



AGENDA

Ordinary Meeting of Council

9 March 2021

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

ON TUESDAY 9 MARCH 2021

COMMENCING AT 11.00AM

AGENDA

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

1. WELCOME

2. ACKNOWLEDGEMENT OF COUNTRY

3. APOLOGIES

Nil

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Ordinary Meeting held on 23 February 2021

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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DR CATHERINE DALE
GENERAL MANAGER

MR21/002 MOGO PATHWAY

File Ref: S008-T00015; S012-T00025

Attachments: 1. Proposed works

EXECUTIVE SUMMARY

Council is continuing to work with the many towns and communities impacted by the Black Summer bushfires, with case management support for individuals and families, as well as range of supports for communities, including events, programs and projects that connect and support positive recovery and renewal.

This report recommends the allocation of residual bushfire grant funding money for the construction of a reinforced concrete footpath along Church Street and Park Street in Mogo to connect the Mogo Village and Mogo Public School with the Boomerang Place, Mogo oval and playground and residents within Church Street, Park Street and Ison Street. The aim of the project will be to connect key parts of the residential community and to ensure accessibility for community members to walk into the Mogo CBD and also visit the Mogo oval, playground and picnic/BBQ facilities comfortably.

At its meeting on 7 April 2020, Council allocated \$1,416,667 to a number of projects under the 'Disaster Recovery Funding – Commonwealth Government, Councils Affected by Bushfires' funding provided by the Australian Government through the National Bushfire Recovery Agency.

A number of these projects are finalised or close to finalisation and there is \$115,000 of savings remaining from this funding. I propose Council allocates this residual funding to the construction of a footpath that connects the Mogo Village with the Mogo oval and playground.

In 2019, Council completed the redevelopment of the Mogo Recreation Park with a new playground that includes a challenging climbing frame, fun slide, spinning carousels and swings. Other amenities include a new barbecue, additional covered picnic tables and upgrade of the public toilets, including a mural by local Aboriginal artists Bronwen Smith. This is a space for the whole community, and Council worked closely with the town's businesses, school and Local Area Land Council to develop a facility that functions to bring residents together and give visitors a place to stop, rest and play. The construction of this pathway will complement these works enabling safe passage from the Mogo Village to the Mogo oval and playground (Refer to attached map).

This works will be in addition to the suite of measures Council continues to implement to support Mogo's recovery.

RECOMMENDATION

THAT Council allocate \$115,000 from residual funding from the Disaster Recovery Funding – Commonwealth Governments, Councils Affected by Bushfires grant to the construction of a pathway to link the Mogo Village along Church Street and Park Street to Boomerang Place, the Mogo oval, playground and residents.

REPORT

The Disaster Recovery Funding – Commonwealth Government, Councils Affected by Bushfires funding was made available to bushfire affected Local Government areas in Australia following the unprecedented bushfires from August 2019 onwards. At its meeting on 7 April 2020,

MR21/002 MOGO PATHWAY

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Council allocated projects under the funding guidelines. The report can be found at https://www.esc.nsw.gov.au/data/assets/pdf_file/0003/159492/Agenda-Public.pdf

This funding offer was subject to an approved Program of Works and a report back to the Australian Government in 12 months time. This project falls within the guidelines of the funding agreement.

The following projects have been recognised as savings and this funding will be used for the construction of the footpath:

Project	Original allocation	Allocation to footpath project
Community Development program	\$250,000	\$65,000
Mogo Activation Plan	\$150,000	\$40,000
Outdoor Licence Fee Waive	\$87,000	\$10,000

It should be noted that the proposed pathway will connect directly to the existing pedestrian activated traffic lights on the Princes Highway at the corner of Church Street to allow safe crossing of the Princes Highway. An existing formal pathway already extends from the lights into the Mogo Village along the Princes Highway. The construction of the footpath from the Princes Highway west along Church Street and Park Street will enable safe access and serve to connect the community from the village and school to Boomerang Place, the Mogo oval and playground and residents in the broader village. A short length of pathway will also extend across the Veitch Street culvert crossing to allow a new railing to be added to improve safety and address a concern recently raised by the Mogo community.

Further, Council will soon commence rebuilding Queen Street, west of Park Street and construct a new carpark near the oval under the 2020-21 Urban Roads Reconstruction Program. This work will commence in April 2021.

The proposed new pathway is identified in the Eurobodalla Pathways Strategy 2017 and can be delivered before 30 June 2021.

The attached map highlights the proposed pathway works in yellow and its connection between the Mogo Village and Mogo Oval.



**PSR21/003 ROAD OPENING, RIGHT OF WAY AMENDMENT AND CREATION
OF LAND PARCELS- TRAFALGAR ROAD, TUROSS HEAD**

**S023-T00023
LAND ID
33052/8764**

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

Attachments: 1. Confidential - Property details

Outcome: 9 Innovative and Proactive Leadership

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

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

Operational Plan Link: 9.2.2.2 Facilitate property sales and development

EXECUTIVE SUMMARY

The purpose of this report is to seek Council approval of the proposal for road opening, creation of land parcels, sale and acquisition of land, and an amendment to the Right of Way (RoW) at Sandy Point, Trafalgar Road, Tuross Head.

The upgrade of Sandy Point picnic ground (being Lot L DP 362231) located at the intersection of Trafalgar Road and Nelson Parade, Tuross Head is proposed in order to formalise access arrangements and carparking in the area, and to create land parcels for existing and future boat sheds.

Access rights and land ownership in the area are complex and there are a number of issues that this proposal will assist in addressing, including:

- Access rights to an adjoining house which requires entry over Council operational land and private land
- Legal access to the waterfront properties which is not aligned to the practical access
- Waterfront sheds which are currently occupied without any formal tenure
- High levels of informal parking during busy periods.

The steps to resolve these issues are:

- Creation of a road reserve from the operational land on which the car park is situated
- Creation of individual lots on the waterfront to facilitate the formalisation of tenure with current users
- Purchase by Council of a small area of private land adjoining the car park to increase the road reserve as part of a land swap agreement with the owner of that land.
- Sale by Council of one of the new boatshed lots to the current user who is also the owner of the land referenced above

That landowner's details are set out in the confidential attachment.

**PSR21/003 ROAD OPENING, RIGHT OF WAY AMENDMENT AND CREATION
OF LAND PARCELS- TRAFALGAR ROAD, TUROSS HEAD**

**S023-T00023
LAND ID
33052/8764**

RECOMMENDATION

THAT

1. All actions necessary be taken to subdivide Lot L DP 362231 and:
 - (a) dedicate part Lot L DP 362231 as road reserve.
 - (b) create land parcels along the waterfront
2. The General Manager be given delegated authority to negotiate the sale of lots created currently being part Lot L DP 362231 in accordance with Council's *Land Acquisition and Disposal Policy*
3. All survey and legal fees associated with the Plan of Subdivision of Lot L DP 362231 be borne by Council.
4. The General Manager be given delegated authority to negotiate the purchase of part Lot 2 DP 1084399 for dedication as road reserve.
5. Agreement be entered into with the landowner of Lot 2 DP 1084399 providing for the transfer of part of their land for public road purposes subject to Council amending the Right of Way.
6. Consent be given for extinguishment of Right of Way and creation of amended Right of Way for access to Lots D - J DP 18055, Lot 1 DP 624709, Lots 1 - 7 DP 28921 and Lot 88 DP 1243745.
7. Consent be given to affix the Common Seal of Council, if required, to all necessary documents associated with the subdivision, transfer and sale of the subject properties.

BACKGROUND

Lot L DP 362231 known as Sandy Point, is located at the end of the intersection of Trafalgar Road and Nelson Parade, Tuross Head and is a popular picnic area adjoining Tuross Lake and nearby waterfront restaurants. Lot L is Council owned operational land.

