



AGENDA

Ordinary Meeting of Council

25 September 2018

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

ON TUESDAY 25 SEPTEMBER 2018

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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| 2. APOLOGIES
Nil | |
| 3. PUBLIC FORUM (AGENDA ITEMS ONLY) | |
| 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING
4.1 Ordinary Meeting held on 11 September 2018 | |
| 5. DECLARATIONS OF INTEREST OF MATTERS ON THE AGENDA
(Declarations also to be made prior to discussions on each item) | |
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| 6. MAYORAL REPORTS
Nil | |
| 7. NOTICES OF MOTION
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| 8. QUESTIONS ON NOTICE FROM COUNCILLORS
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| 9. PETITIONS
Nil | |

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DR CATHERINE DALE
GENERAL MANAGER

NOM18/013 WEBCAST OF PUBLIC ACCESS SESSION

E00.4623

Responsible Officer: Patrick McGinlay - Councillor

Attachments: Nil

Councillor Patrick McGinlay has given notice that at the Ordinary Meeting of Council on 25 September 2018, he will move the following motion.

MOTION

THAT the 'public access' presentations, that are held prior to the council meetings, be live streamed and recorded in the same manner as the 'public forum' presentations.

BACKGROUND

The intent of this Notice of Motion is for Council to be as transparent as is possible within legal boundaries.

To that end, I believe it is incumbent on us all as Councillors to respect and record all views as expressed to us from members of the community at Council meetings.

I acknowledge that we are not obliged to even have a 'public access' session prior to the official Council meeting. I do believe, however, that this is a valid and valuable way for members of our community to express their views on matters beyond the agenda of the day, and for we Councillors to gain information, and insights that may influence our decisions or perspectives.

I would like therefore for such presentations by anyone on any issue to Council in the public access arena be formally noted and be not only live-streamed, but placed on video stream record.

NOM18/014 LOGGING IN CORUNNA STATE FOREST

E00.4163

Responsible Officer: Anthony Mayne - Councillor

Attachments: Nil

Councillor Anthony Mayne has given notice that at the Ordinary Meeting of Council on 25 September 2018, he will move the following motion.

MOTION

THAT Council write to Forestry Corporation NSW requesting that they consider increasing the exclusion zone to 50 metres along both sides of the Princes Highway within Corunna State Forest compartment 3058 to minimise the potential adverse impact on the visual amenity and associated tourism values of the area.

BACKGROUND

At its meeting on 11 September 2018, Council resolved:

THAT the matter be deferred until Council has had a briefing from Forestry Corporation NSW as a matter of urgency preferably next Tuesday at the scheduled briefing.

A briefing was held on 18 September 2018 with Council and Forestry Corporation NSW.

It is now appropriate to resubmit the motion for consideration.

Council has received representations from Mr Ramsay regarding his concerns about the proposed logging within compartment 3058 of Corunna State Forest. In particular, Mr Ramsay has expressed his concerns about the impact of the logging on the environmental and scenic values of the area and subsequently the impact on tourism.

I acknowledge that the approval process and management of logging is outside the control of Council, Mr Ramsay has raised concerns about the visual impact and suggested ways that this can be mitigated that I believe Council should raise with Forestry Corporation NSW.

The highway corridor through the Corunna State Forest provides important natural forest vistas that form part of the key environmental values that underpin our significant tourism industry.

The provision of appropriate buffers between the Highway and the logging activities will protect the visual amenity of the area and the tourism industry whilst having minimal impact on the forestry activities.

I recommend that Council write to Forestry Corporation NSW requesting that they increase buffers along the highway to minimise the potential adverse impact on the visual amenity and associated tourism values of the area.

GMR18/021 POSITION OF DEPUTY MAYOR

E80.1404

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: 1. Schedule 7 LG (General) Regulation

Focus Area: Innovative and Proactive Leadership

Delivery Program Link: 9.1 Provide strong leadership and work in partnership to strategically plan for the future and progress towards the community vision

Operational Plan Link: 9.1.2 Implement effective governance

EXECUTIVE SUMMARY

Council may elect a councillor to be the Deputy Mayor. This report seeks Council's decision on whether it wishes to create the position of Deputy Mayor and if so, the term of that position and the method of voting for the position.

RECOMMENDATION

THAT in accordance with section 231 of the *Local Government Act 1993*:

1. Council resolve to create the position of Deputy Mayor;
2. Council determine the term of appointment for the position of Deputy Mayor;
3. Council determine whether the method of voting for election to the position of Deputy Mayor is to be by ordinary ballot or open voting;
4. Nominations be called for the position of Deputy Mayor and the election be conducted as determined in (3) above;
5. The result of the election be provided to the Chief Executive of the Office of Local Government, along with the local media and other councils in New South Wales.

BACKGROUND

For many years, Eurobodalla Shire Council has created the position of Deputy Mayor, usually for a period of one or two years. Deputy Mayors have assumed the role of Mayor on occasions when the Mayor has been absent.

CONSIDERATIONS

Section 231 of the *Local Government Act 1993* provides that:

- (1) *The councillors may elect a person from among their number to be the deputy mayor.*
- (2) *The person may be elected for the mayoral term or a shorter term.*
- (3) *The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.*
- (4) *The councillors may elect a person from among their number to act as deputy mayor if the deputy mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.*

GMR18/021 POSITION OF DEPUTY MAYOR

E80.1404

[Schedule 7](#) of the *Local Government (General) Regulations 2005* outlines the process for nomination to the position of Deputy Mayor. In summary, this states:

1. The general manager (or a person appointed by the general manager) is the returning officer.
2. A councillor may be nominated without notice for election as deputy mayor.
3. The nomination is to be made in writing by two or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
4. The nomination is to be delivered or sent to the returning officer.
5. The returning officer is to announce the names of the nominees at the Council meeting at which the election is to be held.

Nomination forms for the position of Deputy Mayor have been provided for Councillors. Additional copies will also be available at the meeting.

Council must resolve the method of voting it wishes to follow for the position of Deputy Mayor, in accordance with the provisions of the *Local Government Act 1993* and *Local Government (General) Regulations 2005*. Voting is either by ordinary (secret) ballot or by open voting (show of hands).

[Schedule 7](#) of the *Local Government (General) Regulations 2005* provides details on the methods of voting.

After calling for nominations, the General Manager as returning officer will determine if an election is necessary and if so, an election will be conducted in accordance with the method adopted by Council.

A copy of Schedule 7 of the *Local Government (General) Regulation 2005* is attached to this report.

Legal

The *Local Government Act 1993* and *Local Government (General) Regulation 2005 – Schedule 7* provide for the election of a Deputy Mayor.

CONCLUSION

Council is required to determine if it wishes to create the position of Deputy Mayor, and if so determine the term of the Deputy Mayor and the method of voting for the position.

The General Manager as returning officer will then call for nominations for the position of Deputy Mayor and conduct the ballot in accordance with the method of voting determined by Council.



New South Wales Consolidated Regulations

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LOCAL GOVERNMENT (GENERAL) REGULATION 2005 – SCHEDULE 7

SCHEDULE 7 – Election of mayor by councillors

(Clause 394)

Part 1 - Preliminary

1 Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor.
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

3 Election

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this clause:

"ballot" has its normal meaning of secret ballot.

"open voting" means voting by a show of hands or similar means.

Part 2 - Ordinary ballot or open voting

4 Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5 Marking of ballot-papers

- (1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.
- (2) The formality of a ballot-paper under this Part must be determined in accordance with clause 345 (1) (b) and (c) and (6) of this Regulation as if it were a ballot-paper referred to in that clause.
- (3) An informal ballot-paper must be rejected at the count.

6 Count-2 candidates

- (1) If there are only 2 candidates, the candidate with the higher number of votes is elected.
- (2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

7 Count-3 or more candidates

- (1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.
- (2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.
- (3) If, after that, 3 or more candidates still remain, the procedure set out in subclause (2) is to be repeated until only 2 candidates remain.
- (4) A further vote is to be taken of the 2 remaining candidates.
- (5) Clause 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.
- (6) If at any stage during a count under subclause (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

Part 3 - Preferential ballot

8 Application of Part

This Part applies if the election proceeds by preferential ballot.

9 Ballot-papers and voting

- (1) The ballot-papers are to contain the names of all the candidates. The councillors are to mark their votes by placing the numbers "1", "2" and so on against the various names so as to indicate the order of their preference for all the candidates.
- (2) The formality of a ballot-paper under this Part is to be determined in accordance with clause 345 (1) (b) and (c) and (5) of this Regulation as if it were a ballot-paper referred to in that clause.
- (3) An informal ballot-paper must be rejected at the count.

10 Count

- (1) If a candidate has an absolute majority of first preference votes, that candidate is elected.
- (2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.

(3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter's preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.

(4) In this clause,

"absolute majority", in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.

11 Tied candidates

(1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal-the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.

(2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes-the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

Part 4 - General

12 Choosing by lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13 Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is:

(a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and

(b) to be delivered or sent to the Director-General and to the Secretary of the Local Government and Shires Association of New South Wales.

