



AGENDA

Ordinary Meeting of Council

8 November 2016

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

ON TUESDAY 8 NOVEMBER 2016

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 25 October 2016 | |
| 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 | |
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**DR CATHERINE DALE
GENERAL MANAGER**

QON16/002 BATEMANS BAY BRIDGE

E16.0041

Responsible Officer: Councillor Phil Constable

Attachments: Nil

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

Question

The opening operations of the Clyde River Bridge at Batemans Bay (the Batemans Bay Bridge) disrupts the traffic flow along the Princes Highway in the vicinity of the Batemans Bay township. The movement of all vehicles, including the emergency services of Fire, Police and Ambulance, in addition to pedestrian and cyclist movement, is impacted. And, when a failure in the Bridge's operating system occurs, this disruption is more than significant. The bridge is required to be opened to provide navigable vessels right of movement up and down the Clyde River and is the responsibility of the Roads and Maritime Service (RMS).

Has the Council through its staff been involved in discussions and, or correspondence with the Local State Member and, or, the Roads and Maritime Service representatives to resolve the problems caused by the opening operations and failures of the operating mechanism and to ameliorate the impacts on highway users and the local economy?

If Council staff have been involved in such discussions and, or correspondence with any State Government Agency responsible for the Batemans Bay Bridge and the Princes Highway, what have those communications involved; what solutions to the operating problems were identified; and when will they be actioned to resolve the problems?

This question is asked to inform and benefit the public.

Response

Council has advocated strongly for an upgrade to the Batemans Bay Bridge including a recent submission to the Princes Highway Corridor Strategy.

Subsequently, the Minister for Roads, Maritime and Freight the Hon. Duncan Gay MLC visited Batemans Bay on Monday 31 October 2016 at the request of local member and Minister for Transport and Infrastructure, the Hon Andrew Constance MP to discuss the proposed new Batemans Bay bridge.

Both Ministers committed to the provision of a new bridge across the Clyde River with planning work now underway. Whilst no specific timeframe was able to be provided for construction, the NSW Government through the NSW Roads and Maritime Services (RMS) is now preparing options for the new bridge with a view to engaging with the community toward the end of 2017. The Ministers made a commitment to engaging with the community prior to making a final decision on a preferred option.

The Ministers also made it clear that once the new bridge was constructed that the old bridge would be removed.

Minister Gay also highlighted the recent repair works undertaken to the lifting mechanism following the recent failure that caused a three hour closure of the Princes Highway. These works now allow the bridge to open for marine traffic.

QON16/002 BATEMANS BAY BRIDGE

E16.0041

The community can keep track of progress on this Batemans Bay bridge project at the following link to the RMS website.

<http://www.rms.nsw.gov.au/projects/south-coast/batemans-bay-bridge/index.html>

The need for an increase in the capacity of the Batemans Bay bridge has been highlighted over a period of time, including in the Northern Area of Eurobodalla Shire Traffic Study March 2011. This strategy traffic study was instigated by Council and jointly funded by the NSW Roads and Maritime Services. The study identified a need to duplicate the Batemans Bay bridge (refer page (xi)).

<http://www.esc.nsw.gov.au/council-services/works/traffic-studies/northern-area-of-eurobodalla-traffic-study/Northern-Area-of-Eurobodalla-Shire-Traffic-Study.pdf>

Leading into the last State election, local member Hon Andrew Constance MP announced the NSW Government's intention to replace the Batemans Bay Bridge.

The RMS has since confirmed the need to replace the Batemans Bay bridge due to its declining condition and limited capacity, both in terms of traffic volumes and load carrying capacity. The plan to replace this bridge is identified in the new Princes Highway Corridor Strategy August 2016 (refer page 144 of the Strategy at the following link).

<http://www.rms.nsw.gov.au/projects/south-coast/corridor-strategies/index.html>

Other issues raised directly by Council (and others) in relation to the Princes Highway Corridor Strategy are also addressed in the RMS's community consultation report on the same web page (specifically at the following link). Pleasingly, the responses here to many of the issues raised by Council indicate proposed action within the short-medium term, subject to funding being made available by the NSW Government.

<http://www.rms.nsw.gov.au/documents/projects/south-coast/corridor-strategies/princes-highway-corridor-community-consultation-report.pdf>

RECOMMENDATION

THAT the response to the question regarding the opening operations of the Batemans Bay Bridge raised by Councillor Constable be received and noted.

QON16/003 NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS - SUBMISSION FROM COUNCIL

E16.0042; E91.3255

Responsible Officer: Phil Constable - Clr

Attachments: Nil

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

Question

Council is sending a staff member and delegated Councillor to the National Local Roads & Transport Congress 2016 being held in Toowoomba from the 9-11th November.

I acknowledge that any submission to the Congress requires support from other delegates for inclusion within the final communique to Government.

What is Council submitting to the Congress for possible inclusion in the final communique that shall be of benefit for our Shire's residents and ratepayers?

If successful in that process, when could the Shire anticipate seeing the results and enjoying such benefit?

Response

Council actively advocates to other levels of government and works with community, business and other stakeholders to enhance outcomes for our community. This includes advocating for the Princes Highway, Kings Highway, Moruya Airport as well as local and regional roads.

Council has prepared a comprehensive infrastructure advocacy plan titled 'Infrastructure – Driving the NSW Economy' for the projects it wishes to advocate for and made this available on our website at:

<http://www.esc.nsw.gov.au/inside-council/project-and-exhibitions/advocacy/infrastructure-priorities>

The 2013-17 Delivery Plan and 2016-17 Operations Plan also includes the following on page 62 in relation to transport:

<i>Delivery Program 2013-17</i>	<i>Operational Plan 2016-17</i>	<i>Responsible Officer</i>
<i>P2.1 Undertake advocacy activities to further the development of transport infrastructure and support growth</i>	<i>P2.1.1 Advocate for improved infrastructure and increased levels of funding</i>	<i>Director Infrastructure Services</i>
<i>P1.2 Undertake advocacy activities to deliver major initiatives and infrastructure to support future growth</i>	<i>P1.2.1 Advocate for improved infrastructure and funding to support regional initiatives</i>	<i>Divisional Manager Business Development and Events</i>

The National Roads Congress, run by the Australian Local Government Association (ALGA), forms a critical part of formulating the policy direction for Councils across Australia in relation

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SUBMISSION FROM COUNCIL**

**E16.0042;
E91.3255**

to funding for transport infrastructure. It is vitally important that Councils across Australia, including Eurobodalla Shire Council, support the congress both as a representative force, and in helping to shape the National Roads Congress communique.

<http://www.conferenceco.com.au/roads/>

The Council business paper for 9 November, 2016 includes the outcomes of the NSW Local Roads Congress held at the NSW Parliament on 6 June 2016. NSW delegates will promote the outcomes of the NSW Local Roads Congress to the National Roads Congress to further advocate for the needs of NSW Councils. The following link is provided to the NSW Roads Congress Communique.

<https://higherlogicdownload.s3.amazonaws.com/IPWEA/c7e19de0-08d5-47b7-ac3f-c198b11cd969/UploadedImages/Congress/2016NewFolder/Congress%20Communique%20-Final.pdf>

Council is dependent on direct funding from both the NSW and Australian Governments, particularly in the area of transport.

In response to the advocacy and identified needs of Councils around Australia, the Australian Government has created programs such the Federal Assistance Grants Scheme (FAGS), Roads to Recovery, Black Spot Program, Bridge Renewal Program and Heavy Vehicle Safety and Productivity Program.

Council is already receiving benefit from these programs with funding from the Australian Government secured under FAGS – Roads Component, Roads to Recovery (including extra allocations in 2015-16 and 2016-17), Black Spot Program, Bridge Renewal Program and the Natural Disaster Relief Program.

This funding is helping deliver vital transport funding on our local roads in 2016-17 such as:

- *FAGS – Roads Component*
 - *Rural road and safety upgrades (\$898,684)*
 - *Urban road reconstruction (part funded) \$170,000*
 - *Pathways (part funded \$145,000)*
 - *Road rebuilding (rehabilitation part funded \$155,000)*
 - *Bridge maintenance (\$165,000)*
- *Roads to Recovery*
 - *Additional resealing (\$250,000)*
 - *Additional gravel resheeting (\$210,000)*
 - *Additional road rebuilding (\$243,509)*
 - *Replacement of Runnyford Bridge (part funded \$850,000)*
 - *Hanging Rock roundabout (part funded \$854, 857)*
 - *Urban roads reconstruction (part funded \$38,000)*
- *Bridge Renewal Program*

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- Replacement of Tyrone Bridge (\$1,250,000 from the Australian Government with a matching grant from the NSW Government)
- Candlagan Bridge (\$1,097,000 and \$1,125,000 from the Australian and NSW Government's respectively)
- Natural Disaster Relief Arrangements (NDRA)
 - Program part funded by the Australian Government
 - Cadgee Bridge (part funded \$470,000 under the NDRA)
 - Various other sites in response to declared Natural Disasters most recently in August 2015, January 2016 and June 2016.

Council has also secured \$4.57M and \$2.5M in grant funding from the NSW and Australian Governments for Moruya Airport. Moruya Airport was highlighted as a specific example of a regional airport by one of the presenters and Council representatives at the 2015 National Roads Congress.

It is therefore vital that Councils continue to advocate for improved road and transport funding particularly for local and regional roads under Council's care.

Whilst the main focus of the Congress is on local roads and transport, other relevant advocacy matters should include advocacy for support from the Australian government to help all States achieve a standard of highways that supports, as a minimum, 26m B-double higher mass limit access across Australia. This applies directly to the Princes Highway and Kings Highway, neither of which provide higher productivity vehicle access to Eurobodalla. This is identified in Council's advocacy document, and the Princes Highway Corridor Strategy at the following link:

<http://www.rms.nsw.gov.au/projects/south-coast/corridor-strategies/index.html>

To help drive advocacy, Council is also a member of the following peak organisations:

- Local Government NSW is the peak political body for NSW Councils. LGNSW advocates directly to Government and through the NSW RTD.
<http://www.lgnsw.org.au/>
- NSW Roads & Transport Directorate (NSW RTD)
<http://www.ipwea.org/roadtransportdirectoriate/home>
Councillor Lindsay Brown is the Vice-President of LGNSW and is represented on the Executive Management Committee of the NSW RTD. Council's Director Infrastructure Services is the current IPWEA NSW President (a volunteer role) and is also represented on the Executive Management Committee. The NSW RTD hosts the NSW Roads Congress at NSW Parliament in June each year. The Director of Infrastructure Services delivered lead presentations to both the 2015 and 2016 NSW Roads Congresses.

<http://www.ipwea.org/roadtransportdirectoriate/aboutrd/new-item/congress>

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- *Australian Local Government Association (ALGA) is the peak political body for Councils across Australia. ALGA advocates directly via Coalition of Australian Governments (COAG) and hosts the annual National Roads Congress (NRC). Outcomes from the NSW Roads Congress are taken to the NRC.*
<http://alga.asn.au/?ID=14007>
- *South East Australian Transport Strategy Inc (SEATS) is a peak body representing Councils and industry on transport related matters. SEATS covers the south-eastern area of NSW from Wollongong to the border and the south-eastern area of Victoria and addresses many issues including regional transport planning and cross border issues. Councillor Mayne and the Director Infrastructure Services represent Council on this peak body.*
- *Canberra Regional Organisation of Councils (CBRJO) is the regional organisation for the south eastern area of NSW and Canberra. The Mayor and General Manager are represented on this CBRJO with Executive Leadership Team members and relevant staff participating on specific working groups such as the Infrastructure Working Group*
<http://www.canberraregion.org.au/>
- *Institute of Public Works Engineering Australasia (NSW Division) is a peak professional engineering body with the mission 'to enhance the quality of life of NSW Communities through excellence in public works and services'. The Director Infrastructure Services is the current President of IPWEA NSW and an Australasian Board member, both of which are volunteer roles.*
IPWEA NSW is involved both in direct advocacy on broader infrastructure funding and management as well as building capacity and diversity within the Local Government public works sector.
<http://www.ipwea.org/newsouthwales/about/aboutnsw>
IPWEA NSW has worked closely with the Office of Local Government to develop the latest update including guidelines on infrastructure planning and reporting on infrastructure. This was published by the Office of Local Government who partnered with IPWEA NSW to deliver training to 372 Engineers and Accountants across both city and regional NSW.
http://www.olg.nsw.gov.au/sites/default/files/Code%20Update%2024%20-%20Special%20Schedules%20_0.pdf
- *Kings Highway Road Safety Alliance (technical review group)*
The Director Infrastructure Services represented Council on this technical working group to review and recommend works to be delivered under the NSW Government's Road

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Safety package for the Kings Highway. Council delivered works for the NSW Roads and Maritime Services under contract. The outcomes delivered from this working group have included:

- *Eastbound overtaking lane – east of Shoalhaven River (completed by Palerang Shire Council)*
 - *Realignment and widening – Larbert Road (west of Braidwood) (completed by PSC)*
 - *Misty Mountain widening (completed by Eurobodalla Shire Council)*
 - *East Nelligen realignment and widening (completed by ESC except for final surfacing)*
 - *River Road realignment, widening and provision of overtaking lanes (under construction by Queanbeyan Palerang Shire Council)*
 - *Mass action treatments including road resurfacing, tree works, guardrail, minor widening and signage improvements (completed by ESC)*
 - *Stabilisation works on the Clyde Mountain (completed by the RMS under a specialist contract)*
 - *Agreement (under separate funding) to replace the Nelligen Bridge over the Clyde River with a structure capable of carrying higher mass limit vehicles (this project is in the planning phase now)*
 - *Further submissions to the RMS to extend funding for progressive planning and construction of improvements on the Kings Highway. Community and business support is needed to enhance the advocacy outcomes.*
- *South Batemans Bay Link Road Alliance (technical review team)
The RMS have accepted responsibility for the design and funding of works on the Princes Highway to address road safety and provide for a new intersection on the Princes Highway. The Director Infrastructure Services and Senior Project Engineer are currently working with the NSW Roads and Maritime Services on the delivery of the South Batemans Bay Link Road. Council will deliver the Link Road construction with the \$10m in funding available from the NSW Government.*

<http://www.rms.nsw.gov.au/projects/south-coast/batemans-bay-link-road/index.html>

RECOMMENDATION

THAT the response to the question regarding National Local Roads and Transport Congress raised by Councillor Phil Constable be received and noted.

GMR16/033 OATH AND AFFIRMATION FOR COUNCILLORS

E06.0429

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: Nil

Focus Area: Collaborative Communities

Delivery Program Link: C1.1 Conduct the business of Council in an inclusive, responsive and transparent manner

Operational Plan Link: C1.1.1 Support the councillors in meeting their statutory obligations and roles as community representatives

EXECUTIVE SUMMARY

The NSW Parliament has passed amendments to the *Local Government Act 1993*, known as the Phase 1 reforms, focussing mainly on improving council governance and strategic business planning. Some of these amendments are now in force including Section 233A of the Act, which requires all councillors, including mayors, to take an oath of office or make an affirmation of office at or before the first meeting of the council after the councillor is elected.

Councillor Jack Tait was an apology on the 11 October Ordinary Council Meeting, and will be taking the Oath at the 8 November meeting.

RECOMMENDATION

THAT in accordance with Section 233A of the *Local Government Act 1993*, Councillor Jack Tait will be invited to take the Oath of Office, before the General Manager, as outlined below:

1. Oath of Office:

I *Councillor Jack Tait* swear that I will undertake the duties of the office of councillor in the best interests of the people of the Eurobodalla Shire and the Eurobodalla Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgement.

BACKGROUND

In late 2011, councils came together at *Destination 2036* to discuss the long-term future of local government in New South Wales. This forum led to the appointment of the Independent Local Government Review Panel and the Local Government Act Taskforce. Both the Panel and the Taskforce recommended legislative change to support the work of councils. The NSW Government supported many of the recommendations made by the Panel and the Taskforce. Phase one of the NSW Government's broader reform of the *Local Government Act 1993* includes the requirement for councillors to take an oath or affirmation of office to reinforce the serious nature of their role.

GMR16/033 OATH AND AFFIRMATION FOR COUNCILLORS

E06.0429

CONSIDERATIONS

Section 233A of the *Local Government Act 1993*, states:

- (1) A councillor must take an oath of office or make an affirmation of office at or before the first meeting of the council after the councillor is elected.

- (2) The oath or affirmation may be taken or made before the general manager of the council, an Australian legal practitioner or a justice of the peace and is to be in the following form:

Oath

I *[name of councillor]* swear that I will undertake the duties of the office of councillor in the best interests of the people of *[name of council area]* and the *[name of council]* and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgement.

Affirmation

I *[name of councillor]* solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of *[name of council area]* and the *[name of council]* and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgement.

- (3) A councillor who fails, without a reasonable excuse, to take the oath of office or make an affirmation of office in accordance with this section is not entitled to attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected to the office or a meeting at which the councillor takes the oath or makes the affirmation) until the councillor has taken the oath or make the affirmation.

- (4) Any absence of a councillor from an ordinary meeting of the council that the councillor is not entitled to attend because of this section is taken to be an absence without prior leave of the council.

- (5) Failure to take an oath of office or make an affirmation of office does not affect the validity of anything done by a councillor in the exercise of the councillor's functions.

- (6) The general manager must ensure that a record is to be kept of the taking of an oath or the making of an affirmation (whether in the minutes of the council meeting or otherwise.)

GMR16/033 OATH AND AFFIRMATION FOR COUNCILLORS

E06.0429

Policy

We will update Council's Code of Meeting Practice to reflect the requirements of the *Local Government Act 1993*, as recently amended.

CONCLUSION

The *Local Government Act 1993* requires councillors to take an oath of office or make an affirmation of office at or before the first meeting of the council after the councillor is elected. As Councillor Jack Tait was an apology at the first meeting of Council after the election, he will be taking the oath of office before the General Manager at the Council meeting on 8 November 2016.

**GMR16/034 POLICY REVIEW - COUNCILLORS' EXPENSES AND FACILITIES
POLICY**

E16.0297

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: 1. Under Separate Cover - Councillor Expenses and Facilities Policy

Focus Area: Support Services

Delivery Program Link: SS1.2 Maintain a sound governance framework within which Council operates

Operational Plan Link: SS1.2.2 Ensure transparency in council dealings

EXECUTIVE SUMMARY

All Council's policies are reviewed within the first 12 months of a new Council term for the reasons set out under the following sections of the *Local Government Act 1993*.

- Section 223 (1)(e) Role of governing body – 'to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council'.
- Section 232 (1)(f) The role of a councillor – 'to uphold and represent accurately the policies and decisions of the governing body'.
- Section 165 (4) Amendment and revocation of Local policy – 'a Local policy (other than a local policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election'.

The Councillors' Expenses and Facilities policy has been reviewed. The draft policy is recommended to be placed on public exhibition before being presented to Council for adoption.

RECOMMENDATION

THAT

1. Council endorses the draft Councillors' Expenses and Facilities Policy for public consultation.
2. The draft Councillors' Expenses and Facilities policy be placed on public exhibition for a period of 28 days and, following the expiration of this period, the draft policy and any public submissions be presented back to Council for adoption.

BACKGROUND

Council must comply with the provisions of [Section 252](#) of the *Local Government Act 1993*, and adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the Mayor and Councillors in relation to discharging the functions of civic office.

**GMR16/034 POLICY REVIEW - COUNCILLORS' EXPENSES AND FACILITIES
POLICY**

E16.0297

Councillor expenses and facilities policies should allow for councillors to receive adequate and reasonable expenses and facilities to enable them to carry out their civic duties as elected representatives of their local communities.

