'No Stopping' signage along a 10.5 metre length.

The Committee reviewed Council Plan No. 5156 Set AX Sheets 02 detailing the 'No Stopping' signage on Church Street associated with long vehicle parking in Moruya east CBD.

---

**IR18/039 LOCAL TRAFFIC COMMITTEE NO 4 FOR 2018-19**

**E16.0002**

Recommendation:

That Council Plan No. 5156 Set AX Sheets 02 detailing the 'No Stopping' signage on Church Street associated with long vehicle parking in Moruya east CBD be approved.

**INFORMAL ITEMS FOR DISCUSSION**

**2019.SE.004 Special Event – Seaside Carnivale, Batehaven**

The Seaside Carnivale will be held on Saturday 10 November 2018. This is an annual event at Corrigans Reserve, Batehaven and includes a BMX demonstration, spanner throwing and other fun community activities.

This year the organisers wish to block off the northern section of the carpark with overflow parking to be on the grass area further north. This will decrease the risk to participants as there will be separation between the event area and parking area.

The Committee reviewed the Traffic Control Plan No 5156 Set AP Sheet 02, which depicts the traffic management devices to be installed including barrier boards. Delineation of the area between the grass parking area and closed carpark will be with orange barrier mesh. Parking marshals stationed at the barrier boards will advise drivers which will assist traffic flow.

The NSW Police representative advised that Police will monitor traffic along Beach Road during the event and provide feedback to the Traffic Officer.

Recommendation:

That the submitted Traffic Management Plan and associated Traffic Control Plan No 5156 Set AP Sheet 02 for the Seaside Carnivale to be conducted at Corrigans Reserve Batehaven on Saturday 10 November 2018 be approved.

**2019.SE.005 Special Event – Wild Wombat 12 hour mountain bike ride at Botanic Gardens / Deep Creek Dam**

A special event application has been received from Rocky Train Entertainment for the Wild Wombat 12 hour mountain bike ride to be conducted on Saturday 1 December 2018 within the Botanic Gardens carpark and Deep Creek Dam area.

The event will start at 10:00am and finish at 10:00pm. Various event related stalls (on the side of closed road adjoining the Botanic Gardens) will be set up for food, bike products and competition teams.

The event is professionally run by Rocky Trail (who conduct 20 Mountain Bike events across NSW and ACT) with around 300 riders expected. Riders compete solo or in teams with approximately 70 riders on the trail at one time. This event is grant funded by Destination NSW and intended to attract visitation to the region.

The only traffic control necessary is to install 'road closed' barrier boards around the Botanic Gardens entry / exit area. Signage and structures will be installed at about 7am and removed at about 10.30pm.

The road closure will have a minimal impact on the non-event community as the Botanic Gardens carpark will remain open and the dam is generally only occasionally visited by tourists.

---

**IR18/039 LOCAL TRAFFIC COMMITTEE NO 4 FOR 2018-19**

**E16.0002**

Visitors can still access the dam via the gardens. Council staff will not be restricted from accessing the road to undertake any works at the dam.

The Event Management Plan, Traffic Management Plan and Traffic Control Plan 5156 Set BM Sheet 02 was reviewed by the Committee.

Recommendation:

That the submitted Traffic Management Plan and associated Traffic Control Plan 5156 Set BM Sheet 02 for the Wild Wombat 12 hour mountain bike ride , to be conducted on Saturday 1 December 2018 within the Botanic Gardens and Deep Creek Dam area, be approved.

**GENERAL BUSINESS**

Nil to report.

**NEXT MEETING**

The next meeting of the Eurobodalla Local Traffic Committee will be held on Thursday 8 November 2018 in Council's Committee Room.

---

**CCS18/047 LAND ACQUISITION FOR ROAD WIDENING - CULLENDULLA DRIVE, 81.0910.B  
LONG BEACH**

Responsible Officer: Anthony O'Reilly - Director Corporate and Commercial Services

Attachments: 1. Confidential - Land Acquisition for Road Widening - Cullendulla Drive  
Long Beach

Outcome: Innovative and Proactive Leadership

Focus Area: 9.2 Ensure financial sustainability and support the organisation in  
achieving efficient ongoing operations

Delivery Program Link: 9.2.2 Manage land under Council control to achieve a return for the  
community

Operational Plan Link: 9.2.2.2 Facilitate property sales and development

### **EXECUTIVE SUMMARY**

Road works will be undertaken by Council in the 2018-19 financial year to upgrade part of Cullendulla Drive, Long Beach. The project is part of the Capital Program in Council's Operational Plan 2018-19.

The upgrading of the road requires land acquisition of part of Lot 41 DP 1225415 for road widening.

The land owner has agreed in writing to the acquisition of part Lot 41 DP 1225415 and the details of the land owner are set out in the confidential attachment.

All survey and legal costs associated with the land acquisition will be borne by Council.

The acquisition of part Lot 41 DP 1225415 for public road purposes will take place in accordance with Council's *Land Acquisition and Disposal Policy*.

### **RECOMMENDATION**

THAT:

1. All actions necessary be taken for the acquisition of land required for road purposes within Lot 41 DP 1225415 in accordance with Council's *Land Acquisition and Disposal Policy*.
2. All survey and legal costs associated with the land acquisition be borne by Council.

### **BACKGROUND**

Reconstruction of approximately 800 metres along Cullendulla Drive, Long Beach is part of the Capital Program in Council's Operational Plan 2018-19. Works include the reconstruction and shoulder widening of Cullendulla Drive from the intersection of the Princes Highway to the beginning of Kettle Road intersection.

---

**CCS18/047 LAND ACQUISITION FOR ROAD WIDENING - CULLENDULLA DRIVE, LONG BEACH 81.0910.B**

The proposed works necessitate acquisition of approximately 2009 square metres of Lot 41 DP 1225415 for road widening.

**CONSIDERATIONS**

The area proposed to be acquired is shown in the diagram below.



*Lot 41 DP 1225415 – Cullendulla Drive, Long Beach*

**Legal**

A Plan of Subdivision of Lot 41 DP 1225415, will be prepared and lodged at New South Wales Land Registry Services and the part required for the road widening be dedicated as public road.

**Policy**

The acquisition of land for road purposes will proceed in accordance with Council's *Land Acquisition and Disposal Policy*.

[www.esc.nsw.gov.au/inside-council/council/council-policies/policies/Land-Acquisition-and-Disposal-Policy.pdf](http://www.esc.nsw.gov.au/inside-council/council/council-policies/policies/Land-Acquisition-and-Disposal-Policy.pdf)

**Asset**

The reconstruction of Cullendulla Drive will provide extended asset life and improve stormwater drainage.



---

**CCS18/047 LAND ACQUISITION FOR ROAD WIDENING - CULLENDULLA DRIVE, 81.0910.B  
LONG BEACH**

**Social Impact**

The reconstruction of Cullendulla Drive will improve road safety for drivers, pedestrians and cyclists.

**Financial**

Compensation will be determined by a Registered Valuer in accordance with the *Land Acquisition (Just Terms) Compensation Act 1991*.

Together with compensation, Council will be responsible for costs associated with the acquisition including survey and legal fees and the land owner's reasonable legal costs.

The project is funded by Council's Capital Works budget and NSW Government 'Fixing Country Roads' grant funding.

**Community and Stakeholder Engagement**

The owner of the property has been consulted and consented in writing to the proposed acquisition

**CONCLUSION**

Road works will be undertaken by Council in the 2018-19 financial year to upgrade part of Cullendulla Drive, Long Beach which necessitates the acquisition of part Lot 41 DP 1225415 for road widening which should be acquired in accordance with Council's *Land Acquisition and Disposal Policy*

The land owner of the property has consented in writing to the proposed road widening.

---

**CCS18/048 INVESTMENTS MADE AS AT 30 SEPTEMBER 2018**

**E99.3517**

Responsible Officer: Anthony O'Reilly - Director Corporate and Commercial Services

Attachments: Nil

Outcome: Innovative and Proactive Leadership

Focus Area: 9.2 Ensure financial sustainability and support the organisation in achieving efficient ongoing operations

Delivery Program Link: 9.2.4 Responsibly manage Council's finances and maintain Fit for the Future status

Operational Plan Link: 9.2.4.3 Provide financial management and reporting

### EXECUTIVE SUMMARY

The purpose of this report is to:

- certify that Council's investments in financial instruments have been made in accordance with legal and policy requirements
- provide information and details of investments
- raise other matters relevant to investing.

### RECOMMENDATION

THAT the certification that the investments as at 30 September 2018, made in accordance with the *Local Government Act 1993*, Council's Investment Policy and the provision of Clause 1 (Reg. 212) of the *Local Government (General) Regulation 2005*, be received.