Access rights and land ownership in the area are complex and includes a road reserve at Trafalgar Road, an informal track within operational land towards the waterfront properties and a Right of Way (RoW) over private land.

That private land is Lot 2 DP 1084399, a Y-shaped block of land adjoining the Council land, and the RoW provides access to most of the properties along the waterfront including some Council land. Part of that RoW is not utilised as access.

Creation of land parcels that accommodate existing and potential boat sheds is proposed.

One land parcel accommodating an existing boat shed is proposed to be sold to the owners of Lot 2 DP 1084399. As part of the negotiations in relation to this sale and to resolve access issues in the area, Council has been negotiating with the land owners and a transaction has been agreed which involves Council buying part of Lot 2 from the same owner and selling part of Lot L.

**PSR21/003 ROAD OPENING, RIGHT OF WAY AMENDMENT AND CREATION
OF LAND PARCELS- TRAFALGAR ROAD, TUROSS HEAD**

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Part of the proposal will include creating road reserve within Council's Lot L to formalise access to the area and carparking.

To achieve the best outcome for all landowners the draft proposal is as follows:

- Subdivide Council land Lot L, create land parcels for the boat sheds, sell one lot to the owner of Lot 2 DP 1084399 and dedicate part Lot L as road reserve
- Acquire part of the RoW over Lot 2 DP 1084399 (area marked in red in sketch below) and dedicate that portion as road reserve
- Amend RoW to ensure the same access is benefitting parcels on the waterfront as are currently benefitted.

The proposal will be formalised to achieve the best outcome for all parties.

CONSIDERATIONS

The layout of the area currently is shown here:



PSR21/003 ROAD OPENING, RIGHT OF WAY AMENDMENT AND CREATION
OF LAND PARCELS- TRAFALGAR ROAD, TUROSS HEAD

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The effect of this proposal is shown here:



Legal

All land dealings will be appropriately registered at Land Registry Services. Any road dealings will be dealt with in accordance with the *Roads Act 1993*.

<https://www.legislation.nsw.gov.au/#/view/act/1993/33>

The Council land is classified as operational land and as such there is no impediment to the sale of these properties.

One lot being sold to the land owner of Lot 2 DP 1084399 is in accordance with *Section 55 of the Local Government Act 1993* which confirms that the sale to a proponent does not require invitation of other expressions of interest.

PSR21/003	ROAD OPENING, RIGHT OF WAY AMENDMENT AND CREATION OF LAND PARCELS- TRAFALGAR ROAD, TUROSS HEAD	S023-T00023 LAND ID 33052/8764
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<https://www.legislation.nsw.gov.au/view/html/inforce/current/act-1993-030#sec.55>

Policy

The sale and purchase of land and amendment to the RoW will be in accordance with Council's *Land Acquisition and Disposal Policy*.

www.esc.nsw.gov.au/inside-council/council/council-policies/policies/Land-Acquisition-and-Disposal-Policy.pdf

Asset

Improvements to the road reserve, access and carparking in the area will be beneficial for this popular location.

Social Impact

Part of the proposal will include creation of road reserve within Council's Lot L to formalise access to the area and carparking for locals and visitors.

Economic Development Employment Potential

The area is an important destination for locals and tourists. The area becomes very busy and this initiative will assist in improving the experience for visitors to the area and for adjoining businesses.

Financial

Costs associated with amendment to the RoW, maintenance and road opening and any agreements have been agreed between the relevant parties and is detailed in the confidential attachment.

Community and Stakeholder Engagement

Council's Engagement Planning Tool and relevant legislation have been used to guide the best approach to engagement on this matter. There is no legal requirement to advise the community through public notice, or to seek feedback through public exhibition for land dealings within operational land.

CONCLUSION

This report recommends that Council support the proposal of road opening, creation of land parcels, sale and acquisition of land and amendment to the RoW.

PSR21/004 LEASING - MORUYA AIRPORT SUBDIVISION

S023-T00003

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

Attachments: Nil

Outcome: 9 Innovative and Proactive Leadership

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

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

Operational Plan Link: 9.2.2.1 Manage leases and licences

EXECUTIVE SUMMARY

The purpose of this report is to seek approval to lease individual lots within Lot 5 DP1264836 at Moruya Airport.

The subdivision of Lot 5 DP1264836 at Moruya Airport is nearing completion. It is expected that stage 1 of the western precinct subdivision will be finalised before July 2021 resulting in the creation of an additional 11 lots.

It is recommended that Council approves the leasing of the 11 created lots in accordance with the Airport Master Plan and the purpose for which they were created.

RECOMMENDATION

THAT

1. Council endorses entering into leases over part Lot 5 DP1264836 in the new subdivision at Moruya Airport including the following conditions
 - (a) Payment of annual rent in-line with similar airport leases.
 - (b) Provision of evidence of public liability insurance cover in the amount of at least \$20 million; and
 - (c) Conditions generally in line with other airport leases
2. Consent be given to affix the Common Seal of Council to all necessary documents associated with the leases.

BACKGROUND

Council obtained grant funding from the NSW and Australian Governments of \$7.1 million to deliver elements of the Moruya Airport Master Plan. The latest stage of the project is nearing completion, creating a further 11 lots at Moruya Airport.

To assist in delivering the Master Plan and in stimulating economic activity at the airport, Council developed a new template lease. Amended terms in the template include a maximum 25-year term, plus 25-year option (exercisable at a complying lessee's discretion, not Council), fewer market rent assessments to make future lease costs more predictable, and all the lessee's improvements would remain the lessee's property at the conclusion of the lease.

Consistent with the Airport Master Plan, Council will seek people interested in securing leases over the proposed lots. This will be an open process and may include marketing by a licenced

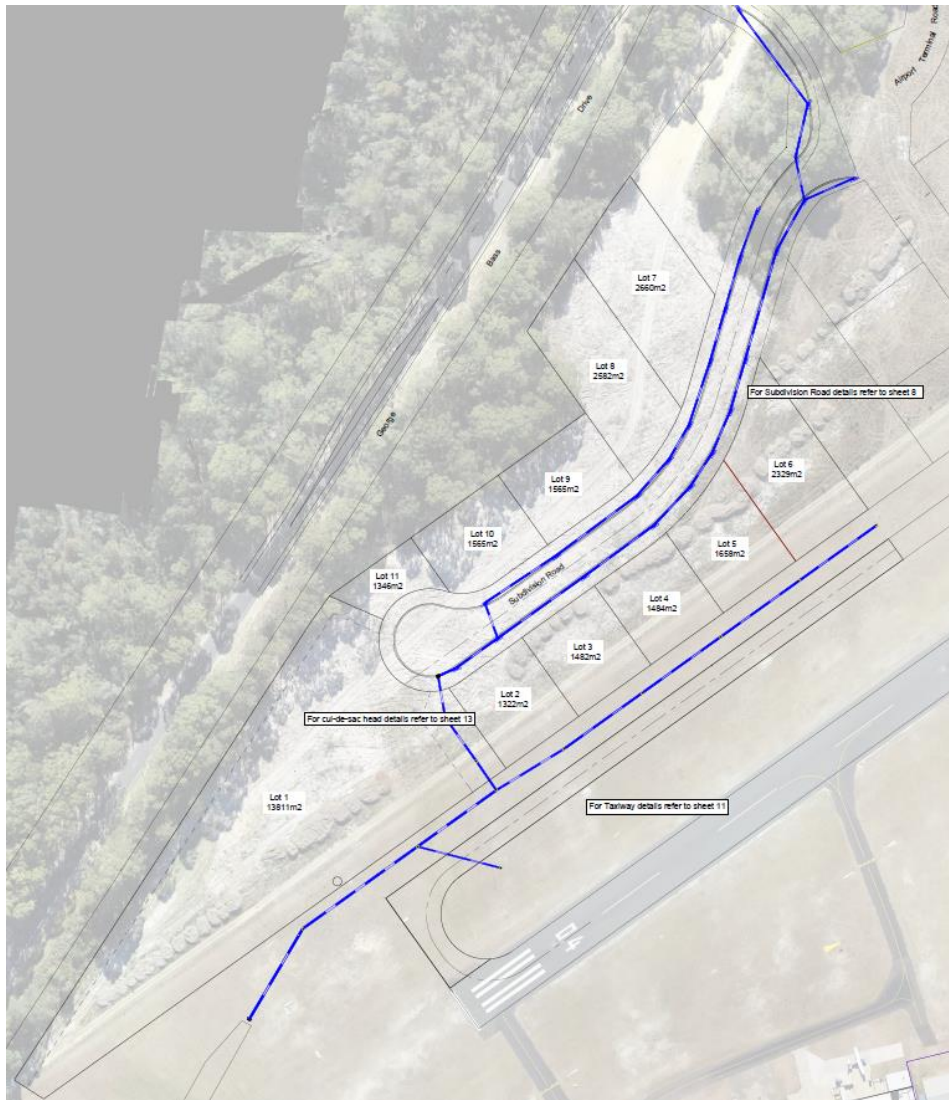
PSR21/004 LEASING - MORUYA AIRPORT SUBDIVISION

