



AGENDA

Ordinary Meeting of Council

22 September 2015

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

ON TUESDAY 22 SEPTEMBER 2015

COMMENCING AT 10.00AM

AGENDA

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

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|------------|--|-----------------|
| 1. | WELCOME, ACKNOWLEDGEMENT OF COUNTRY & EVACUATION MESSAGE | |
| 2. | APOLOGIES
Nil | |
| 3. | PUBLIC FORUM (AGENDA ITEMS ONLY) | |
| 4. | CONFIRMATION OF MINUTES OF PREVIOUS MEETING | |
| 4.1 | Ordinary Meeting held on 8 September 2015 | |
| 5. | DECLARATIONS OF INTEREST OF MATTERS ON THE AGENDA
(Declarations also to be made prior to discussions on each item) | |
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| 7. | NOTICES OF MOTION
Nil | |
| 8. | QUESTIONS ON NOTICE FROM COUNCILLORS
Nil | |
| 9. | PETITIONS
Nil | |
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Nil

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CON15/014 Fees and Charges

Item CON15/014 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

**DR CATHERINE DALE
GENERAL MANAGER**

MR15/002 SOUTH EAST REGIONAL ACADEMY OF SPORT (SERAS) RESTRUCTURE

File Ref: E01.5300

Attachments: Nil

EXECUTIVE SUMMARY

The NSW Department of Sport and Recreation recently completed a review of the performance of all eleven Academies of Sport in NSW. As a result of the review, a number of concerns were raised in relation to the South East Regional Academy of Sport (SERAS) and this report seeks Council's endorsement of a way forward for SERAS.

RECOMMENDATION

THAT Council:

1. Note its support for the South East Regional Academy of Sport (SERAS).
2. Advise the NSW Department of Sport and Recreation of Council's support for SERAS.
3. Supports the board of SERAS in:
 - a) amending the SERAS constitution to reflect the corporate governance model that addresses the Department's concerns;
 - b) addressing the Department's concerns by remodelling the constitution to more clearly define objectives, membership (including local government areas and other members from time to time who meet membership criteria);
 - c) defining the composition of the directors of the board and their eligibility requirements;
 - d) making provisions for the ability of the organisation to co-opt board members from member councils, via community delegates or staff with desired skills from time to time to assist the board in governance, risk, accounting and legal issues.
 - e) ensuring the remodelled constitution is submitted to the Department by December 2015 and to be in operation for 1 January 2016.

REPORT

The NSW Department of Sport and Recreation has recently completed an exhaustive review of the performance of all eleven Academies of Sport in NSW. Following this rigorous process, a number of concerns were expressed about SERAS in relation to the mechanics of its governance model, financial sustainability and risk procedures.

In August 2015, SERAS Executive Officer Mr Gary Lane, Chairman Mr Mick Mayhew, Board Member Councillor Geoff Kettle Mayor of Goulburn Mulwaree, the Hon John Barilaro MP Member for Monaro, and I attended a meeting with the Department of Sport and Recreation held in Sydney.

The Department is intending to advise SERAS in mid-September of its detailed findings.

**MR15/002 SOUTH EAST REGIONAL ACADEMY OF SPORT (SERAS)
RESTRUCTURE**

E01.5300

In the interim I called a meeting of all Mayors of councils that fund SERAS to discuss the way forward and at that meeting held in Queanbeyan on 7 September 2015 it was decided to recommend to all councils a way forward in line with the recommendation above.

GMR15/030 MEMORANDUM OF UNDERSTANDING WITH BEGA VALLEY SHIRE COUNCIL E12.6443

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: Nil

Focus Area: Collaborative Communities

Delivery Program Link: C1.2 Manage the organisation to effectively and efficiently meet our statutory obligations

Operational Plan Link: C1.2.1 Respond to legislative and policy requirements set by the Office of Local Government

EXECUTIVE SUMMARY

On 25 August 2015, Council resolved its intention to enter into a Memorandum of Understanding (MOU) with Bega Valley Shire Council. This report presents an update on how best to progress the MOU and follows release of the Emerging Directions Paper on Joint Organisations by the NSW Government.

RECOMMENDATION

THAT:

1. Council note the report on the next stage of developing an alliance with Bega Valley Shire Council.
2. Council appoint the Mayor, Deputy Mayor and General Manager, to form a working group with representatives from Bega Valley Shire Council to develop a draft Memorandum of Understanding.
3. The draft Memorandum of Understanding be presented to Council on 8 December 2015 for consideration.

BACKGROUND

At its meeting on 25 August 2015, Council resolved:

THAT a Memorandum of Understanding be developed by the General Managers of Eurobodalla and Bega Valley and that a report be presented to Council at its meeting on 22 September 2015 outlining the areas for cooperation and joint initiatives.

On Thursday 10 September 2015, the NSW Government released its Emerging Directions Paper on Joint Organisations. The Directions Paper refers to the learnings from the pilot joint organisation programs which have been operating as part of the Fit for the Future program. Key areas requiring comment include:

- principles
- core functions

GMR15/030 MEMORANDUM OF UNDERSTANDING WITH BEGA VALLEY SHIRE COUNCIL E12.6443

- regionally defined functions
- entity and powers
- governance and accountability
- other considerations

Submissions on the Emerging Directions Paper are required by 16 October 2015. Council's submission will be circulated to Councillors for consideration prior to this date. The Emerging Directions Paper can be found at

<http://www.fitforthefuture.nsw.gov.au/sites/default/files/FFTF-JO-Emerging-Directions-Paper.pdf>

Following this consultation, a Joint Organisation Working Framework paper will be released for discussion later this year. The NSW Government proposes that the final model for Joint Organisations will then be released in early 2016 to inform Cabinet and any legislation amendments.

It is timely that Eurobodalla and Bega Valley Shire Councils are working through developing an alliance in this period and it is seen as appropriate to finalise a draft MOU over the next three months to ensure that the directions from the NSW Government are considered.

Areas identified for consideration in the draft MOU include:

- identifying and responding to issues that are of a regional nature i.e. the alliance will offer opportunity for regional South Coast advocacy, strategic planning and implementation
- building a dynamic relationship between our population centres
- working within the NSW Government framework for building Joint Organisations of councils
- building on current partnership arrangements; and
- inter-governmental collaboration.

In order to develop a meaningful alliance time needs to be dedicated to developing a model that works for both councils and their communities and ensures key outcomes are achieved.

It is recommended that a committee with elected representatives from both Councils supported by the General Managers be established and report back to the December meetings of both councils with a draft MOU.

CONSIDERATIONS

Legal

The development of an appropriate MOU provides both Councils with the opportunity to:

- deliver enhanced and value for money services to the community

GMR15/030 MEMORANDUM OF UNDERSTANDING WITH BEGA VALLEY SHIRE COUNCIL E12.6443

- plan for long term community and transport infrastructure
- advocate on significant community issues; and
- plan for a more sustainable future.

The approach and operational framework would be developed by the working party aiming to increase efficiencies and effectiveness and ensure that the MOU can be achieved within existing resources.

The Joint Organisations Emerging Directions Paper and the upcoming release of the Fit for the Future determinations and Joint Organisations Framework Paper, expected later this year, will provide a valuable framework for the development of the draft MOU for Council consideration.

Policy

The Local Government Review Panel recommended that Eurobodalla Shire Council become a member in the South East Joint Organisation of Councils. The other member councils were to be Bega Valley, Cooma Monaro, Snowy River and Queanbeyan. Eurobodalla and Bega Valley Shire Councils share many characteristic and there are a number of synergies in administrative and process activities with a number of strategic and policy areas in common.

Establishing a working party with elected representatives and staff to further develop a draft MOU for consideration will ensure all relevant matters can be addressed.

It is proposed that the Mayor, Deputy Mayor and General Manager be nominated to form a working party with representatives from Bega Valley Shire Council.

Social Impact

Research on resource sharing in terms of community services indicate that there can be a number of both financial and non-financial benefits. In some cases the development of a shared service arrangement can deliver improved service quality, stimulate innovation and enhance community outcomes.

Financial

The MOU will provide opportunities for financial savings in terms of improved opportunities, increased efficiency and reduced costs in service delivery through improved procurement practices and increased resource sharing. The MOU will be developed using existing resources.

CONCLUSION

One of Council's Fit for the Future actions is to be an active and effective member of the South East Joint Organisation. While the model and boundaries of Joint Organisations have not been finalised, it is timely to develop an alliance via an adopted Memorandum of Understanding to strengthen the current relationships between Bega Valley and Eurobodalla. It is timely to establish a working party and for both councils to have input into the proposed alliance.