The preparation and review of this policy at the beginning of each term by Council is a mandatory requirement to ensure:

- accountability, transparency and probity in the reasonable and appropriate provision of facilities to councillors, and the reimbursement of expenses incurred by Councillors
- that the facilities provided to assist Councillors to carry out their civic duties are reasonable
- compliance with and awareness of legislative requirements under the *local Government Act 1993* with respect to Councillors' expenses and facilities
- consistency and fairness in the manner in which Council deals with Councillors' expenses and facilities
- Council's requirements are readily accessible and understandable to the public.

CONSIDERATIONS

The policy has been reviewed and the following minor changes are listed below:

- The policy has changed from being adopted every twelve months to adopted within the first twelve months for each term of the Council as per Section 252 (1) of the Local Government Amendment (Governance and Planning) Bill 2016.
- Updated the reference to the latest version (November 2015) of the Model Code of Conduct of Local Councils in New South Wales.
- Section 2.2.4 'Submitting Claims' previously required reimbursement for expenses to be provided by the 5th of each month. This has been changed to reimbursement of expenses to be provided as soon as possible and expenses reported quarterly.
- Section 2.3 'Establishment of Monetary Limits and Standards' the allocation of \$3,300 has been increased to \$3,500 annually indexed to the CPI.
- Section 2.5.1.5 'Attendance at Seminars and Conferences', a sentence has been added to allow for a joint report where there are a number of Councillors attending the same conference.
- 'Accommodation' (previously 2.5.1.7). Accommodation was restricted to a maximum of NRMA 4 ½ star rating unless otherwise approved by the General Manager. This has been deleted as Council's process is to obtain accommodation as close to the venue within a reasonable price range. This section has now been replaced with daily costs other than accommodation.
- Section 2.5.1.9 refers to pool cars and travelling to seminars and conferences. The policy stated that 'where a councillor elects to use a private vehicle the maximum cost of the use of the pool vehicle will be reimbursed'. This sentence has been removed to avoid confusion. Item 2.5.6 of the policy outlines the requirements for the use of a pool vehicle or use of own vehicle.

**GMR16/034 POLICY REVIEW - COUNCILLORS' EXPENSES AND FACILITIES
POLICY**

E16.0297

- Section 2.5.3 'Local Travel Arrangements and Expenses' (point 7), the word Public has been removed. It now states meetings convened by Council instead of Public meetings convened by Council.
- Section 2.5.10 'Insurance Expenses and Obligations', Public Liability for Councillors whilst performing their civic duty has now been added.
- Section 3.2.1 'Councillors' room' the reference to telephone has been removed as Councillors are provided with mobile phones.
- Section 3.2.2 'Equipment and other resources', the reference to compliment slips, envelopes and Council letterhead has been removed and Councillor uniform inserted.
- Section 3.3.1 'Mayoral Car' the word prestige motor vehicle has been changed to motor vehicle (under luxury car tax threshold).

Legal

Under Section 252 'Payment of expenses and provision of facilities' of the *Local Government Act 1993* Council must:

- (1) Within the first 12 months of each term of a council, the council must adopt a policy concerning the payment of expenses incurred or to be incurred by, and the provision of facilities to, the mayor, the deputy mayor (if there is one) and the other councillors in relation to discharging the functions of civic office.
- (2) The policy may provide for fees payable under this Division to be reduced by an amount representing the private benefit to the mayor or a councillor of a facility provided by the council to the mayor or councillor.
- (3) A council must not pay any expenses incurred or to be incurred by, or provide any facilities to, the mayor, the deputy mayor (if there is one) or a councillor otherwise than in accordance with a policy under this section.
- (4) A council may from time to time amend a policy under this section.
- (5) A policy under this section must comply with the provisions of this Act, the regulations and any relevant guidelines issued under section 23A.

Policy

Councillors' Expenses and Facilities policy fulfil Council's obligations under Section 252 of the *Local Government Act 1993*.

Financial

The councillor budget is set annually and reviewed quarterly.

Community Engagement

Council will place the draft Councillors' Expenses and Facilities policy on public exhibition for a period of no less than 28 days commencing on 16 November 2016 until 14 December 2016. Copies will be available for viewing on Council's website, at the Batemans Bay, Moruya and Narooma libraries and Moruya customer service centre.

**GMR16/034 POLICY REVIEW - COUNCILLORS' EXPENSES AND FACILITIES
POLICY**

E16.0297

CONCLUSION

The draft Councillors' Expenses and Facilities Policy will be publicly exhibited for 28 days. At the end of the public exhibition period the draft policy will be presented to Council for consideration to adopt, along with a report to consider any submissions received during the exhibition period.

PSR16/038 2015-16 NATURAL RESOURCE MANAGEMENT STATUS REPORT

E05.9165

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

Attachments: 1. Landcare Group Hours
2. Active NRM Projects

Focus Area: Sustainable Communities

Delivery Program Link: S4.4 Encourage and support community sustainability and environmental projects

Operational Plan Link: S4.4.1 Provide environmental and sustainability advice and education

EXECUTIVE SUMMARY

This report provides the annual update on Council's Natural Resource Management (NRM) Program for the period July 2015 to June 2016. Included are updates on the Coast and Estuary Program, Eurobodalla Landcare, Biodiversity Education and Green Army.

Nine new NRM projects have commenced or been implemented and \$593,819 in grant funds have been received. The nine projects have a combined project value of \$1,442,567 of which Council contributed \$90,000. These programs have been supported this year by the Green Army who are undertaking training and work experience on Council environmental projects.

Projects are predominately grant funded with Council providing some matching funds to the Coast and Estuary and the Landcare program which assists volunteers who are working on environmental projects on public lands.

The projects are strategic and aligned with Council plans and directions, along with support of volunteers and landholders. Volunteers have committed 9,690 hours to NRM during 2015-16 which equates to nearly \$300,000 of in-kind conservation activities. The majority of efforts were spent on weed control and feral animal (Indian Myna birds) control activities across our Shire.

RECOMMENDATION

THAT Council receive and note the 2015-16 Natural Resource Management Status Report.

BACKGROUND

NRM operates in a diverse range of areas. Projects and activities are undertaken to:

- protect Eurobodalla's estuaries and coasts
- improve biodiversity
- provide flora and fauna connectivity
- protect and enhance bushland and Endangered Ecological Communities (EECs)
- restore riparian land and waterways
- control erosion
- reduce the impacts and spread of invasive plants and animals
- involve the community and land managers in environmental works and education.

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E05.9165

A range of government organisations and community groups are engaged to develop and implement partnership projects. Works occur across all land tenure to enable landscape scale environmental outcomes.

Projects are developed and prioritised based on the environmental outcomes that are supported by various Council plans, funding body objectives and community support.

CONSIDERATIONS

In July, the NSW Office of Environment and Heritage (OEH) announced that future funding would only be provided for the implementation of actions in Estuary Management Plans (EMP) and Coastal Zone Management Plans (CZMP) that were certified. This is a new process and Council recently submitted its five EMPs and CZMPs to OEH for certification and is awaiting further notification about the process.

Since March 2015, Eurobodalla Landcare Network, in partnership with Council, has been provided with funding for the employment of a part-time Landcare Officer. This has increased the capacity of Council to assist Eurobodalla Landcare groups who had previously been supported by South East Local Land Services (LLS). A number of restructures within LLS had seen the support to Landcare on public land reduced. The current arrangement for Landcare support, is for LLS to support private landholders and Landcare groups working on private land while Council is responsible for Landcare groups and works on public land. Over 90% of the current Eurobodalla Landcare works sites are on public land.

Legal

Under the *Local Government Act 1993*, it is part of each council's charter to properly manage lands so that current and future local community needs can be met and consider the principles of ecologically sustainable development.

Council works with OEH to ensure projects also align with State priorities and legislation.

Eurobodalla Landcare groups seek endorsement from Council for new projects where they are on Council managed lands or the project is supported by Council on private lands. These are reported to Council for approval as required.

Environmental project works on private property are voluntary and at the request of the land owner/manager. Where grant funds are expended on private lands, management agreements are entered into to ensure the works are maintained into the future.

Environmental

The following summarises each of the major NRM programs, including Landcare, Coast and Estuary, Green Army and Biodiversity Education for the 2015-16 period:

1. Eurobodalla Landcare

During this period, there were 24 Landcare groups volunteering in Eurobodalla, consisting of over 2,000 individuals participating in Landcare projects, activities or initiatives supported by Council. Over 90% of Landcare activities occur on Council owned or managed land. The remaining work is conducted on Crown land or private properties.

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E05.9165

Together the groups are an informal 'network' of groups called Eurobodalla Landcare Network. Council is assisting the network to investigate opportunities to improve autonomy and their self-sufficiency.

During 2015/16 Landcare participants have recorded 9,690 volunteer hours on landcare activities. The volunteer works are valued at \$290,700 (based on the \$30/hour, the Australian Government value for volunteer labour) which is a conservative estimate.

The main on-ground activities were weed control with volunteers contributing 2,861 hours to reducing the impacts of noxious and environmental weeds on native vegetation in reserves and 2,925 hours to the Indian Myna control program.

For further information see Attachment 1 – Landcare Group Hours 2015/16.

To assist volunteers with their work efforts, Council also supported and administered the following Landcare projects:

Local Landcare Support in the South East Region

Status: Ongoing
Location: Shire wide
Activities: Employment of part-time Landcare Officer (3 years) to strategically build the capacity of Eurobodalla Landcare Groups
Funding source: NSW Landcare and South East Local Land Services

Protect and Enhance 100 hectares of Endangered Ecological Communities

Status: Ongoing
Location: 13 Eurobodalla Landcare group areas at Akolele, Broulee/Mossy Point, Budd Island, Burrawang, Congo, Deua River, Denhams Beach, Guerilla Bay, Malua Bay/Lilli Pilli, Mystery Bay, Rosedale, South Durras and Tuross
Activities: Contractor assistance for Landcare groups to remove threats to EECs includes education, weed control, revegetation, invasive species control
Funding source: NSW Landcare and South East Local Land Services

Landcare Equipment Upgrade

Status: Ongoing
Location: Shire wide
Activities: Purchase of first aid and personal protection equipment for Volunteers
Funding source: Australian Government, Department of Social Services

Long Beach Coastal Wattle Project

Status: Ongoing
Location: Long Beach reserve
Activities: Increasing biodiversity through strategic removal/control of coastal wattle and revegetation with alternative native species.
Funding source: NSW Environmental Trust Restoration and Rehabilitation program

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Deua River Riparian Restoration Project

Status: Ongoing
Location: 42km of Deua River from Araluen Creek to Burra Creek junction.
Activities: Environmental weed control, erosion and feral animal control, community education and landholder engagement
Funding source: NSW Environmental Trust

Local Land Services Wetlands Project – Deua Property

Status: Completed October 2015
Location: 2km of Deua River riparian area
Activities: Environmental weed control to assist with outcomes of the Deua River Riparian Restoration Project.
Funding source: South East Local Land Services

Eurobodalla Bush Heritage – then and now

Status: Completed September 2016
Location: Burra Creek, Surfside, Mystery Bay, Akolele
Activities: Awareness raising, training and on-ground bush regeneration works with four rejuvenated or new Landcare groups
Funding source: Australian Government National Landcare Program

Conserving the coastal biodiversity of central Eurobodalla

Status: Completed June 2016
Location: Tuross Head, Potato Point, Kianga/Dalmeny
Activities: Reducing the spread of Weeds of National Significance and environmental weed control and training of three Landcare groups
Funding source: Australian Government National Landcare Program

Protecting the coastal resilience in the north of the Eurobodalla

Status: Completed September 2016
Location: Lilli Pilli/Malua Bay, Mosquito Bay, Denhams Beach
Activities: Weed control of weeds threatening coastal areas
Funding source: Australian Government National Landcare Program

Controlling the Environmental Weed Threats to Eurobodalla's EECs

Status: Ongoing
Location: South Durras, Burrawarra Point, Broulee and Congo
Activities: Environmental weed control in priority areas adjoining EECs on public land. Includes community education and landholder engagement.
Funding source: NSW Environmental Trust Restoration and Rehabilitation Program

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2. Coast and Estuary Program

This program implements recommendations from Council's five Estuary Management Plans or the updated Coastal Zone Management Plans (Clyde, Tomaga, Moruya, Tuross/Coila and Wagonga). These plans are prepared by Council in consultation with the community and financial support of the NSW Government. The objective of the plans is to identify and priorities key environmental works required to maintain the health of the region's main estuaries.

The following projects have assisted Council to deliver actions from these plans:

Eurobodalla's Estuaries 2015/16

Status: Ongoing
Location: Shire wide - 436 hectares of EECs and high value estuarine areas
Activities: Bush regeneration including weed control and revegetation; community education and engagement, erosion control and bank stabilisation.
Funding Source: NSW Office of Environment and Heritage Estuary Management Program

Removing Threats and Improving Resilience of Eurobodalla's Dunes

Status: Ongoing
Location: Shire wide – dune systems
Activities: Mapping and treatment of dune weeds, dune restoration
Funding Source: NSW Environmental Trust

Dalmeny Wetlands Protection Project

Status: Ongoing
Location: Wetlands in Dalmeny/Kianga
Activities: Bush regeneration
Funding Source: South East Local Land Services

Clyde River Wetlands Protection Project

Status: Ongoing
Location: Cullendulla Creek foreshore reserves
Activities: Bush regeneration
Funding Source: South East Local Land Services

Tomaga Wetlands Protection Project

Status: Ongoing
Location: Tomaga foreshore reserves
Activities: Bitou bush control
Funding Source: South East Local Land Services

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Restoring the remaining stands of two EECs

Status: Completed March 2016

Location: Long Beach, Tuross, Dalmeny/Kianga, Wagonga Inlet

Activities: Restoration of Littoral Rainforest and Themeda Grassland on Coastal Headlands EECs on Council lands. Through this project, traditional burning techniques used by Aboriginal people has been reintroduced to managing Themeda Grasslands at Kianga/Dalmeny. The project has received State wide recognition from other agencies and a number of environmental management awards.

Funding source: NSW Environmental Trust

Coast and Estuary projects are often supported by Landcare volunteers and landholders of adjoining properties where the project is in their area.

3. Green Army

The Australian Government Green Army program commenced in April 2015 and engages teams of nine young people aged 17 – 24 in training and hands on work experience, for environmental projects over a six month period. The team is supervised by an additional appointed Team Leader.

The Eurobodalla Green Army teams work on NRM projects with Council, the Eurobodalla Regional Botanic Gardens, Eurobodalla Landcare and National Parks and Wildlife.

During 2015-16, Council supported three Green Army teams and an additional two teams will be undertaking works in 2016-17.

This Green Army contribution is valued at \$194,000 per team and Council provides in-kind support and no financial contribution.

Council was the successful recipient of the NSW Skillset Green Army Project Host Award for 2016 which acknowledges the delivery and Council implementation of the Green Army projects in the Eurobodalla Shire during the 2015-16 period.

An application for future teams has been recently submitted, awaiting a response. The range of work includes weed control, revegetation, erosion control, mangrove planting and track construction supporting works into areas where funding has not been available.

4. Environmental Education

Communication and education is conducted to engage the community in helping to manage and appreciate the natural environment, and to encourage water and waste wise practices. A wide range of educational activities were conducted in 2015-16 including:

- Workshops at the Botanic Gardens for families on how to increase biodiversity in their own backyard
- Information and training sessions to schools and community on how to get involved in the Eurobodalla marine debris working group to reduce the impacts of litter on our marine environments
- Biodiversity and botany education for all 11 primary schools

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- Four Art on the Path events to raise awareness of sustainable practices in the Eurobodalla and to show the community ways that they can become an environmental volunteer
- Coastal management, biodiversity and threatened ecosystem education for all Eurobodalla's schools
- Weed swap events; encourages residents to bring environmental weeds from their garden and swap for free native plants providing invasive and native species identification and techniques for weed control
- Garden audits where a Natural Resource Officer visits a property to provide advice on the occurrence of native and introduced plant species. Advice is provided on the appropriate weed control technique and suggestions of suitable replacement plants that are Bush Friendly and water-wise.
- The annual environmental calendar with artwork from each Primary school
- A water wise education program included numerous visits to schools, school excursions to treatment plants, water audits, community stalls, water bill information inserts
- A waste wise education program included numerous visits to schools and pre-schools, recycling guide, and home composting workshops
- Three new water refill stations were installed and the tap water please campaign continued.

Asset

Natural resource management and environmental conservations contributes to the maintenance of ecological services and environmental asset which supports our local tourism industry, amenity and broader economy.

Social Impact

The projects have a strong emphasis on community engagement and education, providing a range of opportunities for community participation.

The NRM program builds the capacity of private landholders to recognise, maintain and improve their properties' natural assets and to sustainably managing their land for enhanced agricultural productivity and environmental benefits

Volunteerism in Landcare and other environmental activities, provides a positive social impact giving the community the opportunity to undertake a range of beneficial works, provide input into the management of bushland, understand the environment they live in, undertake physical activity and includes social interactions.

Economic Development Employment Potential

Many NRM projects utilise local businesses to assist with implementation such as: bush regenerators, fencing contractors, local produce and hardware stores, earthwork machinery operators, installation of solar off-stream watering systems, printers to produce brochures and caterers for community training events. Projects also involve engagement of local indigenous teams through the appropriate Local Aboriginal Land Council.

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E05.9165

Sixteen local young people have been engaged through two Green Army projects and another team commences in September 2016. The Green Army program provides on the job training, formal education and six months of work experience in priority environmental works.

Financial

Landcare- Council contributed \$30,000 to support Landcare projects which it utilised to partially match external grant funds, purchase consumables, tools and equipment, engage contractors to work in the more difficult high priority sites and support Landcare works where there is no external funding.

Coast and Estuary – Council contributed \$60 000 as required to match the grant of \$120,000 from NSW Office of Environment and Heritage, Estuary Management Program. The remaining matching amount of \$60,000 was made up of contributions at Coast and Estuary project sites from other Council programs eg invasive species, fire mitigation, maintenance.

Council contributed a total of \$90,000 to on-ground natural resource projects with a total project value of over \$1.4 million. The delivery of the projects ranges from six months to three year implementation.

The project value largely consists of external grant funds as well as Council, volunteers and landholders 'matching' funds through in-kind contributions.

See Attachment 2 – Funding summary of new NRM project grants received in 2015-16.

Community Engagement

Project development and submissions are undertaken with the affected landholders, land managers and volunteers involved in the deliverables. All project works on private lands are on a voluntary basis and are conducted with the consent and involvement of the landowner.

New project applications and allocated grants are outlined in councillors' newsletters or reported to Council as they occur.

The broader community is informed of project works by newspaper, radio, letter or in person dependent on the nature of the works program and the community interaction required at each locality.

A range of community education events allow staff to consult on projects and to engage the community and landholders such as plant swaps, garden audits, school holiday activities at the Eurobodalla Regional Botanic Gardens, Marine Park tours, marine debris cleanup days, school planting days and excursions to bushland reserves.

In addition the introduction of 'door knocking' to meet face to face with residents adjoining bushland reserves to discuss projects has proven worthwhile. Residents obtain advice and can then implement recommendations on managing environmental weeds and suitable replacements.

CONCLUSION

Council managed natural areas are a highly valued community asset and for Council to fulfil both legal responsibilities and meet community aspirations, these areas require appropriate management and conservation for the usage of the whole community.

PSR16/038 2015-16 NATURAL RESOURCE MANAGEMENT STATUS REPORT

E05.9165

In 2015-16 Council was successful in securing over \$593,000 in grants for NRM with a total of over \$1.4 million worth of works delivered.