**S023-
T00003**

real estate agent or a public expression of interest process. As part of normal negotiations, minor amendments to the lease template may be negotiated.

CONSIDERATIONS

Indicative lots are shown in the sketch below.



*11 lot subdivision, Lot 5 DP 1264836
Moruya Airport, Bruce Cameron Drive, Moruya*

Legal

Lot 5 DP1264836 is operational land and therefore there is no legal impediment to granting leases.

Policy

The Moruya Airport Master Plan was endorsed by Council in May 2015.

PSR21/004 LEASING - MORUYA AIRPORT SUBDIVISION

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T00003**

Economic Development Employment Potential

Increasing airport occupancy and hangar developments is important to the local aviation economy and its long term tenure will boost the overall development of the airport.

Financial

An up to date valuation from a registered valuer has been obtained and rents will be negotiated using this valuation.

Community and Stakeholder Engagement

Moruya Airport is operational land and there are no legal requirements for consultation in relation to this matter. The public will be informed via a report to the Ordinary Meeting of Council and via the Master Plan which has been available on Council's website since 2015 and which was on public exhibition prior to its endorsement.

CONCLUSION

The subdivision of Lot 5 DP1264836 at Moruya is expected to be finalised before July 2021 resulting in the creation of 11 lots.

Council will seek parties interested in securing leases over the proposed lots and negotiate long term leases.

This report is presented to Council with a recommendation to endorse the negotiation and execution of leases in the new subdivision.

PSR21/005 HANGAR LEASE RENEWAL - MORUYA AIRPORT

S023-T00003

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

Attachments: 1. Confidential - Hangar lease renewal

Outcome: 9 Innovative and Proactive Leadership

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

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

Operational Plan Link: 9.2.2.1 Manage leases and licences

EXECUTIVE SUMMARY

The purpose of this report is to seek approval to extending the lease over Lot 131 DP 813595 at Moruya Airport for an additional 25 years. The current term expires on 31 December 2027.

The Lessee's primary use of the site is aircraft storage and aviation based business operations.

Subject to approval by Council, lease negotiations are nearing conclusion with the Lessee regarding Lot 131 DP 813595 at Moruya Airport.

It is considered reasonable and appropriate that Council surrender the current lease and grant a further lease over Lot 131 DP 813595.

RECOMMENDATION

THAT

1. Council endorses a lease over Lot 131 DP 813595 including the following conditions:
 - (a) Terms and conditions and payment of annual rental in line with similar airport leases;
 - (b) A term of up to 25 years with a further 25 year option; and
 - (c) Provision of evidence of public liability insurance cover in the amount of at least \$20 million;
2. Consent be given to affix the Common Seal of Council to the lease over Lot 131 DP 813595

BACKGROUND

The Lessee of Lot 131 DP 813595 has carried out significant development of the site since the commencement of the original lease in 2003. The Lessee plans to undertake further development and has requested an extension of their lease.

Council can facilitate this by surrendering the original lease and granting a further long term lease in accordance with the Airport Master Plan.

The hangar currently on site was built by the Lessee under the original lease and ownership of this hangar will sit with Council at the expiration of the current lease.

To assist in stimulating economic activity at the airport, Council developed a new template lease. Amended terms in the template include a maximum 25 year term, plus 25 year option

PSR21/005 HANGAR LEASE RENEWAL - MORUYA AIRPORT

**S023-T00003
LAND ID: 25445**

(exercisable at a complying lessee's discretion, not Council's), fewer market rent assessments to make future lease costs more predictable and all the Lessee's improvements would remain the Lessee's property at the conclusion of the lease.

Under the new lease, ownership of any further hangar developments undertaken onsite will remain with the Lessee. Rent under the new lease will be calculated taking into consideration that without the lease extension, the existing hangar would have become Council's at the expiration of the current lease.

CONSIDERATIONS

The lease area is shown in the sketch below.



Lot 131 DP 813595 – Moruya Airport, Bruce Cameron Drive, Moruya



Lot 131 DP 813595 – Moruya Airport, Bruce Cameron Drive, Moruya

PSR21/005 HANGAR LEASE RENEWAL - MORUYA AIRPORT

**S023-T00003
LAND ID: 25445**

Legal

Lot 131 DP 813595 is operational land. There is no legal impediment to granting a lease for this facility.

Policy

Development at Moruya Airport is a key element of the Moruya Airport Master Plan which was endorsed by Council on 24 May 2015.

ICAC Direct Dealing guidelines provide guidance on when transactions can be undertaken without undertaking an open market process. In this case, extending the lease now will benefit the airport and local economy by delivering investment now that would not otherwise be forthcoming until at least the end of the current lease.

Economic Development Employment Potential

Further development at Moruya Airport benefits the airport precinct overall and may also stimulate interest from other businesses considering relocation. Increasing airport occupancy and hangar developments is important to the local aviation economy and its long-term tenure will boost the overall development of the airport.

Financial

The rental under the new lease will be calculated on a market basis for the land alone until 31 December 2027 using a valuation by Registered Valuer.

Rent will be determined from 1 January 2028 for both the land and original hangar.

Community and Stakeholder Engagement

Moruya Airport is operational land and there are no legal requirements for consultation in relation to this matter. The public will be informed via this report to the Ordinary Meeting of Council.

The Moruya Airport Master Plan was placed on public exhibition prior to its endorsement.

CONCLUSION

The lease over Lot 131 DP 813595 is due to expire 31 December 2027.

The Lessee of this allotment has carried out significant development of the site since the commencement of the original lease in 2003. They plan to undertake further development and have requested an extension of their lease.

This report is presented to Council regarding the proposed surrender and regranting of a lease over Lot 131 DP 813595 Moruya Airport. This report recommends endorsement of the proposed lease arrangements.

IR21/007 LOCAL TRAFFIC COMMITTEE NO 5 FOR 2020-21

S030-T00018

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services
Attachments: Nil
Outcome: 7 Connected and Accessible Places
Focus Area: 7.1 Work in partnership to provide an integrated transport network
Delivery Program Link: 7.1.2 Provide a safe efficient and integrated transport network
Operational Plan Link: 7.1.2.4 Coordinate the Local Traffic Committee

EXECUTIVE SUMMARY

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

The minutes of the Eurobodalla Local Traffic Committee meeting are included in this report for review. The main issues covered at the Eurobodalla Local Traffic Committee meeting, held 4 February 2021, are as follows:

- Signage and line marking – Timed ‘Loading Zone’ and ‘No Stopping’ on Corrigan Crescent, Batehaven
- Line marking – Accessible Parking at Mossy Point Boat Ramp Carpark, Mossy Point
- Signage – ‘Bus Zone’ on Coronation Drive between Candlagan Drive and Iluka Street, Broulee
- Signage – ‘Parallel Parking’ on Riverside Drive adjacent Davison Street, Narooma
- Traffic Management Plan – Mogo Gravel Bike Ride, Mogo to Shallow Crossing
- Special Event Application – Narooma Oyster Festival
- Special Event Application – Mogo Family Fun Day
- Special Event Application – Tilba Easter Festival
- Moruya CBD East – Street Revitalisation.