GMR15/031 ORGANISATION SERVICE REVIEW - PUBLIC AND ENVIRONMENTAL HEALTH AND SAFETY E13.7262

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: 1. Under Separate Cover - Confidential - Draft Public and Environmental Health and Safety Service Review Report

Focus Area: Collaborative Communities

Delivery Program Link: C2.2 Undertake organisation service review

Operational Plan Link: C2.2.2 Public and environmental health review

EXECUTIVE SUMMARY

Council has implemented a service review program to ensure all services deliver 'value for money' to support the strategic direction identified by the community through the Community Strategic Plan (CSP).

Council's public and environmental health and safety services have been reviewed in accordance with the adopted service review methodology. This service includes Council's Public and Environmental Health Team and the Rangers who help to promote and ensure a healthy, safe and sustainable community.

Considering the facts, data and findings of this review, the following recommendations are recommended for Council consideration in terms of the future provision of public and environmental health and safety services.

1. Conduct a customer satisfaction survey on the services provided by the Public and Environmental Health Team and the Rangers through the use of an external survey system and engagement of an independent specialist to collate and report the results.
2. In consultation with Council's Corporate IT review project manager, investigate and implement 'Smart Technology' such as portable tablets/iPads for Council's Environmental Health Officers and Rangers.
3. Investigate and implement a risk-based, targeted approval and inspections regime to the Food Surveillance and Liquid Trade Waste program similar to Council's best practice Onsite Sewage Management System program.
4. Report to Council the direct impacts to the current level of service once all NSW Government reviews are complete.
5. In partnership with Bega Valley Shire, investigate resource sharing opportunities.
6. Explore outsourcing opportunities for the Pound operations.
7. Review all outgoing correspondence for compliance with Council's writing style guide.

The purpose of this report is to seek endorsement of the public and environmental health and safety review report and its recommendations for service delivery moving forward.

GMR15/031 ORGANISATION SERVICE REVIEW - PUBLIC AND ENVIRONMENTAL HEALTH AND SAFETY E13.7262

RECOMMENDATION

THAT Council endorse the recommendations as per the public and environmental health and safety service review report.

BACKGROUND

The NSW Integrated Planning and Reporting (IPR) framework highlights the need for councils to rigorously examine their services to find productivity improvements and ensure 'value for money' for their ratepayers.

The NSW Independent Local Government Review Panel – "Revitalising Local Government" report completed in 2013 supports the need for changes to the IPR Guidelines so that councils incorporate regular service reviews as part of their four year Delivery Programs.

Local government's role in delivering services has become broader and more complex over recent decades as community expectations have increased and other levels of government have divested various functions back to local government. This places significant pressure on local Councils in an environment where rate income is constrained.

Council has taken a pro-active approach to these challenges by implementing a service review program. This program will assist Council to review the mix and level of service relevant to our community's needs to align with the strategic direction set by the community in the Community Strategic Plan (CSP).

The review of Council's public and environmental health and safety services followed the methodology adopted by Council:

1. Scope – identify the purpose and objectives, planning, analysis and identification of risks
2. Conduct – includes research, data collection and analysis, service specifications, communication with stakeholders
3. Consideration – draft report of recommendations to stakeholders for feedback
4. Determination – Executive Leadership Team and Council will be presented with the recommendations

Upon adoption of the recommendations, the remaining steps of the process will be completed:

5. Implementation – a change management plan will be developed and implemented based on the recommendations
6. Review – ongoing measuring and monitoring of the service

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CONSIDERATIONS

Council's public and environmental health and safety services includes Council's Public and Environmental Health Team and the Rangers who help to promote and ensure a healthy, safe and sustainable community. This is achieved with a combined approach of coordinated monitoring and inspections to ensure compliance with the relevant standards and legislation, undertaking appropriate enforcement actions where required and providing education and promoting safe practices across a broad range of public and environmental health and safety related areas.

The primary roles of the Public and Environmental Health team include undertaking public health and safety programs and environmental compliance functions to ensure the health and safety of the community and the environment.

The Environmental Health Officers (EHOs) undertake regulatory, routine inspections, such as food shop, onsite sewage management systems (OSMS) and swimming pool inspections; and respond to complaints under relevant NSW Government environmental and public health legislation to ensure public safety and reduce environmental harm.

The Environmental Projects Officer and Liquid Trade Waste Officer undertake environmental monitoring, inspection and reporting programs that support Council's Water, Sewer and Waste services to meet NSW Government environmental licence requirements.

Council's Rangers are also responsible for investigating complaints and enforcing legislation. The Rangers have delegated authority to enforce council policy and legislation and carry out the following duties:

- Companion animal management and dangerous dogs
- Noise complaints
- Stock control
- Abandoned articles
- Illegal trading and street vending
- Parking
- Illegal dumping and litter control
- Tree preservation & pollution incidence
- Overgrown premises

The role of a Ranger is to achieve consistency in law enforcement, to keep people safe as well as maintain the enjoyment of the local area and lifestyle for people within the community.

GMR15/031 ORGANISATION SERVICE REVIEW - PUBLIC AND ENVIRONMENTAL HEALTH AND SAFETY E13.7262

Public and Environmental Health and Safety Service Review Findings

The role of Environmental Health Officers and Rangers in NSW councils is largely regulated by NSW Government legislation. Council has the challenge of managing the environment, ensuring public health and meeting its obligation to administer NSW legislation with finite resources.

The key findings of this review on the public and environment health and safety services provided by Council include:

- There is currently a number of NSW Government initiated reviews that may impact and influence the future delivery of Council's public and environmental health and safety services. These include:
 - The review of the Local Government Act
 - IPART – Review of regulatory reporting and compliance burdens on Local Government
 - IPART – Local Government Compliance and Enforcement
- The community surveys and customer service request feedback surveys concentrate on the Ranger's functions of animal control, resulting in limited feedback on customer satisfaction of the public and environment health team.
- Although the net cost to Council to provide public and environmental health and safety services has been variable, the outputs (i.e. number of inspection and compliance ratings) have steadily increased or improved. The factors that largely influence the cost to Council include:
 - Staffing – various positions were vacant during the review period resulting in savings in employee costs.
 - Funding – external grant funds becoming available to assist with health programs.
 - Fines – number of infringements, orders and notices issued influences the amount of income received.
 - Legal cases – difficult to plan for due to the highly variable nature of expense.
- Eurobodalla's fees and charges mostly compare favourably with the other councils benchmarked.
- Council is committed to providing ongoing training and development opportunities in specialist fields through traineeships and the sharing of skills and knowledge during staff vacancies and when responding to incidents. This will assist to address the shortage identified and experienced by many other councils to employee EHOs.

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- There is limited use of in-field technology by Council's enforcement officers, however there is the opportunity to improve productivity with a small investment.
- Eurobodalla's risk-based OSMS enforcement program was identified as best practice by IPART¹ and has the potential to form the basis for other enforcement functions Council undertakes such as the Food Surveillance Program.
- There are a number of emerging trends and issues either due to changing legislative directions, increasing community expectations and changing behaviours that will impact future delivery of the service.

Legal

In NSW, local government compliance and enforcement responsibilities are extensive and diverse. They arise under the Local Government Act and an array of other State legislation. IPART, in their *Local Government Compliance and Enforcement Regulation Review*, has identified that councils have 121 regulatory functions, involving 309 separate regulatory roles, emanating from 67 State Acts, which are administered by approximately 31 State agencies.

Policy

The Organisation Service Review is a key project in the 2013-17 Delivery Program and 2015-16 Operational Plan.

In Council's 2013-17 Delivery Program and 2015-16 Operational Plan, the public and environmental health and safety service contributes to the health, safety and wellbeing of the community and the environment through a range of health protection, education and regulatory programs.

Environmental

The environmental compliance programs, such as the Onsite Sewage Management System (OSMS) and Liquid Trade Waste (LTW) inspection programs, assist with the health and wellbeing of the environment.

Financial

Carrying out service reviews ensures Council is efficient and effective in the delivery of services. The reviews provide an opportunity to identify service improvements; service level adjustments; alternative modes of service delivery; improved resource usage; and cost and productivity savings initiatives.

Community Engagement

Community feedback for this service has been examined in the 2010 IRIS Research and the 2012 Micromex community surveys.

The results of both surveys indicate that Council's dog and cat control currently meets the community's expectations.

¹ IPART, Regulation Review – *Local Government Compliance and Enforcement – Draft Report*, October 2013. Page 333

GMR15/031	ORGANISATION SERVICE REVIEW - PUBLIC AND ENVIRONMENTAL HEALTH AND SAFETY	E13.7262
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CONCLUSION

The public and environmental health and safety service review has been completed having regard to the adopted methodology and is presented for Council endorsement.