The contribution of volunteers is substantial and very beneficial to our community and the environment.

Eurobodalla Landcare Group Hours 2015/16

Group name	Participants	Admin	Planning	Education	Planting	Fencing	Erosion control	Weeding	Spraying	Maintenance	WH&S	Training	Signage	Rubbish	Feral animals	Other	Total
Akolele Coastcare	3							7									7
Broulee/ Mossy Point Dunecare	115	7	19	83	55			118		6		12		5	1		306
Budd Island Landcare	3							30									30
Burrawang Landcare	74	4	17	53	98			322	8	214		6		7		87	890
Burra Creek Landcare	10																10
Congo Landcare								10									10
Denhams Beach Coastcare								8									8
Deua Rivercare	43	61	57		160		94	492	55	68		50	2	51		75	1,164
Eurobodalla Marine Debris Working Group	254													420			420
Guerilla Bay Landcare	25	2	2	6				177		53							239
Indian Myna Bird Control Landcare															2,925		2,925
Kianga/ Dalmeny / Narooma Dunecare	6				13			25	22			21					81
Lilli Pilli/ Malua Bay Landcare	139	20	42		95			123	35		6	35		34			390
Little Lake Landcare	4	4	4	1	8	-	-	36	5	47	-	7	-	19	-		131
Long Beach Landcare	12	4	36	6	6	5		507	82	4		18		18		10	689
Mosquito Bay Bushcare	6	2	1	2	14			25	1	2	3		2	3			54
Mystery Bay Coastcare	14	3	47					94	2					4			150
Narooma Bushcare	8							77				1		78			78
Potato Point Coastcare																	10
Rosedale Landcare	32	11	9	7	1			79						6		8	121
South Durras Landcare	23	12		4				280	20	41				80	18	28	482
Surf Beach Landcare	13							107						38			145
Surfside Bushcare	25			75	15			20									110
Tomakin Coastcare	14	11			198			66	2	2	2						281
Tilba District Landcare																	
Tuross Coastal Landcare	52	52	67	25	63	13		236	6	29			16	35		162	703
Tuross Valley Landcare	2							24		10							34
Long Beach Community Association																	226
Totals	877	192	301	261	719	18	94	2,861	237	475	11	150	19	797	2,944	370	9,690

\$ 290,700

Project Name	Project Value	Grant Amount	Council \$ Contributi	Start Date	Estimated Fi
Protecting our Warty Zieria - Zieria tuberculata protection project	\$ 212,776.00	\$ 98,854.00	\$ 3,000.00	Jun-16	Dec-19
Local Landcare Support in the South East Region	\$ 150,000.00	\$ 150,000.00		Jan-16	Jun-19
Protect and enhance 100 hectares of EECs with 13 Landcare groups	\$ 288,650.00	\$ 150,000.00	\$ 3,000.00	Jun-16	Jun-18
Green Army 2016/17	\$ 388,000.00			Sep-16	Sep-17
Dalmeny LLS Wetlands project	\$ 44,270.00	\$ 19,320.00		Jun-15	Jun-17
Clyde River LLS Wetland project	\$ 56,692.00	\$ 27,120.00		Jun-15	Jun-17
Tomaga LLS Wetland project	\$ 57,179.00	\$ 23,525.00		Jun-15	Jun-17
Landcare equipment upgrade	\$ 5,000.00	\$ 5,000.00		Jul-16	Dec-16
Eurobodalla's Estuaries 2016	\$ 240,000.00	\$ 120,000.00	\$ 60,000.00	Mar-16	Feb-16
TOTAL	\$ 1,442,567.00	\$ 593,819.00	\$ 66,000.00		

PSR16/039 2015-16 GREENHOUSE ACTION PLAN STATUS REPORT

E07.1073

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

Attachments: 1. Progress on GAP Actions

Focus Area: Sustainable Communities

Delivery Program Link: S4.3 Review and coordinate implementation of the Greenhouse Action Plan

Operational Plan Link: S4.3.1 Implement energy, water and waste reduction initiatives within Council

EXECUTIVE SUMMARY

This report provides the annual update on the progress and activities to date on the [2012-17 Greenhouse Action Plan](#) (GAP) for the period July 2015 to June 2016.

The plan has achieved significant emission savings of over 5,100 tonnes of CO² /year and avoiding over \$1m/year in energy and water costs to Council. The plan is largely on track with many actions progressing well and some targets achieved. Compared to the 2005-06 baseline:

- Building emissions are down 36%
- Street lighting emissions are down 14%
- Council is now sourcing over 20% of its electricity from renewable energy.

Highlights from 2015-16 included:

- Solar panels have been installed across a total of 25 facilities generating a peak rate of output of 630kW of solar power, saving approximately \$170,000 per year
- Council was included in a successful aggregated bid in the Emissions Reduction Fund to reduce methane emissions at Surf Beach Waste Management Facility
- Council won the 2015 Local Government NSW Excellence in the Environment Award.

Significant savings to Council have already been achieved as a result of activities within the plan. Works currently underway and planned, make the target of a 25% reduction in emissions achievable by 2020.

RECOMMENDATION

THAT Council receive and note the 2015-16 Greenhouse Action Plan Status Report.

BACKGROUND

The 2012-17 GAP was adopted by Council (Minute 12/190) on 24 July 2012. The plan contains 74 actions covering the sub-headings of community, sustainable transport, energy efficiency, street-lighting, fleet, leadership, planning, renewable energy and waste.

A corporate greenhouse gas emissions reduction target was established: to reduce the total Council greenhouse gas emissions from the 2005-06 baseline by 25% by 2020. Actions within the plan were designed to meet this target and be achievable and measurable.

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E07.1073

CONSIDERATIONS

Of the 74 actions in the plan, 20 are 'Completed', 34 are being addressed in an 'Ongoing' way, 20 are 'In Progress'.

Information on the progress and activities for each action are detailed in the attachment. Highlights from activities completed in 2015-2016 include:

- a successful aggregated bid in the Emissions Reduction Fund to reduce methane emissions at Surf Beach Waste Management Facility
- detailed energy audits were completed at Council's 23 largest sites identifying significant savings that will be implemented via an Energy Performance Contract
- an extra 5km of footpaths or cycle paths was completed
- Council won 2015 Local Government NSW Excellence in the Environment Award for its accomplishments in sustainability and environmental management
- continued advocacy for the introduction of LED street lighting
- approximately 430 water rebates or giveaways were issued. Water conservation education continued to help maintain low levels of water use
- over 630kW of solar power has now been installed across 25 facilities.

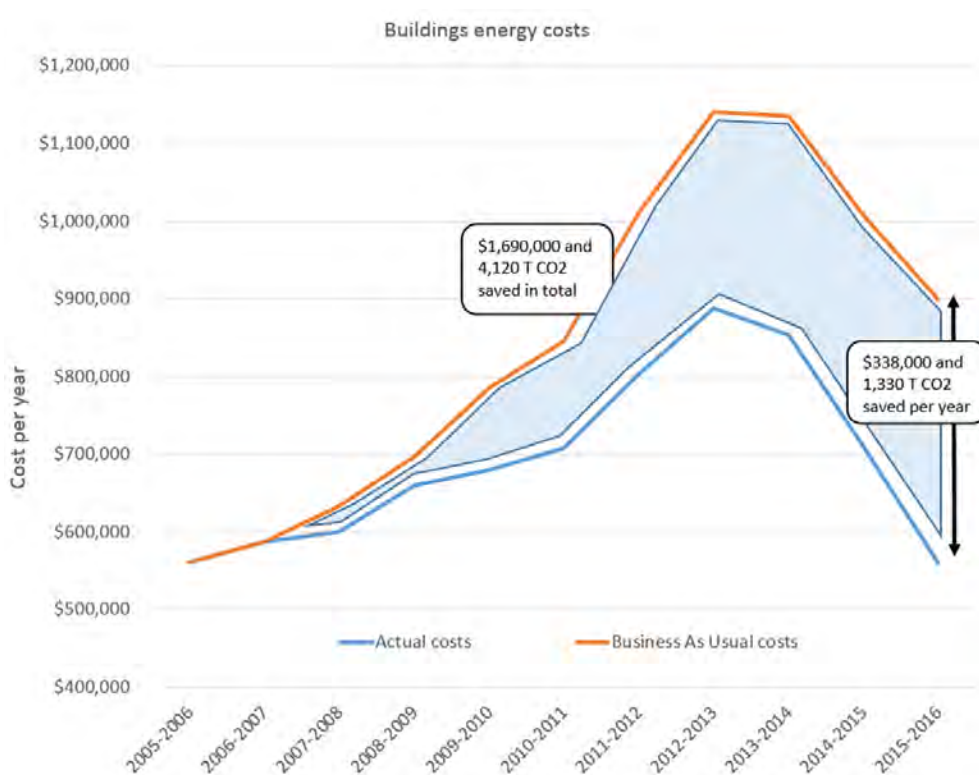


Figure 1. Building energy costs compared to a 'business as usual' scenario shows the declining energy costs at Council buildings which includes depots, offices, halls, the airport, libraries, parks, toilets and pools. Energy usage and emissions have declined significantly resulting in substantial cost savings. Key activities include energy efficient lighting upgrades, solar pool heating and blankets, insulation and draught sealing, and solar power.

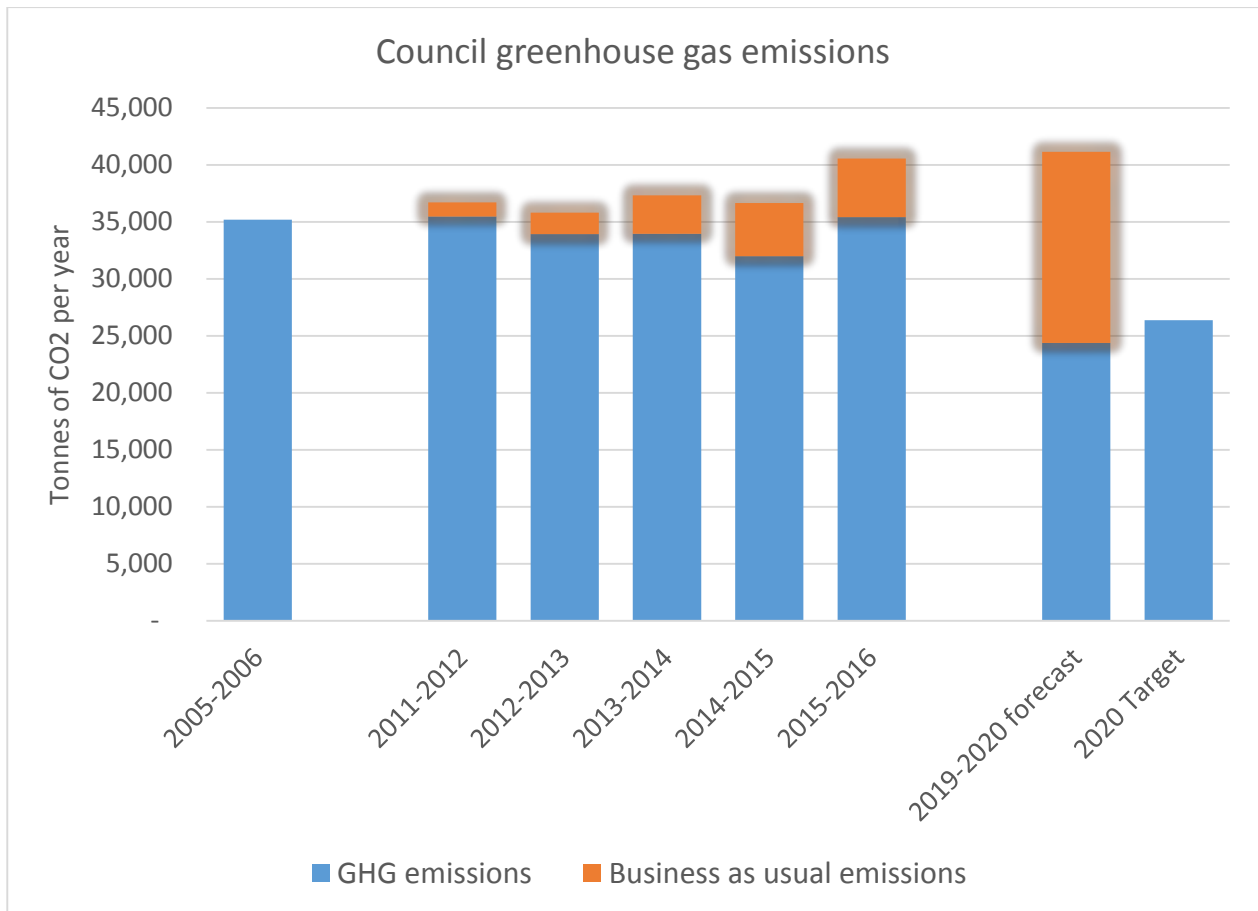


Figure 2. Council Greenhouse gas emissions compared to the 2005-06 baseline and 2020 target.

The blue part of the graph shows actual Council emissions. The orange part shows emissions reduction activities completed by Council. By including this in the chart, it shows what emissions would have been if all the energy efficiency, renewable energy and carbon offset projects had not been completed in a 'Business As Usual' scenario.

Total emissions for 2015-16 are down 0.1% compared to the 2005-06 baseline. The increase in emissions in 2015-16 compared to 2014-15, is largely due to a change in the method of calculation related to the conversion factor from methane to equivalent tonnes of CO₂ which was made by the Department of Environment on 1 July 2015, through the National Greenhouse and Energy Reporting (measurement) Amendment Determination 2015 (No.1). Methane has 25 times the Global Warming Potential of CO₂; this accounting factor was revised from 21 to 25 in 2015-16.

Methane emissions from Council's sewage treatment and landfill facilities, remain a large proportion of Council's emissions. Actual methane volumes did not substantially change in 2015-16. However, the change in the conversion factor from methane to equivalent tonnes of CO₂ has resulted in the revised figures shown in Figure 2.

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E07.1073

Other emission reduction activities within Council have helped to minimise this increase in emissions. Compared to the 2005-06 baseline, total street lighting emissions are down 14%, building emissions are down 36% and water assets emissions are down 15%.

A greater reduction in emissions is expected in coming years as new projects are completed. As shown by the 2019-20 forecast emissions in Figure 2, the impact of these projects is expected to enable Council to meet the 25% reduction target by 2020. Upcoming projects include:

- an Energy Performance Contract on the 23 largest Council sites. This is a competitive energy auditing process which will reduce energy use by 12% at target sites. This will save over 770 tonnes of CO² and \$168,000 per year
- LED street lighting will be installed on local roads in Eurobodalla in 2017 which could save over 450 tonnes of CO² and \$140,000 per year in energy and maintenance costs
- a landfill methane gas extraction and destruction project will save an estimated 5,000 equivalent tonnes of CO² per year at Surf Beach landfill, and an estimated 3,500 equivalent tonnes of CO² per year at Brou landfill. The adopted Council budgets include a pre tender estimated cost of \$500,000 in relation to the capital setup of the methane extraction and destruction system. The Emissions Reduction Fund will only support reporting and operational costs.

Table 1: Greenhouse Action Plan secondary targets.

Target	Progress	Comments
Reduce total energy use by Council existing buildings by 25% by 2020, from the 2005-06 baseline.	Energy decreased by 42% Emissions reduced by 36%	Emissions continued to decline with the full effects of the solar power installations realised in 2015-16.
Reduce the energy intensity of (kWh/ML) of the water supply to less than 750 kWh/ML and for sewer services <1,000 kWh/ML by 2016.	Water 843 kWh/ML. Sewer 894 kWh/ML	Energy demands have increased with the new Northern and Southern Water Treatment Plants operating since 2011. But energy use has decreased by 19% and 12% for Water and Sewer respectively since 2011-12.
Maintain the demand for total water use in the Shire at <90kL/resident/year.	91kL/resident /year	Current water usage remains the lowest in NSW among water utilities with >10,000 connections.
Reduce fuel emissions by 25% by 2020 compared to the 2005/06 baseline.	Emissions reduced by 18%.	Some offsets were purchased to achieve this reduction. Overall usage increased in 2015-16 possibly due to increased activity associated with Special Rate Variation projects.
25% of electricity used by Council facilities will be sourced from renewable energy by 2020.	20%	This target will be reached via a combination of the Australian Renewable Energy Target and solar power installations on Council sites which generated 9% of Council's energy in 2015-16.
Reduce greenhouse emissions from waste to landfill by 25% by 2020 compared to the 2005/06 baseline.	The revised emissions calculation presents as up by 14%.	The modelled volume of methane produced has not substantially changed but the change to the conversion factor from methane to equivalent tonnes of CO ² has resulted in this variation.

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E07.1073

Policy

The 2012-2017 Greenhouse Action Plan was adopted by Council (Minute 12/190) on 24 July 2012. The GAP runs to the end of the current financial year and a new plan will be prepared for future years.

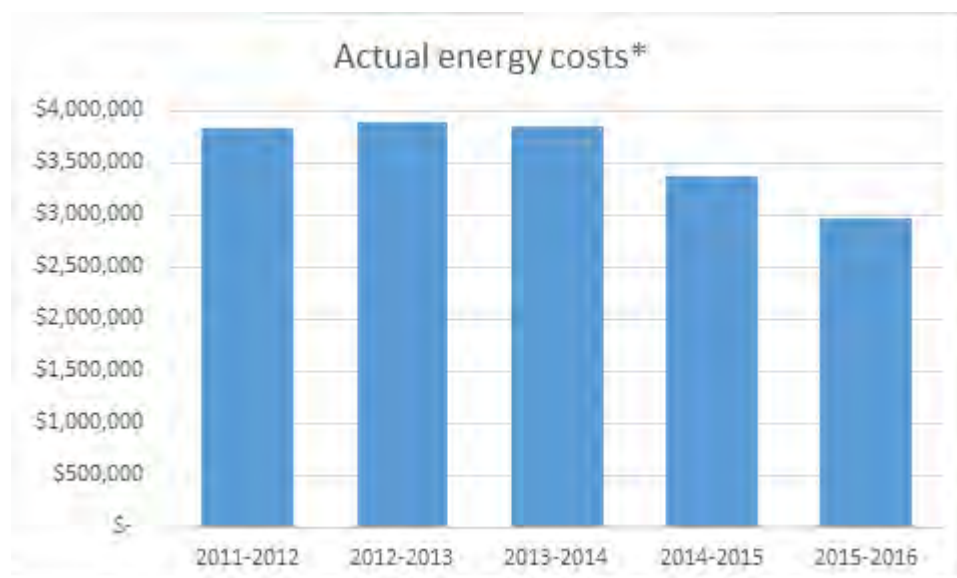
Environmental

The implementation of the 2012-2017 GAP has already resulted in many environmental improvement activities being undertaken. Greenhouse gas emissions have been reduced by over 5,100 Tonnes of CO². In 2015-16 material totaling 19,763 tonnes has been reused or recycled and diverted from landfill. This represents 44.38% of material collected or received.

Financial

A business case for all projects from the GAP are prioritised and evaluated before they are implemented. Only projects with an attractive payback period and positive rate of return have been approved. Completed actions from the GAP have contributed to avoiding over \$1m/year in energy and water costs. Rising electricity prices over the years has reduced the overall effect of these actions on the budget, but these actions have greatly helped to reduce the impact of rising electricity prices. Some of these activities include:

Buildings and pools: energy efficient air con, heating, lighting, solar hot water and insulation upgrades	\$338,000
Pumps: variable speed drives, solar aerators, pump upgrades	\$200,000
Energy management: competitive energy contracts, off-peak operations, tariff switching	\$390,000
Solar power	\$170,000
Fleet management: more small cars, less 4WDs, eco-driving training.	\$60,000
TOTAL	\$1,158,000



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E07.1073

*Actual energy costs include all electricity, gas, diesel and ULP as reported by independent environmental score-keeper Planet Footprint.