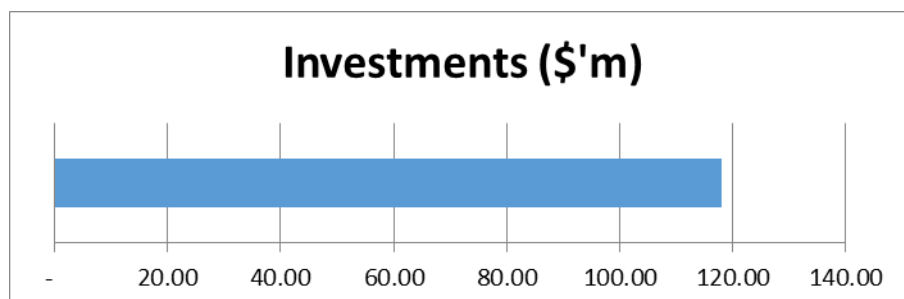
### CONSIDERATIONS

#### Policy

The portfolio is compliant with Council's amended Investment Policy that was adopted by Council on 31 July 2018 (Minute 18/182). The \$2m invested with MEBank is grandfathered under this policy until maturity and will not be renewed in accordance with the amended Investment Policy. \$250k of this investment is covered by the government guarantee.

#### Financial

##### Council investing overall



**CCS18/048 INVESTMENTS MADE AS AT 30 SEPTEMBER 2018**

**E99.3517**

Council has 100% (\$117.99m) invested in Bank Deposits. The Bank Deposits are held in banks rated A or greater, or covered by the AAA rated Government Guarantee, except for \$29.25m invested in banks rated below A, and in the 'some limited risk' category of the policy.

The 'some limited risk' category is now separated into two categories, the first being BBB+ rating institutions which allows up to 30% of all investments and the other is BBB which is not permitted under the amended policy however is grandfathered until these investments mature. Currently there is 23.31% invested in BBB+ and 1.48% in BBB. Investment in Government Guaranteed Deposits is \$2m and represents 1.69% of the portfolio.

There are \$51m (43.22%) of funds invested in claimed fossil fuel free institutions.

The weighted average return for all investments for the month is 2.67%, which is above the Council policy benchmark of Bank Bill Swap rate (BBSW) + 0.25% (2.18%).

Collateralised Debt Obligation (CDO)

Funded legal action against one agency is continuing.

Summary investment information

The following table summarises investment categories and balances at month end.

CATEGORY	(\$)
At Call Deposit	4,994,950
Term Deposits	111,000,000
Term Deposits Government Guaranteed	2,000,000
	<b>117,994,950</b>
<i>Weighted average interest %:</i>	2.67%
<i>Average 90 day BBSW + 0.25%</i>	2.18%

Policy and liquidity risk

The Investment Policy is divided into two risk categories of credit risk (risk of ultimately not being able to redeem funds) and liquidity risk (risk of loss due to the need to redeem funds earlier than the investment term). Our investments comply with the risk policy as shown in the following table.

Policy risk	Low liquidity risk %	Total % of investments	Policy risk % (max holdings)
Remote risk	1.69	1.69	100.00
Near risk free	73.52	73.52	100.00
Some limited risk	23.31	23.31	30.00

---

**CCS18/048 INVESTMENTS MADE AS AT 30 SEPTEMBER 2018**

**E99.3517**

<b>(BBB+)</b>			
<b>Some limited risk (BBB)</b>	1.48	1.48	0.00
<b>Grand total</b>	<b>100.00</b>	<b>100.00</b>	

The unrestricted current ratio is the amount of unrestricted current assets compared to each dollar of current liability. The Office of Local Government suggests a minimum 1.5:1, and the audited unrestricted current ratio as at 30 June 2017 is 2.38:1. Council therefore has approximately \$2.38 of current assets for each \$1 of current liabilities.

**CONCLUSION**

Pursuant to provision of Clause 1 (Reg. 212) of the *Local Government (General) Regulation 2005*, I hereby certify that these investments have been made in accordance with *the Local Government Act 1993* and related Regulations.

---

**CCS18/049 REQUEST FOR TENDER - 2019/CCD015 - PROFESSIONAL SERVICES E18.1718  
PANEL**

Responsible Officer: Anthony O'Reilly - Director Corporate and Commercial Services

Attachments: 1. Request for Tender - Professional Services Panel - list of tenderers  
2. Confidential - Proposed Professional Services Panel

Outcome: Innovative and Proactive Leadership

Focus Area: 9.2 Ensure financial sustainability and support the organisation in achieving efficient ongoing operations

Delivery Program Link: 9.2.3 Provide administrative, technical and trade services to support the organisation

Operational Plan Link: 9.2.3.6 Provide procurement and stores

### **EXECUTIVE SUMMARY**

This report outlines the associated evaluation process for Request for Tender (RFT) No. 2019/CCD015 – Establishment of a Professional Services Panel, that was advertised on 14 August 2018 for the purpose of establishing a pre-qualified list of consultants and professional service providers for a period of two years with an option for a third year.

### **RECOMMENDATION**

THAT:

1. Council endorses the outcome of evaluations for Request for Tender No. 2019/CCD015 and associated composition of the Professional Services Panel as detailed within the Confidential Attachment; and
2. Accordingly approves the entering into the Deeds of Standing Offers with the proposed panellists as detailed within the Confidential Attachment.

### **BACKGROUND**

From time to time Council requires external parties to provide expert advice or undertake specialised professional services across the organisation. A proposal exists to establish a panel comprised of consultants and professional service providers across the following disciplines:

- Arts and Recreation
- Architecture and Planning
- Engineering and Project Management (construction)
- Environmental Science
- Other Consultancy/Professional Services (ie: risk management, project management and procurement).

---

**CCS18/049 REQUEST FOR TENDER - 2019/CCD015 - PROFESSIONAL SERVICES  
PANEL**

**E18.1718**

**CONSIDERATIONS**

Council has previously developed panels for the supply of a variety of goods and services such as items of equipment and legal services.

Establishing a panel for professional services will provide the following benefits to Council:

- Meeting the tendering requirements of Section 55 of the *Local Government Act 1993* and removing the risk of inadvertently going above the \$150,000 threshold with individual service providers
- Developing and maintaining corporate and project specific knowledge within a common pool of service providers
- Providing a level playing field for local service providers to bid for work and increase their skills and experience in the Local Government setting in general
- Removing the need for costly individual quotation and compliance screening processes for every project.

A list of the 101 tenders received is attached to this report.

**Legal**

The RFT No. 2019/CCD015 was advertised on 14 August 2018 with a closing date of 12 September 2018. 101 tenders were received to provide services across the five categories.

The tender was advertised in accordance with *Local Government (General) Regulation 2005* REG 167 and the *Local Government Act 1993* and advertised on Council's noticeboard page in two local newspapers, in the Sydney Morning Herald and at Council's Tenderlink web portal [www.tenderlink.com/eurobodalla](http://www.tenderlink.com/eurobodalla).

An evaluation including level of compliance against the criteria and the proposed panel composition is provided in the Confidential Attachment to this report.

**Policy**

The procurement activity for which this tender applies has been conducted in accordance with Council's Procurement Policy, Code of Practice – Procurement, Code of Practice – Tendering, the Local Government Procurement Guidelines, *Local Government (General) Regulation 2005* and the *Local Government Act 1993*.

**Financial**

The outcome of the proposed Professional Services Panel will be to avoid costly future screening exercises and funding for services provided under the panel will be sourced from the applicable user program or project.

**Community and Stakeholder Engagement**

Subject to resolution of Council to the Professional Services Panel, the community will be informed of the panel via Council's contract register found in Council's 'Public Access to Information' web link.

---

<b>CCS18/049</b>	<b>REQUEST FOR TENDER - 2019/CCD015 - PROFESSIONAL SERVICES</b>	<b>E18.1718</b>
	<b>PANEL</b>	

**CONCLUSION**

The tender process has been conducted in accordance with mandatory Council and Local Government requirements and the list of panelists has been assessed, through an extensive evaluation as meeting the compliance and skill requirements for the Request for Tender.

Deeds of Standing Offer will be entered into with the successful bidders who will be engaged subject to value for money assessments.