**PSR15/036 TENDERS FOR EARTHWORKS AT BROU LANDFILL AND MORUYA
TRANSFER STATION**

99.3391

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

Attachments: 1. Confidential - Tenders for Earthworks at Brou Landfill and Moruya
Transfer Station

Focus Area: Sustainable Communities

Delivery Program Link: S3.3 Plan to meet our community's future waste needs

Operational Plan Link: S3.3.1 Brou landfill cell works

EXECUTIVE SUMMARY

The design for the earthworks at Moruya transfer station and the cell works at Brou landfill has been completed and funds have been allocated in the 2015-16 Operational Plan. A request for tenders was advertised for these projects and five tenders were received. This report outlines the evaluation of the tenders and provides a recommendation for Council's consideration.

RECOMMENDATION

THAT Council:

1. Endorse the selection of the preferred tenderer listed for earthworks at Brou landfill and Moruya transfer station within the confidential attachment.
2. Accordingly approves the entering into of a contractual arrangement with the preferred tender, subject to the terms specified in the Request for Tender unless otherwise varied in accordance with this report.

BACKGROUND

The earthworks at Brou landfill will complete the existing waste cell. This will include the extension of the cell drainage and liner. This work is to be carried out under existing approvals by NSW Environment Protection Authority and the development application for another seven years. The cell will enable continuation of the service to the community.

The earthworks at Moruya transfer station will provide an increase to the irrigation area to manage storm water on the site. The earthworks will also provide a level area for storage e.g. bridge timbers. The development application for the earthworks is currently being assessed. The transfer station will continue to operate under the existing development application approval. There will be no change to the service provided to the community.

**PSR15/036 TENDERS FOR EARTHWORKS AT BROU LANDFILL AND MORUYA
TRANSFER STATION**

99.3391

A request for tenders for the earthworks at Brou landfill and Moruya transfer station was advertised in July 2015. Upon close of tenders, submissions were received from the following contractors:

- Bost Pty Ltd
- Hawkins Civil Constructions Pty Ltd
- RD Miller Pty Ltd
- Whelans Group Investments
- Zauner Construction Pty Ltd

This report outlines the evaluation of the submitted tenders (included in a confidential attachment) and provides a recommendation for Council's consideration.

CONSIDERATIONS

Legal

The tender evaluation process complied with the Local Government (General) Regulation 2005.

Environmental

The Brou landfill operates under the NSW Environment Protection Authority's Environment Protection Licence 5881.

The preferred tenderer has demonstrated satisfactory environmental management credentials.

Asset

The completion of the Brou cell works will provide a further seven years of service to the community, at the current average rate of waste generated. Any increase in incoming waste material can impact the life of the cell eg. development, asbestos accepted.

Social Impact

The community is provided with a disposal option locally for domestic, commercial and industrial, and construction and demolition waste streams. Locating waste facilities in the north, central and south of the Eurobodalla area is providing a convenient service to the community.

Financial

The 2015-16 Operational Plan allocates funds for these projects.

Community Engagement

The Brou landfill cell works and the Moruya transfer station upgrade have been included in the 2015-16 Operational Plan and Budget exhibition.

CONCLUSION

The Brou landfill cell will continue to provide the community with a local option for waste disposal.

PSR15/036	TENDERS FOR EARTHWORKS AT BROU LANDFILL AND MORUYA TRANSFER STATION	99.3391
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The Moruya transfer station earthworks will provide a better outcome for the management of the site and an opportunity to better accommodate storage eg. bridge timbers.

The preferred tender has submitted a competitive price and has demonstrated experience in delivering similar projects.

IR15/039 LOCAL TRAFFIC COMMITTEE MEETING NO 2 FOR 2015-16

E15.9002

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services

Attachments: Nil

Strategic Objective: Productive Communities

Delivery Program Link: P2.1 Undertake advocacy activities to further the development of transport infrastructure and support future growth

Operational Plan Link: P2.1.2 Coordinate the Local Traffic & Development Committees

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 the Councillors' review. The main issues covered at the Eurobodalla Local Traffic Committee meeting of 13 August 2015 were as follows:

- Parking – River Street, Moruya
- School Bus Stop - Raymond Street, Narooma
- Signage – Princes Highway, Batemans Bay
- Signage and Linemarking – Princes Highway, Narooma
- Special Event Application – Moruya SLSC Fun Run
- Special Event Application - Moruya's Granite Town Music Festival
- Signage and Linemarking - Albert Street, Moruya
- Road Safety Concerns - Train Street, Broulee
- Road Safety Concerns – Bluewater Drive, Narooma

RECOMMENDATION

THAT:

1. That Symons Bus and Coach Service be asked to discontinue using the school bus stop at the intersection of Raymond Street and the Princes Highway and ask students to use the alternative sites on Riverview Road or on the Princes Highway 400 metres north of the Raymond Street bus stop.
2. Plan No 5156 Set AB Sheet 01 detailing the alterations to the 'No Stopping' signage on the Princes Highway, Batemans Bay be approved.
3. Plan Numbers 5156 Set X Sheet 01 and 4261 Set F 08 detailing the signage and linemarking on the Princes Highway, Narooma be approved.

IR15/039 LOCAL TRAFFIC COMMITTEE MEETING NO 2 FOR 2015-16

E15.9002

BACKGROUND

The Eurobodalla Local Traffic Committee Meeting No 2 for 2015-16 was held on 13 August 2015 in Council's Committee Room. It was attended by Councillor Neil Burnside (Chairperson), Mrs Danielle Brice (representative for the Hon Andrew Constance MP), Karl Brough (Roads and Maritime Services), Constable Scott Britt (NSW Police Force), Heidi Hanes (Road Safety Officer) Dave Hunter (Traffic Officer) and Annette Thomas (Minute Secretary).

Apologies were received from Councillor Milton Leslight.

DEPUTATIONS

The Committee welcomed Catherine Barkley, Acting General Manager of Eurobodalla Health Services. Ms Barkley discussed the issues relating to Moruya Hospital parking.

This matter is documented further in this report under item 2015.RT.0010.

MINUTES OF PREVIOUS MEETING

The Minutes of the Eurobodalla Local Traffic Committee Meeting No 1 for 2015-16 held on Thursday 16 July 2015 were confirmed and accepted.

OUTSTANDING ITEMS FROM PREVIOUS MEETING

The Action Sheet outlining all of the committee's outstanding items was distributed to members. The following outstanding items were discussed:

2015.RT.0010 Parking – River Street, Moruya

In 2013, several residents expressed their concerns on the adverse impact on River Street road side parking due to the adjoining hospital generating a high demand for parking spaces in the street. At that time a major redevelopment at the hospital had commenced and the committee agreed to undertake a parking study once development finished. There is limited parking provided off-street on the hospital property.

Redevelopment is still continuing to accommodate oncology, sub-acute and renal facilities. It is expected that these works will be completed in the next 12 months. Ten additional off-street parking spaces have been built and a further six off-street parking spaces are proposed with four of these spaces being accessible parking.

Additional correspondence was received in 2015 from one of the residents expressing their concerns with parked vehicles obstructing access to residential driveways on River Street as well as safety issues concerning the stairs east of the hospital, leading from the River Street footpath. The stairs do not allow access to the hospital main entry for people such as those with prams and wheelchairs; they have to travel out onto the road. This pathway is within the hospital grounds.

Catherine Barkley, Acting General Manager of Eurobodalla Health Services, attended the meeting to discuss the parking issues. Ms Barkley agreed that there is an issue with hospital staff parking in the on-street 2 hour regulated parking zone.

Ms Barkley explained that the hospital is conducting a survey of 'Health of Staff' which is to encourage staff to have a healthier life style; from this survey the hospital is hoping to encourage staff that work the hours of 9.00am to 5.00pm to park their car a bit further away

IR15/039 LOCAL TRAFFIC COMMITTEE MEETING NO 2 FOR 2015-16

E15.9002

from work. Ms Barkley said that the Moruya Bowling Club carpark would be a good place for staff to park during the day and she will be speaking with the club about this.

Ms Barkley also advised that she will investigate the possibility of increasing the size of the off street carpark located to the east of the hospital. Ms Barkley explained that there is currently a risk assessment being carried out with regard to the issue of the stairs located to the east of the hospital main entry.

The Traffic Officer advised that investigations of the Development Application approval have revealed that a parking report determined that there were 85 off-street car spaces pre-development and that once the development is complete an additional 15 car spaces will be provided and this will meet the requirements for the entire hospital. Council carried out a parking count on Wednesday 15 July 2015. This count revealed that 6 cars parked in the on-street 2 hour zone for over 6 hours and that most of the accessible parking spaces were under-utilised.

Recommendation:

Council write to residents with concerns relating to the parking on River Street, Moruya advising that the hospital is aware of their concerns and are in the process of addressing the issues and that the committee will reassess the on-street parking issue once the construction of the oncology building is completed.