GMR18/022 COUNCIL COMMITTEES AND EXTERNAL BODIES

E81.1928

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: 1. Under Seperate Cover - Committees Terms of Reference

Outcome: Innovative and Proactive Leadership

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

Delivery Program Link: 9.1.2 Implement effective governance

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

EXECUTIVE SUMMARY

This report is for the Council to consider the appointment of delegates to committees and other external bodies, and to determine the term of appointment of delegates to the committees.

RECOMMENDATION

THAT:

1. Council appoint delegates to committees and external bodies;
2. Council determine the method of voting for delegates and chairpersons;
3. Council determine the term of appointment of delegates;
4. Delegates be appointed to the following committees and external bodies:
 - a. Moruya Racecourse Management Committee
 - b. Corrigans Beach Reserve Accessible Playground Sunset Advisory Committee
 - c. Batemans Bay Mackay Park Precinct Sunset Committee
 - d. Audit, Risk and Improvement Committee
 - e. Disability Inclusion Advisory Committee
 - f. Aboriginal Advisory Committee
 - g. Heritage Advisory Committee
 - h. Coastal and Environmental Management Advisory Committee
 - i. Public Art Advisory Committee
 - j. Rural Producers Advisory Committee
 - k. General Manager's Performance Review Panel
 - l. Eurobodalla Local Traffic Committee
 - m. Community Safety Precinct Committee
 - n. Eurobodalla Bushfire Management Committee
 - o. Floodplain Management Association of NSW

GMR18/022 COUNCIL COMMITTEES AND EXTERNAL BODIES

E81.1928

- p. South East Arts
- q. South East Regional Academy of Sport
- r. South East Australian Transport Strategy Inc
- 5. Chairs be appointed to the following committees:
 - a. Moruya Racecourse Management Committee
 - b. Disability Inclusion Advisory Committee
 - c. Heritage Advisory Committee
 - d. Coastal and Environmental Management Advisory Committee
 - e. Public Art Advisory Committee.

BACKGROUND

Council appoints delegates to a range of committees, including Section 355 committees, advisory committees, and sunset/steering committees.

Terms of Reference for current committees are attached to this report.

Section 355 committees

Under section 355 of the Local Government Act 1993, Council can establish committees to perform certain functions on behalf of Council and involve local community members in the management of its facilities or functions.

Advisory and Sunset/Steering Committees

Advisory and Sunset/Steering Committees are appointed by Council from representatives of the community and other stakeholders or agencies with relevant expertise, to provide advice to Council on a range of issues. Sunset or Steering Committees are advisory committees, which are established for a limited term for a specific purpose or to undertake a specific project.

Corrigans Beach Reserve Accessible Playground Sunset Advisory Committee is currently in abeyance as Council awaits further grant funding opportunities. Council may consider a representative on this committee to ensure progress should funding opportunities arise.

Statutory Appointments to External Organisations

Ministers appoint some delegates to organisations other than Council committees. These appointments are direct appointments and cannot be altered by Council. Should a vacancy occur in these organisations, the Minister would make an alternate appointment, usually seeking Council's advice.

CONSIDERATIONS

Traditionally, Council has appointed individual Councillors to represent it on community committees and other organisations. The table below includes each of the committees to which Council should appoint delegates and where appropriate, appoint a councillor to be the Chair of that committee.

GMR18/022 COUNCIL COMMITTEES AND EXTERNAL BODIES

E81.1928

Council should determine the period of appointment for delegates to committees and external bodies. Historically, the term of appointment has been for two years. The following list highlights the Committees and the current Council delegate:

Committee	Number of Delegates required (as per Terms of Reference)
Section 355 Committees	
Moruya Racecourse Management Committee	Councillor Pollock OAM (including Chair) Councillor Tait
Sunset/Steering Committees	
Corrigans Beach Reserve Accessible Playground Sunset Advisory Committee	Clr Pollock OAM (Chair)
Batemans Bay Mackay Park Precinct Sunset Committee	Mayor (Chair), Clr Mayne, Clr Pollock OAM
Advisory Committees	
Audit, Risk and Improvement Committee (This committee is established in accordance with Guidelines under section 23A of the Local Government Act.) The Mayor is not eligible to apply. The Chair is to be an independent member of the Committee.	Clr Constable, Clr Mayne
Disability Inclusion Advisory Committee	Clr Thomson (Chair) Clr Mayne (alternate)
Aboriginal Advisory Committee	Clr McGinlay Clr Constable (alternate)
Heritage Advisory Committee	Clr Nathan (Chair) Clr Thomson
Coastal and Environmental Management Advisory Committee	Mayor (Chair) Clr McGinlay, Clr Mayne, Clr Tait
Public Art Advisory Committee	Clr Brown (Chair) Clr Thomson (alternate)
Rural Producers Advisory Committee	Mayor (Chair) Clr Constable
General Manager's Performance Review Panel	All Councillors Mayor (Chair)

GMR18/022 COUNCIL COMMITTEES AND EXTERNAL BODIES

E81.1928

Committee	Number of Delegates required (as per Terms of Reference)
External Committees	
Eurobodalla Local Traffic Committee (Established by Roads & Maritime Services)	Clr Mayne (Chair)
Eurobodalla Bushfire Management Committee (Established by NSW Rural Fire Service)	Clr Constable
Floodplain Management Association of NSW	Clr Thomson Clr McGinlay (alternate)
South East Arts	Clr Brown
South East Australian Transport Strategy Inc (SEATS)	Clr Mayne
Canberra Region Joint Organisation of Councils	Mayor
External Committees – Ministerial and other Appointments	
Gulaga Board of Management (nomination of delegate to Minister is required)	Clr Thomson Mayor (alternate)
Batemans Marine Park Advisory Committee (existing Ministerial appointment)	Clr Rob Pollock OAM
Regional Development Australia, Far South Coast (existing Ministerial appointment)	Clr Rob Pollock OAM
Joint Regional Planning Panel	Clr Rob Pollock OAM
Australian Coastal Councils Association – NSW Representative	Clr Thomson

The alternate delegate is to attend meetings when the delegate is not available.

CONCLUSION

Delegates and Chairs (where appropriate) should be appointed to committees and the term of appointment to such committees be determined.

**GMR18/023 APPOINTMENT OF INDEPENDENT MEMBER - AUDIT, RISK AND
IMPROVEMENT COMMITTEE**

E05.9354

Responsible Officer: Dr Catherine Dale - General Manager
Attachments: 1. Confidential - Applications
Outcome: Innovative and Proactive Leadership
Focus Area: 9.2 Ensure financial sustainability and support the organisation in achieving efficient ongoing operations
Delivery Program Link: 9.2.4 Responsibly manage Council's finances and maintain Fit for the Future status
Operational Plan Link: 9.2.4.2 Monitor and report on key financial results

EXECUTIVE SUMMARY

The Audit, Risk and Improvement Committee, an advisory committee to Council, is seeking endorsement of its recommendation for the appointment of an independent member to replace a recently resigned position on the committee.

RECOMMENDATION

THAT

1. Council appoint Applicant no. 4 as identified in the confidential attachment to this report, as an independent member of the Audit, Risk and Improvement Committee in accordance with Council's adopted Audit, Risk and Improvement Committee Terms of Reference, and the Office of Local Government's Internal Audit Guidelines.
2. A letter of invitation be forwarded to the successful applicant inviting them to join the Audit, Risk and Improvement Committee as an independent member.
3. A letter be written thanking all unsuccessful applicants for expressing an interest in becoming a member of the Audit, Risk and Improvement Committee.

BACKGROUND

The Audit, Risk and Improvement Committee (ARIC) is an advisory committee to Council.

The ARIC's Terms of Reference provide for three independent members on the ARIC as per minute FM13/19 of 12 March 2013 which states in part:

THAT as a matter of urgency:

1. *Eurobodalla Shire Council Audit Committee Terms of Reference be amended to allow for three independent members;*

Following the recent resignation of one of the independent members of the ARIC the vacant position was advertised. The position was advertised in the local newspapers and on Council's website however, only one application was received so the advertisement was run again allowing another three weeks for anyone interested, to apply. A further six applications were received by the closing date of 29 June 2018.

**GMR18/023 APPOINTMENT OF INDEPENDENT MEMBER - AUDIT, RISK AND
IMPROVEMENT COMMITTEE**

E05.9354

CONSIDERATIONS

The position called for a person with the ability to understand relevant legislation and regulatory requirements, time to study and understand papers provided, analytical objectivity and judgment skills, and the ability to express opinions frankly with a strong background in one or more of the following; administration, corporate or public sector governance, finance, audit, legal, project management or management generally.

Most of the seven applicants appeared well qualified to hold the position of ARIC independent member.

Following assessment by management, the applications were forwarded to the ARIC for review and consideration.

Three of the top scoring applicants were interviewed by members of the ARIC. All voting members of the ARIC have reviewed the applications. The highest scoring applicant is proposed. Confidential copies of all applications received attached to this report.

Policy

The ARIC Terms of Reference, as per minute 14/359 of 9 December 2014 states:

Nomination and Appointment of independent External Members

*Council management will coordinate the advertisement and assessment of the nominations.
Management will present to the ARIC the individual/s for ARIC consideration and endorsement.
Management will prepare a report for Council consideration with ARIC comments.*

Community and Stakeholder Engagement

We have informed the community through providing information on Council's website and advertising on Council's noticeboard page in two local newspapers.