**Attachment - Request for Tender – Establishment of Professional Services Panel**

**List of Professional Services Panel Tenderers – September 2018**

**List of Tenderers**

AT&L and Associates Pty Ltd	Kategic Pty Ltd
ACOR Consultants Pty Ltd	Knight Frank Town Planning
ACT Geotechnical Engineers Pty Ltd	Kringas Architecture Pty Ltd
Alliance Automation Pty Ltd	Lacoste + Stevenson Architects
AMAN Services Pty Ltd (T/as C2C Consultancy)	Leckring Pty Ltd
AMC Architecture Pty Ltd	Locale Consulting Pty Ltd
APP Corporation Pty Limited	LFA (Pacific) Pty Limited
Applied Land Systems Pty Ltd	LSA Design Pty Ltd
AQ Planning Pty Ltd	M2KE Pty Ltd (T/as Risk Aware Consulting)
ARA Electrical High Voltage Services Pty Ltd	Mara Consulting Pty Ltd
ArcBlue Consulting (Aus) Pty Ltd	Meinhardt NSW Pty Ltd
Aspect Process Services Pty Limited	MHN Design Union Pty Ltd
Barker Ryan Stewart Pty Ltd	Navigate Planning
BG&E Pty Limited	Nedic Architects / Tony Rowley Design
BHI Architects Pty Ltd	NGH Environmental Pty Ltd
Bitzios Consulting Pty Ltd	Nimbus Architecture and Heritage Pty Ltd
BMT Eastern Australia Pty Ltd	NJ Construction Pty Ltd
Bridge Design Pty Ltd	NS Projects Pty Ltd
Cardno (NSW/ACT) Pty Ltd	Ontoit Au Pty Ltd
Cercol Construction Services Pty Ltd	Optimal Stormwater Pty Ltd
CivPlan Pty Ltd	Paul Dolphin Designs
Dr Claire Ellis	Pressure System Solutions Pty Ltd
CLM Civil Engineering	Public Works Advisory
Coffey Services Australia	Purdon Planning Pty Ltd
Complete Urban Pty Ltd	Rise Consulting Engineers
Condon Engineers	ROSS Planning Pty Ltd
Construction and Remediation Advisory Services Pty Ltd	Salients Pty Ltd
Conybeare Morrison International Pty Ltd	Sensum Group Pty Ltd
Crossroads Civil Design Pty Ltd	Shanna Provost (T/as Dying Well)
CT Management Group Pty Ltd	SMEC Australia Pty Ltd
David Anthony Carey	SoCo Architecture
Donald Cant Watts Corke (NSW) Pty Ltd	Southeast Engineering and Environmental
Dunn & Hillam Architect	Staplescorp Pty Ltd (T/as Robert Staples and Associates)
Eco Logical Australia Pty Ltd	Stokks Consulting Pty Ltd
Edmiston Jones	The Expert Client Pty Ltd
Elton Consulting	Talis Consultants Pty Ltd
EMM Consulting Pty Ltd	Taylor Thomson Whitting (NSW) Pty Ltd
Engagement Plus	Team 2 Architects Pty Ltd
FJA Consulting Engineers Pty Ltd	Tilma Group Pty Ltd
Fresh Landscape Design Pty Ltd	Tredwell Management Services
Genium Civil Engineering Pty Ltd	Turner & Townsend Pty Ltd
On Site Cultural Heritage Management Pty Ltd	Urbanista Australia Pty Ltd
GHD Pty Ltd	Wagonga Consulting (Russell Burke)
Gondwana Consulting Pty Ltd	Wilde and Woollard Consultants Pty Ltd
Higgins Property Group (ACT) Pty Ltd	WMA Water Pty Ltd
HillPDA Pty Ltd	WSP Australia Pty Limited
Ayling and Drury	Zenith Town Planning Pty Ltd
Indesco Pty Ltd	
Inspiring Place Pty Ltd	
Integrity Testing Pty Ltd	
Involve Design	
John Raineri & Associates Pty Ltd	
Jones Nicholson Pty Ltd	



---

**CAR18/032 CONSENT FROM THE NSW MINISTER FOR LANDS AND FORESTRY  
TO CLASSIFY THREE CROWN RESERVES AS OPERATIONAL LAND**

**E18.1573**

Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services

Attachments: Nil

Outcome: Innovative and Proactive Leadership

Focus Area: 9.1 Provide strong leadership and work in partnership to strategically plan for the future and progress towards the community vision

Delivery Program Link: 9.1.2 Implement effective governance

Operational Plan Link: 9.1.2.3 Assist the Council in meeting its statutory obligations and roles

### **EXECUTIVE SUMMARY**

This report provides Council with background information and justification to request ministerial consent to manage the three Crown Reserves listed in Table 1 as Operational Land without an amendment to the Eurobodalla Local Environment Plan 2012 (ELEP).

By default, the 116 Crown Reserves in the Eurobodalla are classified as Community Land. However, under transitional arrangements in accordance with Section 3.22 (5) of the CLM Act, Council can apply under Section 377(s) of the Local Government Act 1993 for consent from the Minister for Lands and Forestry to manage applicable land as Operational.

The three Crown Reserves operate as Narooma works depot (Lot 545 DP 752155), a sewer pumping station in Narooma (Lot 913 DP 821427) and Batemans Bay works depot and SES shed (Lot 318 DP 42829).

Under transitional arrangements in accordance with Section 3.22 (5) of the Crown Land Management Act 2016 (CLM Act), Council can apply for consent from the Minister for Lands and Forestry to manage applicable Crown Reserves as Operational Land.

Should ministerial consent be given, Council is not required to adhere to the regular procedural classification requirements of the Local Government Act made by a local environmental plan amendment. Rather, written consent under the CLM Act provides authorisation for Council to manage the land as operational from that point forward.

### **RECOMMENDATION**

THAT Council seek consent from the NSW Minister for Lands and Forestry to classify the following Crown Reserves as Operational Land:

1. Crown Reserve 89996 (Lot 545 DP 752155) Eurobodalla Shire Council Works Depot, Glasshouse Rocks Road, Narooma
2. Crown Reserve 85364 (Lot 913 DP 821427) Sewer Pumping Station, Field Street, Narooma
3. Crown Reserve 95534 [part] (Lot 318 DP 42829) Eurobodalla Shire Council Works Depot and State Emergency Services Shed, Princes Highway, Batemans Bay.

---

**CAR18/032 CONSENT FROM THE NSW MINISTER FOR LANDS AND FORESTRY  
TO CLASSIFY THREE CROWN RESERVES AS OPERATIONAL LAND**

**E18.1573**

**BACKGROUND**

The *Crown Land Management Act 2016* (CLM Act) came into force on 1 July 2018 authorising Council, as the appointed Crown Lands Manager, to manage 116 Crown Reserves as if they were public land under the *Local Government Act 1993* (LG Act), noting that ownership of this land will remain with the State.

The CLM Act provides that Crown Reserves managed by councils as public land must be managed as if it were Community Land, unless the minister administering the CLM Act has given written consent to classify the land as Operational.

By default, the 116 Crown Reserves in the Eurobodalla are classified as Community Land. However, under transitional arrangements in accordance with Section 3.22 (5) of the CLM Act, Council can apply under Section 377(s) of the Local Government Act 1993 for consent from the Minister for Lands and Forestry to manage applicable land as Operational.

Requests for ministerial consent to manage a Crown Reserve as if it were Operational must be lodged with the NSW Department of Industry—Lands and Water on a designated template along with sufficient justification as to why the land should be classified and managed as Operational.

Where the minister has given written consent to classify land as if it were Operational Land, councils cannot sell the land without further ministerial consent nor do anything that contravenes one or more of the following conditions:

- any condition of the council's appointment instrument as a Crown Land Manager
- the Crown Land Management Regulation 2018
- any applicable Crown Land management rule
- any applicable plan of management adopted under Division 3.6 of the CLM Act.

**CONSIDERATIONS**

As detailed in Council Report CAR18/026, 14 August 2018, Council accepted \$77,394 from the Office of Local Government (Motion 18/205) to implement the following provisions of the CLM Act.

- a desktop assessment of Crown Reserves in Eurobodalla to identify the most appropriate classification for each reserve
- justification to apply for ministerial consent to classify applicable land as Operational
- the preparation of plans of management for all remaining Crown Reserves under Council's management by 30 June 2021.

**Classification of Public Land**

An internal working group representing Council's four Directorates used an excerpt from Part 2 of the LG Act (notes below in *italics*) and reviewed the 'Gazetted Public Purpose' to identify the three Crown Reserves listed in Table 1, from an interim schedule of 116 Crown Reserves, that Council would wish to request Operational classification.

**CAR18/032 CONSENT FROM THE NSW MINISTER FOR LANDS AND FORESTRY  
TO CLASSIFY THREE CROWN RESERVES AS OPERATIONAL LAND**

**E18.1573**

Critical for decision making at this transitional stage of the CLM Act, the Crown Land 'Gazetted Public Purpose' determines a reserve's classification and categorisation under the LG Act, not its actual current use.

*'Community Land would ordinarily comprise land such as a public park. Operational Land would ordinarily comprise land held as a temporary asset or as an investment, land which facilitates the carrying out by a council of its functions or land which may not be open to the general public, such as a works depot or a council garage'*

Of note, the Moruya works depot is sited on land that is already classified as Operational Land.

*Table 1 - Crown Reserves recommended for Classification as Operation Land*

<b>Crown Reserve number</b>	<b>Gazetted Crown Reserve Public Purpose</b>	<b>Lot/Deposited Plan (DP)</b>	<b>Suburb</b>	<b>Justification</b>
89996	Local Government Purposes	Lot 545 DP 752155	Narooma	Functioning Council works depot and administration office
85364	Access, Public Recreation	Lot 913 DP 821427	Narooma	The lot is exclusively used as a sewer pumping station and public access is prohibited
95534 [part]	Local Government Purposes	Lot 318 DP 42829	Batemans Bay	Functioning Council works depot and administration office and State Emergency Services shed

### **Legal**

The following excerpt from page 4 of the NSW Department of Industry – Land and Water - *Guideline – Classification of Crown land managed by council Crown land managers (Division 3.4 Crown Land Management Act 2016)* states that written ministerial consent under the CLM Act provides authorisation for Council to manage the land as operational from that point forward.