2014.RT.027 Bus Stop – Raymond Street, Narooma

In 2014, concerns were raised about the school bus stop at the intersection of Raymond Street and the Princes Highway. As an alternative to service the school students in this area, consideration was given to altering the school bus route to travel through Raymond Street and Hillcrest Avenue. Given the geometry of the road, with some corners being too tight for large buses, it was assessed this could not be achieved.

Council's Infrastructure Services Directorate are undertaking a further review of the layout and suitability of the Hillcrest Avenue and Raymond Street road network as a school bus route. A desktop assessment of the route has now been completed and improvement works have been identified. These works will be estimated for future consideration.

In 2014, the committee discussed that once the stairs leading south down to Riverview Road are built, then the bus stop 100 metres to the west of the stairs could be used as an alternate school bus stop. The stairs have now been completed.

There is a second alternate bus stop on the western side of the Princes Highway, 400 metres to the north of the Raymond Street bus stop. This bus stop is accessed by walking north along Hillcrest Avenue and then east along Perkins Parade.

The committee agreed that due to safety issues, school buses should not stop at Raymond Street and students can use the two alternative stops.

Recommendation:

That Symons Bus and Coach Service be asked to discontinue using the school bus stop at the intersection of Raymond Street and the Princes Highway and ask students to use the alternative

IR15/039 LOCAL TRAFFIC COMMITTEE MEETING NO 2 FOR 2015-16

E15.9002

sites on Riverview Road or on the Princes Highway 400 metres north of the Raymond Street bus stop.

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

2016.RT.004 Signage – Princes Highway, Batemans Bay

The NSW Police have requested that the 'No Stopping' signage on the Princes Highway, Batemans Bay be altered to include 'Police Vehicles Excepted'.

The altered signage will assist police in high visibility on road operations at these locations. The police are aware of their exemption under Rule 307 of the Road Rules 2014, however to remove the risk of complaint or concern of the public, the new signage will allow transparency and give clear direction that police operations are being conducted within the law.

The two areas are on the south bound lane between Beach Road and Guy Street and on the north bound lane between Beach Road and Clyde Street. Both sections of road have adequate sight distance and are regularly used by the police for on road enforcement operations.

The committee was shown Council Plan No 5156 Set AB Sheet 01 detailing the proposed signage alterations. The committee supported the plan as presented.

Recommendation:

That Council Plan No 5156 Set AB Sheet 01 detailing the proposed alterations to the 'No Stopping' signage on the Princes Highway, Batemans Bay be approved.

2016.RT.003 Signage and Linemarking – Princes Highway, Narooma

Streetscape works, mainly on the south-western side of the Princes Highway, from Field Street through to the roundabout were completed in 2014. The majority of the signage and linemarking has been installed with the exception of the signage on the north-eastern side at the pedestrian refuge which leads to the Visitors Centre. A traffic warrant has not been issued for this work.

Since the streetscape works have been completed, Council has received several requests to make the parking on the north-eastern side of the Princes Highway between Field Street and the Visitors Information Centre safer and more accessible to the adjoining businesses. Currently, this section of on-street parking is not regulated by sign posting and many cars park nose in across the grass footway area. This is not permissible under the Australian Road Rules.

After discussions with the affected business owners on the southern section, it is proposed to install regulated parallel parking for the entire length and one hour timed parking for the section closest to the Visitors Information Centre car park entrance. The section further north-west adjoins a holiday park and motel and these businesses do not require on-street parking. This section is proposed to permit all day parking.

The adjoining property owners on both sides of the highway were provided with a letter, which included a plan of the proposal and were invited to provide feedback. The Traffic Officer also hand delivered the documents to these businesses. One letter of objection was received from

IR15/039 LOCAL TRAFFIC COMMITTEE MEETING NO 2 FOR 2015-16

E15.9002

the owner of the automotive mechanical business with the main objection being that their staff may have to find long term parking elsewhere.

The proposed one hour parking will increase the turnover of parked vehicles near the various businesses on that southern section and still leave a significant area for longer term parking. The parallel parking will mean that pedestrians can access the road reserve without the need to walk out onto the travel lane.

The committee reviewed Council Plans No 5156 Set x Sheet 01 and No 4261 Set F Sheet 08 showing the proposed signage and linemarking on the Princes Highway, Narooma. The committee supported the plan as presented.

Recommendation:

That Council Plan Numbers No 5156 Set X Sheet 01 and No 4261 Set F 08 showing the proposed signage and linemarking on the Princes Highway, Narooma be approved.

INFORMAL ITEMS FOR DISCUSSION

2016.SE.001 Special Event Application – Moruya SLSC Fun Run

A special event application has been received for the Moruya Fun Run to be conducted by Moruya Surf Club on Sunday 13 September 2015.

This proposed fun run is planned to commence at Riverside Park, Moruya and proceed via John Street and then along South Head Road to a finishing point at the Surf Club at Moruya Heads.

A detailed traffic management plan also with associated traffic control plans for this event was circulated to all committee members.

The representative for the Hon Andrew Constance MP commented that a long section of the run on South Head Road was along the road edge and that it would be better if one day this section could be held on an off-road shared path.

This is a Class 2 event within Council's Special Events Traffic Management Plan Guidelines. The committee raised no objections to the submitted plans.

Recommendation:

That the proposed Moruya Fun Run Event to be conducted by Moruya Surf Life Saving Club on Sunday 13 September 2015 be approved based upon the submitted traffic management plan.

2016.SE.002 Special Event Application - Moruya's Granite Town Music Festival

A special event application has been received for the running of the Moruya 2015 Granite Town Festival to be held from 30 October to 1 November 2015. This includes a street parade to be conducted on Saturday 31 October 2015.

The street parade is to begin in Vulcan Street to the south of the Campbell Street roundabout. It is to proceed northwards along Vulcan Street and then right into Shore Street. The finishing point for the parade will be within the swimming pool car park in Shore Street.

IR15/039 LOCAL TRAFFIC COMMITTEE MEETING NO 2 FOR 2015-16

E15.9002

The street parade will be conducted the same as last year. Barricades will be installed to prevent parking in some areas of Vulcan Street to provide for improved viewing potential for spectators.

The NSW Police representative asked if consideration had been given to not closing Shore Street to south bound highway traffic until the parade reaches the Church Street traffic signals. The Traffic Officer is to investigate the possibility of diverting south bound traffic along Ford and Shore Streets while the parade is in progress.

The Traffic Officer recapped some of the issues from last year's parade. The organisers carried out some 'lolly throws' in the street and this caused a safety issue after the highway was re-opened as some children were retrieving lollies from the road carriageway. The police presence involved one vehicle which assisted with control at the traffic signals. It is proposed that this year other vehicles (besides the police), fitted with flashing lights can control traffic at the start and end of the parade on the highway section and the traffic control plan will be modified accordingly. It is proposed to implement the traffic management plan again this year, using qualified Council staff.

The committee agreed that a police presence at this event is beneficial and that it will be appreciated if police vehicles can attend again this year. It was also agreed that this is a Class 1 event within Council's Special Events Traffic Management Plan Guidelines and there were no objections to the submitted plans.

Recommendation:

That the 2015 Granite Town, Moruya Music Festival Street Parade to be conducted on Saturday 31 October 2015 be approved based upon the submitted traffic management plan.

2016.IN.002 Signage and Linemarking - Albert Street, Moruya

The representative of the NSW Police Force informed the committee that an enforcement campaign around schools was recently carried out. During this campaign a police officer noticed that the Bus Zone signs and linemarking at Moruya High School on Albert Street, are fading and he asked if the sign could be replaced.

Recommendation:

The Traffic Officer is to assess the school zone area at Moruya High School and arrange rectification works for signs and linemarking as necessary.

2016.IN.003 Road Safety Concerns - Train Street, Broulee

The representative of the NSW Police Force informed the committee that an enforcement campaign around schools was recently carried out, including in the area of the Broulee Public School and St Peter's College.

During this campaign, a police officer noticed that several vehicles travelling west on Train Street, leaving the school's precinct, were observed driving off the sealed road when turning left onto George Bass Drive. The cause of this manoeuvre was that vehicles turning right from Train Street onto George Bass Drive were queuing while waiting for a gap in traffic.

IR15/039 LOCAL TRAFFIC COMMITTEE MEETING NO 2 FOR 2015-16

E15.9002

The representative of the NSW Police Force asked if consideration could be given to moving a 'Give Way' sign that is close to the edge of the road near where vehicles drive off the bitumen.

The Traffic Officer said that a two metre wide centre island was installed on this section of Train Street last year and that he will investigate the issue.