RECOMMENDATION

THAT:

1. The minutes of the Eurobodalla Local Traffic Committee Meeting No 5 for 2020-21 be received and noted.
2. Council Plan No. 5156 Set BB Sheet 27 detailing the modification to ‘Loading Zone’ times and new ‘No Stopping’ signage on Corrigan Crescent and Edward Road, Batehaven be approved.
3. Council Plan No. 5156 Set BP Sheet 11 detailing the accessible parking space at the Mossy Point boat ramp carpark, Mossy Point be approved.
4. Council Plan No. 5156 Set AH Sheet 07 detailing the ‘Bus Zone’ on Coronation Drive

IR21/007 LOCAL TRAFFIC COMMITTEE NO 5 FOR 2020-21

S030-T00018

between Candlagan Drive and Iluka Street, Broulee be approved.

5. Council Plan No. 5156 Set BP Sheet 10 detailing the 'Parallel Parking' on Riverside Drive between Bettini Lane and Davison Street, Narooma be approved.

BACKGROUND

The Eurobodalla Local Traffic Committee Meeting No 5 for 2020-21 was held on 4 February 2020. The meeting was attended by Councillor Anthony Mayne (Chair), Senior Constable Scott Britt (NSW Police), Michael Travers (Transport for NSW), Danielle Brice (representative for the Hon Andrew Constance MP), Dave Hunter (Traffic Coordinator), Tom Franzen (Transport and Stormwater Engineer) and Kate McDougall (Road Safety Officer)

APOLOGIES

Nil.

DEPUTATIONS

Nil.

MINUTES OF PREVIOUS MEETING

The minutes of the Eurobodalla Local Traffic Committee Meeting No 4 for 2020-21 held on 3 December 2020 were confirmed and accepted.

OUTSTANDING ITEMS FROM PREVIOUS MEETING

Nil.

ROAD TRANSPORT (SAFETY AND TRAFFIC MANAGEMENT) ACT FOR DETERMINATION

2021.RT.009 Signage – Timed 'Loading Zone' and 'No Stopping' on Corrigans Crescent, Batehaven

A request has been received from the owner of IGA Batehaven supermarket to extend the time period of the Loading Zone on Corrigans Crescent at the corner of Edward Road.

The existing times of 6am to 10am approved by Warrant 0809/RT/044/042 in July 2009 do not meet the needs of the business. It has been reported that between 10am and 5pm, when other vehicles park legally along this road section, delivery vehicles park either closer to Edward Road within 10m of the kerb apex or double park close to the road centre. Both parking options present a risk.

NSW Police representative is concerned the line marked centre line adjoining the loading zone is too close to delivery vehicles when they are parked in the loading zone. The Traffic Coordinator will review and modify the plan to shift the centre line and include additional 'No Stopping' signage on the opposite (north west) corner to accommodate the narrower lane.

To reduce the risk to all road users and as agreed by the IGA manager, it is proposed to modify the time period to 6am to 5pm Monday to Saturday. The business does not have the need for a loading zone on Sundays.

Additionally, 'No Stopping' signage will be installed on both the north east and north west kerb returns to allow all vehicles to safely negotiate the intersection.

IR21/007 LOCAL TRAFFIC COMMITTEE NO 5 FOR 2020-21

S030-T00018

Plan No. 5156 Set BB Sheet 27 detailing the signage associated with the No Stopping signage on Corrigans Crescent and Edward Road, was reviewed by the Committee.

Recommendation:

That Council Plan No. 5156 Set BB Sheet 27 detailing the modification to 'Loading Zone' times and new 'No Stopping signage on Corrigans Crescent and Edward Road, Batehaven, be approved.

2021.RT.010 Line marking – Accessible Parking at Mossy Point Boat Ramp Carpark, Mossy Point

A request has been received to install an accessible parking space adjacent to the accessible public toilet at the Mossy Point boat ramp.

Several of the existing sealed and line marked spaces can easily be converted to provide one parking space to cater for people with a disability.

Plan No. 5156 Set BP Sheet 11 detailing the accessible parking space at the Mossy Point boat ramp carpark, was reviewed by the Committee.

Recommendation:

That Council Plan No. 5156 Set BP Sheet 11 detailing the accessible parking space at the Mossy Point boat ramp carpark, Mossy Point be approved.

2021.RT.011 Signage – 'Bus Zone' on Coronation Drive between Candlagan Drive and Iluka Street, Broulee

A request has been received from the operations manager of Priors Bus Service to have the area at the bus stop and shelter on Coronation Drive between Candlagan Drive and Iluka Street, Broulee designated as a bus zone.

Recently bus drivers have had trouble stopping safely at this location adjoining north Broulee beach when beachgoers park.

To reduce the risk to all road users, it is proposed to designate a 41 metre long section as a bus zone. The lead into this bus stop and bus shelter incorporates two driveways.

Plan No. 5156 Set AH Sheet 07 detailing the 'Bus Zone' on Coronation Drive, was reviewed by the Committee.

Recommendation:

That Council Plan No. 5156 Set AH Sheet 07 detailing the 'Bus Zone' on Coronation Drive between Candlagan Drive and Iluka Street, Broulee be approved.

2021.RT.012 Signage – 'Parallel Parking' on Riverside Drive adjacent Davison Street, Narooma

Several customers have expressed concern that vehicles are parking front-in at 90 degrees on the sealed shoulder along Riverside Drive, between Davison Street and a marina business adjacent to Bettini Lane.

IR21/007 LOCAL TRAFFIC COMMITTEE NO 5 FOR 2020-21

S030-T00018

There is limited room to cater for parking on the shoulder as it is constrained on the road (eastern) side by a layback kerb and on the inlet (western side) by a fence on the foreshore edge.

Parking at 90 degrees on this road related area presents a risk to all road users as most vehicles overhang into the north bound travel lane, sometimes within 3m of the line marked double barrier centre line.

There is also limited room for pedestrians and they often have no option but to walk along the vehicular travel lane.

There is existing 'No Parking' signage to the south of the proposed 'Parallel Parking' and this will be maintained.

Designating this area as parallel parking only will reduce the risk to all road users.

Council Plan No. 5156 Set BP Sheet 10 detailing the 'Parallel Parking' on Riverside Drive between Bettini Lane and Davison Street, Narcoma was reviewed by the Committee.

Recommendation:

That Council Plan No. 5156 Set BP Sheet 10 detailing the 'Parallel Parking' on Riverside Drive between Bettini Lane and Davison Street, Narooma be approved.

INFORMAL ITEMS FOR DISCUSSION

2021.SE.002 Traffic Management Plan – Mogo Gravel Bike Ride, Mogo to Shallow Crossing

A Special Event Application and associated Traffic Management Plan has been received for the running of the Mogo Gravel Bike Ride on Saturday 8 May 2021.

This one day challenging event targeting intermediate and experienced cyclists will be run predominantly on low volume unsealed public roads in the forests and rural hinterland west of Batemans Bay. It is not a race.

The shorter 75km event will start and finish at Mogo Oval which is located west of the Princes Highway with the turnaround area at Nelligen at the Wharf Street riverside park.

The longer 130km event will include the same route as the 75km event but will then continue from Nelligen in a loop through to Shallow Crossing to the north.