*If satisfied that land meets the requirements of Section 3.22 (5) of the CLM Act, the department will provide written notice to council, giving ministerial consent to classify the land as Operational. Unless and until written consent is given, council must continue to manage the land as community land and adhere to the applicable requirements of the CLM Act.*

*Should consent be given, council managers are not required to adhere the procedural classification requirements of Chapter 6, Part 2 Division 1 of the LG Act when classifying Crown land they manage as if it were public land. That is, classification or reclassification of Crown land managed by councils as if it were public land need not be made by a local environmental plan or a resolution of the council. Rather, written consent under the CLM Act provides authorisation for the council to manage land as Operational from that point forward.*

---

**CAR18/032 CONSENT FROM THE NSW MINISTER FOR LANDS AND FORESTRY  
TO CLASSIFY THREE CROWN RESERVES AS OPERATIONAL LAND**

**E18.1573**

**Environmental**

While there are no environmental conservation works undertaken on the subject lots, each site is essential in providing operational support to Council's environmental roles and responsibilities in the community.

**Assets and justification for ministerial consent**

Lot 545 (DP 752155), Lot 913 (DP 821427) and Lot 318 (DP 42829) operate as the Narooma works depot, sewer pumping station (Narooma) and Batemans Bay works depot and SES shed.

Council has invested significant resources to develop and maintain these essential operational assets over many years. As such, Council is justified in requesting ministerial consent to manage the three Crown Reserves as Operational Land.

**Financial**

There is no financial impact as a result of this action.

**Community and Stakeholder Engagement**

While Council is not required to consult the community as part of the CLM Act transitional arrangements, an internal working group conducted a review of dedicated or reserved Crown Reserves that Council has been appointed as the Crown Land Manager. From an interim schedule of 116 Crown Reserves, the group identified the three Crown Reserves listed in Table 1 as those that Council would wish to seek written ministerial consent to classify as Operational Land.

**CONCLUSION**

The *Crown Land Management Act 2016* (CLM Act) came into force on 1 July 2018 authorising Council, as the appointed Crown Lands Manager, to manage 116 Crown Reserves as if they were public land under the *Local Government Act 1993* (LG Act), noting that ownership of this land will remain with the State.

An internal working group identified the three Crown Reserves listed in Table 1 as land that Council would wish to seek written ministerial consent to classify as Operational Land.

Should Ministerial consent be given to classify those Crown Reserves as Operational Land, the CLM Act provides authorisation for Council to manage the land as operational from that point forward.

---

**CAR18/033 GUNDARY OVAL DISTRICT SPORTS PARK LANDSCAPE  
MASTERPLAN**

**E94.6040**

Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services

Attachments: 1. Under Separate Cover - Gundry Oval District Sports Park Landscape Masterplan  
2. Gundry Oval Landscape Masterplan submissions

Outcome: Strong Communities, Desirable Lifestyle

Focus Area: 1.3 Encourage and enable healthy lifestyle choices

Delivery Program Link: 1.3.2 Plan for and provide a safe and accessible network of recreation and community facilities

Operational Plan Link: 1.3.2.3 Build, renew, operate and maintain recreation and community facilities

### **EXECUTIVE SUMMARY**

The draft Gundry Oval District Sports Park Landscape Masterplan 2018 (Masterplan) is presented for Council's consideration and adoption.

The draft Masterplan was placed on public exhibition from 15 August to 12 September 2018. It provides a framework for development of the Gundry sporting precinct (Gundry) to achieve upgrade to Regional Sports Park standard, in line with Recreation and Open Space Strategy (ROSS) 2018 Action C7.

Implementation of the Masterplan will deliver the vision for Gundry 'to provide a regional quality sport and recreation venue that attracts regular sporting events and carnivals for a wide range of sports codes'.

The Masterplan is an aspirational document, balancing Gundry's current and future use, while acknowledging the site limitations of this low-lying and flood-prone land.

The Masterplan provides a basis to guide the future development and operations of Gundry. It also provides an evidence base to inform the allocation of Council resources as well as external funding applications for Gundry's development.

Similar to the development of the ROSS 2018 and the Moruya Showground Landscape Masterplan, the initial Masterplan research and preliminary engagement was undertaken in 2016-17 by consultants, ROSS Planning Pty Ltd. Further engagement with key user groups and internal stakeholders was undertaken by Council staff in 2017-18 to expand on the consultant's initial findings.

Twenty-five (25) public submissions were received during the public exhibition period and one (1) form letter submission regarding an AFL amenities building was received a week later. As a result of these submissions, it is proposed that four new actions be added, three be amended and one action be removed. Related sections of text are also proposed to be amended throughout the document.

The draft Masterplan contains 36 prioritised actions with a total indicative cost to implement of \$2.78 million. The Masterplan also proposes three further actions for longer term

---

**CAR18/033 GUNDARY OVAL DISTRICT SPORTS PARK LANDSCAPE  
MASTERPLAN**

**E94.6040**

consideration, subject to future demand, including land acquisition, construction of an indoor sport and leisure centre and additional car parking to accommodate increased future use of the site. The prioritised actions will be funded over time through a combination of annual capital bids, ROSS funded allocations and external grants. A total of \$879,285 is available for expenditure in the 2018-19 financial year towards actions in this Masterplan. This is a combination of grant funding and Council allocation.

When adopted, the Masterplan will inform the development of a Plan of Management for Gundry Reserve to meet Council's obligations under the new Crown Land Management Act 2016, which commenced on 1 July 2018.

**RECOMMENDATION**

THAT:

1. Council adopt the Gundry Oval District Sports Park Landscape Masterplan 2018 and endorse the Action Plan contained in the Masterplan.
2. Each person who made a submission during the exhibition period be advised that the Masterplan has been adopted, specifying the amendments that were made, and thanked for their contribution.

**BACKGROUND**

The development of the draft Masterplan commenced in 2016 in conjunction with the development of Council's ROSS 2018, which was adopted on 27 February 2018. Adoption of the draft Masterplan will complete the ROSS 2018 high priority Action C7 - 'Finalise the Masterplan for Gundry Oval to upgrade the sports park to a regional facility standard'.

Gundry is of a size that can host regional football (soccer) and hockey, however not all facilities currently meet regional standard. Football, touch football, hockey and AFL are all regularly played on site, and Gundry also formerly hosted cricket.

The Masterplan provides a basis to guide the future development and operations of Gundry. It also provides an evidence base to inform the allocation of Council resources as well as external funding applications for Gundry's development.

Implementing the Masterplan will deliver the vision for Gundry 'to provide a regional quality sport and recreation venue that attracts regular sporting events and carnivals for a wide range of sports codes'.

The benefits of an adopted Masterplan include:

- A clear vision and plan based on evidence and community feedback
- Attract more regional and larger scale sporting events to Eurobodalla Shire
- Upgraded facilities to better accommodate regular local sports clubs and regional events

---

**CAR18/033 GUNDARY OVAL DISTRICT SPORTS PARK LANDSCAPE  
MASTERPLAN**

**E94.6040**

- Increased frequency of sporting events through a reduction of field closures due to flooding and drainage issues
- Better positions the venue to attract grant funding for future development
- Improved car parking and increased public amenities.

**CONSIDERATIONS**

Gundary is Eurobodalla's most used sporting venue. However, the reserve is low-lying and subject to flooding which impacts on development opportunities and costs. Other than Ack Weyman Oval at the Moruya Showground, Gundary is the only available sports park in Moruya and appropriate and balanced investment should be made to maximise utility of this site. Consultation identified:

- The current sporting amenities building is insufficient for current needs and limits increased usage of the site
- Lighting and fencing upgrades are required to meet regional-level facility standards
- Users would like increased seating and shelter around the entire precinct
- Parking and accessibility needs to be improved
- Drainage lines and drainage issues impact on field usage
- Flood liability limits structure development across many parts of the site.

**Legal**

Gundary is 18.7 hectares of Council owned land, plus a 0.1 hectare parcel of Council-managed Crown Reserve Land (Lot 12 Sec 22 DP 758710).

On 1 July 2018, the *Crown Lands Management Act 2016* (the Act) was enacted. By 30 June 2021, Council will need to prepare Plans of Management for all Crown Land managed by Council situated in the Shire. The draft Masterplan has been developed to enable it to be incorporated into the future Gundary Reserve Plan of Management as required by the Act.

**Policy**

The Moruya Flood Plain Code (2012) outlines Council's requirements in relation to the use and development of land potentially affected by floods. Gundary is in flood liable land and therefore any development applications must provide specified flood information and development controls.

Gundary is impacted by flooding from the Moruya River, Gundary Creek and stormwater overland flows. Ideally all development is located above the 1 percent Annual Exceedance Probability (AEP) flood planning level, which, at Gundary are as follows:

---

**CAR18/033 GUNDARY OVAL DISTRICT SPORTS PARK LANDSCAPE  
MASTERPLAN**

**E94.6040**

- Moruya River:
  - Residential 5.72m AHD (plus 500mm freeboard)
  - Commercial 4.48m AHD (plus 300mm freeboard)
- Gundry Creek
  - Approximately 2.5m AHD.

All building works described in the Masterplan will be undertaken above identified flood levels and in accordance with the Building Code of Australia.

**Environmental**

The Moruya Flood Plain Code (2012) outlines Council's requirements in relation to the use and development of land potentially affected by floods. Gundry is in flood liable land and therefore any development applications must provide specified flood information and development controls.

Gundry is impacted by flooding from the Moruya River, Gundry Creek and stormwater overland flows. Ideally all development is located above the 1 percent Annual Exceedance Probability (AEP) flood planning level, which, at Gundry are as follows:

- Moruya River:
  - Residential 5.72m AHD (plus 500mm freeboard)
  - Commercial 4.48m AHD (plus 300mm freeboard)
- Gundry Creek
  - Approximately 2.5m AHD.