Recommendation:

The Traffic Officer is to investigate the traffic movements at the intersection of Train Street and George Bass Drive, Broulee and report back to the committee.

2016.IN.004 Road Safety Concerns – Bluewater Drive, Narooma

The Road Safety Officer informed the committee that correspondence has been received expressing concerns that motorists are not stopping at the school crossing at Narooma Public School on Bluewater Drive. The crossing is located between Pilot Street and Ballingalla Street (near the golf club).

An onsite inspection has been carried out and it appears that the crossing flags are being left out unattended all day. It was also noted that the diagrammatic 'Children Crossing' sign from the Pilot Street approach is further away than the required distance and that the 'Crossing Ahead' sign is missing.

Recommendation:

The Traffic Officer is to assess the signage at the school crossing at Narooma Public School on Bluewater Drive and arrange rectification as necessary and write to all schools supplying information on the requirements for the use of school crossing flags.

NEXT MEETING

The next meeting of the Eurobodalla Local Traffic Committee is to be held on Thursday 10 September 2015 in the Council's Committee Room commencing at 9.30am.

**IR15/040 TENDER NO 2015/ISD 064 - SEWAGE PUMP STATION AND
RETICULATION MO18 MORUYA**

E91.2605

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services

Attachments: 1. Confidential - Tender Evaluation

Focus Area: Sustainable Communities

Delivery Program Link: S1.3 Plan to meet our community's future sewer needs

Operational Plan Link: S1.3.1 Sewer Strategic Business Plan

EXECUTIVE SUMMARY

This report outlines the evaluation of tenders submitted in response to Request for Tender No 2015/ISD 064 Sewage Pump Station and Reticulation MO18 Moruya, and provides a recommendation for a preferred tender. A requirement exists for the provision of a new sewage pump station in River Street, Moruya as a result of hospital extensions, proposed new residential development and an under capacity of existing sewers.

This project is identified in the sewer services delivery plan action item S1.1.1 - deliver capital and renewal works program and capital program item SA016 - West Moruya Sewerage.

RECOMMENDATION

THAT Council accept the tender identified as the preferred tender in the confidential attachment for the construction of a sewage pumping station and associated sewer mains at West Moruya.

BACKGROUND

Request for Tender (RFT) No 2015/ISD 064 was advertised on Tuesday 14 July 2015 with a closing date of Thursday 16 August 2015. Offers were received from the following contractors and assessed in accordance with the adopted Tender Evaluation Plan:

- Killard Excavation Pty Ltd
- Lucas Engineering & Construction Pty Ltd
- Precision Civil Infrastructure Pty Ltd
- Project Coordination (Aust) Pty Ltd
- RD Miller Pty Ltd
- Ted Wilson & Sons

A summary of the evaluation, including each tenderer's scoring against the evaluation criteria is provided in the confidential attachment to this report.

CONSIDERATIONS

Council has allocated funds in the current financial year to construct a gravity sewer trunk main and a sewage pumping station and associated rising main at West Moruya to accommodate the following:

**IR15/040 TENDER NO 2015/ISD 064 - SEWAGE PUMP STATION AND
RETICULATION MO18 MORUYA**

E91.2605

- Diversion of an existing gravity sewer to enable extension of the Moruya Hospital – part of the hospital was built over a Council sewer which poses a financial and environmental risk should there be a blockage under the building. Council approved further construction over Council's sewer subject to Council diverting the sewer around the proposed structure. This could only be achieved with the installation of a new sewage pumping station and rising main. The New South Wales Government will contribute \$70,000 towards the project.
- Servicing of multiple small residential developments in the West Moruya precinct – the West Moruya precinct can only be serviced with the installation of a sewage pumping station. Each of the proposed residential developments are too small to viably fund a sewage pumping station. To facilitate development, the proposed pumping station has been designed to accommodate the hospital diversion and future residential development in West Moruya. Council will receive a contribution of approximately \$60,000 towards the cost of the work from residential developers.
- Servicing of existing lots in Cheddar Street – there are four lots that are presently serviced by pressure sewer systems, which is more costly to operate than gravity sewers. The trunk main extension provides opportunity to replace the on-site pressure sewer systems with gravity connections.
- Diversion of an existing gravity sewer to the new trunk main to reduce the sewage load on an existing downstream catchment – the existing sewer is at capacity inhibiting growth in Moruya. Diversion of part of the catchment to the new system will free up capacity.

The project consists of the following main components:

- A new sewage pumping station adjacent to River Street, Moruya, complete with duty/standby electric submersible sewage pumps, detention storage, valves and pit, flow meter and pit, and an electrical switchboard mounted on a platform above flood level. The work includes extending power to the site.
- 700 metres of 140 millimetre diameter sewer rising main installed along River Street from the new sewage pumping station west of Hawdon Street past the hospital to an existing gravity sewer near Thomas Street.
- 1000 metres of gravity sewer main from Cheddar Street through open paddock to the new sewage pumping station.

Legal

RFT No 2015/ISD 064 was advertised in accordance with Local Government (General) Regulation 2005 Regulation 167 and Local Government Act 1993.

The tender was advertised on Council's noticeboard page in the Sydney Morning Herald and at Council's Tenderlink web portal (www.tenderlink.com/eurobodalla).

**IR15/040 TENDER NO 2015/ISD 064 - SEWAGE PUMP STATION AND
RETICULATION MO18 MORUYA**

E91.2605

Upon release of the RFT a Tender Evaluation Plan (TEP) was distributed amongst the Tender Evaluation Board (TEB). Declarations of Confidentiality and Interest Forms were completed and signed by the TEB.

The offer submitted by the preferred tenderer has been assessed as representing best value for money for Council and has satisfactory:

- financial capacity, quality, WHS and environmental management systems
- project team, including past performance
- sewerage reticulation construction experience, including sewage pump stations, detention tanks, rising mains, gravity sewers, manholes, valves and switch boards; and
- construction methodology, including preliminary construction program.

Policy

Procurement 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.

Environmental

The proposed sewage pump station works include a detention tank to further safeguard against the overflow of raw sewage into the environment.

During construction works, the contractor will have an Environmental Management Plan (EMP) in place. This EMP identifies risk to the environment and the necessary controls (eg sediment and erosion controls) to be implemented to mitigate potential impacts.

The EMP also includes mechanisms for monitoring risk and the effectiveness of mitigation measures with provision to instigate corrective action if required.

Asset

These new sewerage assets, including pump station, manholes, rising and gravity mains, will become an integral part of the sewer network allowing for future development, removal of some existing pressure (pod) systems and reduce pressure on the capacity of the existing network.

The additional infrastructure will increase sewerage fund depreciation by approximately \$15,000 per annum and operational costs by approximately \$20,000 per annum, which will be funded by additional sewerage availability charges from additional connected properties.

Economic Development Employment Potential

The new pump station will facilitate construction of proposed residential developments in the West Moruya precinct that are currently stalled due to economic constraints.

Financial

This project is identified in Council's 2015-16 financial year budget under the sewer services capital program item SA016 - West Moruya Sewerage in the amount of \$1,100,000.

**IR15/040 TENDER NO 2015/ISD 064 - SEWAGE PUMP STATION AND
RETICULATION MO18 MORUYA**

E91.2605

Community Engagement

The following stakeholders were consulted in the development of the Request for Tender:

- residents regarding the effect on amenity and services
- Essential Energy regarding extension of power supply
- Moruya Hospital regarding effect on services during construction.

The community will be informed of the tender outcome(s) via Council's contract register found in Council's Public Access to Information web link.

Project information will be available on council's web page.

CONCLUSION

The tender process has been conducted in accordance with mandatory Council and Local Government requirements. The tenders submitted have been assessed through an extensive evaluation and the preferred tenderer selected as offering best value for money.

The preferred tenderer, as identified in the confidential attachment, is therefore recommended to be awarded the contract for 2015/ISD 064 Sewage Pump Station and Reticulation MO18 Moruya.

IR15/041 ROSEDALE AND GUERILLA BAY SEWERAGE SCHEME

E06.0086

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services

Attachments: 1. Media Release

Focus Area: Sustainable Communities

Delivery Program Link: S1.1 Provide and renew sewer infrastructure

Operational Plan Link: S1.1.1 Deliver capital and renewal works program

EXECUTIVE SUMMARY

Council has received an offer of financial assistance from the NSW Government of up to \$1,287,754 under the Country Towns Water Supply and Sewerage Program for stage one of the Rosedale/Guerilla Bay Sewerage Scheme.

Council is required to formally accept the funding and to affix the Common Seal of Council to the grant document.

RECOMMENDATION

THAT:

1. Council accepts the offer of financial assistance under the Country Towns Water Supply and Sewerage Program of up to \$1,287,754 for stage one of the Rosedale/Guerilla Bay Sewerage Scheme.
2. The Common Seal of Council be affixed to the grant documents.