Apart from riding on low volume roads, the longer event will include the Kings Highway either side of Nelligen. Between River Road to the west and Old Nelligen Road to the east riders will navigate this 7km section under the road rules.

Event warning signage 'Cyclists on Road' will be installed about every 10km or at key locations along the unsealed roads.

On the Kings Highway, the event signage 'Cyclists on Road' will be installed about every 500m or at key locations along this sealed highway. Additionally, at Wharf Street intersection with Kings Highway an event official will ensure no large groups enter the highway and remind riders to proceed with caution and follow the road rules.

The Traffic Management Plan was reviewed by the Committee.

IR21/007 LOCAL TRAFFIC COMMITTEE NO 5 FOR 2020-21

S030-T00018

Recommendation:

That the Traffic Management Plan for the Mogo Gravel Bike Ride, to be conducted predominantly on unsealed roads between Mogo and Shallow Crossing be approved.

2021.SE.003 Special Event Application – Narooma Oyster Festival

Traffic Management and Control Plans have been received for the 2021 Narooma Oyster Festival to be conducted in the vicinity of Quota Park on Riverside Drive, Narooma on Friday 30 April and Saturday 1 May 2021. A special event application has not been submitted yet.

The event is comprised essentially of stalls and events conducted around the foreshore area alongside Riverside Drive. It is estimated that there will be 100 participants/organisers and 3500 spectators / customers.

Parking will be in the various on-street and off-street areas available in the vicinity of Quota Park.

Road closure of a section of Riverside Drive on Friday and Saturday is proposed. A detour will also be in place via Bettini Lane, Fosters Bay Road and Lynch Street.

The proposed traffic arrangements are the same as those used during the May 2019 Oyster Festival. Road closures will be in place from 7am Friday 30 April until 10pm Saturday 1 May. The event will be conducted on Friday 3 May from about 4pm until 10pm and Saturday 4 May 2019 from about 10am to 6pm.

The Traffic Management and Control Plans were reviewed by the Committee. As this is a class 2 event only on Council Roads, an RMS Road Occupancy Licence is not required.

Recommendation:

That the Traffic Management and Control Plans for the Narooma Oyster Festival including road closures and detours, to be conducted on Friday 4 and Saturday 5 May be approved.

2021.SE.004 Special Event Application – Mogo Family Fun Day

A Traffic Management Plan has been received from the Mogo Village Business Chamber to conduct a Family Fun Day on Annett Street on Saturday 4 April 2021.

It is proposed to close off Annett Street and provide stalls and entertainment targeted at children. The organisers propose the event will promote community vibrancy and showcase this historic village and the many interesting shops.

The event will start at 11:00am and finish at 3:00pm. Annett Street will be closed from about 8.00am to 5.00pm. A small section at the northern end of the Charles Street carpark will also be closed to accommodate portable toilets and emergency vehicles.

The road closure will have a minimal impact on the non-event community as Annett Street has limited parking and there is ample parking in other sections of Mogo, including the Charles Street off-street carpark. Annett Street has been recently changed to one way east bound traffic from Princes Highway through to James Street.

The Traffic Management and Control Plans were reviewed by the Committee.

Recommendation:

IR21/007 LOCAL TRAFFIC COMMITTEE NO 5 FOR 2020-21

S030-T00018

That the Traffic Management and Control Plans for be the Mogo Family Fun Day, to be conducted on Annett Street on Saturday 4 April 2021 be approved.

2021.SE.005 Special Event Application – Tilba Easter Festival

A Traffic Management Plan has been received for the 2020 Tilba Easter Festival to be conducted in Central Tilba on Saturday 11 April. A special event application has not been submitted yet.

The event is conducted by the Tilba Festival Committee (sub-committee of Tilba Chamber of Commerce) and consists of stalls and activities set up using the length of Bate Street in Central Tilba.

The Traffic Management and Control Plans are based upon measures put in place during previous years. The length of Bate Street through Central Tilba will be closed to traffic during the event.

A length of Corkhill Drive between the villages of Central Tilba and Tilba Tilba will become one-way southbound. A shuttle bus will be provided to transport people between parking areas and the event area.

The Traffic Management and Control Plans were reviewed by the Committee.

Due to the impact on the Princes Highway, a separate Road Occupancy Licence will be required from TfNSW.

Recommendation:

That the Traffic Management and Control Plans for the 2021 Tilba Easter Festival, to be conducted at Central Tilba on Saturday 4 April 2021 be approved.

2021.IN.002 Moruya CBD East – Street Revitalisation

The NSW Government announced in November 2020 the 'Your High Street' grant program. The aim is to enhance the amenity and functionality of high streets throughout NSW to support local business recovery, boost economic stimulus in response to the pandemic, improve the safety, comfort and experience for the community, and enable permanent improvement projects.

Grants of up to \$1 million are available for councils to deliver improvements for high street(s) by May 2022.

Council has chosen Moruya CBD east as an appropriate location that would benefit greatly from this funding.

Moruya CBD east is the main business centre for the town, positioned between Vulcan Street (highway) to the west and Ford Street to the east. Apart from drivers using the streets to access shops and other services, vehicles are known to pass through as an alternate south bound route to avoid the traffic signals on Vulcan Street.

Council has developed a traffic speed management and pedestrian activation plan for Moruya CBD east that identifies key sites for infrastructure installation. This area is within a 50km/h speed zone and the plan is to apply to TfNSW for a speed zone reduction to 30km/h. Key

IR21/007 LOCAL TRAFFIC COMMITTEE NO 5 FOR 2020-21

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components for this speed zone reduction and subsequent reduction in risk to pedestrians is installation of traffic calming infrastructure adjoining and across the road travel lanes.

This plan was presented to the Local Traffic Committee on 10 September 2020 and the Committee resolved to support the plan. Moruya Business Chamber are supportive and are continuing to assist including with consultation and support for the grant application.

The Committee in September and October 2020 also approved the installation of four (zebra) pedestrian crossings in Ford Street and Shore Street, three of which are now operational.

A roundabout on Ford Street leading into Woolworths via Ford Lane is planned for construction in March 2021, funded by the NSW Government.

If additional funds are made available under the High Street(s) program, apart from the boost to the local economy with business improvement, pedestrian conductivity through movement and place will also be improved significantly.

Council Plan 4026 Set R Sheet SK01 detailing Moruya CBD East Street Revitalisation that has been submitted as part of the grant application was reviewed by the Committee.

Recommendation:

That Council Plan 4026 Set R Sheet SK01 detailing Moruya CBD East Street Revitalisation be supported.

GENERAL BUSINESS

The Chair commented that the cycling 'metre matters' message displayed on an electronic message board on Georg Bass Drive near Broulee over the summer holiday period was very much appreciated by the local cycling community.

NEXT MEETING

The next meeting of the Eurobodalla Local Traffic Committee will be held on Thursday 4 March 2021 in Council's Glass Meeting Room commencing at 9am (dependent on COVID-19 protocol at that time).

**IR21/008 FUNDING OFFER - ROAD SAFETY PROGRAM - BUS STOP RELOCATION
HECTOR MCWILLIAM DRIVE TUROSS HEAD**

**S014-
T00007**

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services
Attachments: Nil
Outcome: 7 Connected and Accessible Places
Focus Area: 7.1 Work in partnership to provide an integrated transport network
Delivery Program Link: 7.1.2 Provide a safe efficient and integrated transport network
Operational Plan Link: 7.1.2.1 Provide a safe efficient and integrated transport network

EXECUTIVE SUMMARY

Council has been successful in securing grant funding of \$270,000 for 2020-21 under the new *Road Safety Program*, jointly funded by the Australian and NSW Governments as part of the economic stimulus.

The funding provided allows for the upgrade of the parking facilities on Hector McWilliam Drive to allow relocation of the bus stop off the Princes Highway to a safer location.