All building works described in the Masterplan will be undertaken above identified flood levels and in accordance with the Building Code of Australia.

**Asset**

The Masterplan includes a new sporting amenities building and reconfiguring of the existing sporting amenities building. It also flags consideration of an amenities building on the eastern side of the site, subject to external provision of a suitable design and full funding, and a possible substantial multipurpose indoor sport and leisure centre.

The implementation of the Masterplan actions will make site buildings more functional and compliant with requirements and standards, including those nominated in Action E7 of the ROSS 2018. There is an expectation that the new and renewed assets will increase usage, patronage and potentially increase revenues for Gundry operations and maintenance.

**Social Impact**

Implementation of the Masterplan will positively impact on community wellbeing, health and safety by providing a quality sport and recreation venue that can support both physical activity, community participation and social interaction. Situated close to the Moruya CBD and being in the geographical heart of Eurobodalla, the upgrade of Gundry to a regional-level sports park



---

**CAR18/033 GUNDARY OVAL DISTRICT SPORTS PARK LANDSCAPE  
MASTERPLAN**

**E94.6040**

will also provide a significant central location to attract sporting events and carnivals from across the Shire and beyond. It will also better reflect the level of use and importance of Gundary as a key sporting venue in our Shire.

**Financial**

Indicative costing to implement the Masterplan is \$2.78 million, plus a possible further \$7 million worth of works should the indoor sport and leisure centre and additional car parking be pursued based on associated feasibility research and demonstrated future needs.

A total of \$879,285 is identified this financial year towards Masterplan actions, including:

- \$510,000 for the new sporting amenities building - a combination of grant funding and Council allocation
- \$219,285 for sportsground refurbishment - from 2018-19 Operational Plan allocation
- \$140,000 for lighting upgrades – grant funded
- \$10,000 for AFL goal catch nets - grant funded.

Further grants and funding opportunities will be pursued to implement the Masterplan if approved by Council.

**Community and Stakeholder Engagement**

Substantial community and stakeholder engagement has contributed to the development of the Masterplan. The engagement process has guided a realistic and achievable landscape design and Action Plan detailing 36 high, medium and low priorities.

The Masterplan was prepared by Council staff with input by ROSS Planning Pty Ltd, originally contracted to perform the initial consultation and prepare a draft document. Council staff subsequently undertook additional external and internal engagement, and further developed the document and landscape design.

Consultation was performed with identified user groups, including:

- Moruya Football Club (soccer)
- Moruya 6-a-side Football
- Broulee Moruya Giants AFL Club
- Eurobodalla Hockey Association
- Moruya Touch Association
- Special Olympics South Coast Club
- St Mary's Primary School
- Moruya Public School
- Moruya High School
- AFL NSW/ACT; and
- the broader community through Recreation and Open Space Strategy surveys.

---

**CAR18/033 GUNDARY OVAL DISTRICT SPORTS PARK LANDSCAPE  
MASTERPLAN**

**E94.6040**

Internal consultation was also carried out and feedback, particularly from Infrastructure Works and Planning Development Services Divisions, was incorporated into the Masterplan.

**Public Exhibition**

Twenty-five (25) submissions were received during the public exhibition period of 15 August to 12 September 2018, and one late submission was received a week later. Key issues raised in the submissions are as follows:

- **AFL:** Twenty of the submissions were in relation to the provision of an amenities building on the eastern side of Gundary Oval to service AFL use on Field 4. Seventeen submissions (plus the late submission) were almost identical form-letter submissions requesting an AFL building be marked on the Masterplan and a medium priority action added for an AFL facilities building.
- **Wheeled action sports:** Two submissions were received in relation to the skate park. One contained a petition signed by 164 young people requesting that the skate park upgrade be increased from a low to a high priority. The other was a detailed proposal to develop this facility and expand it further into a Moruya Wheeled Action Sports and Cycle Precinct. A related submission cited support for the ongoing maintenance of the criterium circuit as a safe cycling option for the community.
- **Football:** One submission was received recommending a number of amendments to improve the utility of a number of fields for soccer.
- **Hockey:** One submission was received requesting that the fence around the hockey field not be reduced in height to ensure that the field is not used inappropriately.

As a result of these submissions, and also to allow flexibility depending on possible future site requirements, it is proposed that four new actions be added, three be amended and one action be removed. Changes proposed as a result of the submissions are as follows:

- New Action M11:  
*“Assess proposed designs for a sporting amenities building in the vicinity of Field 4 for:*
  - *suitability as a community asset*
  - *ability to meet all required building standards.**Subject to full external funding, construct the DA approved design in the most suitable location.”*
- Raise Action L1 from a low to a medium priority (M8) and increase indicative cost of development:  
*“Expand and upgrade the skate park in accordance with ROSS 2018 Action E22.”*
- New Action M9:  
*“Upgrade and improve the surface of the criterium circuit.”*
- Remove draft Action H10:  
*“Install side goals on Field 2 and Field 3.”*

---

**CAR18/033 GUNDARY OVAL DISTRICT SPORTS PARK LANDSCAPE  
MASTERPLAN**

**E94.6040**

- New Action H10:  
*"Install a practical ball-stop net system for use alongside Fields 2, 3, 6 and 8."*
- New Action L3:  
*"Install lighting infrastructure to enable 50 lux illumination on Field 6, subject to ongoing demonstrated demand for night time training."*
- Amended Action M2:  
*"Replace existing cyclone fencing around the eastern and southern sides of Field 7 with a 1500mm black-plastic coated chain mesh fence with access points to the new amenities building and the Campbell Street car park."*
- Amended Action M1:  
*"Reconfigure or remove the existing sporting amenities building as per evidenced demand after establishment of new amenities building (Action H1)."*

The Masterplan includes a literature review and assessment of current trends, a description of the current site, engagement outcomes, the proposed landscape design, design considerations and an Action Plan with indicative costs.

Design considerations, current needs and future demands as well as opportunities and constraints for the entire site, were developed as a result of the information gathered through the consultation process. The Masterplan recommends solutions to best address these considerations. Minor text changes were made in the development and design considerations to reflect the public submissions received.

Key actions in the final draft Masterplan include:

- A new sporting amenities building that allows two sporting codes concurrent use; incorporating change rooms, storage, canteen, public toilets, amenities for referees and social meeting spaces
- Regional facility-standard upgrades that include:
  - fencing around the main lit rectangular field (Field 1) and partially around the hockey field (Field 7)
  - full surface refurbishment of two lit rectangular fields (Fields 2 and 3)
  - lighting upgrades to meet competition and training standards
- Field 4 realignment and slight lengthening for AFL
- Additional spectator seating, including selected covered seating throughout Gundry
- A significant upgrade and expansion of the skate park
- Improvements to the quality and use of the criterium circuit
- Footpaths at various locations to improve team and spectator safety and amenity
- Drainage improvements and installation of ball-stop/catch net systems
- Additional car parking
- Indication of a possible location for an additional sporting amenities building near Field 4, subject to a design that meets community asset criteria, all engineering and environmental requirements and is funded externally.

---

**CAR18/033 GUNDARY OVAL DISTRICT SPORTS PARK LANDSCAPE  
MASTERPLAN**

**E94.6040**

The Masterplan also proposes a number of actions for longer term consideration, subject to demonstrated future demand, including land acquisition, construction of an indoor sport and leisure centre and additional car parking to accommodate increased future use of the precinct.

**CONCLUSION**

The draft Gundry Oval District Sports Park Landscape Masterplan 2018 has been prepared incorporating input from all regular user groups, the community and Council staff.

A number of amendments are proposed as a result of feedback received during the public exhibition period. The Masterplan is now recommended for adoption by Council.

Summary of Public Submissions  
 Gundary Oval District Sports Park Landscape Masterplan

#	Key issue	Submission detail	Recreation Services proposed response
1	Possible AFL amenities building	Can an outline of the possible Field 4 amenities building be added to the Masterplan design.	Indicative location for AFL amenities building added (M11)
2	Hockey field fence and seating	Preference for hockey field fence to be at same height, not lower. Clarification regarding type of turf for practice field and preference for seating on both western and eastern sides of the field. We would like the fence to remain higher due to needing the fields to remain undamaged to prevent injuries. We would be ok with a 1500mm fence.	Minimum fence height specified in Masterplan. (M2) Seating confirmed on three sides of field. (M6) Clarification added specifying natural, not synthetic turf. (H7)
3	Criterium track	Thanks for LMP. Trains students and Gundary and use the criterium track; would like to see the surface improved.	New action added for criterium circuit surface improvements (M9)
4	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	Action and indicative location for AFL amenities building added (M11)
5	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	Action and indicative location for AFL amenities building added (M11)
6	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	Action and indicative location for AFL amenities building added (M11)
7	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	Action and indicative location for AFL amenities building added (M11)
8	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	Action and indicative location for AFL amenities building added (M11)
9	Skate park upgrade	Petition signed by Moruya youth to increase priority of skate park upgrade.	Skate park expansion action increased from low to medium priority and indicative cost increased (M8)
10	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	Action and indicative location for AFL amenities building added (M11)
11	AFL amenities building	Please mark on map and make it a medium priority to help with funding applications. Plus the need for womens' changerooms, also Kyla Park.	Action and indicative location for AFL amenities building added (M11)
12	AFL amenities building	Please mark on map and make it a medium priority to help with funding applications. Notes increase in membership at the club.	Action and indicative location for AFL amenities building added (M11)
13	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	Action and indicative location for AFL amenities building added (M11)
14	Detailed wheeled action sports and cycle precinct proposal	Seek to create a large scale, innovative skate and cycle park facility in Moruya. Details benefits, current user groups, sports involved, proposed design, funding opportunities, strategic links, references and letters of support.	Skate park expansion action increased from low to medium priority and indicative cost increased (M8) Text changes to recommend consideration of bike-related elements as part of upgrade and to develop in consultation with skate park users.