BACKGROUND

The provision of sewerage services at Rosedale and Guerilla Bay is eligible for funding under the NSW Country Towns Water Supply and Sewerage Program. Council has previously completed preconstruction activities including survey, investigation, environmental assessment, community consultation and detailed design, and in March 2015 received approval from the Hon Andrew Constance MP to commence the tendering process.

The work will be carried out in two stages:

1. The construction of a regional sewage pumping station at Rosedale and the construction of an inflow balance tank at the Tomakin Sewage Treatment Plant.
2. The installation of a pressure sewer reticulation system at Rosedale and Guerilla Bay.

Council commenced tendering for stage one in March 2015 and for stage two in July 2015. Tenders for stage one have been received and assessed, and at its Ordinary Council meeting held on 23 June 2015 Council resolved in part the following:

THAT:

1. *Subject to State Government approval to proceed, Council accepts the preferred tender for the Construction of the Rosedale Sewage Pumping Station and Tomakin Balance Tank (RFT 1400306) as identified in the confidential attachment.*

IR15/041 ROSEDALE AND GUERRILLA BAY SEWERAGE SCHEME

E06.0086

Following the Council resolution, Council wrote to the Minister for Lands and Water seeking approval to award a tender in accordance with Council's resolution.

On 2 September 2015 the Hon Niall Blair MLC, Minister for Primary Industries and Minister for Lands and Water approved awarding a tender for stage one of the project, and advised that Council was eligible for funding at a subsidy rate of 41.0% of eligible scheme costs to a maximum amount of \$5,130,000. This equates to a grant of \$1,287, 754 for stage one.

The Hon Andrew Constance MP and the Mayor have issued a joint media release highlighting the NSW Government's grant towards Stage 1 of the scheme (copy attached).

CONSIDERATIONS

Legal

Council is required to formally accept the offer and return a signed original of the funding conditions with the Common Seal of Council affixed.

Financial

Council has allocated the following funds in the 2015-16 Operational Plan:

- Rosedale Pumping Station - \$1.45M
- Tomakin Balance Tank - \$1.2M
- Grant income associated with these projects - \$nil

The Operational Plan will be adjusted at the September Quarterly Review to reflect the grant of \$1,287,754 now provided by the NSW Government toward stage one of the project.

CONCLUSION

The Rosedale and Guerilla Bay sewerage scheme will significantly improve the public and environmental health at these villages. Council has awarded a tender for the construction of stage one and it is recommended that Council accepts the NSW Government's contribution to the scheme.

Tuesday 8 September 2015

FUNDING APPROVAL FOR ROSEDALE/GUERILLA BAY SEWERAGE SCHEME

Member for Bega Andrew Constance has today announced that the NSW Government will provide \$1.28 million to Eurobodalla Shire Council towards the design and construction of the Rosedale/Guerilla Bay Sewerage Scheme.

"I am pleased to announce that the NSW Government is able to provide this funding to Eurobodalla Shire Council, which allows council to start the design and construction of the Rosedale regional pumping station and associated works," Mr Constance said.

"These works are the first components of the Rosedale/Guerilla Bay Sewerage Scheme, which will provide improved sewerage services for the communities of Rosedale, Guerilla Bay, Malua Bay and Tomakin.

"Today's announcement means that Eurobodalla Shire Council is now able to proceed with the letting of tenders for the start of construction for this important project.

Mr Constance said the funding will realise a new sewerage scheme designed to cater for future development for Rosedale and Guerilla Bay over the next 25 to 30 years.

"Once completed, the new scheme will meet not only the current demand from these towns, but will also have the capacity to cater for future residential development and the considerable tourist loadings during holiday periods, particularly for Rosedale.

"Most importantly, this project will also provide safe and improved sewerage services for the communities for these towns and the local environment.

"The NSW Government is committed to helping local councils and water authorities to deliver reliable, affordable and sustainable water supplies and sewerage systems to NSW communities through the Country Towns Water Supply and Sewerage Program."

Mayor Lindsay Brown welcomed the announcement, saying the \$1.28 million from the NSW Government will co-fund the first stages of the Rosedale/Guerilla Bay sewerage scheme, estimated to cost a total of \$3.2 million.

"We appreciate the NSW Government's partnership and the support of Mr Constance to commence the early phases of this important piece of community infrastructure," said Cllr Brown.

"Stage one of this project will see Council start construction of a new sewage pumping station and a balance tank at Tomakin Sewerage Treatment Plant this year to allow transportation of effluent from Rosedale. The second stage, for which we'll seek similar co-funding, is the installation of a pressure sewer system in the villages of Rosedale and Guerilla Bay."

More information on the Country Towns Water Supply and Sewerage Program is available on DPI Water's website - www.water.nsw.gov.au

Media: Andrew Constance – 0400 943 597
Lindsay Brown – 0418 279 215

FBD15/068 ROAD WIDENING, BERGALIA STREET, MORUYA

E15.9315

Responsible Officer: Anthony O'Reilly - Director Finance and Business Development

Attachments: Nil

Focus Area: Support Services

Delivery Program Link: SS3.3 Provide administrative, technical, professional and trade services

Operational Plan Link: SS3.3.4 Manage Council property to achieve best value to the community

EXECUTIVE SUMMARY

The intersection of Bergalia Street, Turnbolls Lane and Evans Street Moruya is not wholly within the road reserve. Road widening construction has taken place and dedication of part of Council owned land will ensure the road is legally within the road reserve. The land to be dedicated as road is Council operational land.

RECOMMENDATION

THAT:

1. All actions necessary be taken for the dedication of part Lots 15, 16, 17 and 18 Section 1 Deposited Plan 983687 as road in accordance with the provisions of the Roads Act 1993.
2. Consent be given to affix the Common Seal of Council to the plan of survey dedicating part of Lots 15, 16, 17 and 18 Section 1 Deposited Plan 983687 as public road.

BACKGROUND

The intersection of Bergalia Street, Turnbolls Lane and Evans Street was redesigned and reconstructed in 2013 to improve line of sight at Turnbolls Lane. The works encroached on the adjoining Council owned land.

FBD15/068 ROAD WIDENING, BERGALIA STREET, MORUYA

E15.9315

CONSIDERATIONS

A sketch of the area is set out below.



Legal

To legalise the road, dedication of land in accordance with the provisions of the Roads Act 1993 is required.

Lots 15-18 Section 1 DP 983687 are owned by Council and classified as operational land. As such there is no impediment to dedicating the area required for road purposes.

A plan of survey has been prepared and is required to be registered at the Land and Property Information Office dedicating the road widening as public road.

The Common Seal of Council will be required to be affixed to the plan of survey.

Financial

The costs for the registration of the plan are available within existing budgets.

CONCLUSION

Dedication of Council owned land is required to contain the new section of road formation within a legal road reserve.

**FBD15/069 LICENCE FOR JETSKI HIRE AND WATER SPORTS BUSINESS -
CORRIGANS BEACH**

E80.1320

Responsible Officer: Anthony O'Reilly - Director Finance and Business Development

Attachments: Nil

Focus Area: Support Services

Delivery Program Link: SS3.3 Provide administrative, technical, professional and trade services

Operational Plan Link: SS3.3.4 Manage Council property to achieve best value to the community

EXECUTIVE SUMMARY

The current temporary licence held by the business trading as Southern Watersports Jet Ski Hire and Batemans Bay Watersports to operate a jet ski hire and water sport activity business within Crown Reserve R66122 at Corrigans Beach, Batehaven expires on 22 October 2015.

The business has been operating off Corrigans Beach Reserve for many years.

No former complaints have been received by Council regarding the business within the past 12 months. Granting of a further twelve-month temporary licence for these activities is considered appropriate.

RECOMMENDATION

THAT Council as Trust Manager for the Eurobodalla (North) Reserve Trust, in accordance with Section 108 of the Crown Lands Act 1989, grant a licence to the owners of the business trading as Southern Watersports Jet Ski Hire and Batemans Bay Watersports to operate a jet ski hire and water sport activity business within Crown Reserve R66122 at Corrigans Beach, Batehaven for a term of twelve months commencing on 23 October 2015 subject to:

- (a) Provision of the relevant approvals from the Australian Maritime Safety Authority and the Marine Parks Authority.
- (b) Provision of public liability insurance for \$20 million in accordance with Council's policy.
- (c) Payment of a licence fee of \$1,700 inclusive of GST per annum.
- (d) Other conditions of the existing licence.