The grant was formally accepted on 10 February 2021, and this report seeks a resolution formally endorsing the actions taken.

RECOMMENDATION

THAT:

1. Council endorses the actions taken to accept the grant funds offered by the Australian and NSW Governments' Road Safety Program, to relocate the Princes Highway bus stop to Hector McWilliam Drive, Tuross Head.
2. Write to the Tuross Head Progress Association thanking them for working with Council to advocate for the new bus facility.

BACKGROUND

Eurobodalla Shire Council has worked with the Tuross Head Progress Association to advocate for the relocation of the bus stop currently located on both sides of the Princes Highway south of the Hector McWilliam Drive intersection. This project aims to remove the risk of people crossing and/or parking on the Princes Highway in a high speed environment to access interstate and intrastate bus services.

The bus stop will be relocated to within the off-street carpark on Hector McWilliam Drive, near the Princes Highway. The relocation of the bus stop will allow for safer pick up and drop off for bus passengers, improve accessibility and provide a more comfortable waiting area. Council will maintain the car park and bus shelter, both of which will be located within Council's road reserve.

Council advocated directly to Transport for NSW and our local Member for Bega Hon Andrew Constance MP, on behalf of the Tuross Head community, to provide the full construction cost of the relocation.

**IR21/008 FUNDING OFFER - ROAD SAFETY PROGRAM - BUS STOP RELOCATION
HECTOR MCWILLIAM DRIVE TUROSS HEAD**

**S014-
T00007**

The grant funding was confirmed by Transport for NSW and formally accepted in February 2021.

CONSIDERATIONS

The offer of funding requires the relocation of the bus stop to be completed in this financial year. This is achievable.

The new bus stop will be accommodated within an upgraded off-street carpark on Hector McWilliam Drive. The work required involves enlarging the existing car park and strengthening the pavement to take 14.5m buses.

The bus shelter adjoining Princes Highway north bound lane will be removed and a new bus shelter installed within the off-street carpark.

Bus companies that regularly use the bus stop have all agreed to use the stop once operational.

These grant funded works assist delivery of the following actions within the Delivery Program 2017-21 and Operation Plan 2020-21:

1.1.1 Collaborate with key partners to address issues of community safety

7.1.1 Advocate for improved transport links, services and infrastructure

7.1.2.1 Provide a safe efficient and integrated transport network

The proposed works are also in line with the Eurobodalla Road Safety Plan 2019-22 endorsed by Council via the Local Traffic Committee which includes:

6.1.13 Continue to pursue grant funding for road safety and capacity improvements to major roads that contribute to achieving network and route planning outcomes.

Social Impact

The relocated bus stop has been a priority for many in the Tuross Head community. The new bus facility will improve accessibility and safety.

Financial

The construction cost of the bus stop is funded by the Australian and NSW Governments as part of an economic stimulus package which seeks to prioritise the development and delivery of road safety infrastructure projects. Council already maintains the bus shelter and will take over maintenance of the off-street carpark once upgraded.

Community and Stakeholder Engagement

The relocation of the Princes Highway bus stop to an off-street facility has been advocated to Transport for NSW by Council on behalf of the Tuross Head community and particularly the Tuross Head Progress Association, who advocated at all three levels of government for this road safety project.

The broader community will be informed in the first instance by an announcement of funding by the NSW Government and by direct contact with the Tuross Head Progress Association. Prior to work commencing, Council will inform the community on Council's website; writing to stakeholders, community groups; advertising on Council's noticeboard page in two local newspapers; and where road closures are required, distributing a media release and notification on our website under temporary road closures.

**IR21/008 FUNDING OFFER - ROAD SAFETY PROGRAM - BUS STOP RELOCATION
HECTOR MCWILLIAM DRIVE TUROSS HEAD**

**S014-
T00007**

CONCLUSION

This report recommends that the actions taken to secure and accept the grant funding offered by Transport for NSW be formally endorsed by Council.

**IR21/009 REQUEST FOR TENDER 2019/ISD089 - AUGMENTATION OF SEWAGE
PUMPING STATION BB03 AT EDWARD ROAD, BATEMANS BAY**

**S029-
T00004**

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services
Attachments: 1. Confidential - RFT 2019ISD089 Augmentation of SPS BB03
Outcome: 4 Sustainable Living
Focus Area: 4.1 Maximise the efficient use and reuse of our water resources
Delivery Program Link: 4.1.1 Provide a safe, reliable and sustainable town water supply and sewerage services
Operational Plan Link: 4.1.1.2 Build, renew, operate and maintain sewerage systems

EXECUTIVE SUMMARY

Council engaged Public Works Advisory (PWA) to advertise Request for Tender (RFT) No. 2019/ISD089 for the Augmentation of Sewage Pumping Station (SPS) BB03 at Edward Road, Batemans Bay on Council's behalf. The augmentation works are required to increase the asset life and improve the safety and operation of the SPS.

This report outlines the evaluation of offers submitted in response to RFT No. 2019/ISD089 and provides a recommendation for the preferred tenderer.

RECOMMENDATION

THAT Council enters into a contract with the preferred tenderer listed for Tender 2019/ISD089 Augmentation of Sewage Pumping Station BB03 at Edward Road, Batemans Bay, subject to the terms specified in the Request for Tender.

BACKGROUND

The Sewage Pumping Station (SPS) was constructed in 1979 and consists of a concentric (annular), wet/dry-well design with dry mounted pumps located 7 metres below ground level within a dry-well. The pumps transfer sewage from the surrounding wet well via associated pipework and valves located within the dry-well, to the sewer catchment BB02 at Caseys Beach via the sewer rising main.

The pumps within the SPS are due for replacement and the existing dividing wall within the well is in declining condition. An upgrade has been designed to address these main issues as part of our ongoing renewal program.

The augmentation will include conversion of the SPS from a dry/wet well to a wet well with the installation of new more efficient submersible pumps to maintain the current capacity. The construction of new valve pits, a new flow meter pit and installation of new access lids has also been designed to improve the safety for operators and minimise confined space entry. Other augmentation works shall include removal of old decommissioned assets surrounding the SPS.

RFT No. 2019/ISD089 was advertised on 18 November 2020 with a closing date of 17 December 2020.

Upon close of tender, six (6) submissions were received from the following tenderers, and assessed in accordance with the Tender Evaluation Plan:

1. EMT Pty Ltd

**IR21/009 REQUEST FOR TENDER 2019/ISD089 - AUGMENTATION OF SEWAGE
PUMPING STATION BB03 AT EDWARD ROAD, BATEMANS BAY**

**S029-
T00004**

2. FB Contracting Pty Ltd
3. Metwest Engineering Pty Ltd
4. MMA Civil Contractors
5. Quay Civil Pty Ltd
6. R.D. Miller Pty Ltd.

A summary of the evaluation including each tenderer's scoring against the evaluation criteria is provided at the Confidential Attachment to this report.

CONSIDERATIONS

Legal

Request for Tender (RFT) No 2019/ISD089 was advertised in accordance with clause 167 of the Local Government (General) Regulation 2005 and the *Local Government Act 1993*.

The tender was advertised on Council's noticeboard page in local newspapers, in the Sydney Morning Herald, and through the NSW Government tendering website (<https://tenders.nsw.gov.au>).

Before tender assessment was undertaken, a formal Tender Evaluation Plan (TEP) was distributed amongst the Tender Evaluation Committee.

The offer submitted by the preferred tenderer has been assessed as representing good value for money for Council due to the company's demonstrated experience, quality of workmanship and satisfactory price in comparison to the pre-construction estimate.

Policy

Procurement was undertaken in accordance with Council's Procurement Policy, Code of Practice – Procurement, Code of Practice – Tendering, the Local Government Procurement Guidelines, Local Government (General) Regulation 2006 and the *Local Government Act 1993*.