CONCLUSION

The Audit, Risk and Improvement Committee have concurred that Applicant no. 4 as identified in the confidential attachment to this report, be offered the vacant position of independent Audit, Risk and Improvement Committee member.

GMR18/024 FUNDING OFFER - STRONGER COUNTRY COMMUNITIES ROUND 2 E17.1311

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: Nil

Outcome: Innovative and Proactive Leadership

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

Delivery Program Link: 9.1.3 Advocate and collaborate to advance the region and address local issues

Operational Plan Link: 9.1.3.2 Seek sources of funding to implement community vision

EXECUTIVE SUMMARY

This report seeks to inform Council of the offer of \$2,167,472 in grant funding from the NSW Government under the Regional Growth Stronger Country Communities Fund administered by the Department of Premier and Cabinet. This program offer grants to communities across New South Wales to support the provision of strategic regional community infrastructure.

RECOMMENDATION

THAT Council endorse staff action in accepting funding under the NSW Government Regional Growth Stronger Country Communities Fund.

BACKGROUND

Council submitted funding applications in May 2018 seeking funds for:-

- 1. The completion of the Moruya Library and Art Centre \$1,000,000**
The funding will enable completion of the final key milestones in the project, including an accessible ramp and decking, storage and meeting room spaces. This will complement the exhibition centre and extended library spaces, providing a high quality and contemporary facility for the community.
- 2. Oval lighting – Bodalla, Bill Smyth Narooma and Gundary Oval Moruya \$350,000**
Subsequent to a Shire wide sportsfield lighting assessment by specialist technical contractors, these three fields, in Bodalla, Bill Smyth and Gundary, were identified for priority upgrades to meet essential compliance levels for ball sport competitions, including soccer and football. The grant funding will greatly improve the lighting available at each location, providing a real benefit to the sporting community.
- 3. Pathway – Hill Street Batemans Bay \$83,772**
The grant will allow a pathway connection to be provided in Hill Street connecting the Bent Street and Hill Street residential areas to the Princes Highway, central business district and future MacKay Park development. The pathway will tie into the work currently being undertaken on Beach Road.
The proposed pathway will replace the heavily worn steep track in Hill Street currently used by local residents, providing an improved level of service and reducing the risks of falls on the existing steep track.

GMR18/024 FUNDING OFFER - STRONGER COUNTRY COMMUNITIES ROUND 2 E17.1311

4. Bill Smyth Oval Narooma redevelopment \$380,000

In consultation with representatives from the Bill Smyth Reserve sporting community, the need for additional change room and infrastructure improvements were urgently required to meet the needs of both multi-sport users and in particular, increased female amenities for game days and for other major events. This grant funding will assist Council to meet the new minimum requirements of the adopted ROSS 2018 recommendation E7 – ‘Review the minimum inclusions for sporting amenities and address as part of the required upgrade, renewal or reconfiguration of existing sporting amenities’, providing a tangible improvement for our sporting community at Bill Smyth.

5. Captain Oldrey Park revitalization \$353,700

In consultation with representatives from the Captain Oldrey Reserve sporting community, the need for improved amenities for female sport and other multi team sporting carnivals at this site was identified. This grant funding will assist Council to meet the new minimum requirements of the adopted ROSS 2018 recommendation E7 – ‘Review the minimum inclusions for sporting amenities and address as part of the required upgrade, renewal or reconfiguration of existing sporting amenities’, providing a tangible improvement for our sporting community at Captain Oldrey.

CONSIDERATIONS

These projects have been identified as priorities under the Recreation and Open Space Strategy 2018, and the Eurobodalla Pathway Strategy 2017 and the Delivery Program 2017-21 and Operational Plan 2018-19.

Financial

These projects will be included in the 2018-19 and 2019-20 budget.

CONCLUSION

Council has been offered \$2,167,472 in funding under the NSW Government Regional Growth Stronger Country Communities Fund administered by the Department of Premier and Cabinet. The grant funding from the Stronger Country Communities Fund is welcomed. This grant has been formally accepted.

**PSR18/081 HERITAGE ADVISORY COMMITTEE 2018-2021 - NOMINATIONS
AND MINOR AMENDMENTS TO TERMS OF REFERENCE**

E07.1371

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

Attachments: 1. Confidential - Heritage Advisory Committee Nominations
2. Confidential - Heritage Advisory Committee Nominations Summary
3. Draft Terms of Reference - Heritage Advisory Committee 2018

Outcome: Celebrated Creativity, Culture and Learning

Focus Area: 2.3 Embrace and celebrate local history, cultural heritage and diversity

Delivery Program Link: 2.3.2 Manage and promote our Heritage

Operational Plan Link: 2.3.2.1 Coordinate the Heritage Advisory Committee and associated projects

EXECUTIVE SUMMARY

The current term of the Eurobodalla Heritage Advisory Committee (HAC) for 2015-2018 has concluded. On 5 July 2018, Council called for nominations for the three community representative positions on the committee for 2018-2021. The remaining positions are chosen by the organisations they represent.

This report presents the nominations received by Council, a summary of the nominations and recommends three of the nominees for appointment as community representatives for the new term.

The report also submits amended terms of reference for the committee for Council's adoption.

RECOMMENDATION

THAT Council:

1. Adopt the amended terms of reference for the Eurobodalla Heritage Advisory Committee.
2. Appoint the recommended nominees to the Eurobodalla Heritage Advisory Committee, as contained in confidential information provided to councillors, for the term 2018 to 2021.
3. Thank those people who expressed an interest in being a member of the Eurobodalla Heritage Advisory Committee who were not successful on this occasion.
4. Make public the list of members of the Eurobodalla Heritage Advisory Committee as determined by Council.
5. Thank the members of the 2015-18 Eurobodalla Heritage Advisory Committee for their valuable contribution to the conservation and promotion of the Eurobodalla Shire's heritage.

BACKGROUND

Eurobodalla Shire Council established the HAC in 2000 to advise Council on heritage matters and support Council's Heritage Advisor. It was also intended to provide a reference point to the community for the distribution of heritage-related information.

**PSR18/081 HERITAGE ADVISORY COMMITTEE 2018-2021 - NOMINATIONS
AND MINOR AMENDMENTS TO TERMS OF REFERENCE**

E07.1371

The HAC meets a minimum of three times a year and membership is made up of two councillors, three community representatives, a representative of the Eurobodalla Aboriginal Advisory Committee and representatives of the Clyde River and Batemans Bay, Moruya and District, and Narooma historical societies. The term of office for each committee is three years.

On 5 July 2018, expressions of interest were called for the three community representatives of the Eurobodalla Heritage Advisory Committee (HAC) for 2018-2021. Other members are chosen by the organisations that they represent.

Members of the public who wished to contribute to the conservation of the Eurobodalla's environmental heritage as a committee member had until 3 August 2018 to apply.

CONSIDERATIONS

Four nominations were received for the three community representative positions. The nominations as submitted are contained in Attachment 1 to this report. A summary of the nominees and recommendations for appointment are contained in the confidential Attachment 2.

Recommendations for appointment to the committee have been made on the basis of the nominees' interest, skills and experience in heritage conservation generally or within Eurobodalla. Thanks to the broad skills and experience of this year's nominees, the recommended community representatives have strong connections to the community and a mix of local and/or particular heritage experience.

A review of the Terms of Reference - Heritage Advisory Committee has resulted in a recommendation to make minor amendments. The HAC Terms of Reference 2017 specified that the three community representatives should preferably be from the north, central and southern areas of Eurobodalla Shire. This has proven to be difficult to achieve given the nominations received for the last two terms of the committee and the guideline is recommended for removal. The recommended amendments include:

- Updated hyperlinks
- Updated references to the Community Strategic Plan
- Removal of the preference for community representatives to be from the northern, central and southern areas of the shire

The draft Terms of Reference - HAC 2018 are also attached to this report (Attachment 3).

Legal

The committee has an advisory role only and does not have any delegated authority to make decisions on behalf of the Council.

Policy

The HAC is a committee established pursuant to a recommendation of the Eurobodalla Heritage Strategy 2017-21 adopted by Council on 12 December 2017. The operation of the committee will be in accordance with Council's Code of Meeting Practice.

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Social Impact

The work of the HAC in supporting the preservation of our shared heritage, helps to promote a sense of place and community within the Eurobodalla.

Economic Development Employment Potential

HAC projects such as the Local Heritage Places Grants, the heritage tourism map and the focus on interpretive signage, encourage economic benefits to the Eurobodalla through the support of building projects and the promotion of heritage based tourism.

Financial

The committee operates within the existing budget allocations.

Community and Stakeholder Engagement

Nomination for the three community representatives on the Eurobodalla Heritage Advisory Committee were called for on 5 July 2018. This was by way of a public notice in the local newspapers and a media release. The nominations period ran until 3 August 2018 with four nominations being received by Council.

CONCLUSION

The current term of Council's Heritage Advisory Committee ended on 30 June 2018. The call for expressions of interest in membership of the Eurobodalla Heritage Advisory Committee (HAC) for 2018-21 resulted in four nominations from the public for three positions as community representatives. Three of the nominations are recommended to be appointed to the committee.