Actual energy costs in 2015/16 have declined by over \$900,000 compared to their peak in 2012/13. A strong case can be made for continuing to resource the implementation of cost-effective emissions reduction activities identified in the 2012-2017 GAP.

Community Engagement

We have informed and engaged the community about some of the activities in the Greenhouse Action Plan through a variety of media channels.

We will be engaging the community for the preparation of the proposed 2017-2022 Greenhouse Action Plan during 2016-17.

CONCLUSION

The 2012-2017 Greenhouse Action Plan is progressing well and is on track to meet the 25% reduction target by 2020. Significant financial savings to Council have been achieved as a result of activities within the plan. It is recommended to continue to implement the plan in order to fully realise the objectives, targets and financial benefits of the plan.

No:	Action	Description	Status	15/16 comments
C	6.1	Community		
C	Council has a role and responsibility in facilitating the community response to the issues associated with climate change.			
C.1	Maintain and annually review water conservation incentives schemes.	Council will continue to run or offer incentives schemes to encourage water conservation. Reducing demand for water reduces the emissions from water transport and treatment.	Ongoing	Current rebates are approved until 2017. A showerhead exchange program was launched in 15/16 and has had a high uptake.
C.2	Engage with and share information with neighbouring Councils on regional climate change projects.	Council will collaborate with other Councils and regional bodies to support efforts to address climate change issues.	Ongoing	Network meetings with Ironbark, NSW Office of environment and Heritage, REROc and neighbouring councils.
C.3	Assist in providing climate change education and engagement programs in partnership with community, and government organisations.	Support and encourage climate change programs for residents, businesses, the community and staff. Where community groups or state or federal government programs provide such programs Council may assist in promoting and facilitating uptake of the program. If opportunities arise, Council may be in a position to deliver such programs.	Ongoing	Supported the Southcoast Health and Sustainability Alliance (SHASA) with their activities.
C.4	Facilitate the development of emerging sustainable businesses and sectors in the Shire.	This could include: support for emerging sectors; facilitation of training (eg Green Skills courses); business incentives; support for establishment of community renewable energy ventures.	In Progress	John Dee Energy Action workshop held in Moruya with ~50 attendees from the business community. In kind and administration support provided to SHASA on their community renewables project.
C.5	Support the development of local community renewable energy generation initiatives.	Council will provide in principle support to community managed renewable energy generation systems where they are deemed to be appropriate and feasible.	In Progress	Council liaise closely with the NSW Renewable Energy Precincts program and the South East Region of Renewable Energy Excellence (SERREE) program. Local group SHASA secured a NSW OEH Growing Community Energy grant with Council acting as the Administrator to investigate a community renewables project.
C.6	Provide information, education and support to landholders about efforts to preserve and increase local carbon farming activities.	Council will support and facilitate efforts by landholders and community groups to preserve existing bushland and plant more trees. Support and education may be provided to landholders interested in participating in other carbon farming initiatives that reduce on farm methane and nitrous oxide emissions or increase carbon stored in soil. These activities maintain and increase the amount of carbon stored in the environment.	Ongoing	The Emissions Reduction Fund has little new incentives at this point for local landholders.
C.7	Maintain an active role in supporting Emergency Services like the State Emergency Services and Rural Fire Service	The likely consequences of climate change will be more intensive and frequent bushfires, flooding and drought events. Council will work with other agencies to ensure the Shire is prepared for such events and capable of responding to these events.	Ongoing	Council continue to work with emergency services as required.
C.8	Promote the uptake of incentive programs for sustainable technologies.	Council will encourage the community to adopt sustainable technologies by raising awareness about the availability of rebates and incentives offered by Local, State and Federal Governments or by community organisations.	Ongoing	Promotion of Energy Saving Certificates to businesses. Promotion of Council water rebates continued.
ST	6.2	Sustainable Transport		
ST	Council manages the network of roads, footpaths and cycle paths in the Shire. Council is well placed to support community efforts to reduce reliance on emissions intensive transport.			
ST.1	Continue to facilitate and support improved public transport linkages.	Council will continue to facilitate and support public transport linkages throughout the Shire. This action is supported by the Social Plan, the Disability Action Plan 2012-2017, and the 2030 Community Strategic Plan.	Ongoing	Proposal for a South coast car pooling scheme proposal in partnership with other local councils and Transport for NSW in November 2014. No further progress.
ST.2	Facilitate a public transport education program by June 2014.	The Bus Assist program as part of the Active Living project, will provide a travel training program to assist targeted groups to learn how to make the most of public transport in the Shire.	Completed	Bus Assist Program completed in June 2013. Approx 15 participants with a disability attended training to help the awareness of local public transport and how to access in addition to increasing the use of walking to local venues. Project complete.
ST.3	Develop an integrated network of bike lanes and shared paths as outlined in the 2010 Shared Pathway Strategy.	Continue the development of cycleways and footpaths. Pursue opportunities for grant funding. Continue to support community groups in their fundraising and building of pathways.	Ongoing	3.2km of footpaths and another 1.8km of shared pathways or cycleways were built in 2015/16.

ST.4	Continue to support the development of local health services to reduce need to travel.	Council will work actively to advocate and lobby for the provision of local services. This includes health and other services that many Eurobodalla Residents currently travel out of the Shire to access many specific services.	Ongoing	Provide Compack service to support newly discharged hospital patients to recuperate and reduce rehospitalisation rates. Implement community development and recreation programs to target disadvantaged and improve healthy living and reported health indicators. Facilitate the Towards a Healthier Eurobodalla Group, partner with Southern NSW Local Health District to promote wellbeing in identified areas to improve health, work with Coordinaire/Grand Pacific Health to support broad use of technology and telemedicine to improve access to specialist services. Provision of community transport assistance to maximize passenger occupancy and minimize vehicles on the road. Participation (and winner) of Healthy Towns Challenge 2016, an initiative that involved 420 community members. The program operated in partnership with
ST.5	Promote the use of shared pathways to residents and visitors to the Shire.	The network of bike paths, shared pathways and tourist cycling routes will be promoted to residents and visitors to the Shire through free brochures; the eurobodalla.com.au website and in partnership with the RTA through the bicycle info website	Ongoing	We continue to promote cycling as a great activity for visitors and locals and their visiting friends and relatives. More than 25,000 brochures have been distributed promoting cycling.
EE	6.3	Energy Efficiency – General		
EE.1	Maintain and monitor an energy and emissions data management system for Council's greenhouse gas emissions.	Ensure an accurate and consistent approach is used for measuring emissions and mitigation efforts. This data will inform decision making and help track progress on individual projects and towards corporate targets.	Ongoing	An independent firm monitor all Council utility accounts. All electricity bills are checked prior to being paid by council. Interval data on large electricity accounts is reviewed monthly.
EE.2	Integrate energy and water efficient design and features into planned and other future Council developments.	The development or renovation of Council infrastructure will take into account lifetime costs of the asset and prioritise water, energy and resource efficient design.	In Progress	The Tomakin Sewage Treatment Works building renovation upgraded the lights to LEDs. The new Cauty St toilet included some water and energy efficient features.
EE.3	Implement energy efficiency upgrades that have a positive rate of return within an agreed timeframe.	Once cost-effective energy efficiency measures have been identified they will be implemented in a timely fashion.	In Progress	An Energy Performance Contract process was started which investigated energy saving opportunities at the 23 largest sites.
EE.4	Install and review smart meter data of larger electricity accounts at least quarterly by November 2013.	Monitoring of a facility's energy use from smart meters provides a detailed insight to how energy is being used on larger sites. This allows for smarter management of energy use at sites and the earlier detection of faults or anomalies	Ongoing	Data is reviewed at least monthly.
EE.5	Monitor and report on large increases in energy consumption at least quarterly.	Explanations for large (>\$1,000/quarter) energy consumption anomalies where energy use increases significantly (>20%) more than the same period last year will be reviewed by facility managers and through the Sustainability Matrix Group	Ongoing	Anomalies are identified and distributed to asset managers on a quarterly basis, and then reviewed by the Sustainability Matrix Group.
EE.6	Engage and educate Council staff on sustainability in the workplace.	Provide information to staff and encourage participation from staff to reduce greenhouse emissions at work. Examples may include: energy conservation at work, sustainable procurement training, eco-driving practices, participating as a EuroTransport volunteer driver to help reduce community transport travel emissions	In Progress	Sustainability presentation completed for all new staff inductions. Sustainability component in 4 x procurement training sessions. Waste audits and recognition program completed at Moruya Offices 3 times.
EE.7	Review electricity contracts for all sites by 1/2/13 and seek competitive tariffs before the existing contract expires on 30/6/2013.	The large volume of electricity used by Council's facilities has the capacity to attract competitive tariff rates. Reducing the costs paid for electricity allows more funding to be used for emissions reduction activities.	Completed	Completed for large sites and streetlighting renewal for end of 2015.
EE.8	Prioritise energy efficiency as a key criteria when renewing electrical equipment and evaluating whole of life costs	Energy efficient equipment will be identified and evaluated compared to standard replacement options. Whole of life cost evaluations, which includes energy running costs, will be completed for power hungry items.	Ongoing	Completed for some renewals.
B	6.4	Energy Efficiency – Buildings		

B.	TARGET: Reduce total energy use by Council existing buildings by 25% by 2020, from the 2005/06 baseline.			Energy decreased by 42%. Emissions reduced by 36%
B.1	Review and report on energy efficiency technology and operational measures identified and implemented on Council buildings each quarter.	Energy efficiency opportunities will be reviewed and reported to the Sustainability Matrix Group on a quarterly basis. As costs of emerging technologies decrease and new technologies become available new opportunities will continue to emerge and be investigated.	Ongoing	New opportunities are discussed with the SMG on a quarterly basis and prioritised.
B.2	Upgrade all T8 fluorescent tubes to energy efficient alternatives on staffed facilities by December 2013.	Staffed facilities generally have longer operating hours when lights are on. Installing energy efficient lights such as LED or T5 fluorescent tubes will result in energy, emissions and financial savings.	Completed	Completed in 13/14.
B.3	Replace T8 fluorescent tubes with energy efficient alternatives on non-staffed sites at the end of their natural lamp life.	Non-staffed sites have variable operating hours and energy efficient lamp replacements do not always have a short payback period. When T8 fluorescent lamps fail and need replacing they will be replaced with energy efficient lamps, such as LED or T5 fluorescent lamps.	Ongoing	Where possible lamps are upgraded to energy efficient alternatives as they are replaced. The Tomakin STW lights were upgraded to LED during a renovation.
B.4	Upgrade all Mercury Vapour lamps to energy efficient alternatives by December 2013.	Mercury Vapour lamps are high-bay lights commonly found in warehouses or basketball stadiums in the Shire. Where energy efficient lamps can be installed directly into the existing lighting fitting, emissions reductions and financial savings can be achieved.	Completed	Completed in 14/15.
B.5	Replace electric hot water systems at the end of their natural life with solar hot water systems on sites where practical.	Where peak hot water demand is suitable and a good solar aspect is available solar hot water systems will be installed on Council facilities. If not practical other energy efficient hot water systems will be used (such as instant gas or heat pump).	Completed	14 solar hot water systems have been installed in 13/14. Grant funding was secured.
B.6	Audit all air conditioned Council facilities for air leaks and insulation gaps by June 2013.	Thermal leaks in a building (through gaps in doors, windows or a lack of insulation) that is air-conditioned results in the need for extra energy to re-cool or heat the space. Thermal imaging equipment will be used to find thermal leaks in buildings.	Completed	Completed and integrated with the audit software used in the Community Building Sustainability program in 13/14.
B.7	Ensure all air-conditioned spaces have sealed thermal leaks (if practical) by December 2014.	If practical thermal leaks will be addressed through the use of door and window seals, insulation, glazing, tinting and/or exterior shading.	Completed	Completed in 13/14. Ceiling insulation was installed at a number of facilities. Draught stoppers were installed at many facilities.
B.8	Upgrade all Exit lights in Council facilities to energy efficient LEDs by June 2014.	LED Exit lights can be up to 80% more efficient than standard Exit lights and can achieve emission reductions and financial savings.	Completed	Completed in 14/15.
S	6.5 Energy Efficiency – Streetlighting			
S.1	Trial the use solar public lighting.	Research will be undertaken to establish options and costs for future use of solar lighting that is installed and operated by Council in suitable situations including: Council tourist facilities; isolated locations; Council parks; Council facilities such as playing fields and outside toilet blocks.	In Progress	A stand alone solar powered street light was installed at Mystery Bay campground. Some have also been installed at the Batemans Bay Sewage Treatment Works.
S.2	Specify that the most energy efficient street lighting be installed in all new subdivisions and redeveloped urban areas.	Council will work with developers and the electricity network provider to ensure energy efficient lighting that complies with AS1158 is installed in all new streetlighting installations.	Ongoing	Council have been strongly advocating Essential Energy for the introduction of LED lighting via the Essential Energy Streetlighting Consultative Committee and submissions to the regulator.
S.3	Review and specify energy efficient street lighting technology prior to bulk lamp replacements.	The next major bulk lamp replacement is scheduled for early 2015. Prior to this date an energy saving and financial analysis will be undertaken to determine if more efficient lighting technology can be practically installed.	In Progress	LEDs should be approved by Essential Energy by October 2016. The next bulk replacement in 15/17 will aim to upgrade eligible luminaires to LEDs.
WS	6.6 Energy Efficiency – Water & Sewer			
WS	The provision of water and sewer services for the Shire is managed by Council. The region does not have a large upstream dam and therefore cannot rely on gravity to transport water around the region. For this reason the water and sewer system is quite energy intensive as it relies on a lot of pumping to move the water around the Shire. Water and sewer operations account for about 2/3 of the Council's electricity usage.			
WS	TARGET: Reduce the energy intensity of (kWh/ML) of the water supply to less than 750 kWh/ML and for sewer services <1,000 kWh/ML by 2016.			Water 867 kWh/ML. Sewer 898 kWh/ML

WS	TARGET: Maintain the demand for total water use in the Shire at <90kL/resident/year.			91kL/resident/year
WS.1	Routinely review and report on energy efficiency technology and operational measures identified on water and sewer infrastructure each quarter.	Energy efficiency opportunities will be reviewed and reported on to the Sustainability Matrix Group on a quarterly basis. As new technologies become available and the costs of emerging technologies decrease and the costs of electricity increases new opportunities will continue to emerge.	Ongoing	Energy efficiency opportunities continue to be reviewed and reported on to Water and Sewer staff and the Sustainability Matrix Group on a quarterly basis.
WS.2	Implement cost-effective water and sewer efficiency measures identified in the 2010 energy audits by December 2013.	Energy audits of water and sewer facilities were completed in 2010. This identified a range of opportunities that will reduce energy used and also reviewed possibilities for renewable energy generation.	Completed	Solar hot water systems were installed at 5 STPs in 2013/14. Solar power was installed at 8 sites by 2015.
WS.3	Conduct an energy audit of high consumption water and sewer facilities by December 2015.	An energy audit on water and sewer sites was completed in 2010. As new technologies emerge and electricity prices increase efficiency measures should be re-examined.	In Progress	Included in Energy Performance Contract list of sites. Completed in 15/16.
WS.4	Implement cost-effective water and sewer efficiency measures identified in energy audits and energy efficiency reviews within 18 months of identification where resources are available.	Cost-effective measures identified for water and sewer infrastructure through energy efficiency reviews and audits will be implemented in a timely manner. Where an additional budget needs to be made available or more preparation is needed for larger projects a longer timeframe will be required.	In Progress	Lighting at the Tomakin STW was upgraded to LEDs during the renovation in 15/16.
WS.5	Continue water demand management strategies to ensure cost effective demand reduction is achieved in line with ongoing demand forecasts and future infrastructure plans.	Reducing demand for water reduces the pumping and treatment requirements and therefore reduces greenhouse emissions.	Ongoing	Water rebates continue with ~285 rebates issued and ~150 low flow showerheads. Water bill inserts to all water customers. Schools education.
WS.6	Continue sewer relining program to prevent stormwater and groundwater flowing into sewer pipes, and review the need to increase the program	Stormwater and groundwater flowing into sewer pipes results in extra pumping and treatment requirements. Relining sewer pipes will save energy costs and reduce emissions. It also means there is less chance of sewer treatment plants becoming full to overflowing during storm events. An ongoing sewer relining program is planned. A review of the need to increase the sewer relining program will be undertaken by June 2013.	In Progress	~\$800k spent in 15/16 on 7km of sewer mains and 243 junctions.
WS.7	The review of the Integrated Water Cycle Management Strategy (IWCMS) will commence in 2012, and key recommendations will be implemented.	Through the IWCMS process, greenhouse gas emissions are incorporated into a triple bottom line assessment on potential future options for providing water supply and sewerage services.	In Progress	The draft IWCMS was completed in 15/16. This will be finalised in 16/17.
WS.8	Continue mains water leak detection program.	Identifying and fixing leaks in the water mains water delivery system reduces pumping requirements and greenhouse emissions through reduced energy use.	Ongoing	Water Loss Management Report completed in 2014. No further progress.
F	6.7 Fleet			
F	TARGET: Reduce fuel emissions by 25% by 2020 compared to the 2005/06 baseline.			Reduced by 18%
F.1	Prioritise low emissions and fuel efficiency when purchasing fit for purpose vehicles and evaluating whole of life costs.	Low emissions vehicles will be identified and evaluated compared to standard replacement options. Whole of life cost evaluations, which includes fuel running costs, will be considered and quantified when purchasing vehicles. If other purchasing criteria are met preference will be given to low-emissions vehicles.	Completed	Whole of life costs and greenhouse emissions are weighted criteria in choosing new vehicles. Introduced in 2012/13.
F.2	Implement driver education, awareness and incentives for fuel efficient driving for the drivers of high consumption vehicles by June 2013.	Eco-driving courses will educate drivers of high consumption vehicles. Information will be provided to other drivers about fuel efficient driving techniques. Incentives will be considered to encourage drivers to maintain fuel efficient driving habits.	In Progress	Online trial was unsuccessful in 14/15 in maintaining ongoing fuel efficiency. Will review if fleet software is implemented.