Environmental

The works are designed to ensure existing flow capacity to maintain current and future service levels, while improving the operational safety and environmental performance of the sewage pumping station.

Financial

The amount tendered by the preferred tenderer can be accommodated within the existing sewer fund capital budget and sewer fund reserves.

Community and Stakeholder Engagement

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

CONCLUSION

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

**IR21/009 REQUEST FOR TENDER 2019/ISD089 - AUGMENTATION OF SEWAGE
PUMPING STATION BB03 AT EDWARD ROAD, BATEMANS BAY**

**S029-
T00004**

This report recommends the preferred tenderer for the Augmentation of Sewage Pumping Station BB03 at Edward Road, Batemans Bay.

**CAR21/005 REQUEST FOR TENDER 2021/025 - UPGRADE OF HEATING
SYSTEMS NAROOMA POOL**

S004-T00001

Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services
Attachments: 1. Confidential - Tender Upgrade of Heating Systems Narooma Pool
Outcome: 1 Strong Communities, Desirable Lifestyle
Focus Area: 1.3 Encourage and enable healthy lifestyle choices
Delivery Program Link: 1.3.2 Plan for and provide a safe and accessible network of recreation
and community facilities
Operational Plan Link: 1.3.2.4 Manage public swimming pools

EXECUTIVE SUMMARY

This report outlines the progression of the project No 2021/025 – Upgrade of Heating and Air Handling Systems Narooma Pool and provides information on the tenders received with recommendation to award a contract.

RFT Tender No. 2021/025 to supply, install and commission the new heating system designs, was advertised from 22 December 2020 with a closing date of 27 January 2021. An extended advertising period was given to accommodate Christmas and New Year holidays. Upon close of advertising, three (3) tenders were received.

This report outlines the evaluation of these offers in response to RFT No. 2021/025 and contains a recommendation for the preferred tenderer.

RECOMMENDATION

THAT:

1. Council endorses the selection of the preferred tenderer listed for RFT Tender No. 2021/025 to supply, install and commission the new heating system at Narooma Pool, as outlined in the confidential attachment; and
2. Accordingly approves the entering into of a contractual arrangement with the preferred tenderer, subject to the terms specified in the Request for Tender unless otherwise varied in accordance with this report.

BACKGROUND

The existing systems of heating and air handling for the pool water and pool hall at Narooma Pool were installed in 2007 and have been maintained to manufacturers specification since this time. A standard lifecycle for this type of mechanical plant is around 15 years, however due to the proximity of the Narooma Pool to the nearby salt water, the corrosive effects have sped up the timing for renewal.

RFT Tender No. 2021/025 to supply, install and commission the new heating system designs, was advertised from 22 December 2020 with a closing date of 27 January 2021. An extended advertising period was given to accommodate Christmas and New Year holidays.

Offers were received from three (3) tenderers and assessed in accordance with the Tender Evaluation Plan:

**CAR21/005 REQUEST FOR TENDER 2021/025 - UPGRADE OF HEATING
SYSTEMS NAROOMA POOL**

S004-T00001

Climax Air Conditioning Pty Ltd
Ecosave Pty Ltd
Atlas Air Conditioning.

A summary of the evaluation including each tenderer's scoring against the evaluation criteria and pricing will be provided at the briefing session.

CONSIDERATIONS

Legal

Request for Tender (RFT) 2021/025 was advertised in accordance with Local Government (General) Regulation 2005 REG 167 and *Local Government Act 1993*.

The tender was advertised on Council's noticeboard page, in local newspapers, in the Sydney Morning Herald, and through the NSW Government tendering website.
(<https://tenders.nsw.gov.au>).

Upon release of the RFT a Tender Evaluation Plan (TEP) was distributed amongst the Tender Evaluation Board (TEB).

The offer submitted by the preferred tenderer has been assessed as representing best value for money for Council due to tendered pricing, experience and WHS Management System.

Policy

Procurement was undertaken in accordance with Council's Procurement Policy, Code of Practice – Procurement, Code of Practice – Tendering, the Local Government Procurement Guidelines, Local Government (General) Regulation 2006 and the *Local Government Act 1993*.

Financial

Tendered pricing is within the budget.

Community and Stakeholder Engagement

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

CONCLUSION

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

The report recommends the offer from the preferred tenderer be accepted.

CAR21/003 FUNDING OFFER - VOLUNTEERING FOR BUSHFIRE RECOVERY - S008-T00027
FROM THE PRIMARY HEALTH NETWORK

Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services
Attachments: Nil
Outcome: 1 Strong Communities, Desirable Lifestyle
Focus Area: 1.5 Retain our unique identity, relaxed lifestyle options and community connections
Delivery Program Link: 1.5.1 Strengthen community connections through community development initiatives
Operational Plan Link: 1.5.1.1 Implement volunteer programs and initiatives

EXECUTIVE SUMMARY

This report seeks Council consent to accept a funding offer of \$177,163, plus GST, from Coordinare Limited Primary Health Network (PHN) for the Bushfire Recovery Volunteer Program (the Program).

The Program vision is to actively make a positive difference to the health and wellbeing of our bushfire impacted communities.

The program has been developed in response to community consultation, including feedback gathered at community bushfire recovery events and will build upon our community's strong volunteerism as the basis to enable our community to help itself, building resilience, recovery and confidence.

The Program is focused on supporting participants who need some help to socialise, access services and connect more, with the goal of reducing social isolation for bushfire impacted residents over the long term.

With an agreement to accept the funding offer, Council will utilise the new funds to expand its successful and highly popular Community Volunteer Program to support individuals and families in bushfire impacted areas of Eurobodalla.

RECOMMENDATION

THAT:

1. Council accept the sum of \$177,163 (ex GST) to administer the Bushfire Recovery Volunteer Program until 30 June 2022.
2. the General Manager be given delegated authority to sign the funding agreement for the Bushfire Recovery Volunteer Program with Coordinare Limited.

BACKGROUND

The Program will provide opportunities for volunteers to make a difference and contribute to the health and wellbeing of people within their communities who have been impacted by the 2019/20 bushfire crisis. If endorsed, the Program will operate in the Eurobodalla Shire until June 2022.

**CAR21/003 FUNDING OFFER - VOLUNTEERING FOR BUSHFIRE RECOVERY -
FROM THE PRIMARY HEALTH NETWORK**

**S008-
T00027**

The Program will focus on reducing social isolation for bushfire impacted community members by increasing opportunities for socialisation and community connectedness through the expansion of Council's existing volunteer programs.

CONSIDERATIONS

Managed by a part time Coordinator and supervised by the Community Recovery Officer, the Program is designed to increase each person's socialisation and community connectedness which will be vital if people are to remain independent and maintain health and wellbeing beyond the bushfire recovery period.

Eurobodalla residents who have been impacted to any degree by the 2019-20 bushfires may be eligible for support. They can refer themselves or ask a family member, friend or support agency to help with the referral. A simple assessment process will be conducted with the resident by the Program Coordinator. This process will identify the resident's needs, preferences and priority for services.

Priority for service will be based on the resident's:

1. level of social impact
2. capacity to respond to those impacts
3. level of support from family and others in the community.

If eligible for support, the participant will be matched with a suitable volunteer and provided with information about the service and how to access additional support services such as Council's Bushfire Recovery Support Service or aged care, youth, health and disability support services.

Volunteers will be recruited, screened, trained and supervised by a Program Coordinator, funded by the Program. Volunteers will be reimbursed by the Program for reasonable expenses such as the cost of return travel when seeing a participant.

Volunteers will be trained in non-clinical supports such as Mental Health First Aid. Additional training is proposed to enable volunteers to effectively engage clients in activities such as exercise, music, creative arts and meditation, all of which are vital to recovery and have long lasting positive impacts on health and wellbeing.

Legal

In signing the funding agreement with Coordinare Limited, Council agrees to deliver a high quality, accountable and measurable service to participants while offering a positive return on investment for the community, Council and the funder.