The amended terms of reference have been updated to correct references and remove the preference for community representatives to be from the northern, central and southern areas of the shire.

Heritage Advisory Committee

Terms of Reference

September 2018



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Introduction and Background

The Community Strategic Plan 'One Community' identifies 'sustainable communities' as a key objective with the aim that our community and environment are in harmony and we use and manage our resources wisely.

The Delivery Program further identifies the need to plan for and support the sustainable growth and development of our community.

The Operational Plan further identifies the need to provide policy and planning to achieve quality land use outcomes which meet quadruple bottom line objectives, relevant legislation, and State Government planning requirements.

Values and Vision

Refer to Council's heritage strategy - <http://www.esc.nsw.gov.au/inside-council/community-and-future-planning/strategies/eurobodalla-heritage-strategy>.

TERMS OF REFERENCE

Purpose of the Heritage Advisory Committee

The key terms of reference for the Eurobodalla Heritage Advisory Committee are:

- Assist Council in the development of policies and strategies in response to Council's adopted Heritage Strategy and the management of natural and cultural heritage generally in the Eurobodalla local government area.
- Advise Council staff, the Heritage Adviser and the Council on matters relating to the ongoing implementation of the Heritage Strategy.
- Assist Council to procure and allocate funding assistance and to recommend projects for which funding should be sought in line with the Heritage Strategy.
- Provide access to the general community to distribute information and for public input into heritage management, eg, to nominate additional properties for assessment of heritage significance.
- Advise Council on a range of heritage-related matters which are of interest to the community, in particular, by providing expertise, local knowledge and guidance on heritage matters and in relation to heritage assessments.

Title and Delegations

The committee shall be referred to as the Eurobodalla Heritage Advisory Committee (HAC).

The committee shall function as a non-delegated advisory committee.

Objectives

- To support Council in advancing the aims of the heritage strategy and in the development and implementation of strategies, policies and programs related to heritage conservation
- Promote the natural, cultural and historic heritage of the Eurobodalla and to ensure it continues to develop a strong sense of place and identity.

Membership

The committee shall consist of the following voting representatives:

- Two councillors
- Three delegates representing each of the three district historical societies
- The chairperson of the Eurobodalla Aboriginal Advisory Committee(EAAC) or a delegate elected by the EAAC
- Three community representatives

Council staff and Council's Heritage Advisor will attend to provide technical advice and guidance but will not have voting rights on the committee.

Tenure to the Committee

In the case of a Councillor, as determined by Council in accordance with the provisions of the *Local Government Act 1993*;

In the case of community representatives, the tenure of membership will be three years. Members may renominate for further terms;

A member absent from three consecutive meetings without acceptable apology will be replaced.

Recruitment process

Expressions of Interest to participate on the Heritage Advisory Committee will be called for through the Council notices posted in the local media and Council's web site.

Nominations must be received in writing before the due date nominated within the Expression of Interest.

Nominations for membership of the Heritage Advisory Committee will be assessed according to their ability to meet the objectives and Terms of Reference of the HAC as adopted by Council and against the following selection criteria:

- Historical society representatives must be nominated by the relevant society;
- members must reside full-time in the Eurobodalla Shire;
- residence within the Eurobodalla Shire is also preferred for members of working groups; and
- nominees must be willing to abide by the terms of reference of the committee.

Final determination for appointment to the committee shall be made by Council.

Contact Officer

The contact officer for the Heritage Advisory Committee is Council's Strategy and Heritage Planner.

Reporting Hierarchy

Recommendations of the Heritage Advisory Committee shall be conveyed to Council in a report prepared by the Strategy and Heritage Planner.

Responsibility of Committee Members

- Give advice to the best of their knowledge and ability that will help achieve the objectives of the committee;

- Facilitate in a timely way any tasks allocated to and accepted by them;
- Behave in a manner that respects the interests and viewpoints of other members;
- Declare any potential or actual conflicts of interests on matters that are brought before the committee;
- All committee members will abide by Council's Policy for Code of Meeting Practice (available on Council's web site at <http://www.esc.nsw.gov.au/inside-council/council/council-policies/codes/Code-of-Meeting-Practice.pdf>).

Responsibilities of the Chairperson

- To chair the meeting and exercise functions, as determined by the committee
- To be the spokesperson for the committee

Responsibilities of Council

- Council will provide secretarial support, including minute taking and professional officer support as appropriate;
- Pertinent matters will be referred to the committee for its consideration and information will be provided on actions arising from adopted committee recommendations;
- The committee's ongoing role will be reviewed annually in June;
- Council has the discretion to review the role, re-organise or disband the committee.

General meetings

- A councillor is elected chairperson by Council. A deputy chairperson is elected from the committee.
- The committee will meet a minimum of three (3) times per year;
- Council's Strategy and Heritage Planner will be able to call special meetings of the committee as necessary for the effective conduct of the committee and establish limited working parties as required;
- A quorum of the committee shall be half plus one of the members with voting rights;
- Replacement of members may be required due to resignation, expulsion or failure to attend meetings;
- If a historical society representative is no longer associated with their representative society they must resign from the committee and be replaced by the process outlined in this document;
- In the event of death, illness or unavoidable circumstances visited upon a member, the historical society may forward another representative;
- Each member is entitled to appoint another member of their society as proxy by notice given to the Chair no later than 24 hours before the time of the meeting to which the proxy is to be appointed;
- Pursuant to Section 10(2) of the *Local Government Act 1993*, the chairperson of the committee can exercise the power of expulsion of persons not recognised as being entitled to be present at a meeting of the committee.

Variation to the Terms of Reference

The 'Key Terms of Reference' may be added to, repealed or amended by resolution of the Council in consultation with the committee.

Media

Media releases are prepared by the Strategy and Heritage Planner with Council's Media and Communications Officer and approved by the Director - Planning and Sustainability Services before being issued.

Individual committee members may not issue a media release on behalf of the committee without prior approval of the committee and the Director.

The following protocol details how members of the Heritage Advisory Committee deal with the media in other circumstances:

1. If the media approaches a member of the committee for comment, the member should refer them to Council's Media and Communications Officer.
2. If a member wants to express an opinion publicly, the member should *not* identify themselves as a member of the committee;
3. Whenever a member expresses a view, it must be made clear that they are not expressing a view of Eurobodalla Shire Council.

APPENDIX 1 - WEBSITES

Eurobodalla Shire Council

<http://www.esc.nsw.gov.au/>

Eurobodalla Shire Council's Code of Meeting Practice

<http://www.esc.nsw.gov.au/inside-council/council/council-policies>

Division of Local Government Model Code of Conduct for Local Councils in NSW

<http://www.esc.nsw.gov.au/inside-council/council/council-policies>

Strategies

<http://www.esc.nsw.gov.au/inside-council/community-and-future-planning/strategies>

PSR18/082 ANNUAL HERITAGE REPORT 2017-2018

E07.1407

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

Attachments: 1. Local Heritage Place Grants Summary Report 2017-2018
2. Heritage Advisory Service 2017-18

Outcome: Celebrated Creativity, Culture and Learning

Focus Area: 2.3 Embrace and celebrate local history, cultural heritage and diversity

Delivery Program Link: 2.3.2 Manage and promote our Heritage

Operational Plan Link: 2.3.2.1 Coordinate the Heritage Advisory Committee and associated projects

EXECUTIVE SUMMARY

This report presents the Eurobodalla Annual Heritage Report 2017-2018. The Annual Heritage Report lists the achievements of Council's heritage program for 2017-2018 against the Eurobodalla Heritage Strategy 2017-21, including:

- Local environmental plan heritage amendments
- Heritage Advisory Service

The strategy also included financial assistance to owners of heritage listed items through the Local Heritage Places Grants (LHPG).

Adoption of the report is a compulsory requirement of the 2017 heritage grant funding agreement Council has with the Heritage Division of the NSW Office of Environment and Heritage (OEH).

RECOMMENDATION

THAT

1. Council endorse the Eurobodalla Annual Heritage Report 2016-17.
2. The Eurobodalla Annual Heritage Report 2016-17 be forwarded to the Heritage Division of the NSW Office of Environment and Heritage (OEH) in accordance with the conditions of the funding agreements.
3. Council thank the members of the 2015-18 Heritage Advisory Committee for their contribution to heritage management in the Eurobodalla Shire.

BACKGROUND

On 12 December 2017 Council adopted the [Eurobodalla Heritage Strategy 2017-21](#) to guide heritage management in the Eurobodalla Shire and to secure funding from the Heritage Division, Office for Environment and Heritage. Funding was made available to Council for the financial year 2017-18 on the basis of this and the previous Heritage Strategy 2014-17.

A condition of the grant funding is that a report on the use of the funds against the heritage strategy be adopted by Council and submitted to the Heritage Division annually.

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The Annual Heritage Report 2017-18 has been prepared in accordance with the Heritage Division guidelines and provides an overview of the achievements and challenges of implementing the Eurobodalla Heritage Strategy 2017-21.

CONSIDERATIONS

This report covers the annual report and the heritage related programs and projects conducted throughout the year. These include:

Heritage Advisory Committee (Action 1)

Council has convened a Heritage Advisory Committee (HAC) since 2000 for the purpose of establishing a dialogue with the community relating to the management of our Shire's heritage.