Summary of Public Submissions  
 Gundary Oval District Sports Park Landscape Masterplan

Council Briefing 23 October 2018

15	AFL amenities building	Growing sport needs amenities on eastern side of field and will increase further participation.	Action and indicative location for AFL amenities building added (M11)
16	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	Action and indicative location for AFL amenities building added (M11)
17	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications. Relegated to Tuross at a disadvantage to those who play and train at same site. Distance is a barrier.	Action and indicative location for AFL amenities building added (M11)
18	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications. Relegated to Tuross at a disadvantage to those who play and train at same site. Distance is a barrier.	Action and indicative location for AFL amenities building added (M11)
19	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	Action and indicative location for AFL amenities building added (M11)
20	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications. Consider netball courts as part of plan.	Action and indicative location for AFL amenities building added (M11)
21	Improvements for soccer	Please remove the side goals, cannot be in place during the winter season. Consider the installation of team and time keepers shelters on fields 1,2 and 6 as well as training lights on field 6. Follow up telephone conversation regarding use of Fields 2 and 3 confirmed ongoing issue with balls rolling into drainage lines.	Action regarding side goals removed. Clarification on map of location of seating and shelters (M6) Low priority action added for training lights on Field 6 (L3) High priority action added to install a ball-stop net system (H10)
22	Detailed AFL reponse	Description of club membership and growth. Text changes requested regarding club membership and development/design considerations. Further clarification that the club only wishes to play in Moruya and wants supporting amenities and ancillary facilities. Suggestions to remove the cricket nets and criterium circuit. Preferred locations of possible amenities noted as where the cricket nets are or on mound at halfway line.	Action and indicative location for AFL amenities building added (M11). Minor text changes in document. Meeting on 26 Sept to discuss other issues raised in the submission.
23	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications. Appalled that there are no facilities like in Victoria.	Action and indicative location for AFL amenities building added (M11)
24	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	Action and indicative location for AFL amenities building added (M11)
25	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications. Comment on facilities at other locations.	Action and indicative location for AFL amenities building added (M11)
LATE	AFL amenities building	Please mark building on map and make it a medium priority to help with funding applications.	(Addressed by new action M11)

---

**CAR18/034 DRAFT CREATIVE ARTS STRATEGY 2018**

**E04.8617**

Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services

Attachments: 1. Under Separate Cover - draft Creative Arts Strategy 2018

Outcome: Celebrated Creativity, Culture and Learning

Focus Area: 2.1 Support and encourage the expression of our vibrant creative arts sector

Delivery Program Link: 2.1.1 Develop and promote creative arts activities and industries

Operational Plan Link: 2.1.1.1 Collaborate with strategic partners for creative arts infrastructure and sector development

**EXECUTIVE SUMMARY**

The draft Creative Arts Strategy 2018 (the Strategy) is presented for Council's consideration and endorsement of a 28 day exhibition period.

The Strategy is ambitious and sets a clear vision for Eurobodalla to become known as the creative gateway to the south east region, with significant growth in creative arts infrastructure, programming and audiences anticipated in the next decade.

Eurobodalla has a rich cultural life, with over 600 creative arts events per year, including community music and arts festivals, art prizes, active arts practitioners, both recreational and professional, as well as over 60 arts organisations.

Coupled with this, there is significant cultural infrastructure development underway, including the Basil Sellers Exhibition Centre, set to open in early 2019, as well as key creative and performing arts components in the landmark Batemans Bay Regional Aquatic, Arts and Leisure Centre project and the Eurobodalla Regional Botanic Gardens redevelopment.

The Strategy outlines Council's role, defines creative arts and culture and details our story so far, in terms of arts and cultural planning, arts and cultural highlights and the range of art prizes, events and funding currently in place.

The development of the Strategy has been informed by national, state and regional plans, industry trends and directions, Council's corporate documents and research and stakeholder engagement conducted over a number of years, including community surveys and workshops.

The Strategy provides a framework for creative arts development, in line with Council's Community Strategic Plan, Delivery Program, Operational Plan, and complements ancillary documents such as Council's Destination Action Plan 2018 – 21 and Disability Inclusion Action Plan 2017-21.

To realise our Vision Council will focus on four strategic outcome areas. They are:

1. Places and Spaces
2. Connections and Collaborations
3. Capacity
4. Participation and Access.

---

**CAR18/034 DRAFT CREATIVE ARTS STRATEGY 2018**

**E04.8617**

The Strategy includes 47 Actions, which have been prioritised, with a High, Medium, Low or Ongoing rating. The achievement of the Strategy's Actions is subject to Council and external funding opportunities.

We will measure our progress against each of the four Strategic Outcomes and associated Actions, and track our success in achieving our creative arts vision for Eurobodalla and the region.

**RECOMMENDATION**

THAT:

1. The draft Creative Arts Strategy 2018 be endorsed for the purpose of public exhibition for 28 days.
2. A further report detailing any submissions received, be presented to Council following the conclusion of the exhibition period.

**BACKGROUND**

Council began a structured journey in relation to creative arts over ten years ago, with the development of the *Eurobodalla Shire Cultural Plan 2006-2010* and the creation of a Community Arts officer position. This resulted in a range of successful arts initiatives and programs, including the Basil Sellers Art prize, Revive Art prize, events and professional development programs for arts practitioners.

In 2010 Council commissioned the *Situational Analysis, Arts and Cultural Infrastructure Report*, which assessed the shire's then art and cultural activities, facilities, the aspirations of the people and groups using them and future infrastructure requirements.

More recently, Council has undertaken a community survey that included arts, workshops with community and practitioners, assessed facility usage data and researched industry trends and requirements. This has informed the delivery of arts programs and services, the development of infrastructure priorities and funding applications, and ultimately, the development of the draft Creative Arts Strategy 2018.

As stated, our community enjoys over 600 creative arts events per year and boasts over 60 creative arts organisations, including arts groups (eg, Art Central, South Coast Pastel Society, Creative Arts Batemans Bay Inc [CABBI] and Montague Arts and Crafts), music groups (eg, Eurobodalla Live Music, South Coast Music Society, St. Cecelia's Music Scholarship), theatre (eg, Bay Theatre Players and Red Door Theatre Company), film societies (eg, Narooma Film Society), writing groups (eg, Narooma Writers Club and Eurobodalla Branch Australian Federation of Writers).

Eurobodalla is host to a number of festivals, prizes and events that celebrate our creative life and identity, including the River of Art and Granite town Music Festivals, the Basil Sellers Art Prize, Sculpture in the Gardens, Revive Art Prize, Little Sellers Art Prize, the Mayor's Writing Competition, the Batemans Bay Writers Festival and Sculpture on Clyde.



---

**CAR18/034 DRAFT CREATIVE ARTS STRATEGY 2018**

**E04.8617**

Council is investing in creative arts infrastructure, with the construction of the Basil Sellers Exhibition Centre near completion, the Batemans Bay Regional Aquatic, Arts and Leisure Centre entering the design phase and the redevelopment of the Eurobodalla Botanic Gardens. In addition, Council has allocated an annual budget for art acquisition, with the aim of purchasing local art for display in our community facilities.

The Creative Arts Strategy 2018 represents the next important step in strategic creative arts development in our shire, in terms of infrastructure, programs and events, and the alignment of strategic creative arts priorities with economic and social development priorities and complementary fields, including tourism, recreation and events.

**CONSIDERATIONS**

Creative arts and cultural activities are important, at both a local and wider Australian community level. The Australia Council reports that one in four Australians give money to the arts, with almost half of NSW residents reporting that they attend arts festivals and 74% agreeing that the arts make for a richer and more meaningful life.

Participation and attitudes to the arts are evident in the results of the *Connecting Australians: The National Arts Participation Survey 2017*, including:

- 98% of Australians engage with the arts and more people recognise the positive impact of the arts
- 69% of respondents believe the arts have a big impact on their ability to express themselves, 67% believe the arts have a big impact on their ability to think creatively
- 86% of the population (17 million) aged over 15 acknowledge the significant positive impact of the arts

At a local level, 86% of respondents aged over 15, when completing the 2016 Eurobodalla Wellbeing Survey, acknowledged the significant positive impact of the arts.

**Council's Strategic Framework**

The draft Strategy sits under Council's Community Strategic Plan Outcome, which is to achieve a community with *celebrated creativity, culture and learning*.