As part of administering the Program, Council will submit the following reports to Coordinare:

- annual operating revenue and expenses budget
- six-monthly performance report
- six-monthly unaudited income and expenditure statements
- audited income and expenditure statements at the end of each Financial Year.

**CAR21/003 FUNDING OFFER - VOLUNTEERING FOR BUSHFIRE RECOVERY -
FROM THE PRIMARY HEALTH NETWORK**

**S008-
T00027**

In accordance with an agreed timetable, Council will develop a transition plan that describes the steps required to effectively decommission the Program by 30 June 2022.

Council will supply evidence of specific insurances and cover including:

- Public liability insurance \$20 million per claim
- Professional indemnity insurance \$10 million per claim
- Workers Compensation insurance.

Policy

To ensure probity and to enable the Program to get up and running quickly, it will draw on our existing Community Volunteering Program policies and procedures. In addition, a number of existing registered volunteers have indicated that they are interested in participating.

Council's Community Care Service Standards and practice requirements are standardised and apply to this Program and other funded services that are administered by Council. These Service Standards are informed by the Community Care Common Standards, the NSW Disability Standards, the Community Care Policy document and Council policy including work, health and safety (WHS).

Asset

The funding offer includes the purchase of the assets listed in the financial section of this report.

Social Impact

Through the delivery of the Program, eligible residents will be enabled to:

- increase social interaction and connection with their community
- identify and build upon their strengths and opportunities
- access and participate in low intensity services and awareness raising activities of their choice
- receive information and referral to specialised external support and clinical services of their choice.

Financial

The Coordinare funding offer to Council is \$177,163 plus GST (\$17,716.30). The proposed budget and corresponding funding amount will ensure that the Program provides a fit for purpose and cost effective response to the bushfire crisis.

The budget will cover the following costs incurred by the Program:

- Salary and on costs for employment of a Program Coordinator for three days each week until 30 June 2022
- Staff training
- Volunteer recruitment, training, supervision and reimbursement of expenses

**CAR21/003 FUNDING OFFER - VOLUNTEERING FOR BUSHFIRE RECOVERY -
FROM THE PRIMARY HEALTH NETWORK**

**S008-
T00027**

- IT and telephone expenses
- Promotion and marketing
- Office rent and maintenance.

Community and Stakeholder Engagement

Regular and detailed consultation has occurred in bushfire impacted communities since the 2019-20 bushfire crisis.

This Program responds to the following key messages that have been heard from bushfire impacted residents, particularly vulnerable and isolated people:

- the need for greater socialisation and community connectivity - meetings for coffee and a chat, regularly going for walks, simple gardening together
- help in connecting with community support services including bushfire recovery services
- help with life skills and basic technology such as COVID apps and smart phone operation
- improved access to healthy lifestyles choices including community groups and activities
- an opportunity to increase the number of trained volunteers in the community who can assist vulnerable residents to prepare for future disasters.

CONCLUSION

This report recommends that Council accepts a funding offer of \$177,163 plus GST from Coordinare Limited to deliver the Bushfire Recovery Volunteer Program, an innovative volunteering project that is designed to support and respond to bushfire impacted residents in Eurobodalla.

The Bushfire Recovery Volunteer Program will recruit, nurture and support a team of volunteers to provide practical non-clinical supports to bushfire impacted people living in Eurobodalla, supporting positive recovery and resilience building in our community.

CAR21/004	COMMONWEALTH HOME SUPPORT PROGRAM - SECTOR SUPPORT DEVELOPMENT (SSD) - DEED OF VARIATION AND NSW SENIORS FESTIVAL GRANTS PROGRAM	S003-T00026
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Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services

Attachments: Nil

Outcome: 1 Strong Communities, Desirable Lifestyle

Focus Area: 1.4 Ensure activities, facilities and services meet changing community needs

Delivery Program Link: 1.4.2 Provide flexible, community based services to support older people, people with a disability and their carers

Operational Plan Link: 1.4.2.2 Provide support services for older people

EXECUTIVE SUMMARY

Commonwealth Home Support Program – Sector Support

Council's Community Care has received a Deed of Variation from the Australian Department of Health for Sector Support and Development (SSD) Activity for Commonwealth Home Support Program (CHSP) services to be delivered from 1 July 2021 - 30 June 2022.

In order for the funds to be released, the Deed of Variation has to be signed, sealed, dated and returned to Department of Health.

NSW Seniors Festival Grants Program – 'Never too old' Seniors Expo

Eurobodalla libraries has successfully secured a grant for \$1000 from the Department of Communities and Justice to provide financial assistance for our "Never too old Seniors Expo" which will be held at the Moruya Library on 17 April 2021 as part of the annual NSW Seniors Festival.

The library will deliver this project with the input and collaboration of local businesses and agencies who deliver services for seniors as well as Council's own Community Development, Community Care, and Road Safety Traffic sections.

RECOMMENDATION

THAT:

1. Council approve the Deed of Variation in relation to the Home Support Program (CHSP) services to be delivered from 1 July 2021 - 30 June 2022 and that a copy of the document be signed by Council's authorised representatives, with the Seal of Council affixed.
2. Council accept a grant for \$1,000 from the Department of Communities and Justice to provide financial assistance for our 'Never too old Seniors Expo'.

BACKGROUND

Commonwealth Home Support Program – Sector Support

Sector Support and Development activities include a range of activities which support, develop and strengthen the home support service, within the context of the broader aged care system. These include developing and disseminating information, embedding wellness and reablement approaches into service delivery and supporting and maintaining the volunteer workforce.

CAR21/004	COMMONWEALTH HOME SUPPORT PROGRAM - SECTOR SUPPORT DEVELOPMENT (SSD) - DEED OF VARIATION AND NSW SENIORS FESTIVAL GRANTS PROGRAM	S003- T00026
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NSW Seniors Festival Grants Program – ‘Never too old’ Seniors Expo

The focal element of this event will be a "classic" car display, featuring music, food and entertainment. This event will also be supported by an information expo which will allow relevant local organisations and businesses to showcase their products and services for older adults.

The event will run from 10am - 2pm. The Seniors Expo will be an event designed to celebrate and promote healthy ageing in the Eurobodalla Shire, showcasing the range of services and activities in our shire for older adults to stay healthy, active, and engaged.

CONSIDERATIONS

Commonwealth Home Support Program – Sector Support

An extension to the existing funding agreement has been provided which includes an Activity Workplan to be met by service providers. It also aligns SSD funding (due to cease 30 June 2021) with the overall CHSP funding agreement dates, which currently run to 30 June 2022.

NSW Seniors Festival Grants Program – ‘Never too old’ Seniors Expo

The event will occur on Saturday 17 April as part of the annual Seniors Week Festival.

Financial

Commonwealth Home Support Program – Sector Support

The Deed of Variation provides funding of \$120,949.74 from the Department of Health for SSD activities over the next financial year 2021-2022.

NSW Seniors Festival Grants Program – ‘Never too old’ Seniors Expo

The Seniors Week grant will contribute to the event, with any additional funds provided from the library budget.

CONCLUSION

Commonwealth Home Support Program – Sector Support

Council needs to approve the Deed of Variation in order for funding to be released to provide the Sector Support and Development component of the Commonwealth Home Support Program for a further twelve months.

NSW Seniors Festival Grants Program – ‘Never too old’ Seniors Expo

The "Never too old" Seniors expo event will be able to bring together many local businesses and community groups that provide services and activities relevant to older adults. The expo will provide an opportunity for a one-stop event approach that provides exposure to a wide range of locally available activities, simplifying the enrolment and registration processes that pose potential barriers to participation.

15. DEALING WITH MATTERS IN CLOSED SESSION

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

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

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

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

EUROBODALLA SHIRE COUNCIL

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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