F.3.	Make suitable technologies available for non-travel meeting options (telephone & video conferencing) at all Council depots and offices and encourage the use of it by June 2014.	Telephone and video-conferencing facilities will be made available at all staffed Council offices. Where appropriate information and training will be provided to staff in the use of this technology.	In Progress	Telephone and Video conferencing facilities have been placed in all meeting rooms within the Council Administration Office as well as the primary depot located in Moruya. Solutions are still being investigated for outlying depots and offices to work within limited connectivity issues.
F.4	Specify low-emissions vehicle standards for all vehicle and plant tenders.	EURO5 standards will be specified for truck and heavy vehicle tenders. The most efficient relevant standards will be specified for other vehicle and plant tenders.	Completed	Introduced in 12/13.
F.5.	Continue to investigate and trial the use of alternative technology vehicles and fuels.	Emerging and proven low emissions technologies will be trialed. This could include: Hybrid vehicles; Bio-fuels; CNG/LPG; Electric.	In Progress	A detailed study into the potential use of bio-diesel was completed in 15/16. It proved to be logistically and financially difficult to justify at the moment.
F.6	Provide information to drivers of high consumption vehicles about fuel usage and fuel-efficiency using new fleet management software by June 2013.	Fuel efficiency information will be provided to drivers of high-consumption vehicles to help monitor, educate and improve efficient driving habits.	In Progress	Will review when fleet software is introduced.
F.7	Address sustainability in the Fleet Management Manual.	The Fleet Management Manual is currently being drafted and will address issues of fuel-efficiency, low emissions vehicles and fuels.	In Progress	Will be looked at in 16/17.
F.8.	Review the efficiency of Council staff travel requirements.	Council will examine the travel requirements of staff to determine if there are opportunities for reducing the need for excess work travel. Opportunities may include increased electronic communications, smart computer and phone applications, increased localised service delivery, or the use of courier services. The advantages include savings on staff travel time, fuel, vehicle maintenance and depreciation.	In Progress	High uptake of smart-phones has improved productivity and reduced need to travel. The use of more field-based electronic forms have increased productivity and reduced the need to travel. Couriers are used more to minimise staff travel needs.
F.9	Review the leaseback vehicle structure to determine opportunities to reduce fuel emissions.	Council will conduct a review of the broader leaseback structure and fee schedules. Opportunities for reducing fleet emissions include: offering incentives for staff to select fuel-efficient vehicles; structuring the fee schedule to greater reflect whole of life costs; offering incentives for drivers to reduce kilometres travelled; offsetting carbon emissions through the purchase of carbon offsets.	Completed	Leaseback costs adjusted again in 2015 to further incentivise choosing more fuel efficient cars. Staff consultative committee discussed options for further reducing leaseback fleet.
L	6.8	Leadership		
L.1	Review Council's Procurement Policy and develop Sustainable Purchasing Guidelines.	A review of Council's Procurement Policy will ensure it supports the intentions of the Greenhouse Action Plan. The consideration and prioritisation of efficient and low-emissions products will be emphasised.	Completed	New procurement policy in 13/14 makes references to considering whole of life costs and sustainability.
L.2	Identify and pursue external funding opportunities for Greenhouse Action Plan projects.	Opportunities for securing external funding will be actively pursued. A range of opportunities may be useful including grant funding; power purchase agreements; energy performance contracts; Build Own Operate Transfer.	Ongoing	Energy Performance Contracting was begun for the largest energy using sites.
L.3	Include climate change and sustainability in staff induction training by June 2013.	New Council staff will receive information and training about climate change and sustainability as it relates to Council and their job functions.	Completed	Presentations made by Sustainability Education Officer at all new staff inductions and at all procurement training sessions in 15/16.
L.4.	Maintain the Sustainability Matrix Group with representation from all divisions with at least quarterly meetings.	The Sustainability Matrix Group will oversee progress towards the implementation of the Greenhouse Action Plan.	Ongoing	The SMG continues to meet quarterly.
L.5	Priority actions within the Greenhouse Action Plan that cannot be funded within existing budgets will be reviewed annually and budgeted subject to review by Council.	Where possible existing resources and budgets will be used to implement priority actions of the Greenhouse Action Plan. Actions that cannot be funded will be prioritised and presented to Council for review and funding.	Ongoing	This action has functioned successfully for several projects via the normal budget review process.
P	6.9	Planning		

P.1	Support and facilitate local climate change research partnerships.	Council will encourage local climate change research by a range of stakeholders including universities, research institutions and government departments. Research subjects could include: anticipated local climate changes; local climate impacts (eg local agricultural industry impacts); identifying opportunities relating to climate change (eg emerging industry opportunities); future training and capacity building needs; social and economic impacts; governance and legal adaptation options; health and lifestyle impacts.	Ongoing	Currently co-researchers in CSIRO lead study investigating valuation of coastal values and non-market benefits of coastal land use planning. This will support better decision making associated with capturing and integrating coastal landscapes and social values into land use planning. This is critical to adapting coastal communities to ambulatory coastlines that will be impacted by climate change.
P.2	Adapt to local climate risks and opportunities resulting from climate change.	Use best practice and research into local climate impacts, risks and opportunities to inform appropriate Council adaptation across planning and management activities. Including: water and food security; infrastructure planning; land use planning; risk and liability assessment; tourism and business development opportunities; protection of ecological communities.	Ongoing	The Dalmeny, Kianga and Wagonga Lakes Flood Study was adopted by Council. This included an investigation of a range of climate change scenarios. Council progressed the Tomaga/Mogo River Catchment Flood Study. Public exhibition is completed with adoption planned following appointment of new council.
P.3	Raise awareness about climate change adaptation through community related planning and programs.	This is a broad action that requires consideration of climate related issues when undertaking a range of community related activities including: land use planning; development standards; risk management; development/ implementation of programs and initiatives relating to things like future transport, food and water security.	Ongoing	The Coastal Management Advisory Committee met quarterly.
P.4	Greenhouse Action Plan actions are reviewed annually and integrated into work plans and operational plans.	Relevant and incomplete actions will be incorporated into work plans and operational plans each year. The appropriate staff will be responsible for reporting on progress to date.	Ongoing	Major actions are incorporated into DP/OP. Other actions have been incorporated in individual work-plans.
P.5	Continue planning for urban consolidation within existing settlements.	Eurobodalla's land use planning strategies, structure plans and Local Environmental Plan will continue to focus new development in and around existing town and village centres throughout the Shire thereby reducing expansion and sprawl. This reduces the resources (roads, streetlighting, water & sewer) and emissions needed to service these areas and helps reduce	Ongoing	Ongoing.
P.6	Relevant Policies, Reports and Codes of Practice and contracts are aligned with the Greenhouse Action Plan and targets.	When Council policies, reports, Codes of Practice and contracts are reviewed or developed they will be aligned with and/or reference the Greenhouse Action Plan targets and priorities where appropriate. Examples include: Council reports; Purchasing Policy; Asset Management Policy; Infrastructure Development policies; Infrastructure development fund criteria; Contracts for	Ongoing	Has been incorporated into the Community Strategic Plan, Delivery Plan and Operational Plan.
R	6.10	Renewable Energy		
R	TARGET: 25% of electricity used by Council facilities will be sourced from renewable energy by 2020.			
R.1	Investigate and install proven renewable energy technologies that demonstrate a positive rate of return.	Some renewable energy technologies (solar, wind, biomass) are commercially proven and will be installed provided they generate a positive rate of return. Emerging renewable technologies (wave, tidal, concentrated solar for example) will be investigated and analysed under the same criteria as they become commercially viable.	Ongoing	New solar installations were finalised on Council buildings, part grant funded. This has exhausted Council sites using power during daylight hours for solar power.
R.2	Undertake a feasibility study into the use of renewable energy by Council facilities by December 2015.	A review of suitable renewable energy resources and technologies for use by Council has been conducted in 2011. As the renewable energy landscape rapidly evolves new opportunities will be investigated as they emerge. A detailed study will be conducted by 2015 if opportunities have not been reviewed as the review	Completed	The Energy Performance Contract underway has investigated other renewable energy options.

R.3	Install solar electricity systems on eight Council facilities by June 2013.	Subject to a smooth tendering process 325kW of solar Photo Voltaic panels will be installed across 8 sites including: Moruya, Tomakin, Bingie and Kianga Sewer Treatment Plants; Deep Creek Dam Water Pumping Station; Moruya Administration Building; Moruya Depot & the Batemans Bay Beach Resort. <i>This is considered Stage 1 of the proposed solar farm</i>	Completed	Completed in 2014.
R.4	Monitor and review performance of the solar electricity systems for 12 months of operations and undertake a financial assessment of the project by November 2014.	The performance of the solar will be closely monitored. The energy and income generated and the maintenance costs will be evaluated and presented to Council after 12 months of operations.	Completed	
R.5	Subject to the performance and analysis of the operating solar power systems install large solar electricity systems on three additional sites by November 2014.	If the performance of the solar farm after 12 months of operations is satisfactory and subject to Council approval, Stage 2 of the solar farm will proceed. This will involve an additional 270kW of solar PV installed across 3 sites including: the Northern and Southern Water Treatment Plants and the Batemans Bay Sewer Treatment Station.	Completed	Completed in 2015. Grant funding contributed 50% of the costs.
R.6	Investigate the purchase of certified Green Power or carbon offsets to meet emissions reduction targets.	Green Power and carbon offsets are valid ways to reduce greenhouse emissions. Should further emissions reductions be necessary or desirable then they should be considered as an easy way to reduce emissions.	In Progress	Purchased offsets for 18% of fleet emissions for 15/16.
W	6.11	Waste		
W	TARGET: Reduce greenhouse emissions from waste to landfill by 25% by 2020 compared to the 2005/06 baseline.			Increased by 15%.
W.1	Continue to increase the recovery of construction and demolition material from the waste stream.	Where possible construction and demolition waste will be recovered from the waste stream and used on site and if possible in suitable projects off site. The recovery of any organic materials such as timber and cardboard from landfill results in reduced methane emissions. Methane has a global warming potential 21 times greater than CO ₂ .	Ongoing	A C&D education strategy was developed. Recoverable C&D waste is decreasing at the sites due to the increase in complex compounds in building materials.
W.2	Develop systems to divert household organics and commercial food and vegetation waste from landfill.	Options to increase the diversion of organic waste have been considered in the 2011-2018 Waste Strategy. Removing organics from landfill results in reduced associated methane emissions.	In Progress	Home composting workshops were conducted with ~125 participants.
W.3	Continue with community waste and recycling education	Waste and recycling education will help to increase recycling rates, reduce contamination levels, increase home composting and worm farming, waste avoidance and build awareness and understanding of the greenhouse implications of waste and landfills. When the Sustainability Education Officer position has been filled education activities are likely to include: targeted advertising; home letter box drops; information with rates notices; inclusions in the Shire newsletter; National Recycling Week activities and more.	Ongoing	Education has included environmentors and other schools education, the Dirt Girl World 'Get Grubby' program at pre-schools, advertising, media, national composting week activities and displays, the publication of the waste recycling guide, supporting and promoting garage sale trail.
W.4	Undertake a feasibility study into methane recovery from landfill for energy generation or flaring.	The quality and quantity of methane gas from landfill sites must be studied before investing in methane capture infrastructure for flaring or energy generation. The combustion of methane greatly reduces the global warming potential of methane which is 21 times greater than CO ₂ .	Completed	Council decided not to go forward with the feasibility study in 2013 due to the tendered price and the timing at the commencement of the price on carbon.
W.5	Implement key recommendations of methane recovery feasibility study.	The findings of the methane recovery feasibility study will be implemented if they result in significant emission reductions and/or cost savings.	Completed	Council decided in 2013 not to pursue a feasibility study. Independent modelling suggested adequate methane would be available from the two landfill sites and Council has entered into an aggregated bid with a consultant and other councils.
W.6	Account for and redeem carbon credits generated by methane capture at landfill sites (if feasible).	Methane capture at landfill sites will be eligible to generate Accredited Carbon Credits under the national Carbon Farming Initiative. Generating carbon credits will assist in improving the financial case for methane capture at landfill.	In Progress	Council was successful in an aggregated bid with other councils managed by a consultant in the Emissions Reduction Fund for gas extraction and destruction for Surf Beach Landfill and has an option to obtain ACCUs for Brou Landfill with this bid. This will generate Australian Carbon Credit Units. The bid aims to capture 35% of emissions from the sites.

W.7	Calculate and report greenhouse gas emissions from Council landfill sites.	Landfill greenhouse emissions are considered an essential and large part of Council's emissions inventory. These emissions will be calculated for reporting purposes and to prepare for the possibility that Council may need to comply with National Greenhouse and Energy Reporting Act legislation or Clean Energy Future legislation.	Ongoing	Landfill emissions are re-calculated on an annual basis.
W.8	Optimise resource recovery from Council works activities and the use of recycled and recovered materials in Council works.	Continue to increase the recovery of construction and demolition material from the waste stream. Council works activities will continue to recover and use recovered and recycled products that meet Current General Exemption under the Protection of the Environment (Waste) Regulation 2005. Examples may include using stumps to assist in riverbank erosion, using clean bricks and concrete in earthworks, using recycled glass products in pipe bedding, reusing	Ongoing	Excavated soil, concrete or roads are reused on work sites. Mulch from cleared vegetation has been reused on Landcare sites. Rocks from cuttings have been reused on sea walls or other construction jobs.

PSR16/040 2015-16 INVASIVE SPECIES STATUS REPORT

E80.2982

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

Attachments: Nil

Focus Area: Sustainable Communities

Delivery Program Link: S4.2 Provide invasive species management services

Operational Plan Link: S4.2.3 Coastal Weeds of National significance project

EXECUTIVE SUMMARY

This report details the annual activities, expenditure, issues and considerations of invasive species management for the 2015-16 period.

Invasive species management, inclusive of weeds and animal pests, is a crucial part of maintaining the biodiversity and agricultural values in Eurobodalla. Council undertakes activities associated with the South East Weeds Action Program (SEWAP) as a Local Control Authority and in association with the NSW Government agencies. In addition, external grants have assisted in a variety of invasive species programs and complement other natural resource management works.

During 2015-16 over 1,500 noxious weed inspections were conducted with 99.4% compliance. Several new high threat weed species have been uncovered through inspections enabling a rapid response to impending threats from Cat's Claw Creeper, Water Hyacinth, Salvinia and Water Lettuce.

Rabbits also continue to cause much concern for ratepayers and control was enacted within budgetary constraints.

RECOMMENDATION

THAT Council receive and note the 2015-16 Invasive Species Status Report.

BACKGROUND

Noxious and environmental weeds, and animal pests can cause major harm to private property, the environment, agriculture, and human and animal health, resulting in adverse economic impacts.

Noxious and environmental weeds

This year, Council's inspection program has uncovered several high threat weed species including Cat's Claw Creeper (*Macfadyena unguis-cati*), Water Hyacinth (*Echhornia crassipes*), Salvinia (*Salvinia molesta*) and Water Lettuce (*Pistia spp*).

Regular and systematic weed control on high priority reserves and roadsides, continues to be a major focus to maintain the integrity of our high risk pathways and reduce the threat of weed spread from major weed reservoirs.

Ongoing inspection and control works for high threat agricultural weeds including African Love Grass, Serrated Tussock and St John's Wort continue to be a focus. Inspection and control

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E80.2982

works for weeds that threaten biodiversity are also important, including weeds such as Bitou Bush, Boneseed, Lantana, Madeira Vine, Prickly Pear, Cape Ivy and Asparagus Ferns.

Table 1: 2015-16 South East Weeds Action Program (SEWAP) Activity

	Target	Actual
Inspect 80% of private properties >10ha	216	318
Inspect 80% of public properties >10ha	17	37
Inspect 80% of private properties 1-10ha	502	552
Inspect 80% of public properties 1-10ha	57	105
Survey of urban areas (survey = 1sqkm built up area or a town)	7	411
Weed control compliance re-inspections	82	254
Total inspections (private)	807	1,535
Total inspections (public)	74	142
TOTAL INSPECTIONS (All)	881	1,677

As shown in Table 1, 1,535 private properties were inspected over the 2015-16 financial year which exceeded the SEWAP target of 807. This is due to a high number of smaller properties being inspected in urban/semi urban areas. Clearly, short surveys (drive by inspections) of urban areas (7km²) cannot uncover all weeds in urban areas, as the majority of these plants are grown in backyards. While historical data also clearly shows that the majority of our weed incursions stem from urban areas, the SEWAP does not currently recognise urban areas as a primary weed incursion source and as such, Council funds are currently used to inspect urban areas, while SEWAP funds are used to inspect areas that fit within the program targets.

Table 2: Comparison of weed inspection data from 2013-14 to 2015-16

	2013-14	2014-15	2015-16
Number of private properties inspected	1,885	1,632	1,535
Number of re-inspections	24	16	23
Notices Issued (including Section 20)	1	2	7
Compliance from landholders*	99.9%	99.8%	99.4%

*Compliance is based on the percentage of inspections that have required the issue of notices to ensure noxious weeds have been controlled.

As shown in Table 2, the number of inspections has been consistently high with a high level of compliance and minimal enforcement action being required.

Animal pests

Control of animal pests is carried out strategically and in consultation with our community. Fox control is carried out in conjunction with the National Parks and Wildlife Service and other key stakeholders to implement the Australian Government's Fox Threat Abatement Plan.

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Council plays a key role in the protection of endangered species on its tenure and assists in the coordination and delivery of some landscape scale programs such as protection of threatened shorebirds at Durras and the Batemans Bay Marina.

Rabbits continue to be a frequent concern amongst our coastal communities. Rabbit control activities were conducted at South Durras, Long Beach, Maloney's Beach, Malua Bay, Lilli Pilli, Mogo, Bodalla, Kianga, Dalmeny and Narooma within limited resources.

CONSIDERATIONS

State investment through the SEWAP 2015-2020 (previously Weeds Action program 2010-2015) is based on the goals of the NSW Invasive Species Plan (ISP). The ISP sets out the goals required to avoid or minimise the threat of invasive species in NSW.

The way in which enforcement is carried out also aligns with the future NSW Biosecurity Act which will re-categorise and prioritise weeds and their control measures across NSW, thus reshaping the way we prioritise weed inspections, control and the community's expectations for the management of widespread weeds.

NSW Invasive Species Plan 2015-2022

The Invasive Species Plan provides land managers in NSW with a framework upon which investment programs for weeds and vertebrate pests are developed and funded in a coordinated and strategic manner.

South East Weeds Action Program 2015-2020 (SEWAP)

Council is currently rolling out a five year State investment program for noxious weeds through the SEWAP. The geographical area aligns with the South East Local Lands Service boundaries, which includes all of the NSW south coast. The SEWAP focuses on goals 1 and 2 of the NSW Invasive Species Plan which are to prevent the incursion of serious new weeds and to eradicate or contain infestations of new weeds that have recently been discovered. The SEWAP is targeted towards inspection of private property and the discovery and subsequent eradication of any high priority weeds. The SEWAP will not fund the control of widespread weeds such as Fireweed, African Love Grass or Blackberry, nor will it fund inspection of urban areas. There is also reduced funds anticipated for the Eurobodalla based on the model for the region.

NSW Biosecurity Act 2015

The Biosecurity Act is expected to come into effect in 2017 and will replace the Noxious Weeds Act 1993.

The regulations, policies and procedures that will underpin the Biosecurity Act are currently being developed. The aim is to ascertain how government, industry and the community work together to identify, prevent, eradicate, minimise, respond to and manage biosecurity risks.

The broad objectives for biosecurity in NSW are to manage biosecurity risks from animal and plant pests and diseases, weeds and contaminants by:

- preventing their entry into NSW
- quickly finding, containing and eradicating any new entries and

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- effectively minimising the impacts of those pests, diseases, weeds and contaminants that cannot be eradicated through robust management arrangements

Legal

Eurobodalla Shire Council are the authorised administrative body for the *Noxious Weeds Act 1993* which includes the control of declared noxious weeds on its land tenure and the inspection of private properties for the presence of noxious weeds.

Council is also obliged to control animal pests on its land tenure including rabbits, pigs and foxes under the *Rural Lands Protection Act 1998*.

Environmental

Invasive species are costly to the Australian economy and primary producers, and cause degradation of our native bushland environment. Weeds are acknowledged as the second most serious cause of biodiversity decline after habitat loss from land clearing.

Invasive animals such as rabbits, foxes and Indian Mynas cause serious harm to biodiversity, agriculture and ratepayers' property.

Asset

Council controls noxious and environmental weeds, and invasive animals across much of its tenure and within budgetary constraints. We work in partnership with other government agencies and land managers where possible, to ensure consistent and efficient usage of resources.

Social Impact

Invasive species impact on agriculture, ecosystem services, tourism and recreation. They can have a physical, aesthetic, financial and social impact on property owners, tourists, recreationists and property managers.