The key objective for Creative Arts in the Delivery Program 2017 -21 is to:

2.1 Support and encourage the expression of our vibrant creative arts sector.

2.1.1 Develop and promote creative arts activities and industries.

- Collaborate with strategic partners for creative arts infrastructure and sector development.
- Provide opportunities for the community to participate in creative arts.
- Coordinate the Public Art Advisory Committee and associated projects.
- Investigate opportunities to further grow the Basil Sellers Art Prize.
- Implement the Creative Arts Action Plan.

---

**CAR18/034 DRAFT CREATIVE ARTS STRATEGY 2018**

**E04.8617**

**2.1.2 Develop and promote the Moruya Library and Arts Centre Project.**

- Seek additional funding to implement remaining stages of the Moruya Library and Arts Centre Project.
- Develop a plan for ongoing operations of the Moruya Arts and Exhibition Space.

**Achieving the Creative Arts Strategy 2018**

The Strategy articulates Council's pursuit of quality arts infrastructure and strategic arts programming and the actions that will assist in achieving the Strategy's vision.

The four Creative Arts Strategy 2018 Outcome areas are:

**Objective One -Places and Spaces**

In achieving Objective One, we will have places and spaces that cater to arts practitioners who work in a range of mediums, both professional and community based, celebrating our creative life and identity.

**Objective Two - Connections and Collaborations**

In achieving Objective Two, we will enjoy stronger, more dynamic collaborative relationships that connect and enhance the creative and economic opportunities of our community.

**Objective Three - Capacity**

In achieving Object Three, we will see more skilled practitioners, better resources and thriving creative industries.

**Objective Four - Participation and Access**

In achieving Objective Four, we will provide more inclusive, accessible and diverse creative arts experiences and venues for our community and visitors.

The benefits of an adopted Creative Arts Strategy include:

- A clear vision and plan based on evidence and community feedback
- A rationale and actions in place to support arts development and strategic funding opportunities and advocacy
- Strategic infrastructure development, supported by programs and audience development activities that add value
- Actions that support the aspirations and direction articulated by the community in Council's corporate documents
- Consideration of access and equity in creative arts activities.

Key High priority Actions and action areas include:

- Pursuit of funding and the completion of the Basil Sellers Exhibition Centre
- Pursuit of funding, design and construction of the Batemans Bay Regional Aquatic, Arts and Leisure Centre
- Redevelopment of the Eurobodalla Regional Botanic Gardens, including creative arts facilities
- Development of a Public Art Strategy
- Investigate an annual capital allocation for public art as part of the operational plan

---

**CAR18/034 DRAFT CREATIVE ARTS STRATEGY 2018**

**E04.8617**

- Develop a creative arts volunteer program
- Develop an annual program and marketing plan for the Basil Sellers Exhibition Centre
- Develop promotional material to showcase local creative arts to other levels of government, industry, business and external bodies
- Ensure that events, venues and programs include planning that supports participation by people of all abilities
- Review shire assets to develop a hierarchy of assets and facility hire fees, to enable the right spaces for creative arts activities.

### **Policy**

The following Council policies and codes of practice relate to the delivery of Creative Arts services and the Creative Arts Strategy 2018:

- Creative Arts Services policy (adopted)
- Public Art Policy (adopted)
- Public Art Code of Practice (adopted)
- Art Acquisition Policy (draft)
- Art Acquisition Code of Practice (draft).

The draft Art Acquisition Policy will be presented to Council for consideration and endorsement for public exhibition shortly.

### **Asset**

The Strategy includes reference to creative arts infrastructure, including the Basil Sellers Exhibition Centre, the Batemans Bay Regional Aquatic, Arts and Leisure Centre and the redevelopment of the Eurobodalla Botanic Gardens.

### **Social Impact**

Participation in creative arts, as either a creator or audience participant is highly valued by our community, at both an Australian and local level, and is recognised as generating significant social benefits, in terms of wellbeing, identity, enriching experiences and creative thinking.

The Strategy includes specific actions to ensure access and inclusion by people from all walks of life, healthy ageing through creative arts, creative arts volunteering opportunities and the development of arts programs and events that celebrate diversity.

### **Economic Development Employment Potential**

The Strategy includes specific actions that support the development of creative industries in our community, in terms of arts practitioners, events and program offerings, best practice creative arts and sustainable in both professional and community based creative arts groups, events and programs.

### **Community and Stakeholder Engagement**

The Strategy included significant community feedback, gathered over a number of years, including community wellbeing survey results, several workshops with arts practitioners and

---

**CAR18/034 DRAFT CREATIVE ARTS STRATEGY 2018**

**E04.8617**

creative arts organisations, Council's Citizens' Jury process and regular feedback processes undertaken at events and programmed activities.

Council will place the draft policy on public exhibition for a period of not less than 28 days commencing on 24 October until 20 November 2018. Copies will be available for viewing on Council's website, at the Batemans Bay, Moruya and Narooma libraries and Moruya customer service centre. In addition, we will advise creative arts groups via Council's arts exchange newsletter and other arts information sharing networks.

**CONCLUSION**

The draft Creative Arts Strategy 2018 is both ambitious and timely and provides a strategic and well considered vision for the Eurobodalla to become known as the creative gateway to the south east region in the next ten years, with quality infrastructure, well developed and thriving arts industries and high quality and vibrant arts programs and events.

The Strategy is presented for Council's consideration and endorsement of a 28 day exhibition period.

---

## **17. DEALING WITH MATTERS IN CLOSED SESSION**

In accordance with Section 10A(2) of the Local Government Act 1993, Council can exclude members of the public from the meeting and go into Closed Session to consider confidential matters, if those matters involve:

- (a) personnel matters concerning particular individuals; or
- (b) the personal hardship of any resident or ratepayer; or
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; or
- (d) commercial information of a confidential nature that would, if disclosed;
  - (i) prejudice the commercial position of the person who supplied it, or
  - (ii) confer a commercial advantage on a competitor of the council, or
  - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law; or
- (f) matters affecting the security of the council, councillors, council staff or council property; or
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege or information concerning the nature and location of a place; or
- (h) an item of Aboriginal significance on community land.

and Council considers that discussion of the material in open session would be contrary to the public interest.

In accordance with Section 10A(4) of the Local Government Act 1993 the Chairperson will invite members of the public to make verbal representations to the Council on whether the meeting should be closed to consider confidential matters.

---

## EUROBODALLA SHIRE COUNCIL

### ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

#### A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

#### ETHICAL DECISION MAKING

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Do you stand to gain personally at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

#### CONFLICT OF INTEREST

A conflict of interest is a clash between private interest and public duty. There are two types of conflict: Pecuniary – regulated by the *Local Government Act* and Department of Local Government; and Non-Pecuniary – regulated by Codes of Conduct and policy, ICAC, Ombudsman, Department of Local Government (advice only).

#### THE TEST FOR CONFLICT OF INTEREST

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of "corruption" – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

#### IDENTIFYING PROBLEMS

- 1st** Do I have private interests affected by a matter I am officially involved in?
- 2nd** Is my official role one of influence or perceived influence over the matter?
- 3rd** Do my private interests conflict with my official role?

Whilst seeking advice is generally useful, the ultimate decision rests with the person concerned.

## AGENCY ADVICE

Officers of the following agencies are available during office hours to discuss the obligations placed on Councillors, Officers and Community Committee members by various pieces of legislation, regulation and Codes.

CONTACT	PHONE	EMAIL	WEBSITE
Eurobodalla Shire Council Public Officer	4474-1000	council@eurocoast.nsw.gov.au	www.esc.nsw.gov.au
ICAC	8281 5999	icac@icac.nsw.gov.au	www.icac.nsw.gov.au
Local Government Department	4428 4100	dlg@dlg.nsw.gov.au	www.dlg.nsw.gov.au
NSW Ombudsman	8286 1000 Toll Free 1800 451 524	nswombo@ombo.nsw.gov.au	www.ombo.nsw.gov.au

Reports to Committee are presented generally by 'exception' - that is, only those items that do not comply with legislation or policy, or are the subject of objection, are discussed in a report.

Reports address areas of business risk to assist decision making. Those areas include legal, policy, environment, asset, economic, strategic and financial.

### Reports may also include key planning or assessment phrases such as:

*Setback* Council's planning controls establish preferred standards of setback (eg 7.5m front; 1m side and rear);

*Envelope* taking into account the slope of a lot, defines the width and height of a building with preferred standard of 8.5m high;

*Footprint* the percentage of a lot taken up by a building on a site plan.

Acronym	Meaning	Description
ACR	Australian Capital Region	The political and strategic grouping of the ACT government and 17 adjacent councils.
AEP	Annual Exceedance Probability	For floods expressed as a % eg 1% = 1:100 year event. The NSW Flood Guidelines nominate types of development and controls.
AHD	Australian Height Datum	Floor levels for buildings set to remain at or above flood level (expressed as 'freeboard').
APZ	Asset Protection Zone	Area to be cleared and maintained around habitable buildings in bushfire prone areas.
AS	Australian Standard	Standards set by national body as minimum construction, service, system, planning or design requirements.