BACKGROUND

At its Ordinary meeting held on 23 September 2014 Council resolved:

THAT:

1. Council as Trust Manager for the Eurobodalla (North) Reserve Trust, in accordance with Section 108 of the Crown Lands Act 1989, grant a licence to the owners of the business trading as Southern Watersports Jet Ski Hire and Batemans Bay Watersports to operate

**FBD15/069 LICENCE FOR JETSKI HIRE AND WATER SPORTS BUSINESS -
CORRIGANS BEACH**

E80.1320

a jet ski hire and water sport activity business within Crown Reserve R66122 at Corrigans Beach, Batehaven for a term of twelve months commencing on 23 October 2014 subject to:

- (e) Provision of the relevant approvals from the Australian Maritime Safety Authority and the Marine Parks Authority.
 - (f) Provision of public liability insurance for \$20 million in accordance with Council's policy.
 - (g) Payment of a licence fee of \$1,650 inclusive of GST per annum.
 - (h) Other conditions of the existing licence.
2. Expressions of interest be sought from parties interested in conducting a long-term water sport business Corrigans Beach Reserve.

The business has been operating from Corrigans Beach Reserve at the location shown in the plan below.



The temporary licence to Batemans Bay Watersports to conduct the jet ski and water sport activity business is due to expire on 22 October 2015.

CONSIDERATIONS

Both aspects of the business run daily from 10am to 5pm from the one station on the beach. The jet skis for hire are parked on trailers and business transactions are conducted within an area approximately 6 metres wide fronting the beach.

The water sport activities comprises one twin jet boat for waterskiing, wakeboarding and tube rides. The twin jet boat is launched from Hanging Rock boat ramp with the vehicle and trailer

**FBD15/069 LICENCE FOR JETSKI HIRE AND WATER SPORTS BUSINESS -
CORRIGANS BEACH**

E80.1320

being either parked at the boat ramp or on the grassed area behind the beach at Corrigans Beach Reserve.

No complaints have been received regarding the on-water operations of this business over the past 12 months.

Legal

Corrigans Beach Reserve is a Crown Reserve under the care and control of the Eurobodalla (North) Reserve Trust for which Council is the Trust Manager. Under the provisions of the Crown Lands Act 1989 a licence cannot be granted for a period of over twelve months without consent from the Minister administering the Crown Lands Act.

Crown Lands has advised that the Minister will only give consideration to a five-year licence if he is satisfied Council as Trust Manager has engaged in an open and competitive process.

A procedure to satisfy the Crown Lands Division's requirements regarding fairness and transparency in consenting to this and any other licences for terms in excess of twelve months is currently being developed and is expected to be presented to Council for consideration within the next few months.

The activities require a Certificate of Operations with the Australian Maritime Safety Authority (AMSA), the governing body for Hire and Drive Permits and a Marine Park Permit to conduct commercial water sport activities issued in accordance with the NSW Marine Park Zoning Regulation 1999, both held by the business owners.

Asset

An assessment of the business capacity will be required to be undertaken to determine how many land and water based recreational business activities can be sustained within Corrigans Beach Reserve.

Other inquiries have been made however no formal applications have been received.

Accordingly it would be appropriate for only a temporary licence to be granted in this instance.

Social Impact

This operation provides an attraction and activity for local residents as well as tourists to this area.

Economic Development Employment Potential

The business provides employment and adds to the economy of the Shire.

Financial

The current licence fee for Southern Water Sports is \$1,650 including GST.

The recommended licence fee for the new licence is \$1,700 including GST, an increase broadly in line with CPI of 3%.

Community Engagement

The granting of a licence for jet ski hire is in accordance with the adopted Plan of Management for Corrigans Beach Reserve.

**FBD15/069 LICENCE FOR JETSKI HIRE AND WATER SPORTS BUSINESS -
CORRIGANS BEACH**

E80.1320

CONCLUSION

The jet ski hire and water sports activities has been operating off Corrigans Beach Reserve for many years.

No written complaints have been received by Council regarding the business within the past 12 months. Granting of a further twelve-month temporary licence for these activities is considered appropriate.

FBD15/070 ROAD CLOSURE - MILLER STREET, BATEMANS BAY

04.8630.E

Responsible Officer: Anthony O'Reilly - Director Finance and Business Development

Attachments: 1. Confidential - Valuation
2. Confidential - Applicant
3. Confidential - Recommended Sale Price

Focus Area: Support Services

Delivery Program Link: SS3.3 Provide administrative, technical, professional and trade services

Operational Plan Link: SS3.3.4 Manage Council property to achieve best value to the community

EXECUTIVE SUMMARY

Miller Street south of Golf Links Drive Batemans Bay is a gravel road that currently provides access to 6 Miller Street, 28 Golf Links Drive, 30 Golf Links Drive and is a legal access to the adjoining golf course.

An application has been received for the closure and purchase of that part of Miller Street providing for the creation of an easement for access in favour of the properties with direct access off that part of Miller Street.

The applicant is a development company of which the registered proprietor of 30 Golf Links Drive is a director. If the road is closed and purchased by the company it is understood that the intention is to lodge a DA for a multi-storey residential complex over the combined site.

In accordance with Council's procedure for road closure applications, the proposal has been referred to relevant Council staff and notification given to appropriate authorities, neighbouring property owners and the general public, giving 42 days for submissions.

An objection has been received from Catalina Country Club, however it is considered the basis for the objection is insufficient to warrant not supporting the application.

RECOMMENDATION

THAT subject to a Deed of Agreement being entered into with the applicant for the closure of part of Miller Street, Batemans Bay requiring the applicant to:

- i. Undertake to pay all costs associated with the closure of part of Miller Street;
- ii. Construct an access to a heavy vehicle standard regardless of development approval for a multi-storey residential complex;

and for Council to:

- i. Make application to the Crown Lands Division of the Department of Primary Industries to close that part of Miller Street, Batemans Bay south of Golf Links Drive subject to the creation of an easement for access 6 metres wide in favour of Lots 14 and 15 DP 31469 and Lot 1 DP 1036103 with the burdened property to be responsible for the construction and maintenance of the access.

FBD15/070 ROAD CLOSURE - MILLER STREET, BATEMANS BAY

04.8630.E

- ii. sell the road, if closed, to the applicant for an amount set out in the Confidential Attachment to Report FBD15/070
- 1. Application be made to the Crown Lands Division of the Department of Primary Industries to close that part of Miller Street, Batemans Bay south of Golf Links Drive subject to the creation of:
 - (a) An easement for access 6 metres wide in favour of Lots 14 and 15 DP 31469 and Lot 1 DP 1036103 with the burdened property to be responsible for the construction and maintenance of the access; and
 - (b) An easement for water supply 6 metres wide.
- 2. All costs associated with the closure application including Crown Lands' fee, survey and plan registration fees and Council's stage 2 processing fee of \$1,160 be borne by the applicant.
- 3. If closed the land be sold to the applicant for the amount set out in the Confidential Attachment to Report FBD15/070
- 4. Consent be given to affix the Common Seal of Council to:
 - (a) The Deed of Agreement
 - (b) The Contract for Sale
 - (c) The Transfer for the closed road.

BACKGROUND

Miller Street south of Golf Links Drive, Batemans Bay is a gravel road that currently provides access to 6 Miller Street (Lot 15 DP 31469), 28 Golf Links Drive (Lot 14 DP 31469), 30 Golf Links Drive (Lot 1 DP 1178623) and is a legal access to the adjoining golf course (Lot 1 DP 1036103).

An application has been received for the closure and purchase of that part of Miller Street providing for the creation of an easement for access in favour of the properties with direct access to that part of Miller Street.

The applicant is a development company of which the registered proprietor of 30 Golf Links Drive is a director. If the road is closed and purchased by the company, it intends to lodge a DA for a multi-storey residential complex over the combined site.

The name of the applicant and company members is set out in the Confidential Attachment.

In accordance with Council's procedure for road closure applications, the proposal has been referred to relevant Council staff and notification given to appropriate authorities, neighbouring property owners and the general public allowing 42 days for submissions.

FBD15/070 ROAD CLOSURE - MILLER STREET, BATEMANS BAY

04.8630.E

A plan showing the proposal is below.



CONSIDERATIONS

Asset

The closure of part of Miller Street and creation of an easement for access 6 metres wide in favour of the properties currently fronting Miller Street, will release Council from future maintenance obligations in that part of Miller Street.

A water main on the western side of the road will require an easement for water supply but will be contained within the site of the proposed easement for access.

No objections were received from other statutory authorities to the proposed closure.

Legal

In accordance with the Roads Act 1993, Council is the Roads Authority for public roads and whilst Council can recommend the closure of a road, it must be approved by the responsible Minister, currently the Minister for Lands and Water.

Before an application is made to Crown Lands for a road closure the proposal must be advertised in a local paper and notification given to all affected landowners and authorities giving a minimum 28 day submission period.