The Heritage Advisory Committee, established for the period 2015-18, had the following representation:

<u>Organisation</u>	<u>Representative</u>
Eurobodalla Shire Council:	Clr Maureen Nathan (chair) Clr James Thomson
Community Representatives:	Paul Dolphin Catherine Lawler
Aboriginal Advisory Committee:	Trish Ellis
Moruya and District Historical Society:	Rob Lees
Narooma Historical Society:	Susan Pryke
Clyde River and Bateman's Bay Historical Society:	Ewan Morrison

Committee members have been proactive in working towards the achievement of the tasks in the strategy. The committee is established in response to Action 1 of Council's adopted Eurobodalla Heritage Strategy 2017-2021.

New Heritage Strategy

The Eurobodalla Heritage Strategy 2017-2021 was developed in consultation with the HAC and adopted by Council on 12 December 2017. The Heritage Division were impressed by the strategy and will be using it to guide their development of a template for councils across NSW. Projects and programs contained in this report are responding to actions contained in the strategy.

Amendments to local environmental plans (Action 7)

Action 7 of Council's heritage strategy commits it to ensure Council's Local Environmental Plans are updated with new or amended heritage items and that property descriptions are kept up-to-date. Two planning proposals to update Council's LEPs have been made and another is being drafted for the same purpose. Eurobodalla Shire currently has 383 items, places and areas listed as having heritage significance, which form a valuable drawcard for visitors to the area.

New items nominated by the community for heritage listing that were assessed and listed in the *Eurobodalla Local Environmental Plan 2012* included:

- Norfolk Island pine planting at Tarandore Point, Tuross Heads

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- Francis Guy's Store and Residence at 5 and 7 Clyde Street Batemans Bay
- The York Engine, Mogo.

Two new nominations were received and assessed, and await presentation to the HAC for consideration.

Historic Cemeteries

Past community projects that were supported by Council have encouraged other individuals to step forward and build on the work. Case in point is the recent restoration to the grave of Alfred Cowdroy at Corunna Cemetery by a descendant. This represents:

- Private money coming in to the Eurobodalla
- Income-generating projects for local tradespeople
- building skills and capacity among local trades

Historic Cemeteries Conservation Management Study (Action 13)

To support and capitalise on previous projects, Council has secured a \$33,200 grant from the Heritage Division to conduct an Historic Cemeteries Conservation Management Study in cooperation with community groups and individuals. The study will achieve Action 13 of the heritage strategy and will:

- Investigate the heritage significance of our historic cemeteries and to plan their management to a high standard.
- Record, restore and preserve the gravestones and their significance, promote that history to current and future generations.

Cemetery tourism and the exploration of the stories behind each gravestone is an established tourism product. Given that the Eurobodalla Shire already has 38 heritage listed cemeteries and isolated graves, we have a wealth of product that we can record and promote.

Heritage Awards Program (Actions 21-22)

During the year Council also endorsed the implementation of an annual heritage awards program to recognise significant contributions to heritage management and conservation in the Eurobodalla Shire. The award will be named in honour of the late Fergus Thomson OAM, former councillor and Mayor of Eurobodalla Shire.

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Local Heritage Places Grants (Actions 18-20)

The Local Heritage Places Grants program for 2017-18 was jointly funded by Council and the Heritage Division, Office for Environment and Heritage on a \$1 for \$2 basis with Council providing \$18,500 to qualify for \$7,000 from the Heritage Division. The eight successful projects selected by the Heritage Advisory Committee were:

- Residence at 21 Page St, Moruya
- Boatshed at 10 Riverside Drive, Narooma
- “Lynwood” residence at 55 Campbell St, Moruya
- Former Manse at 29 Evans Street, Moruya
- Former post office at 263 Corkhill Drive, Tilba Tilba
- Gibson House at 85 Campbell Street, Moruya
- The former Commercial Banking Co. of Sydney Limited at 60 Vulcan Street, Moruya
- Former Moruya Examiner office at 8 Page Street, Moruya

The Local Heritage Places Grant Program supported over \$70,000 worth of conservation works. These works created income and employment within our Shire, building skills and capacity as well as engaging a number of volunteers. For the Council contribution of only \$18,500 this represents a significant return on investment for the community.

Works related to heritage tourism will support the local tourism industry and increasing visitors to the Eurobodalla. A detailed report on the projects funded will be attached to the report to Council.

Other contributions to tourism

During the year a number of actions on heritage properties made significant positive contributions to our streetscapes. The projects below were either financially supported, encouraged or otherwise helped by Council through advice or letters of support.

- Recladding and re-roofing of the former post office at 263 Corkhill Drive, Tilba Tilba
- The facelift on the former Commercial Banking Co. of Sydney Limited at 60 Vulcan Street, Moruya
- The Narooma Kinema facelift and renovated entrance
- The repainting of the Moruya Courthouse in Vulcan St, Moruya was jointly encouraged by Council and the Moruya Chamber of Commerce

Heritage Advisory Service (Actions 9-10)

The Heritage Advisory Service is jointly funded with Council providing \$14,000 and the Heritage Division providing \$7,200. The service provides specialist heritage advice to Council staff and to owners of listed heritage items. The latter service is provided to property owners free from charge. A summary of the Heritage Advisor’s work in the shire is attached to this briefing.

Development application referrals and other advice:

- Bate family home, Tilba Tilba
- Dromedary Hotel – pre-sale advice

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E07.1407

Museum Advisor Program (Action 29)

Council has partnered with Museums and Galleries NSW to deliver a program that delivers expert advice to our museums. The aim of the service is to facilitate the development of our museums and deliver an improved visitor experience. Each partner contributes \$7,000 to which funds 20 days per year of on-ground assistance to our museums.

Legal

Submission of the Annual Heritage Report 2017-2018 meets Council's contractual responsibility under the funding agreement.

Economic Development Employment Potential

The Local Heritage Places Grant program supported over \$70,000 worth of conservation works. These works created income and employment within our Shire as well as engaging a number of volunteers.

Works related to heritage tourism will support the local tourism industry and attract visitors to the Eurobodalla.

The Museums Advisor Program will assist the development of our museums as a tourism product and consequently improve the visitor experience.

Community and Stakeholder Engagement

The Heritage Advisory Committee provides a link between Council and the community in regard to the management of heritage values within the Eurobodalla.

Council undertakes direct consultation with the community and relevant property owners in regard to specific projects such as amendments to the Local Environmental Plans and proposed heritage listings.

The availability of the funding under the Local Heritage Places Grant program was advertised to the public and invitations to apply were sent directly to eligible property owners.

CONCLUSION



The Minister for Heritage approved ongoing funding to support the Eurobodalla's heritage management for the financial year 2016-17. The Annual Heritage Report 2016-17 must be adopted by Council to continue to secure the funding.

Council's continued support for heritage management, promotion and protection for 2016-2017 and beyond will ensure the continuation of best practice heritage management in the Eurobodalla.

Local Heritage Places Grants 2017-2018



Residence at 21 Page St

Project Essential Details

Brief Project Description	Replacement of the rotted roof battens, and total replacement of roofing iron and guttering using plain zinc corrugated iron.	
Total Project Cost	\$16,212.00	
Project Rationale	Based on the photographic evidence the roof is in urgent need of replacement. The difference between the two quotes is the proposed use of galvanised corrugated iron against zinc corrugated iron.	
Recommendation comment	<p>The project is eligible and a high priority. However it should be a condition of the grant that the roofing material is galvanised iron not zinc, as the latter does not develop a patina over time. Notwithstanding the above, it is appropriate for the gutters and downpipes to be of Colorbond, as they are extremely durable and it is common historic practice for gutters to be painted a different colour from the roof.</p> <p>Page Street is one of Moruya's more historic streets and so the work will enhance not only the building but the streetscape as well.</p>	
Total Paid	\$4,600.00	
Before	After	
		



Repairs to boatshed at 10 Riverside Drive, Narooma

Project Essential Details

Project Title	Boat Shed Repairs	
Brief Project Description	Repair of the significant amount of 'dry rot' and damage to the supporting pylons. The cladding, studs and barge caps on the eastern side of the shed needed replacing, as well as decking boards and some floor joists. Most of the cladding on the front of the boat shed needed work. Some of the pylons also needed replacing. The boat shed was painted to restore it to its earlier condition.	
Total Project Cost	\$11,110.00	
Project Rationale	The application clearly demonstrates major problems in this shed due to decay and termite damage in the pylons and the shed timbers. There are two quotes and the application indicates that the project has been properly thought through and hence is likely to be well managed. The shed is visible from the proposed walking trail and viewing point on Riverside Drive and its restoration will support local tourism growth.	
Recommendation comment	The project meets the grant criteria and is fairly urgent. Support is recommended.	
Total Paid	\$3,500.00	
Before	After	
		