Economic Development Employment Potential

Council's control program engages local contractors to assist in the delivery of services.

Council's control program also assists in supporting the agricultural sector and minimising impact of weeds on production. Similarly, the program assists in maintaining our local environmental assets which underpin the tourism industry and amenity which our residents and visitors enjoy.

Financial

The Department of Primary Industries provides grant funding assistance for coordination, inspection through the SEWAP. Various funding programs greatly contributed to the control of weeds and vertebrate pests including Crown Lands who have funded numerous weed and rabbit control programs on their tenure, Local Lands Services who fund weed and rabbit control in natural areas and wetlands, and the Australian Government who have contributed significantly to the control of weeds on private property such as Boneseed and Lantana.

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Table 3: 2015-16 Financial Breakdown

(A) Revenue	\$101,366.00
<ul style="list-style-type: none"> • SEWAP funds • Other external funds (grants) 	<ul style="list-style-type: none"> • \$74,966 • \$26,400
(B) ESC/SEWAP expenditure	\$ 288,176.25
	<ul style="list-style-type: none"> - ESC vertebrate pests: \$15,921.34 - ESC weeds: \$197,288.91 - SEWAP weeds: \$74,966
(C) Other external funds expenditure *	\$213,634.82
TOTAL EXPENDITURE 2015/16 (B + C)	\$ 501,811.07

* consists of multi-year grant funded programs that have carried over from previous years

The current model sees a reduction of funds to the Eurobodalla from the South East Weeds Action Program (SEWAP). Council will continue to investigate grant opportunities to aid in the delivery of invasive species services.

Community Engagement

Events and extension services are conducted to ensure the community is aware of our activities and to foster a greater level of support and engagement in invasive species control. Council frequently respond to enquiries about invasive species control, plant identification and land management advice.

CONCLUSION

Noxious and environmental weeds and animal pests, continue to significantly impact upon ratepayers, biodiversity and agriculture in the Eurobodalla Shire. Eurobodalla Shire Council continues to manage its requirements as the Local Control Authority for the *Noxious Weeds Act 1993* and has delivered a high level of expertise and input into local and regional invasive species management.

The changes to the weed region, the South East Weeds Action Program 2015-2020, the reduction in state funds and the impending Biosecurity Act, will be monitored and reported to Council as required.

PSR16/041 POLICY REVIEW - LOCAL ORDERS POLICY - KEEPING OF ANIMALS

E16.0297

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

Attachments: 1. Under Separate Cover - Local Orders Policy

Focus Area: Support Services

Delivery Program Link: SS1.2 Maintain a sound governance framework within which Council operates

Operational Plan Link: SS1.2.2 Ensure transparency in council dealings

EXECUTIVE SUMMARY

Council's policies are reviewed within the first 12 months of a new Council term for the reasons set out under the following sections of the *Local Government Act 1993*.

- Section 223 (1)(e) Role of governing body – 'to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council'.
- Section 232 (1)(f) The role of a councillor – 'to uphold and represent accurately the policies and decisions of the governing body'.
- Section 165 (4) Amendment and revocation of local policy – 'a local policy (other than a local policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election'.

The Local Orders Policy – Keeping of Animals has been reviewed. The draft policy is recommended to be placed on public exhibition before being presented to Council for adoption.

RECOMMENDATION

THAT:

1. Council endorse the draft Local Orders Policy – Keeping of Animals for public consultation.
2. The draft Local Orders Policy - Keeping of Animals be placed on public exhibition for a period of 28 days and, following the expiration of this period, the draft policy and any public submissions be presented back to Council for adoption.

BACKGROUND

Section 124 of the Local Government Act 1993 outlines which Orders can be issued by Council, under what circumstances and to whom. The intention is to ensure safe and healthy living conditions and communities.

The policy is to supplement provisions of the Local Government Act 1993 Act and the Regulation by specifying Council's policy in regard to Orders under section 124 of the Act.

PSR16/041 POLICY REVIEW - LOCAL ORDERS POLICY - KEEPING OF ANIMALS

E16.0297

Following the policy review by staff, the information specifically provided in Order 18 – Keeping of Animals was considered to be of value and should be retained. The other Orders (which are 7, 10, 11, 15, 18, 19 and 201 of Attachment 1) are adequately covered by the provisions in the legislation.

The policy aims to provide guidelines on criteria for Order 18 and to provide publicly accepted and documented criteria which Council will use in investigating any complaint related to the keeping of animals.

The policy only applies where a legitimate problem has been identified and an Order under s124 of the Local Government Act 1993 needs to be issued. There are no restrictions on the number of birds or animals that can be kept in normal circumstances.

Feedback has been considered from the public regarding the keeping of bees in urban areas. Currently the policy states that the acceptable number of beehives in an urban area is zero. Following a NSW Government enquiry in 2000 and the resulting Department of Primary Industry guidelines, it is proposed to adopt the guidelines which allows up to eight hives depending on the size of the block and subject to meeting certain criteria.

The numbers of animals permitted to be kept are consistent with those outlined in Schedule 2 of the Local Government (General) Regulation 2005, and the State Environmental Planning Policy (Exempt and Complying Development Code) 2008 and the State Government Guidelines where applicable.

CONSIDERATIONS

Social Impact

The purpose of Order 18 is to ensure community amenity is not significantly impacted.

Community Engagement

Council will place the draft Local Orders Policy - Keeping of Animals policy on public exhibition for a period of no less than 28 days commencing on 16 November 2016 until 14 December 2016. Copies will be available for viewing on Council's website, at the Batemans Bay, Moruya and Narooma libraries and Moruya customer service centre.

CONCLUSION

The review of the Local Orders Policy has refined the document to enable clear guidance for Council officers and the public as to when Council will consider issuing an Order 18 under the *Local Government Act 1993* for the keeping of animals.

The draft Local Orders Policy – Keeping of Animals should be publicly exhibited for 28 days. At the end of the public exhibition period the draft Local Orders Policy – Keeping of Animals will be presented to Council for consideration to adopt, along with a report to consider any submissions received during the exhibition period.

PSR16/042 DONATION OF DEVELOPMENT APPLICATION FEES

91.2263.D

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

Attachments: Nil

Focus Area: Productive Communities

Delivery Program Link: P1.1 Facilitate growth and development of our business community

Operational Plan Link: P1.1.1 Strengthen partnerships between council and the business community

EXECUTIVE SUMMARY

This report provides details relating to an application for a refund of development application fees to a non-profit voluntary organisation.

On 10 July 2016, Council received an application from Rally for Recovery Incorporated for reimbursement of their development application (DA) and construction certificate (CC) fees. The fees were paid in relation to Development Application 604/15 approved 21 August 2015, for alterations and additions to an existing building for the purposes of a market (Rally for Recovery).

Council's Code of Practice – Reimbursement – DA Fees, only permits the development application (DA) fee to be refunded.

The request also sought a contribution from Council for the accessible car parking space that was required as part of their approval. The development consent required the provision of an accessible car parking space in accordance with current NSW Government accessibility standards. It is not considered appropriate to contribute towards this cost as it was a requirement of the development consent. In addition, Council already provides other assistance to the not for profit organisation. This includes leasing the building at a non-commercial rate, upgrading the adjacent public car park, waiving tipping fees and paying electricity costs.

RECOMMENDATION

THAT a donation be made to Rally for Recovery Incorporated to the value of \$221.00 being the assessment fee for Development Application 604/15 in accordance with Council's Code of Practice – Reimbursement – DA fees.

BACKGROUND

Rally for Recovery Incorporated, is a non-profit volunteer organisation that raises money for research into childhood cancer. This money is derived from the sale, or market, of a variety of goods and furniture from premises in Ainslie Parade, Tomakin. Rally for Recovery lease these premises from Council and pay Council a peppercorn rental rate.

On 24 July 2015, Rally for Recovery lodged a development application (604/15) for alterations and additions to its premises. This DA was approved on 21 August 2015. A condition of consent

PSR16/042 DONATION OF DEVELOPMENT APPLICATION FEES

91.2263.D

required that accessible parking be made available, in accordance with current NSW Government accessibility standards.

On 10 July 2016, Rally for Recovery applied for a donation from Council, for reimbursement of the DA and CC fees together with a request for assistance associated with the cost of construction of the disabled car park at the front of the premises.

Council does not normally refund or contribute to works required as part of a development consent. Although the building is owned by Council, the upgrade which allows it to be used for its lease purposes, is the responsibility of the lessee.

Council has been consistent in handling requests, such as that from Rally for Recovery, and in accordance with the policy, only the DA fee has been reimbursed.

CONSIDERATIONS

Policy

Item 6 of Council's Code of Practice – Reimbursement – DA fees, allows for a 100% refund of the development application fee paid by non-profit, voluntary/community groups. It has been historical practice that only the actual DA assessment fee is donated back to the charity organisation.

Financial

Council's Code of Practice – Reimbursement – DA fees allows for a 100% refund, by way of donation to a non-profit, voluntary/community organisation, for the development application portion of the DA fees. In this instance, this portion equates to a donation back to Rally for Recovery Incorporated of \$221.00.

The request also seeks a contribution towards works that were required as part of their approval process. The development consent required the provision of an accessible car parking space in accordance with current NSW Government accessibility standards. Council does not normally refund or contribute to works required as part of a development consent. Although the building is owned by Council, the upgrade which allows it to be used for its lease purposes, is a responsibility of the lessee.

Council already provides other support to the group including:

- annual rent - \$464
- upgraded public car park to assist in meeting demand at their site at a cost of \$82,000
- provides an annual donation for the free disposal at Council's Surf Beach Waste Management facility of unsalable items at a cost of approximately \$2,000
- electricity charges of approximately \$1,200 per annum.

CONCLUSION

In accordance with Council's Code of Practice – Reimbursement – DA fees, it is recommended that a donation of \$221.00, being the relevant development application fee, be made to Rally for Recovery Incorporated.

PSR16/042 DONATION OF DEVELOPMENT APPLICATION FEES

91.2263.D

It is not considered appropriate to contribute towards the cost of an accessible car parking space, as Council already leases the building to Rally for Recovery Incorporated, at a non-commercial rate.

PSR16/043 POLICY REVIEW - REPEAL OF ACID SULFATE SOILS POLICY

E16.0297

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

Attachments: 1. Under Separate Cover - Acid Sulfate Soils Policy

Focus Area: Support Services

Delivery Program Link: SS1.2 Maintain a sound governance framework within which Council operates

Operational Plan Link: SS1.2.2 Ensure transparency in council dealings

EXECUTIVE SUMMARY

Council's policies are reviewed within the first 12 months of a new Council term for the reasons set out under the following sections of the *Local Government Act 1993*.

- Section 223 (1)(e) Role of governing body – 'to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council'.
- Section 232 (1)(f) The role of a councillor – 'to uphold and represent accurately the policies and decisions of the governing body'.
- Section 165 (4) Amendment and revocation of local policy – 'a local policy (other than a local policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election'.

The Acid Sulfate Soils Policy has been reviewed and, as it is no longer required, the proposed repeal of the policy is recommended to be placed on public exhibition before the policy is presented to Council for repeal.

RECOMMENDATION

THAT

1. Council endorses the repeal of the Acid Sulfate Soils policy for public consultation.
2. The proposed repeal of the Acid Sulfate Soils policy be placed on public exhibition for a period of 28 days and following the expiration of this period, the policy and any public submissions be presented back to Council for repeal.

BACKGROUND

The Acid Sulfate Soils policy was developed to ensure Council complied with the NSW Government's Acid Sulfate Soils Manual and Assessment Guidelines. A copy of the policy is included as an attachment to this report.

The Eurobodalla Local Environmental Plan (ELEP) 2012 includes the relevant standard provision relating to acid sulphate soils. For land to which ELEP 2012 applies, the policy no longer applies. For land deferred from ELEP 2012, the policy continues to apply. The policy currently contains an automatic repeal provision relating to the inclusion of the deferred lands within ELEP 2012.

However, it is considered that the policy can be repealed now for the following reasons:

PSR16/043 POLICY REVIEW - REPEAL OF ACID SULFATE SOILS POLICY

E16.0297

- The bulk of the areas potentially affected by acid sulfate soils are subject to ELEP 2012 which contains equivalent provisions.
- The areas not subject to ELEP 2012 are predominantly rural areas adjoining waterways where there is limited potential for development that may expose acid sulphate soils.
- A planning proposal has been prepared to bring all land in Eurobodalla Shire under ELEP 2012. Until this process is resolved, any development applications that may expose acid sulphate soils can be considered on merit under Section 79C of the Environmental Planning and Assessment Act 1979 and in accordance with the NSW Government Acid Sulfate Soils Manual and Assessment Guidelines.

CONSIDERATIONS

Community Engagement

To ensure full consultation of the proposal to repeal the policy should be placed on public exhibition for a period of 28 days commencing on 16 November 2016 until 14 December 2016. Copies will be available for viewing on Council's website, at the Batemans Bay, Moruya and Narooma libraries and Moruya customer service centre.

CONCLUSION

The Acid Sulfate Soils policy is no longer required.

The proposed repeal of the Acid Sulfate Soils policy should be publicly exhibited for 28 days. At the end of the public exhibition period the Acid Sulfate Soils policy will be presented to council for consideration to repeal, along with a report to consider any submissions received during the exhibition period.

IR16/040 FUNDING OFFER - LOCAL GOVERNMENT ROAD SAFETY OFFICER PROGRAM

E05.9578

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services

Attachments: Nil

Focus Area: Productive Communities

Delivery Program Link: P3.3 Provide road and traffic management planning, programs and infrastructure

Operational Plan Link: P3.3.1 Implement road safety programs and plans

EXECUTIVE SUMMARY

This report seeks Council's endorsement of the acceptance of NSW Transport's funding offer of \$23,995 that will contribute to the Local Government Road Safety Program (LSRSP).

The projects under LSRSP include:

1. Kings Highway Project	\$11,750
2. Motorcycle Project	\$5,520
3. Older Drivers	\$100
4. Child Road Safety Project	\$1,675
5. Graduated Licencing Scheme workshops	\$1,200
6. Bike Week	\$3,750
TOTAL	\$23,995

The Program is based on a partnership between local councils, Transport NSW and Roads and Maritime Services (RMS).

Local road safety projects are planned and developed in line with Council's Road Safety Strategic Plan 2013-2017 to ensure that projects are relevant to the local community and address local road safety issues.

RECOMMENDATION

THAT Council endorse the actions of staff in accepting the offer of funding for \$23,995 under the Local Government Road Safety Program.

BACKGROUND

The Local Government Road Safety Program (LGRSP) is a partnership between Transport for NSW, Roads and Maritime Services and participating local Councils in NSW. The program provides up to 50 per cent funding contribution toward the salary of a Road Safety Officer and also provides funding for local road safety projects.

The Eurobodalla Road Safety Officer is employed 21 hours per week. Each financial year the Road Safety Officer applies for project funding based on NSW statewide initiatives and

IR16/040 FUNDING OFFER - LOCAL GOVERNMENT ROAD SAFETY OFFICER PROGRAM

E05.9578

campaigns and dedicated local road safety campaigns and initiatives. The focus of these road safety projects is primarily educational and aimed at behavioral change.

Council lodged applications for funding through Transport NSW under the Local Government Road Safety Program.

Transport NSW formally advised Council of success in securing \$23,995 to fund road safety projects under the Local Government Road Safety Program. All projects must adhere to the Roads and Maritime Services Local Government Program's Road Safety Project Funding Guidelines February 2014, and subsequent versions, and be in accordance with the Local Government Road Safety Program Performance Funding Agreement between Council and Roads and Maritime Services.

CONSIDERATIONS

1. Kings Highway Road Safety Partnership - \$11,750

This program has been operating since 2007. It is a partnership originally formed between Eurobodalla Shire Council, Shoalhaven City Council, Palerang Shire Council, Queanbeyan City Council, NSW Policing, ACT Policing, Roads and Maritime Services, and the ACT Government. The partnership will continue with Queanbeyan - Palerang Council. The Road Safety Officer from Eurobodalla Shire Council coordinates this partnership.

The aim of the partnership is to reduce road trauma on the Kings Highway during peak holiday seasons by coordinating inter-agency education and enforcement strategies.

2. Motorcycle Project - \$5,520

In the Road Safety Strategic Plan 2013-17, motorcycle riders are identified as vulnerable road users with unique road safety needs. The motorcycle project involves two main components:

- Motorcycle awareness week begins 17 October 2016

This is a community awareness campaign regarding the need to be aware of motorcycles on our roads. The name of the campaign is called "Joe Rider – Motorcycle awareness campaign". The campaign involves a radio competition to raise awareness and discussion in the community about checking twice for motorcycles and sharing the road.

- Novice motorcycle rider training program – Eurobodalla learner motorcycle riders are exempt from having to attend the compulsory RMS pre-license program as the closest training centre in is Queanbeyan. This places local learner riders at a disadvantage. The Novice Motorcycle Rider Training program is run locally by a qualified training school to teach novice riders about hazard perception and safety skills.

IR16/040 FUNDING OFFER - LOCAL GOVERNMENT ROAD SAFETY OFFICER PROGRAM

E05.9578

3. Older Drivers Program - \$100

The older drivers program focuses on drivers of vehicles who are 65 years and over. As the Eurobodalla has high levels of retirees, and as public transport can be limited due to the geographical nature of our Shire, Eurobodalla has a significant proportion of older drivers in the community. Eurobodalla older drivers who are 70+ years old represent 13% of all crashes compared to the NSW state average of 6%. Council's Road Safety Officer will present a program targeted to seniors' community groups. The presentation is an RMS designed format to cover topics such as healthy aging, and decision making about driving as we age. The aim of this program is to reduce the number of older drivers experiencing motor vehicle crashes in the Eurobodalla.

4. Child Road Safety Project - \$1,675

The aim of the Child Road Safety Project is to educate parents and carers of children on the correct use of vehicle child restraints, and to provide free child restraint safety checks. This project is based on the Centre for Road Safety campaign that showed '2 in 3' child restraints are not fitted correctly.

5. Graduated Licensing Scheme Workshops - \$1,200

The purpose of the Graduated Licensing Scheme workshops are to educate the supervisors of learner drivers on how to use the learner driver log book, provide tips and hints on how to teach a learner driver, and advice on how to plan on-road driving lessons.

6. Bike Week - \$3,750

Bike Week funding is provided to deliver a Bike Week event in the local area to encourage the community to get active, improve bicycle rider safety skills and knowledge, encourage the community to use local shared pathways where available, promote safe on-road cycling, and to promote bicycle riding as an alternate form of transport. The Eurobodalla celebrated Bike Week on Sunday 18 September, with a very successful Eurobodalla Community Bike Ride on the new Moruya North Head campground to windsock gravel track. 151 riders participated.

Social Impact

The program of activities is designed to enhance road safety, raise awareness and reduce road trauma in the community.

Financial

The road safety education program grants are 100% grant funded.

Community Engagement

Council has consulted with the community and stakeholders via focus groups to assist in the development of the Road Safety Strategic Plan 2013-2017. The focus groups provided an understanding of road issues at a local level, and helped to identify and rank priorities of local road safety issues. The projects identified in the Local Government Road Safety Program are a reflection of the issues identified in the Road Safety Strategic Plan.

**IR16/040 FUNDING OFFER - LOCAL GOVERNMENT ROAD SAFETY OFFICER
PROGRAM**

E05.9578

CONCLUSION

It is recommended that Council formally accept the grant funding offered by Roads and Maritime Services subject to the terms and conditions outlined in the Local Government Road Safety funding agreement.