Submissions are to be considered and objections resolved, or if Council forms the opinion that no further progress can be made, a report with a summary and assessment of the submissions/objections with a recommendation sent to Crown Lands for determination.

As that part of Miller Street is formed and public money has been expended on it, upon closure the land will be vested in Council and able to be sold to the applicant.

FBD15/070 ROAD CLOSURE - MILLER STREET, BATEMANS BAY

04.8630.E

An 88B Instrument will be required to create the easement for access and the easement for water supply.

To safeguard the interest of the landowners who will be benefitted by the easement for access, the registered proprietor of the former road will be responsible for the construction and maintenance costs of the access. This has been agreed to by the applicant.

To ensure the access is constructed in the event the proposed development does not proceed, Council should enter into a Deed of Agreement with the applicant prior to the road closure application being made to Crown Lands providing for the Council to make the application subject to the applicants undertaking to construct the access to a heavy vehicle standard whether or not the proposed multi-storey residential development proceeds.

Policy

In accordance with Council's Land Acquisition and Disposal Policy the public road must be closed under the Roads Act 1993 to enable the sale of the land to proceed.

Community Engagement

Public notice of the proposal was published in the local print media and the landowners adjoining that part of Miller Street were contacted directly with a period of 42 days given for the receipt of submissions.

Objections were received from the registered proprietors of 6 Miller Street and 28 Golf Links Drive, however after discussions between the landowners and the applicants the objections were withdrawn.

An objection was also received from the Catalina Country Club Limited and despite discussions with the Club's President and CEO, it maintains its objections, namely:

"Miller Street is the only Emergency vehicle and Heavy vehicle access to the Clubs land. The Club requires a minimum of 99ft wide access for Heavy vehicle floating of earth works machinery to gain access to the golf course."

In accordance with the proposal, the easement for access will maintain access to the golf course at this point. As a fully constructed and maintained driveway it will provide improved emergency access than currently exists and will be constructed to a standard to accommodate heavy vehicles. The proposed 6 metre wide easement would be sufficient to accommodate heavy vehicles, "99ft" (30 metres) is not required and is not currently available. Miller Street is only 20 metres wide and contains a number of trees which currently restrict access.

FBD15/070 ROAD CLOSURE - MILLER STREET, BATEMANS BAY

04.8630.E

There are also existing and potential alternate accesses available for heavy vehicles. These are shown on the plan below.



The aerial photo and terrestrial photos below show the impediments to the current access in Miller Street to the golf course.



FBD15/070 ROAD CLOSURE - MILLER STREET, BATEMANS BAY

04.8630.E



Photo taken from Golf Links Drive.



Photo looking up Miller Street from the golf course.

FBD15/070 ROAD CLOSURE - MILLER STREET, BATEMANS BAY

04.8630.E

Financial

In accordance with Council's Land Acquisition and Disposal Policy all costs associated with the closure and purchase including Crown Lands' fee, survey and plan registration fees and Council's stage 2 processing fee of \$1,160 should be borne by the applicant together with payment of fair sale price determined by a registered valuer.

At the request of the applicant and at the applicants cost, a registered valuer was commissioned to determine fair sale value prior to the lodgement of the closure application.

A copy of the valuation is set out in the Confidential Attachment.

The valuer has verbally advised that there has been no significant increase in vacant land value and therefore it is considered reasonable to rely on that determination.

The recommended sale price is set out in the Confidential Attachment.

CONCLUSION

The proposal to close and sell part of Miller Street south of Golf Links Drive subject to the creation of an easement for access in favour of properties fronting that part of Miller Street is considered acceptable despite the objection from Catalina Country Club Limited.

It is considered there is no sound basis for the objection as access will be maintained, indeed improved access will be provided as a result of the proposed road closure.

The closure and sale of part of Miller Street is considered beneficial as it will devolve Council of future maintenance responsibilities and facilitate quality development in this area.

FBD15/071 INVESTMENTS MADE AS AT 31 AUGUST 2015

E99.3517

Responsible Officer: Anthony O'Reilly - Director Finance and Business Development

Attachments: Nil

Strategic Objective: Support Services

Delivery Plan Link: SS1.1 Manage Council's financial assets and obligations

Operational Plan Link: SS1.1.2 Undertake forward budgeting and financial reporting

EXECUTIVE SUMMARY

The purpose of this report is to:

- certify that Council's investments in financial instruments have been made in accordance with the 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 31 August 2015 made in accordance with the Act, Council's investment policy and the provision of Clause 1 (Reg 212) of the Local Government (General) Regulation 2005, be received.

CONSIDERATIONS

Legal

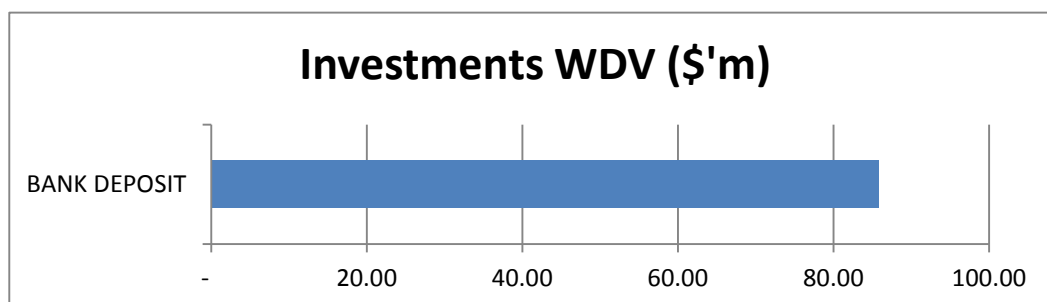
Budgeted legal fees for 2015-2016 are \$0.03m with minor expenditure incurred this year to date. Credit crisis related legal costs for the financial years 2008-2015 were \$0.37m.

Policy

Investments comply with Council's Investment policy.

Financial

Council Investing Overall



FBD15/071 INVESTMENTS MADE AS AT 31 AUGUST 2015

E99.3517

Council has 100% (\$85.76m) invested in bank deposits. The bank deposits are in banks rated A or greater or covered by the AAA rated Government Guarantee (except \$1.75m with IMB (Rated BBB+)). Investment in Government Guaranteed Deposits is \$2.5M and represents 2.90% of the portfolio.

The weighted average return for all investments for the month is 2.92% which is above the Council policy benchmark of Bank Bill Swap rate (BBSW) + 0.25% (2.39%).

Collateralised Debt Obligation (CDO)

A Proof of Claim has been lodged on behalf of Council in respect of the scheme of arrangement (Scheme) between Lehman Brothers Australia Limited (in liquidation) and its Scheme Creditors. The first interim dividend was declared on 31 August 2015 in the amount of 10.99 cents in the dollar (\$257,450.18). This amount has been received and a further instalment is expected in October 2015. Legal action against the Commonwealth Bank and Standard and Poors is proceeding and any developments will be advised when information is received.

Summary Investment Information

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

CATEGORY	WDV (\$)
At Call Deposit Government Guaranteed	250,000
At Call Deposit	3,511,013
Term Deposits	79,750,000
Term Deposits Government Guaranteed	2,250,000
	\$85,761,013
<i>Weighted Average Interest %:</i>	<i>2.92%</i>
<i>Average 90 day BBSW + 25%:</i>	<i>2.39%</i>

FBD15/071 INVESTMENTS MADE AS AT 31 AUGUST 2015

E99.3517

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 %	Medium Liquidity Risk %	High Liquidity Risk %	Total % WDV
Remote Risk	2.90	0.00	0.00	2.90
<i>Policy Limit</i>	<i>100.00</i>	<i>70.00</i>	<i>50.00</i>	
Near Risk Free	95.06	0.00	0.00	95.06
<i>Policy Limit</i>	<i>100.00</i>	<i>50.00</i>	<i>30.00</i>	
Some Limited Risk	2.04	0.00	0.00	2.04
<i>Policy Limit</i>	<i>30.00</i>	<i>20.00</i>	<i>10.00</i>	
At Risk	0.00	0.00	0.00	0.00
<i>Policy Limit</i>	<i>0.00</i>	<i>0.00</i>	<i>0.00</i>	
Grand Total:	100.00	0.00	0.00	100.00

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 2014 is 2.85:1. Council therefore has approximately \$2.85 of current assets for each \$1 of current liabilities.

CONCLUSION

Certification

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 Act and related Regulations.

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.

RECOMMENDATION

THAT pursuant to Section 10A of the Local Government Act, 1993 the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

CON15/014 Fees and Charges

Item CON15/014 is confidential in accordance with s10(A)(2)(a) of the Local Government Act because it contains personnel matters concerning particular individuals (other than councillors) and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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.