“Lynwood” residence at 55 Campbell St, Moruya

Project Essential Details

Project Title	Repair and repaint roofs
Brief Project Description	Repair where necessary, and repaint, the roof of the main residence and outbuildings (garage, and outdoor toilet).
Total Project Cost	\$5,300.00
Project Rationale	Lynwood is a highly significant dwelling that is prominently located in Moruya and that makes a very valuable contribution to the townscape. The roof obviously needs maintenance as rust is showing through the old paint. The amount requested is very modest and a good example of a stitch in time saving major conservation costs in the future.
Recommendation comment	The proposal is strongly recommended as the place is significant and prominent, the work necessary conservation and the outcome likely to be of a high quality. Furthermore, conservation of the roof will help to ensure that the highly significant interiors remain in good condition.
Total Paid	\$2,500.00
Before	After
	



Former Manse at 29 Evans Street, Moruya

Project Essential Details

Project Title	House painting	
Brief Project Description	Paint is peeling off the weatherboards at the back and sides of the house. Restoration of these boards in particular and a repaint of the whole house was required.	
Total Project Cost	\$7,000.00	
Project Rationale	This building is especially significant historically and underwent excellent restoration by conservation architect Peter Freeman and the Historic Houses Trust. However some of the recycled weatherboards used in the building need further attention.	
Recommendation comment	The applicant is seeking only a small component of the total cost of the work and it seems appropriate for the local fund to make a small contribution to this important part of Moruya's heritage. The project is assessed as medium as the work is not to the front presentation of the building.	
Total Paid	\$2,000.00	
Before	After	
		



Gibson House at 85 Campbell Street, Moruya

Project Essential Details

Project Title	Gibson House veranda repairs	
Brief Project Description	The support pillars on the front veranda of the museum require repairs due to the presence of dry rot. The central structural pillar has dry rot affecting the base of the pillar up 30cms. There is a small sag in the upstairs veranda due to downward compression of the dry rot affected section of the pillar. Both pillars require support stirrups for stability and protection from future water damage. The repaired posts will be painted with matching federation colours.	
Total Project Cost	\$2,755.00	
Project Rationale	This is a building of high historic significance that is publically visible and accessible. The work to the posts is timely, sound from a conservation perspective and the amount requested is modest. There is a substantial difference between the two quotes provided and the more expensive (Als) demonstrates that they have a more comprehensive appreciation of the potential full extent of work. If the lower quote (Deua) is accepted, the applicant will need to ensure that the contractor is able to replace and make good to all rotten timber, not just the base of the post.	
Recommendation comment	The photograph reveals a very real and urgent structural problem that if not stabilized and rectified could have disastrous consequences. This is a high priority project that needs to be addressed, especially given the public access to the building. The funding has been rounded up slightly for ease of administration.	
Total Paid	\$1,400.00	
Before	After	
		



Former post office at 263 Corkhill Drive, Tilba Tilba

Project Essential Details

Project Title	Heritage grant for new roof	
Brief Project Description	Replacement of the rotted roof battens, and total replacement of roofing iron and guttering using plain zinc corrugated iron. As in the previous photos submitted, you can see how we found rotten timbers in the wall behind the chimney which was not original to the house & badly done.	
Total Project Cost	\$10,975.86	
Project Rationale	The former post office was built in 1875 but is now in very poor presentation with little work having been done to the building for a long time. The building is prominently located on Corkhill Drive and its restoration would have a dramatic benefit to the streetscape in this area of very high tourist visitation. The restoration of this roof is an excellent project.	
Recommendation comment	This work needs to be done and is strongly recommended. The quote is appropriate in terms of material and price. It is suggested that if successful, the applicant should provide more detail in this regard to ensure the work is completed within the grant timeframe. There would also be merit in obtaining a second quote from a competent local tradesman.	
Total Paid	\$4,500.00	
Before	After	
		

The former Commercial Banking Co. of Sydney Limited at 60 Vulcan Street, Moruya

Project Essential Details

Project Title	Commercial Banking Company of Sydney Limited (former)	
Brief Project Description	<p>Restoration of the front facade of the building. This restoration involves removing as much of the multitude of paint layers that is currently peeling off as possible. This process will need to be carefully undertaken as there is lead based paint involved on the front facade of the building. A qualified painter with lead based paint removal experience and training will be employed to remove the paint. The building will have the appropriate scaffolding and catchment material in order to contain the discarded paint.</p> <p>The timber door and window frames needed to be replaced in places where dry rot is evident and filled where it is not so damaged. The original signwriting on the building "1905" and then "The Commercial Banking Co. of Sydney Limited" was re-signed as shown in historical photos.</p>	
Total Project Cost	\$7,898.60	
Project Rationale	<p>This is a good project to a significant building in Moruya's main street. The work needs to be done but is not structurally urgent compared to some other applications. The applicant has adopted a conservation approach to the repainting which is commendable. As this is a commercial building the owner may be able to gain a tax deduction for some of the work compared to a non-commercial project. However the repainting is considered to be high priority because of the building's significance and prominence.</p>	
Recommendation comment	<p>If successful the applicant should consider emphasizing the horizontal banding evident in the historic photos. This could be done using a quarter strength of the proposed base colour. The recommended amount has been reduced to reflect the fact it is a commercial building.</p>	
Total Paid	\$4,000.00	
Before	After	
		

Former Moruya Examiner office at 8 Page Street, Moruya

Project Essential Details

Project Title	Former Moruya Examiner office
Brief Project Description	Termite damage to structural bearer. Immediate attention required.
Total Project Cost	\$7,799.11
Project Rationale	This two storey weatherboard building is 140 years old and has been well maintained. The project was to repair damage from termites in the subflooring. Immediate attention was required. The building makes an important contribution to the character of Page Street.
Recommendation comment	The work is considered to be essential structural repair if the building is to survive.
Total Paid	\$3,000.00

Before



After



Eurobodalla Heritage Advisory Service 2017-18

The Local Government Heritage Advisors funding stream is essential to providing Council and the community with a broad range of experience and expertise which would not be available otherwise. Having an independent expert available to inject quality, experienced advice is invaluable to Council efforts to manage heritage in the LGA.

The heritage service provided to the Eurobodalla Shire by Mr Pip Giovanelli, is of a very high standard. His ability to effectively assess a situation and then communicate the best way forward, is greatly valued by Council's Development Assessment Officers and the owners of heritage places alike.

Mr Giovanelli's experience expertise and pragmatic approach to advising on heritage projects and proposals has helped Council to dispel the myth that owning a heritage listed property and dealing with the Council is an onerous and negative experience.

Heritage Advisor activities for the year:

- Advised and supported the Heritage Advisory Committee
- Prepared Heritage Inventory Sheets for new draft heritage items. I.e. North Head heritage conservation area, Barrett's Creek Bridge, Motby's Dairy
- Advised on 14 applications under the Local Heritage Places Grant program
- Advised on the Heritage Near Me application prepared for Corunna Cemetery
- Provided detailed conservation advice to property owners and managers on 43 occasions
- Provided heritage input to DA's assessed by Council staff on 17 occasions.
- Advised on the successful application for funding of the Historic Cemeteries Conservation Management Study
- Advised Council on improvements to the Moruya RSL Hall, Mechanics Institute Hall and the Abernethy & Co Stonemason's Lathe

PSR18/083 2017-18 ENVIRONMENTAL EDUCATION STATUS REPORT

E07.1078

Responsible Officer: Lindsay Usher - Director, Planning and Sustainability Services
Attachments: Nil
Outcome: Sustainable Living
Focus Area: 4.3 Support and encourage sustainable choices and lifestyles
Delivery Program Link: 4.3.1 Partner with schools and community to deliver environmental education programs and projects
Operational Plan Link: 4.3.1.3 Provide sustainability education programs

EXECUTIVE SUMMARY

This report provides a summary of community and school based environmental education activities conducted by Council during the financial year of 2017-18.

The environmental education program aims to educate the community about important issues that will result in improved environmental outcomes. A broad range of programs are delivered around key messages including waste and recycling, water management and conservation, and looking after the natural environment.

RECOMMENDATION

THAT Council receive and note the 2017-18 Environmental Education Status Report.

BACKGROUND

Council provides an award winning environmental education program and works to enhance environmental and sustainability outcomes across the Eurobodalla. The Environmental Education program aims to:

- educate the community about key environmental issues
- deliver best practice outcomes for Council's waste management and water supply operations
- foster practical and positive environmental behaviours in the community
- enhance understanding, appreciation and caring for the local environment

As the local waste management operator and water supply provider, Council has best-practice obligations and a self-interest in ensuring that recycling rates and waste management practices are of a high standard. High recycling rates and low contamination helps ensure that waste streams can be recycled.

Council encourages water conservation and demand management activities through environmental education and water rebates programs. Education plays an important role in fostering an appreciation and understanding of the local environment and helping to maintain the natural assets and resources in the Eurobodalla. This also results in the improved environmental management of Council managed coast, estuary and bushland reserves.

PSR18/083 2017-18 ENVIRONMENTAL EDUCATION STATUS REPORT

E07.1078

CONSIDERATIONS

Council delivers a wide ranging number of environmental education programs and activities. Many activities are well established and occur on a regular basis such as the environmental calendar and the Botanic Gardens primary school excursions. Council also offers a number of activities for schools provided on request, that are mapped to the school curriculum.

There are also specific campaigns and activities that are delivered highlighting special events or messages. In addition, when grant funding permits, new programs are resourced and developed such as the *We Care* program supporting businesses to reduce disposable plastic packaging. Over 8,000 people attended Council environmental education events in 2017-18.