IR16/041 TENDER - CLEANING OF COUNCIL ADMINISTRATION BUILDING AND LIBRARY, MORUYA E05.9432

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services

Attachments: 1. Confidential - Confidential attachment - Cleaning Tender 2017/008

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

This report outlines the evaluation of offers submitted in response to Request for Tender No. 2017/008 and provides a recommendation for the preferred source of cleaning services for Council's Administration Building and Moruya Library.

RECOMMENDATION

THAT

1. Council endorses the selection of the preferred tenderer listed for RFT2017/008 Provision of Cleaning Services Council's Administration Building and Moruya Library, within 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

A requirement exists for the provision of cleaning services as a result of the expiration of the previous cleaning tender on 29 November 2016.

RFT No. 2017/008 was advertised on 9 August 2016 with a closing date of 5 September 2016. Offers were received from the following tenderers and assessed in accordance with the Tender Evaluation Plan dated 5 August 2016.

- A Clean Above, 37 Clyde Boulevarde Nelligen, NSW 2536
- International Cleaning Services, 27-29 King Street, Norwood Park SA 5067
- Ironmoor Pty Ltd, Mountainview Road, Moruya NSW 2537
- SKG Cleaning Services Pty Ltd, Unit 22 205-213 Port Hacking Road, Miranda NSW 1490.

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

IR16/041 TENDER - CLEANING OF COUNCIL ADMINISTRATION BUILDING AND LIBRARY, MORUYA E05.9432

CONSIDERATIONS

Legal

Request for Tender (RFT) No. 2017/008 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 two local newspapers, in the Sydney Morning Herald and at Council's Tenderlink web portal:

www.tenderlink.com/eurobodalla)

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 due to tendered pricing, experience and WHS Management System.

Policy

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

Financial

Tendered pricing is within the current operational budget.

Communication / Consultation

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.

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.

The preferred tender as identified in the Confidential Attachment is therefore recommended for the awarding of a contract for the requirement.

IR16/042 POLICY REVIEW - ROADS NAMING

E13.7095

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services

Attachments: 1. Under Separate Cover - Policy Review - Roads Naming

Focus Area: Productive Communities

Delivery Program Link: P3.2 Develop, renew and maintain the road network

Operational Plan Link: P3.2.1 Deliver capital and renewal works program

EXECUTIVE SUMMARY

Council's policies are reviewed within the first 12 months of a new Council term for the reasons set out under the following sections of the *Local Government Act 1993*.

- Section 223 (1)(e) Role of governing body – 'to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council'.
- Section 232 (1)(f) The role of a councillor – 'to uphold and represent accurately the policies and decisions of the governing body'.
- Section 165 (4) Amendment and revocation of local policy – 'a local policy (other than a local policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election'.

The Roads Naming Policy has been reviewed. The draft policy is recommended to be placed on public exhibition before being presented to Council for adoption.

The Roads Naming Policy provides guidance for developers, the community and Council when allocating new road names or re-naming existing roads.

The policy ensures that appropriate naming and renaming of roads for which Council is the Roads Authority is undertaken in compliance with the Geographical Names Board of NSW (GNB).

RECOMMENDATION

THAT:

1. Council endorses the draft Roads Naming Policy for public exhibition.
2. The draft Roads Naming Policy be placed on public exhibition for a period of 28 days and, following the expiration of this period, the draft policy and any public submissions be presented back to Council for adoption.

BACKGROUND

As the Roads Authority, Council is empowered to name public roads under Section 162 of the *Roads Act 1993*. Council is also required to maintain a register that identifies roads by a given name and number.

IR16/042 POLICY REVIEW - ROADS NAMING

E13.7095

The Geographical Names Board (GNB), in accordance with the *Geographical Names Act 1966*, has the following powers and functions:

- assign names to places
- approve that a recorded name of a place shall be its geographical name
- alter a recorded name or a geographical name
- determine whether the use of a recorded name or a geographical name shall be discontinued
- adopt rules of orthography, nomenclature and pronunciation with respect to geographical names
- investigate and determine the form, spelling, meaning, pronunciation, origin and history of any geographical name
- the application of any geographical name with regard to position, extent or otherwise
- compile and maintain a vocabulary of Aboriginal words used or suitable for use in geographical names and to record their meaning and tribal origin
- compile and maintain a dictionary of geographical names with a record of their form, spelling, meaning, pronunciation, origin and history
- publish a gazetteer of geographical names
- inquire into and make recommendations on any matters relating to the names of places referred to it by the Minister
- compile, maintain and publish a list of road names.

The GNB seeks to abide by these statutory provisions through the adoption of nomenclature policies and procedures which are both nationally and internationally recognised.

The GNB has prepared guidelines for the naming of roads. A copy of the guidelines is available from the GNB (www.gnb.nsw.gov.au).

Considerations

This policy has been reviewed and no substantive changes are recommended at this time, apart from minor referencing updates.

Legal

In accordance with the *Roads Act 1993*, Council, as the Roads Authority, may not name a public road or alter a name of a public road unless it has given the Geographical Names Board (GNB) at least one month's notice of the proposed name.

Community Engagement

Consultation will occur as required with key stakeholders, which may include (but not be limited to) the community, other agencies, statutory and industry bodies. Where the renaming of an existing road is being considered, affected property owners, Chambers of Commerce, Aboriginal Land Councils and Emergency Services shall be contacted inviting suggestions. Public submissions regarding this policy are invited for consideration during the exhibition period.

IR16/042 POLICY REVIEW - ROADS NAMING

E13.7095

Council will place the draft Roads Naming Policy on public exhibition for a period of no less than 28 days commencing on 16 November 2016 until 14 December 2016. Copies will be available for viewing on Council's website, at the Batemans Bay, Moruya and Narooma libraries and Moruya customer service centre.

CONCLUSION

The draft Roads Naming Policy should be publicly exhibited for 28 days. At the end of the public exhibition period the draft Roads Naming Policy will be presented to Council for consideration to adopt, along with a report to consider any submissions received during the exhibition period.

**IR16/043 POLICY REVIEW - PARKS, PLAYGROUNDS AND RESERVES RISK
MANAGEMENT**

E16.0297

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services

Attachments: 1. Under Separate Cover - Policy Review - Parks, Playgrounds and Reserves Risk Management

Focus Area: Liveable Communities

Delivery Program Link: L5.2 Manage and maintain a safe, sustainable and accessible range of community spaces

Operational Plan Link: 5.2.1 Undertake maintenance program

EXECUTIVE SUMMARY

Council's policies are reviewed within the first 12 months of a new Council term for the reasons set out under the following sections of the *Local Government Act 1993*.

- Section 223 (1)(e) Role of governing body – 'to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council'.
- Section 232 (1)(f) The role of a councillor – 'to uphold and represent accurately the policies and decisions of the governing body'.
- Section 165 (4) Amendment and revocation of local policy – 'a local policy (other than a local policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election'.

The Parks, Playgrounds and Reserves Risk Management Policy has been reviewed. The draft policy is recommended to be placed on public exhibition before being presented to Council for adoption.

This policy provides for the management of Council's parks and reserves facilities, including playgrounds. Eurobodalla Shire Council has a duty of care to take reasonable measures within budget limitations to manage the risks arising from defects on Council's parks and reserves facilities. Pathways within reserves are covered by the *Pathways Risk Management Policy*. Signs as remote supervision are covered by the *Signs as Remote Supervision Policy*.

RECOMMENDATION

THAT:

1. Council endorses the draft Parks, Playgrounds and Reserves Risk Management Policy for public consultation.
2. The draft Parks, Playgrounds and Reserves Risk Management Policy be placed on public exhibition for a period of 28 days and, following the expiration of this period, the draft policy and any public submissions be presented to Council for adoption.

**IR16/043 POLICY REVIEW - PARKS, PLAYGROUNDS AND RESERVES RISK
MANAGEMENT**

E16.0297

BACKGROUND

Section 42 of the *Civil Liability Act 2002* makes allowance for Council's ability to carry out its duty of care as being limited by the financial and other resources which are reasonably available to exercise its functions. To rely on this defence, Council is required to show evidence of its compliance with the general procedures and applicable standards for the exercise of its functions, such as risk management of its parks and reserves facilities.

CONSIDERATIONS

The policy has been reviewed and no substantive changes are recommended at this time, apart from minor referencing updates.

Community Engagement

Council will place the draft Parks, Playgrounds and Reserves Risk Management Policy on public exhibition for a period of no less than 28 days commencing on 16 November 2016 until 14 December 2016. Copies will be available for viewing on Council's website, at the Batemans Bay, Moruya and Narooma libraries and Moruya customer service centre.

CONCLUSION

The draft Parks, Playgrounds and Reserves Risk Management Policy should be publicly exhibited for 28 days. At the end of the public exhibition period the draft policy will be presented to Council for consideration to adopt, along with a report to consider any submissions received during the exhibition period.

CAR16/011 HEALTHY COMMUNITIES AND SENIORS WEEK GRANTS 2016-17

E16.0006

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

Attachments: 1. Confidential - Healthy Communities and Seniors Week Grants
Confidential Attachment

Focus Area: Liveable Communities

Delivery Program Link: L1.3 Implement recreation and community development initiatives

Operational Plan Link: L1.3.4 Coordinate Healthy Communities, Seniors Week and NAIDOC
Week grants

EXECUTIVE SUMMARY

The Healthy Communities and Seniors Week Grants are funded annually by Council to eligible community groups in our Shire, promoting health and social participation. Grants are generally to the value of \$500 to \$1,000.

In 2016-17 Council has a budget of \$12,455. Council received nineteen (19) applications to the value of \$10,792. All applications were assessed as eligible.

RECOMMENDATION

THAT :

1. Council approve the recommendations detailed in the confidential attachment, awarding Healthy Communities and Seniors Week Grants to the value of \$10,792 to 19 local groups and organisations for the 2016-17 financial year.
2. Council approve the transfer of \$1,663 in unallocated Healthy Communities and Seniors Week Grants to the fund for NAIDOC Week Grants in 2017.

BACKGROUND

The Eurobodalla Healthy Communities and Seniors Week Grants aim to foster a community that is prepared to contribute energy and initiative to improve the health and wellbeing of people in this Shire.

Grants are available to not for profit community groups to supplement their costs and support activities that promote participation. Groups can apply for a Healthy Communities Grant or a Seniors Week Grant, not both. Seniors Week Grants must be used to celebrate Seniors Week in 2017. In 2016-17 Council has a budget of \$12,455 and is recommending that Council award applications to the value of \$10,792.

The program receives applications from a range of groups. If approved, 2016-17 funding will support sporting events, 'come and try' days, social events for seniors, community vegetable gardens, breakfast programs, heritage and local history activities, craft and arts activities, and outdoor play for children with disabilities.

CAR16/011 HEALTHY COMMUNITIES AND SENIORS WEEK GRANTS 2016-17

E16.0006

CONSIDERATIONS

Healthy Communities and Seniors Week Grants

There were 19 applications received. A confidential summary sheet is attached for Councillors' information.

All applications received for 2016-17 were assessed as meeting the eligibility criteria. Of this fifteen (15) were for Healthy Communities Grants and four (4) were for Seniors Week Grants. Seven (7) applications include a recommendation for additional funding due to the level and type of community benefit they attract.

Two groups requested amounts above \$500. The review panel has recommended for grants between \$220 and \$1,000.

NAIDOC Week Grants

Council's NAIDOC Week grants currently provide \$1,500 in funds annually. Last year an additional amount of \$1,915, being unallocated funding from Healthy Communities and Seniors Week, was made available. In 2015-16 Council received 21 applications to the value of \$10,997, with ten being funded.

Council has an opportunity to increase the amount allocation to NAIDOC Week grants in 2016-17. With the addition of unallocated Healthy Communities and Seniors Week grant funding of \$1,663, the amount available to support NAIDOC Week Grant round would be \$3,163, providing the opportunity to support additional community initiated projects.

Reviewing the Grant process

Council is reviewing the Financial Assistance (Donations and Grants) policy and procedures. As part of this process the Healthy Communities and Seniors Week Grants and NAIDOC Week Grants will be reviewed, with any changes to be approved by Council.

Eligibility for a Eurobodalla Healthy Communities Grant

1. Your group needs to be a not for profit and either incorporated or able to prove that they are a bona fide Eurobodalla based community group.
2. Your group can contribute some financial support or volunteer labour to the activity.
3. Your group can show that it has adequate insurance coverage for the activity.
4. Your group may not received any other government funding.
5. Your group will use the grant to achieve one or more of the following results in your local community:
 - makes a positive contribution to the community
 - encourages people in the wider community in the Eurobodalla to be healthy and active
 - is culturally inclusive and celebrates cultural diversity
 - provides opportunities for volunteering and/or social interaction
 - improves access to information, a service or a facility
 - improves community safety
 - teaches or develops a new skill.

CAR16/011 HEALTHY COMMUNITIES AND SENIORS WEEK GRANTS 2016-17

E16.0006

Eligibility for a Eurobodalla Seniors Week Grant

1. Seniors Week Grants must be used during Seniors Week, which will run from 3 – 12 March 2017.
2. Groups need to be not for profit and either incorporated or able to prove that they are a bona fide Eurobodalla based community group.
3. Your group can give some financial support or volunteer labour to the activity.
4. Your group can show that it has adequate insurance coverage for the activity.
5. Your group will use the grant to achieve one or more of the following results in your local community:
 - celebrates older people and their contribution to the community
 - creates intergenerational opportunities for social interaction
 - encourages seniors to be healthy and active
 - encourages lifelong learning
 - promotes and celebrates the cultural diversity of older people in our community
 - raises community awareness of the benefits and positive and active ageing.

Recommended applications

The applicants recommended to Council for funding under the Healthy Communities and Seniors Week Grants Scheme are in a confidential attachments to this report.

Social Impact

The Eurobodalla Healthy Communities and Seniors Week Grants aim to foster a community that is resilient, capable and active. The grants assist volunteers and groups across this Shire to run grass roots activities and events that increase participation in community life.

The criteria for the Healthy Communities Grant scheme was developed to reflect Council's social and cultural planning commitments to improve and promote community wellbeing, as outlined in the Community Strategic plan.

Financial

In 2016-17 Council has a budget of \$12,455 for Healthy Communities and Seniors Week Grants. The combined total of applications recommended by the assessment panel is \$10,792 of which 15 (fifteen) are the Health Communities Grants and four (4) for Seniors Week Grants, with a request to add the unallocated funding of \$1,663 to the NAIDOC Week Grant program in 2017.

Community Engagement

We have informed the community through providing information on Council's website, posting on Council's Facebook, distributing application forms, advertising on Council's noticeboard page in two local newspapers and distributing a media release.

CONCLUSION

The Healthy Communities and Seniors Week Grants provide the opportunity to support local not for profit community groups and organisations by strengthening their capacity to promote health and wellbeing and increase community participation in a range of activities.

CAR16/012 CHILDREN'S SERVICES PROPOSED NEW FEES

E08.2560

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

Attachments: Nil

Focus Area: Liveable Communities

Delivery Program Link: L1.1 Develop and provide essential care services to children and families

Operational Plan Link: L1.1.4 Coordinate, support and expand Family Day Care Educators network

EXECUTIVE SUMMARY

Eurobodalla Shire Council has provided Children's Services for over 26 years. The Children's Services Coordination Unit run Eurobodalla Family Day Care and the After School and Vacation Care Services in Batemans Bay, Moruya and Narooma as fee-for-service programs, supported with funding from the Australian Government. In addition, grant funded supported playgroup and inclusion programs are provided to preschool aged children, their parents and children with a disability to maximise opportunities, participation and learning.

This report seeks Council approval for two new fees to be added to the Family Day Care service fees and charges. The child care sector is heavily regulated and has strict requirements in relation to the administration of fees, enrolments and reporting requirements. The current external system Council utilises for the administration of enrolments and fees is undergoing an upgrade and, as such, will charge a new fee to enable regular use of the reporting payment module.

The proposed new fees are required as a result of new fees being introduced by our external software provider to electronically administer payments and enrolments for regulatory compliance.

The proposed fees are:

- new fee of \$3.30 per week for *Harmony Web* software users (cost recovery)
- new fee of \$7.00 per week for manual processing of attendance records (partial cost recovery).

If the new fees are approved, the fees will be established under Council's adopted fees and charges, commencing from the *Harmony Web* software transition date, anticipated to occur in February 2017.

RECOMMENDATION

THAT:

1. Public notice be given of the proposal to introduce the new fees of \$3.30 per week for *Harmony Web* software users and \$7.00 per week for manual processing of attendance records.
2. Submissions be received for a period of twenty-eight days and, following the expiration of this period, submissions be included in a report presented back to Council for adoption of the new fees.

CAR16/012 CHILDREN'S SERVICES PROPOSED NEW FEES

E08.2560

BACKGROUND

The Family Day Care and After School and Vacation Care services provided by Council operate in accordance with National Education and Care Laws and Regulations. The services have been assessed and rated as meeting and exceeding the national standard for quality.

Family Day Care provides care for approximately 100 children per day in the homes of 19 local Educators. It provides flexible child care tailored to parent's needs. It is made affordable through Child Care Benefit (CCB) and Child Care Rebate (CCR) subsidies via the Australian government. Educators are registered with the service after rigorous checking of the Educator's home and suitability to provide education and care to children 0-16 years.

Council currently receives operational support from the Department of Education and Training (DET) of up to \$120K per annum for Family Day Care. Council is approved to provide CCB and CCR through the Australian Government's provision of family tax benefit, in place to support families to access approved child care.

Approved child care services must use an approved software program to report child attendance and claim payments of CCB and CCR on behalf of parents. Council's Family Day Care uses a software database program called *Harmony*, owned by the Redbourne Group, to manage the data in relation to claiming benefits, maintain enrolment information and comply with requirements.

The Redbourne Group have upgraded the *Harmony* program to the new *Harmony Web* program for all Family Day Care services. This is a transition to cloud-based technology. The company will cease to support the original *Harmony* program at the end of June 2017.

Council's Family Day Care service will be upgrading to the new *Harmony Web* system early in 2017. The new technology offers an improved system to Educators and will substantially increase efficiency, processing time and productivity for the Coordination Unit staff and for Educators.

CONSIDERATIONS

The service will have a new fee of \$3.30 per week for *Harmony Web* software users imposed for each Family Day Care Educator using the new *Harmony Web* program. The new charge will be passed directly on to the Educator as cost recovery under the current fee proposal. The addition of a new manual processing fee of \$7.00 per week is proposed as an incentive to transition. The fee represents partial cost recovery.

Legal

The Children's Services Policy ensures compliance with legislative requirements under the Children (Education and Care Services National Law Application) Act 2010.

In accordance with Family Assistance Law Acts in particular 'A new tax system (Family Assistance)' 1999 and 'A new tax system (Family Assistance) (Administration)' 1999, the use of an approved Child Care Management System (CCMS) program is required to manage enrolments and report attendances for the processing of CCB and CCR. The *Harmony* program

CAR16/012 CHILDREN'S SERVICES PROPOSED NEW FEES

E08.2560

is an approved CCMS that Council has been using since 1998 and has been required to update versions since that time, including the current upgrade to *Harmony Web*.

In accordance with Section 610F of the Local Government Act 1993, Council must give public notice of the proposed fee of at least 28 days and consider any submissions made during that period.

Policy

In line with Children's Services policies under requirements of Education and Care Services National Law, the service has a commitment to fiscal responsibility including the regular review of fees and charges. Regular review of pricing is used to ensure that appropriate cost recovery is achieved, taking into account community obligations and market factors.

Environmental

The new cloud based technology will reduce paper and increase productivity time. Educators will no longer need to submit paper records of child attendance and the office will no longer be required to supply Educators with paper copies of child enrolments.