Acronym	Meaning	Description
BCA	Building Code of Australia	Prescribes minimum standards or performance base for building construction.
CAMP	Companion Animal Management Plan	Required by state law, plan nominating management of dogs and cats and areas for access for the exercise of dogs (eg beaches and reserves).
CC	Construction Certificate	Floor plans approved by council or private certifier in compliance with development conditions and BCA.
COPW	Condition of Public Works Report	Required by state law to define the condition of infrastructure assets, the cost to upgrade to defined standards, the current costs of maintenance and desired levels of maintenance.
CP	Cultural Plan	A cultural plan enables identification of cultural assets, identity and needs as well as providing a framework to develop cultural initiatives to increase opportunities for residents.
CSR	Complaint and Service Request	Requests received from public by phone, letter, email or Councillor to attend to certain works (eg pothole) or complain of certain service or offence (eg dogs barking).
DA	Development Application	Required by state law to assess suitability and impacts of a proposed development.
DAP	Disability Action Plan	Council plan outlining proposed works and services to upgrade facilities to progressively meet Disability Discrimination Act.
DCP	Development Control Plan	Local planning policy defining the characteristics sought in residential, commercial land.
DECCW	Department of Environment, Climate Change and Water (formerly EPA, NPWS, DEC)	State agencies (former Environment Protection and National Parks), DNR managing state lands and natural resources and regulating council activity or advising on development applications.
DWE	Department of Water and Energy	State agency managing funding and approvals for town and country water and sewer services and State energy requirements.
DoP	Department of Planning	State agency managing state lands and regulating council activity or advising on development applications or strategic planning.
DLG	Department of Local Government	State agency responsible for regulating local government.
DoL	Department of Lands	State agency managing state lands and advising on development applications or crown land management.
DoC	Department of Commerce	State agency (formerly Public Works) managing state public water, sewer and buildings infrastructure and advising/supervising on council infrastructure construction.



Acronym	Meaning	Description
DoH	Department of Health	State agency responsible for oversight of health care (community and hospital) programs. Also responsible for public warning of reportable health risks.
DOTAR	Department of Infrastructure, Transport and Regional Development and Local Government	Federal agency incorporating infrastructure, transport system, and assisting regions and local government.
EBP	Eurobodalla Bike Plan	Strategic Plan identifying priorities and localities for cycleways in the Shire.
EIS	Environmental Impact Statement	Required for designated and state developments researching and recommending solutions to social, economic and environmental impacts.
EMP	Estuary Management Plan	Community based plan, following scientific research of hydrology and hydraulics, recommending actions to preserve or enhance social, economic and environmental attributes of estuary
EMS	Environmental Management System	Plans prepared by council (such as waste management and strategic planning) around AS14000.
EOI	Expressions of Interest	Often called in advance of selecting tenders to ascertain capacity and cost of private sector performing tasks or projects on behalf of council.
EP&A	Environment Planning & Assessment Act	State law defining types of development on private and public lands, the assessment criteria and consent authorities.
ESC	Eurobodalla Shire Council	
ESD	Ecologically Sustainable Development	Global initiative recommending balance of social, economic and environmental values in accord with 7 ESD principles.
ESS	Eurobodalla Settlement Strategy	Council strategy prepared with assistance of government to identify best uses and re-uses of urban lands, the appropriate siting of private and public investment (eg institutions, employment areas or high density residential) based on current and planned infrastructure and land capacity.
ET	Equivalent Tenement	Basis of calculation of demand or impact of a single dwelling on water and sewer system.
FAG	Financial Assistance Grant	Federal general purpose grant direct to local government based on population and other 'disability' factors.

Acronym	Meaning	Description
FSR	Floor Space Ratio	A measure of bulk and scale, it is a calculation of the extent a building floor area takes up of an allotment.
GIS	Geographic Information System	Computer generated spatial mapping of land and attributes such as infrastructure, slope, zoning.
IPART	Independent Pricing & Regulatory Tribunal	State body that reviews statutory or government business regulatory frameworks and pricing levels.
IPWEA	Institute Public Works Engineers Australia	Professional association.
IWCMS	Integrated Water Cycle Management Strategy (or Plan)	Council plan identifying risk and social, economic and environmental benefit of proposed augmentation to water, sewer and stormwater systems.
IWMS	Integrated Waste Management (Minimisation) Strategy	Council plan identifying risk and social, economic and environmental benefit of proposed augmentation of waste (solids, effluent, contaminated, liquid trade waste).
LEP	Local Environment Plan	The statutory planning instrument defining the zones and objectives of urban and rural areas.
LGAct	Local Government Act	State law defining the role of Mayor, Councillors, staff, financing, approvals etc.
LGMA	Local Government Managers Australia	Professional association.
LGNSW	Local Government NSW	Representative advisory and advocacy group for councils in NSW.
MOU	Memorandum of Understanding	Agreement in principle between parties (eg council and agency) to achieve defined outcomes.
NPWS	National Parks & Wildlife Service	Now merged into DECCW.
NRM	Natural Resource Management	
NVC	Native Vegetation Act 2003	State law defining means of protection of threatened legislation and approval processes to clear land.
OC	Occupation Certificate	Issued by council or private certifier that building is safe to occupy and in compliance with development conditions and BCA.
OSMS	On site sewage management system	Includes septic tanks, aerated systems, biocycles etc.
PCA	Principal Certifying Authority	The person or organisation appointed by applicant to inspect and certify structures.

Acronym	Meaning	Description
PIA	Planning Institute of Australia	Professional association.
POEO	Protection of the Environment Operations Act	State law outlining standards for emissions and discharges and penalties for pollution.
PoM	Plan of Management (usually for community land)	Council plan nominating type of uses for community land and range of facilities progressively to be provided on land.
PPP	Public Private Partnerships	
PTS	Public Transport Strategy	Council strategy to initiate mechanisms to promote and facilitate public transport (bus, taxi, community transport, cycles) in design of subdivisions, developments and council works.
REF	Review of Environmental Factors	Council examination of risk and social, economic and environmental benefit of proposed works, assessed against state planning, environment and safety laws.
REP	Regional Environment Planning Policy	Outlines compulsory state planning objectives to be observed in development assessment and strategic planning.
RFS	Rural Fire Service	State agency responsible for providing equipment and training for volunteer firefighter brigades, and the assessment and approval of developments in bushfire prone lands.
RLF	Regional Leaders Forum	The group of mayors and general managers representing the councils in the ACR.
RMS	Roads & Maritime Service	State agency responsible for funding, construction and maintenance of state roads, the approval of council works on arterial roads and development applications.
S64	S64 Contributions Plan	Developer contributions plan to enable, with council and state funds, the augmentation of water, sewer and stormwater infrastructure.
S94 S94A	S94 Contributions Plan S94A Contributions Plan Levy Plan	Developer contributions to enable construction of public infrastructure and facilities such as roads, reserves, carparks, amenities etc.
SCG	Southern Councils Group	Political and strategic grouping of councils along the NSW south coast from Wollongong to the border, lobbying government for assistance (eg highways) and resourcing sharing initiatives.
SCRS	South Coast Regional Strategy	Regional Strategy prepared by DoP for ESC, BVSC and part SCC to guide new LEPs.

Acronym	Meaning	Description
SEA	Strategic Environment Assessment	Spatial assessment of environmental constraints of land considered in design and assessment of subdivision and infrastructure.  Scientific research behind assessment of capacity of land and waterways in rural residential and urban expansion lands to sustain human settlement.
SEPP	State Environmental Planning Policy	Outlines compulsory state planning objectives.
SNSWLHD	Southern NSW Local Health Districts	State board commissioned with oversight of health care in Highlands, Monaro and Far South Coast.
SoER	State of the Environment Report	Required by state law, the comprehensive assessment (every four years) of the condition and the pressures on the social, economic and environmental features of the Shire and appropriate responses to address or preserve those issues.
SP	Social Plan	Required by state law, the comprehensive assessment (every four years) of the condition and the pressures on the social framework of the community, their services and facilities and economic interactions.
.....SP	Structure Plan	Plan promoting landuses and siting of infrastructure and facilities in towns (eg, BBSP – Batemans Bay Structure Plan).
SRCMA	Southern Rivers Catchment Management Authority	State agency commissioned with assessment and monitoring of health and qualities of catchments from Wollongong to the border, and determine directions and priorities for public and private investment or assistance with grants.
STP	Sewer Treatment Plant	Primary, secondary and part tertiary treatment of sewage collected from sewers before discharge into EPA approved water ways or irrigation onto land.
TAMS	Total Asset Management System	Computer aided system recording condition and maintenance profiles of infrastructure and building assets.
TBL	Triple Bottom Line	Commercial term coined to encourage business to consider and disclose social and environmental risk, benefit and costs in the conduct of business to guide investors as to the long term sustainability and ethics of a business. Taken up by Council to record the basis of prioritisation, the review of condition, the monitor of progress and the financial disclosure of preventative or maintenance investment in council based social and environmental activities.
ToR	Terms of Reference	
TSC	Threatened Species Conservation Act 1995	State law governing the protection of nominated species and relevant assessment and development controls.

---

Acronym	Meaning	Description
WCF	Water Cycle Fund	Combination of water, sewer and stormwater activities and their financing arrangements.
WSUD	Water Sensitive Urban Design	Principle behind the IWCMS and council development codes requiring new developments to reduce demand and waste on water resources through contemporary subdivision and building design.