Schools

Council has well established and long standing relationships with all the schools in the Eurobodalla and provides a range of educational programs both in schools and as excursions. Some activities included, but were not limited to:

- Environmental calendar - 20th annual production with the winning artwork from each of the 11 primary schools, featured on the calendar. 6,000 copies were distributed to the community on the theme of 'land and sea matter to me.'
- Excursions supported for:
 - botany excursion to the Eurobodalla Regional Botanic Gardens for 450 students for nine primary schools. This highly successful program has been running for 16 years.
 - Geography, covering biodiversity, estuaries, dune and river management
 - site visits to rock platforms, Cullendulla Creek Nature Reserve, Bengello Reserve, Deep Creek Dam, the Water Treatment Plant, Sewage Treatment Plant and various Landcare sites for both primary and secondary students
- Workshops and visits to schools on: weed identification, bush tucker, native fauna, waste management, recycling, composting and worm farming, water monitoring and saving programs and the shower challenge
- Coordinating the Eurobodalla and Braidwood Learning Communities (the local public schools network) environment forum
- Water conservation 'Tapstars' play was provided to all Kindergarten and Stage 1 students in Eurobodalla
- The Keep Australia Beautiful Enviromentors program was provided to 15 schools on topics including 'lunches unwrapped', the water catchment and recycling
- Emerging leaders where two new programs were developed to help foster high school students aiming to assist them develop environmental programs in their schools and communities

Community activities:

Council has focused efforts on reducing single use plastic and this is in accordance with the Council Notice of Motion (17/007) of the 9 May 2017. Some activities include:

- 'Plastic Free July' where *A Plastic Ocean* documentary has been screened for two community events and shown seven times at local schools, with an audience of over 800 people.

PSR18/083 2017-18 ENVIRONMENTAL EDUCATION STATUS REPORT

E07.1078

- Marine Debris Working Group where Council supports the group which works with a broad cross section of the community in tackling marine debris and litter issues, such as plastic. The group educates the community on the impacts litter has on marine ecosystems, to participate in clean-up activities and to log the marine litter debris collected onto a national data base. This information assists with litter source reduction plans which aim to stop the litter at the source. In 2017-18 there were 58 registered clean ups.
- *We Care* grant funded program where local businesses will be supported to reduce single-use plastic items.
- 'Shopping Trolley Challenge' in June 2018, Council encouraged shoppers to reduce and reuse bags. This was aligned with the support to ban single use plastic bags. At three events held in Eurobodalla, over 800 reusable shopping bags were handed out along with beeswax wraps (to avoid plastic food wrap) and reusable produce bags to be used for loose fruit and vegetables.

Other activities in the community included:

- Community events:
 - school holiday activities such as 'compost critters' at the local libraries and 'what's under the wharf' at Narooma town wharf.
 - Art on the Path supported, which is held four times per year and showcases work by local artists using recycled materials and the work of various local environmental and sustainable groups.
- 'Tap Water Please' campaign:
 - Four water refill stations were installed.
 - Portable refill stations are also available for the community to use at events to avoid the need for bottled water.
 - Cafes and restaurants have been provided with stickers to put on their glass bottles promoting tap water.
- Home composting and worm farming workshops conducted. Participants receive a free home composting or worm farming kit, to help them compost at home.
- Cigarette butt litter trial conducted with grant funding aiming prevent butt litter. This trial will help to support future NSW policies on this matter.
- Working with the community and other sections of Council on the Indian Myna and responsible cat ownership programs.
- Rebates were provided by Council for 86 dual flush toilet upgrades, 264 for water efficient washing machines and 119 free low-flow showerheads. This delivers an estimated 8.3ML in water savings per year.
- Council continues to service the largest water using businesses the Eurobodalla by providing advice and assistance to help them save water. Twenty two businesses now have a smart water meter installed that enables the early detection of leaks and is saving over 20ML per year.
- Over 50 media releases or social media posts a variety of programs and messages

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Environmental

Education is an important function that helps to maintain and increase positive environmental behaviours that reduce environmental impacts and preserve the natural environment and resources.

Asset

By fostering greater responsibility and care for the local natural environment it helps to encourage less littering, reduce illegal dumping, less erosion and weed escapes at local beaches, rivers and bushland reserves. This leads to improved maintenance and management outcomes at council managed reserves, not to mention the broader environment. In addition natural resources such as water conservation and reducing landfill are significant to the sustainability of our environments.

Social Impact

Significant community volunteerism is embedded in the education programs and greatly assists Council in achieving substantial outcomes in environmental management.

Financial

The environmental education program is funded by Council and grant funds.

The table below outlines new grants received during 2017-18.

EPA Your Business Is Food	\$60,000
Renewable energy options study	\$20,000
EPA Council litter prevention Round 4	\$65,350
Cigarette Butt Litter Reduction Trials	\$8,000
TOTAL	\$153,350

Community and Stakeholder Engagement

Council hosts an annual schools working group session for schools to discuss education options for the current year. Council sends a quarterly newsletter to schools updating them of events and opportunities to participate in Council's educational programs.

Council regularly consults and collaborates with local community groups and other government bodies on educational program such as the Bateman Marine Park, Landcare groups, Nature Coast Marine Group, and the Friends of the Botanic Gardens. We will continue to work with community groups and volunteers to assist with environmental education.

The usage of media is significant to ensure information is related to the broader community and this is via newspaper, Council website, Euroecology articles, social media and other relevant forums.

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E07.1078

CONCLUSION

Council provides a well utilised and well respected program of environmental education activities. This provides a direct benefit in helping to maintain the quality of the natural environment that so many residents and visitors appreciate in the Eurobodalla.

Environment education is also embedded in many programs across Council and is fundamental to changing behaviour.

PSR18/084 2017-18 NATURAL RESOURCE MANAGEMENT STATUS REPORT

E05.9165

Responsible Officer: Lindsay Usher - Director, Planning and Sustainability Services
Attachments: 1. 2017-18 Landcare hours
Outcome: Protected and Valued Natural Environment
Focus Area: 3.2 Value, protect and enhance our natural environment and assets
Delivery Program Link: 3.2.2 Work in partnership to provide natural resource management
Operational Plan Link: 3.2.2.1 Assist Landcare and community groups and projects

EXECUTIVE SUMMARY

This report provides the annual update on Council's Natural Resource Management (NRM) Program for the period July 2017 to June 2018. Included are updates on the Coast and Estuary Program and Eurobodalla Landcare.

Five new NRM projects have commenced this period and others have continued from previous years.

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, 835 hours to NRM during 2017-18 which equates to \$295, 050 of in-kind conservation activities. The majority of efforts were spent on weed control and feral animal (Indian Myna birds) control activities across Eurobodalla.

RECOMMENDATION

THAT Council:

1. Receive and note the 2017-18 Natural Resource Management Status Report.
2. Thank Landcare volunteers for their contribution.

BACKGROUND

Council operates in a diverse range of NRM areas, with the major programs being the Coast and Estuary program and Landcare Projects. Activities are undertaken to:

- protect Eurobodalla's estuaries and coasts in line with the recommended actions in Estuary Management Plans and Coastal Management Programs
- protect and enhance bushland and Endangered Ecological Communities (EECs) and improve overall biodiversity
- assist residential landholders to sustainably manage their gardens
- assist rural landholders to sustainably manage their properties, waterways and vegetation
- reduce the impacts and spread of invasive plants and animals

PSR18/084 2017-18 NATURAL RESOURCE MANAGEMENT STATUS REPORT

E05.9165

- involve the community and land managers in environmental works and education.

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 and processes, funding body objectives and community support.

CONSIDERATIONS

Eurobodalla Landcare groups provide a significant volunteer labour in undertaking activities, particularly weed control works, in Council reserves. This year 9,835 hours were contributed to the management of public bushland with the support of Council and the coordination of the grant funded Landcare Coordinator.

In June 2019 it is anticipated that the Landcare Coordinator will no longer be externally funded. Council is investigating alternative funding models that could allow the continuation of volunteer work particularly in Council reserves.

During 2017/18 no new funds were allocated from the NSW Government's Coast and Estuary Program for onground works across the State. This led to a reduction in the capacity to implement planned projects, with funding from previous periods being stretched to cover the priority project activities. Council has typically received between \$60,000-120,000 per annum in coast and estuary funding which is matched by Council funds. Council has recently been notified of a successful coast and estuary grant of \$300,000 which will be implemented over the next three years. The funding application was ranked as number one in its category of Coastal Environment projects.

The Australian Government's Green Army program ceased in the Eurobodalla in September 2017 due to cancellation of the program nationwide. The program had been a valuable source of labour for NRM projects across the Eurobodalla, where teams of young people were engaged in NRM training and onground work experience.

Legal

All project works are in accordance with legislation.

Council works with the Office of Environment and Heritage to ensure projects also align with State priorities and legislation.

New activities undertaken on Council managed lands are subject to an internal approval process and reported to Council as required. The projects are assessed against a range of legislative requirements relevant to the various sections of Council that provide approval.

Environmental

1. Coast and Estuary Program

This program implements the recommended actions from Council's five Estuary Management Plans or the updated Coastal Management Programs (Clyde, Tomaga, Moruya, Tuross/Coila and Wagonga). These plans are prepared by Council in consultation with the community with financial support from the NSW Government. The objective of the plans is to identify and

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prioritise key environmental works required to maintain the health of the region's main estuaries.