Social Impact

The provision of accessible and affordable childcare in this shire is critical for parents to be able to work. Council provides the only Family Day Care service in the shire and offers an alternative to long day care centres. Family Day Care Educators provide care to a maximum of four children in a home environment with a focus on early childhood education, with locations across the shire, including weekend and overnight care. For the 125 families the service supports, Family Day Care provides secure and individualised care close to home and work.

Economic Development Employment Potential

All new Educators registering with Family Day Care will be required to use *Harmony Web* as a part of their business operation. In addition to enabling parents to work, the Family Day Care model provides the opportunity for stay-at-home mothers and fathers to conduct a small business in their home, with support from the Coordination Unit to ensure compliance and quality.

Financial

The proposed fees for Family Day Care will recover the complete cost for Educators using the *Harmony Web* software. The manual processing fee represents a partial cost recovery for the administration of manually processing attendances and maintaining enrolment details. It is anticipated that the majority of Educators will transition across to the new system.

Staff

The upgraded version of *Harmony Web* software will reduce double handling, paper wastage and increase productivity and processing time. There will continue to be manual processing for Educators who do not transition to the *Harmony Web* software in conjunction with the Coordination Unit's transition plan.

CAR16/012 CHILDREN'S SERVICES PROPOSED NEW FEES

E08.2560

The proposed transition plan dates include:

14 November 2016	Fees on exhibition
16 January 2017	Harmony data collection
3 February 2017	Harmony Web data transfer
13 February 2017	First CCMS reporting day for year (30 Jan – 12 Feb attendances – new system > manual processing) First group of Educators commence new software use
14 February 2017	Report to Council re submissions (if any) Monitor data processes and issues
27 February 2017	Apply new fees Transition next group of Educators to Harmony Web
13 March 2017	First Harmony Web CCMS reporting day inclusive of new fees Finalise Educator transition
30 June 2017	Old Harmony system ceases

Community Engagement

The draft fees will be placed on public exhibition for a period of 28 days and primary stakeholders will be informed of the process for making a submission. It is anticipated public notification would commence on 14 November 2016.

Current Educators with Family Day Care have been informed of the software changes and the proposed changes to the fee structure.

CONCLUSION

The transition to the new *Harmony Web* software will provide a greater level of efficiency and accountability for both the service and our Family Day Care Educators. The new system will require new fees to be introduced, which was not anticipated at the time of reviewing fees for 2016-17.

The Coordination Unit's transition plan will require these fees to be a part of the adopted fees and charges for Council and therefore will need to have them approved and placed on exhibition in accordance with the Local Government Act 1993.

CAR16/013 POLICY REVIEW - AGED CARE SERVICES

E16.0297

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

Attachments: 1. Under Separate Cover - Aged Care Service Policy

Focus Area: Liveable Communities

Delivery Program Link: L2.1 Provide access and social participation opportunities

Operational Plan Link: L2.1.2 Provide social support and recreation activities

EXECUTIVE SUMMARY

Council's policies are reviewed within the first 12 months of a new Council term for the reasons set out under the following sections of the *Local Government Act 1993*.

- Section 223(1)(3) Role of governing body – 'to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council'.
- Section 232 (1)(f) The role of a councillor – 'to uphold and represent accurately the policies and decisions of the governing body'.
- Section 165(4) Amendment and revocation of local policy – 'a local policy (other than a local policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election'.

The Aged Care Services policy has been reviewed. The draft policy is recommended to be placed on public exhibition before being presented to Council for adoption.

This policy is designed to outline the relationship and parameters in the delivery of Council's Aged Care Services and identify key areas of responsibility under legislation and funding agreements.

RECOMMENDATION

THAT:

1. Council endorse the draft Aged Care Services policy for public consultation.
2. The draft Aged Care Services policy be placed on public exhibition for a period of 28 days and, following the expiration of this period, any public submissions be presented back to Council with the draft policy for consideration to adopt.

BACKGROUND

In accordance with section 165(4) of the Local Government Act 1993, a local policy (other than a local policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election.

Council provides Commonwealth Home Support Program (CHSP) services and ComPack 'hospital to home' and 'healthy at home' services. Council is responsible for delivering these services consistently, in line with Home Care Common Standards and funding requirements as prescribed by the Australian Government Department of Health.

CAR16/013 POLICY REVIEW - AGED CARE SERVICES

E16.0297

Council's Aged Care Services deliver community transport (24,000 trips), in home respite (8,000 hours), social support (17,000 hours) and ComPacks (220 packages) each year using NSW and Australian government funding.

CONSIDERATIONS

The policy has been reviewed and no substantive changes are recommended at this time, apart from minor referencing updates.

Community Engagement

Council will place the draft Aged Care Services Policy on public exhibition for a period of no less than 28 days commencing on 16 November 2016 until 14 December 2016.

Copies will be available for viewing on Council's website, at the Batemans Bay, Moruya and Narooma libraries and Moruya customer service centre.

CONCLUSION

The draft Aged Care Services Policy should be publicly exhibited for 28 days. At the end of the public exhibition period the draft Aged Care Services policy will be presented to Council for consideration to adopt, along with a report to consider any submissions received during the exhibition period.

DR16/007 2016 NSW LOCAL ROADS CONGRESS

E04.8291

Responsible Officer: Lindsay Brown - Councillor

Attachments: 1. 2016 NSW Local Roads Congress Communiqué

Focus Area: Productive Communities

Delivery Program Link: P3.1 Undertake advocacy activities to further the development of transport infrastructure and support future growth

Operational Plan Link: P3.1.1 Advocate for improved infrastructure and increased levels of funding

EXECUTIVE SUMMARY

To provide Council with an overview of the 2016 NSW Local Roads Congress and recommend that Council promotes the outcomes from the Communiqué.

This is a Delegate Report from Councillor Lindsay Brown.

RECOMMENDATION

THAT

1. The Delegate Report on the 2016 NSW Local Roads Congress be received and noted.
2. Eurobodalla Shire Council formally endorse the Congress Communiqué.
3. Council write to the following highlighting the issues raised at the 2016 NSW Local Roads Congress and seeking their support:
 - a. The Hon Andrew Constance MP, Minister for Transport and Infrastructure and Member for Bega
 - b. The Hon Duncan Gay MLC, Minister for Roads, Maritime and Freight
 - c. The Hon Michael Baird MP, Premier of NSW
 - d. The Hon Ann Sudmalis MP, Member for Gilmore
 - e. The Hon Mike Kelly MP, Member for Eden-Monaro
 - f. The Hon Darren Chester MP, Minister for Infrastructure and Transport
 - g. The Hon Gareth Ward MP, Parliamentary Secretary to the Premier, Illawarra and South Coast.
4. The key findings of the 2016 NSW Local Roads Congress be referred to the next South East Australian Transport Strategy Inc meeting.

BACKGROUND

The NSW Roads & Transport Directorate, a partnership between the Institute of Public Works Engineering Australia (IPWEA) and Local Government NSW held the 2016 NSW Local Roads Congress in Parliament House, Sydney on 6 June 2016.

DR16/007 2016 NSW LOCAL ROADS CONGRESS

E04.8291

Councillor Lindsay Brown represented Council at the Congress. Councillor Brown is also the LGNSW Councillor representative on the NSW Roads & Transport Directorate Executive Management Committee.

Council's Director of Infrastructure Services, Warren Sharpe OAM is the current President of IPWEA (NSW) and sits on the NSW Roads & Transport Directorate Executive Management Committee.

CONSIDERATIONS

Delegates including Mayors, Councillors, General Managers, Infrastructure Directors and other Engineers from across NSW attended the Congress.

Garry Hemsworth, Roads & Transport Portfolio Director IPWEA (NSW) welcomed the delegates to the Congress, followed by the opening address from Cr Keith Rhoades, President of Local Government NSW.

The keynote address to the congress was delivered by Peter Duncan CEO, RMS, on behalf of the Hon Duncan Gay MLC, Minister for Roads and Freight. The Congress congratulated the NSW and Australian Governments on providing ongoing financial assistance for the management of local roads and infrastructure, particularly in regional areas through programmes including:

- Round 2 Fixing Country Roads Programme (\$50 million) – NSW Government
- Bridges Renewal Round 2 Programme (\$40.58 million) and Round 4 of the Heavy Vehicle Safety and Productivity Programme (\$52.44 million) – Australian Government
- Black Spot Programme (\$53.5 million in 2015-16) – Australian Government
- Roads to Recovery Programme funding for NSW Councils (\$225.1 million in 2016-17) – Australian Government.

The following presented at the Congress and their presentations can be viewed on the link below:

<http://www.ipwea.org/RoadsTransportDirectorate/AboutRD/Congress/>

Mark Hely, Acting Director Investigations and Performance, NSW Office of Local Government – *Local Government Reform Driving a New Direction*

Warren Sharpe OAM, President IPWEA (NSW) – *IPWEA (NSW) Driving a New Direction*

John Dinan, General Manager Regional Maintenance Delivery, NSW Roads and Maritime Services – *Road Authority Cooperation in NSW – Working with Local Government*

John Sidoti MP, Parliamentary Secretary for Transport, Roads, Industry, Resources and Energy – *State Government Regional Freight Initiatives*

Jenny Davis, Executive Director, Infrastructure NSW – *Planning for the Renewal of Regional and Local Infrastructure – a State Perspective*

Tim Reardon, Secretary, Transport for NSW – *Engaging with Local Government in Regional Transport Planning*

John Coulton, Chairperson, Australian Rural Roads Group – *A Regional Productivity Perspective*

DR16/007 2016 NSW LOCAL ROADS CONGRESS

E04.8291

Julie Garland McLellan was the guest dinner speaker on *Pocket Sally on the Risky Road to Strategic Success*, an initiative to attract more women into the engineering fields.

The Hon Gladys Berejiklian, MP, NSW Treasurer and Minister for Industrial Relations, also attended the Congress.

Eurobodalla Shire Council received praise at the Congress for:

- the quality outcomes being achieved at Nelligen under the Road Maintenance Council Contract (RMCC) including positive comments by the RMS CEO Peter Duncan
- the role this Council is playing in assisting with the ongoing review of the RMCC
- our strategic approach to the management of transport infrastructure
- our approach to designing and building road pavements.

A key outcome of the Congress is the production of the Congress Communique. This Communique represents a summary of the collective views of Local Government and guides the advocacy activities of the NSW Roads & Transport Directorate and LGNSW over the coming year. A copy of the Congress Communique is attached.

New South Wales delegates will put forward elements of the NSW Communique at the National Local Roads and Transport Congress in Toowoomba in October this year.

These outcomes will also be discussed with the South East Australian Transport Strategy Inc at their next meeting to be held in Bega on 24 November 2016.

Asset

The NSW Roads Congress is a key advocacy forum aimed at developing a united position for improving the funding model to Councils from the NSW and Australian Governments. This is informed by the collaborative partnership and evidence based work undertaken by the NSW Roads & Transport Directorate.

The successes of previous advocacy is outlined in the Communique.

Eurobodalla has benefitted from the Government funding programs now in place for transport infrastructure with the most recent examples being:

- funding from the NSW and Australian Governments for Candlagan and Tyrone Bridges (\$2.22m and \$2.5m respectively)
- funding from the Australian Government for the Black Spot Programme (including \$325,885 for improvements to the local road network at Cullendulla Drive, Long Beach)
- additional Roads to Recovery Funding from the Australian Government over 2015-16 and 2016-17 (allocated to high priority infrastructure works such as replacement of bridges, traffic management and transport renewal work).

This funding is vital to sustain and upgrade transport infrastructure within Eurobodalla (and across NSW), assist in maintaining the existing infrastructure network and to improve transport and traffic efficiency.

DR16/007 2016 NSW LOCAL ROADS CONGRESS

E04.8291

Social Impact

The Congress Communique identifies the need to provide social equity both between city and regional areas, and within Council areas to ensure an appropriate level of service to all residents. The Communique notes that sustainability of transport infrastructure requires new funding to support regional NSW communities who have long lengths of roads, lower population densities yet produce high value product, feed the nation, drive exports and provide the playground for our cities.

The provision of appropriate supporting grant funding from the NSW and Australian Governments assists in developing regional economies, and improving the condition of transport infrastructure to open up routes to higher productivity freight links as well as improving road safety on regional and local roads.

Economic Development Employment Potential

The advocacy work undertaken for local and regional roads seeks to align with the NSW and Australian Governments' strategic direction in driving economic development and employment through improved transport efficiency and safety.

The injection of government grants into regional economies via Councils also has a positive impact on employment during the planning and construction phases of projects.

Financial

Grants obtained through the various programmes flowing from advocacy activities assists Council to fund services to the local community.

CONCLUSION

The issues identified at the NSW Local Roads Congress are applicable to all Councils across NSW including Eurobodalla Shire Council.

Council should formally support the outcomes as outlined in the Congress Communique and lobby government to address the issues identified for the benefit of our own local community and the NSW and Australian economy.

NSW LOCAL ROADS CONGRESS

Driving a new Direction

6 June 2016

Congress Communiqué

The NSW Roads & Transport Directorate, a partnership between the Institute of Public Works Engineering Australasia (IPWEA) and Local Government NSW, in holding the 2016 NSW Local Roads Congress resolved to announce the following communiqué.

The Congress congratulates Governments on providing ongoing financial assistance for the management of local roads and infrastructure, particularly in regional areas through:

- \$50 million from the NSW Government through Round 2 of the Fixing Country Roads Programme for roads in regional NSW
- \$40.58 million from the Australian Government for 55 projects through the Bridges Renewal Round 2 Programme and \$52.44 million for 25 projects under Round 4 of the Heavy Vehicle Safety and Productivity Programme
- \$53.5 million from the Australian Government under the Black Spot Programme in 2015-16
- A total allocation of \$225.1 million from the Australian Government for NSW Councils in 2016-17 under the Roads to Recovery Programme.

The introduction of the Fixing Country Rail Programme is a further State Government initiative which has the potential to lower the freight impact on local roads through directing more freight onto the rail network, including the linkages to NSW ports.

These programmes have greatly assisted NSW regional councils in developing their regional economies, improving the condition of transport infrastructure, opening up additional HML freight links and promoting road safety on regional and local roads.

The *Road Management Report* and the *Timber Bridge Management Report 2014* published under the NSW Roads & Transport Directorate's Road Asset Benchmarking Project disclosed an annual funding gap of \$447 million. This is not a backlog but an annual deficiency in expenditure necessary to maintain the regional and local road networks in their current condition. With the exception of Roads to Recovery funding which has a limited life, the funding provided by both State and Federal Governments is not addressing this deficit. It is critical that the Roads to Recovery Programme is extended permanently into the future.

The report highlights that the sustainability of transport infrastructure requires new funding to support regional NSW communities who have long lengths of roads, lower population densities yet produce high value product, feed the nation, drive exports and provide the playground for our cities.

The Congress fully supports the Australian Local Government Association's (ALGA) *Local Government's Plan for an Innovative and Prosperous Australia 2016* proposal which quotes a National Transport Commission statistic that 36% of all kilometers travelled are on local roads. In particular, the Congress supports the call to:

- Restore the indexation of Financial Assistance Grants
- Financial Assistance Grants to be indexed annually.

- Increase in the quantum of FAGs to at least 1 per cent of Commonwealth taxation
- Local Government – Higher Productivity Investment Plan of \$200 million per year for 5 years
- Permanent doubling of Roads to Recovery (to at least \$700 million per annum)

The Congress fully supports The Local Government NSW (LGNSW) *Submission on the NSW Budget for 2016/17* publication in relation to road and transport infrastructure issues.

It is noted that there is some uncertainty in the basis for funding of the NSW Local Government Road Safety programme. The Congress calls on the State Government to confirm that funding for the NSW Local Government Road Safety Programme is on a three year rolling programme basis and that this advice be formally confirmed for councils.

To further the outcomes of this Congress, the Congress calls on Governments to take the following measures:

NSW Local Government

The Congress calls on Local Government in NSW to:

1. advocate for their communities by writing to the relevant Ministers and their local NSW and Australian Government MPs seeking their support for the Congress outcomes
2. continue to improve asset management performance by:
 - a. continuing to work with the Office of Local Government to complete the framework to provide transparency and consistency of infrastructure measures within the Integrated Planning & Reporting framework
 - b. building capacity within the Local Government industry by supporting ongoing training and knowledge sharing
 - c. taking responsibility for developing skilled professionals for tomorrow through cadetships and experiential development programmes
 - d. encouraging region based standing working groups on asset management to provide peer support and pressure to public works professionals and councils in each area
 - e. encourage implementation of the NAMPF as the standard audit tool for Local Government asset management capability.
3. support the employment of better techniques and the importation of proven technology from outside the industry to better meet our community's needs.

NSW Government

The Congress calls on the NSW Government to:

1. develop a sustainable funding model for local government in NSW which removes the impediments to sustainable funding within the existing Integrated Planning and Reporting framework
2. redistribute Federal Assistance Grants to regional NSW to address social equity and reduce the infrastructure funding gap, with a more meaningful rate charged on city land so urban councils are not financially disadvantaged.
3. continue to provide resources to Local Government for the management and upgrade of transport infrastructure, particularly to address the declining condition of bridges

4. implement a programme through the Department of Planning to develop strategies to determine and mitigate the cumulative impact of State Significant Development, e.g. mining, on communities and transport infrastructure beyond the immediate development area
5. initiate consultation with Local Government to develop a Freight Strategy to increase productivity through targeted investment
6. increase the Regional Road Block Grant funding to address the 89 million per year funding gap on regional roads.
7. commit to ongoing council involvement in existing RMCC arrangements on the state road network.
8. Support for councils to work with local businesses and communities to implement local and regional Climate Change Plans - particularly in relation to infrastructure.
9. Request State funding to assist in the provision of Road Safety Audit Training for a nominated Road Safety Auditor within each council in NSW.
10. A Transport for NSW person to be added to the IPWEA Roads and Transport Directorate.
11. Increase financial support for Weight of Loads groups for better road asset management and road safety.
12. to improve reporting and sharing of data with Local Government for emergency situations (road closures etc).

NSW & Australian Governments

The Congress calls on the NSW and Australian Governments to:

1. continue the funding to Local Government under grant programmes such as *Fixing Country Roads* and the *Bridges Renewal Programme*
2. build upon the Fixing Country Rail Programme to target the reduction of freight loads on local and regional roads, including resolving institutional impediments for access to existing rail
3. ALGA work with COAG, informed by State LG peak bodies and IPWEA, to develop a new National Infrastructure Partnership for the three tiers of Government for smarter long term investment planning in transport and community infrastructure.
4. allow National Disaster relief payments to be used by Local Government for betterment of affected assets, not just replacing like with like so the problem recurs.

Australian Government

The Congress calls on the Australian Government to:

1. restore the CPI increase in Financial Assistance Grants to Local Government
2. review the distribution of Federal Assistance Grants, having regard to social equity for local councils having low populations
3. maintain the current level of Roads to Recovery funding and make the Programme permanent from the commencement of the 2019-20 financial year
4. progressively increase funding to Local Government tied to a percentage of the GST equivalent to 1% of National GDP
5. Permanent doubling of Roads to Recovery (to at least \$700 million per annum)

Australian Local Government Association

The NSW Congress seeks the support of ALGA to deliver the NSW Roads Congress outcomes.

Further enquiries:

Warren Sharpe OAM, President IPWEA (NSW) - 0409 398 358

Garry Hemsworth, Director IPWEA (NSW) - 0408 769 000

Mick Savage, Manager Roads & Transport Directorate - 0418 808 085

16. 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.

NIL

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.