During 2017/18 estuarine conservation works have been undertaken throughout approximately 500 hectares of Endangered Ecological Communities and high value estuarine areas across Eurobodalla. Works have included weed control and revegetation, community education and engagement, erosion control and river bank stabilisation.

Grant funding for coast and estuary works has been supplied by NSW Office of Environment and Heritage (OEH) and South East Local Land Services.

Coast and estuary projects are often supported by Landcare volunteers and landholders of adjoining properties, to extend the benefits across the landscape.

2. Landcare

During 2017-18, there were 24 Landcare groups volunteering in Eurobodalla, consisting of 315 regular members. There were also 2,200 individuals who participated 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.

Together the groups form an incorporated network of groups called the Eurobodalla Landcare Network and undertake their work with the assistance of the Landcare Coordinator whose position is funded through Landcare NSW and hosted by Council.

Current grant funding for the Landcare Coordinator position is due to conclude in June 2019 and at this stage there has been no indication of future funding opportunities from the NSW Government. Council is investigating other options and funding models that will enable continued support to Landcare programs.

During 2017-18 Landcare participants recorded 9,835 volunteer hours, which is a conservative estimate. The volunteer works are valued at \$295,050 (based on the \$30/hour, the Australian Government value for volunteer labour). Refer to Attachment for the Landcare table of hours.

The main onground activities were weed control and reducing the impacts of noxious and environmental weeds on native vegetation in reserves and 2,800 hours to the Indian Myna control program.

To assist volunteers with their work efforts, Council also supported and administered grant funded Landcare projects.

ACTIVE NRM PROJECTS 2017/18	START	END
Coast and Estuary Program		
Conservation works across Eurobodalla's Estuaries 2016	1/03/2016	30/03/2018
Weed finder - a self-help system for weed control	1/02/2018	1/02/2020
Weed control along the upper Moruya River	9/06/2017	30/05/2018
Lewis Island stabilisation	1/07/2017	30/06/2018
Long Beach coastal Wattle Project	6/09/2013	31/08/2016
Green Army 2016/17	1/09/2016	30/09/2017
Saving Our Species - Lantana	24/01/2018	3/09/2018
Saving Our Species - Bitou Bush	1/07/2017	3/07/2018
Landcare Program		

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Securing the Deua and Burra River-flat Eucalypt Forests	1/03/2018	30/06/2021
Landcare equipment upgrade	1/07/2016	31/12/2016
Protect and enhance 100 hectares of EECs throughout the Eurobodalla	30/06/2015	30/06/2018
Protecting our Warty Zieria - Zieria tuberculata protection project	25/05/2016	31/12/2019
Local Landcare Support in the South East Region	1/01/2016	30/06/2019
Deua River Riparian Restoration Project	1/09/2012	31/07/2018

Table 1. Projects delivered during 2017/18

Social Impact

The projects have a strong emphasis on community engagement and education, providing a range of opportunities for community participation. This occurs in ongoing Landcare group working bees and one-off community events and activities.

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

Volunteerism in Landcare is at an all-time high. Volunteer's value the social aspects of Landcare and the feeling of being part of a bigger picture. The 'ownership' they feel for 'their' bushland means that some Landcare volunteers continue their work into senior years, with many continuing in community education or to support Landcare in other ways once they can no longer undertake the physical work.

Eurobodalla residents and visitors value the natural settings and interactions with the environment that Eurobodalla provides. These environmental values were highly ranked and reported through the community engagement in the Recreation and Open Space Strategy. Residents are most satisfied with the quality of Eurobodalla's bushland, making it essential that NRM works to protect these areas and provide volunteer opportunities continues.

Economic Development Employment Potential

Many NRM projects utilise local businesses to assist with implementation such as: bush regenerators, fencing contractors, local produce, 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 where suitable.

A tender process was undertaken in 2017 which resulted in a panel of pre-approved contractors for bushland management services.

Financial

Council contributed an annual budget of \$63,000 to the Coast and Estuary Program and \$30,000 to the Landcare program. These funds were used to match external grants, tools and

PSR18/084 2017-18 NATURAL RESOURCE MANAGEMENT STATUS REPORT

E05.9165

equipment and contractors for supporting high priority NRM works on Council lands, where there was no external funding or source of volunteers.

Four new projects received external funds. The total project amount shown in the table largely consists of external grant funds as well as Council, volunteers and landholders 'matching' funds through in-kind contributions.

New projects	Project total	Grant	Period of grant (years)
Securing the Deua and Burra River-flat Eucalypt Forests	\$61,000	\$31,000	3
Weed finder - a help system for weed control	\$78,162	\$48,762	2
Saving Our Species - Lantana	\$82,355	\$82,355	1
Saving Our Species - Bitou Bush	\$16,400	\$16,400	1
Coastal Management Program for Moruya and Wagonga estuaries	\$69,840	\$34,920	1
Total	\$307,757	\$213,437	

Table 2. New NRM Projects 2017/18.

New funding Applications	Project total	Grant	Successful
Enhancing Eurobodalla's Coastal Environment (Coast and Estuary) 2018 - 2021	\$600,000	\$300,000	Yes
Maintaining momentum and bridging the gaps on the HCVAE Deua River (Landcare) 2018 - 2021	\$191,847	\$99,647	Yes
Fighting ferals to protect Eurobodalla's EECs (Landcare) 2018 - 2021	\$152,937	\$99,987	Yes
Total	\$944,784	\$499,634	

Table 3. New NRM funding applications 2017/18 which will commence in 2018/19.

The reduction in new grants and applications this year, is partly due to lack of announcements from the NSW government and partly because grant funded projects are tending to be longer running with many projects running over three to five years, rather than the traditional 12 months.

In addition to the new projects, other projects continued to be implemented totalling a grant value of another \$867,539. See project details under 'Environmental.'

Community and Stakeholder 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 grant announcements are provided in councillors' newsletters.

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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 events allow for more approachable access to Council officers and advice.

Officers also undertake 'door-knocking' to meet face to face with residents adjoining bushland reserves to discuss projects and how residents can assist by making changes on their own properties. This has positive results with many residents proceeding to implement recommendations on managing their environmental weeds.

CONCLUSION

Council managed natural areas along beaches, rivers and estuaries 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.

The contribution of volunteers is substantial; 9,835 hours and support from Council is vital to the continued delivery of NRM projects.

New projects commenced this year with \$213 437 of grant funds. Project funding totalling \$499,634 has also recently been announced for projects that will contribute onground outcomes for Council's Coast and Estuary and Landcare programs.

	Admin	Planning	Education	Planting	Fencing	Erosion control	Weeding	Spraying	Maintenance	WH&S	Training	Signage	Rubbish	Feral animals	Other	Total Group hours
Akolele Coastcare									5							5
Broulee/ Mossy Point Dunecare	7	12	27	15			110		17				10		80	278
Budd Island Landcare		6	20				10		10				16		6	68
Burra Creek Landcare	2	2.3					271.45			2	1.3		1			280.05
Burrawang Landcare	17.3		154	6			507.15		128.3						60	872.75
Catalina Landcare	2	6					20						2			30
Congo Landcare				30			35									65
Deua Rivercare	23.75	48.5	9	40		30	398.5	16	35.5			5	29.25		27.25	662.75
Guerilla Bay Landcare	3	5					96.5		91.25				5			200.75
Indian Myna Bird Control Landcare														2800		2800
Kianga/ Dalmeny / Narooma Dunecare	1	2.5		53			97	48	35							236.5
Lilli Pilli/ Malua Bay Landcare	16	18	14	1			162	14			23	4.5	38.5			291
Little Lake Landcare	5	10	5				12	4					12			48
Long Beach Landcare	43.5	20.5			6		616	133	2				12		23	856
McKenzie Beach Landcare							200.5		23							233.5
Mosquito Bay Bushcare	6	4	8	40			30	1	1	2		2	1			95
Mystery Bay Coastcare							12		12				18			42
Narooma Bushcare			10	15			20						10			55
Newstead Pond Landcare																0
Potato Point Coastcare																0
Rosedale Landcare	10	10		39.15			20									79.15
South Durras Landcare	10	3	29	4			160.5		49				36	24	31	346.5
Surf Beach Landcare				7			73						36			116
Surfside Bushcare							5						16			21
Tomakin Coastcare	9	22		95			42	5	15		12		22		4	226
Tureess Coastal Landcare	16.5	30.45	0.5	6.9	3		124.45	6	38.75				- 8.25		44	278.8
Tureess Valley Landcare																0
Community and school events			895	192												1087
ELN events			572													572
Total hours	172.05	200.25	1743.5	544.05	9	30	3023.05	227	462.8	4	36.3	11.5	273	2824	275.25	9835.75

PSR18/085 DRAFT EUROBODALLA FLYING-FOX MANAGEMENT PLAN 2018

E17.1320

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

Attachments: 1. Under Separate Cover - draft Eurobodalla Flying-fox Management Plan 2018

Outcome: Protected and Valued Natural Environment

Focus Area: 3.2 Value, protect and enhance our natural environment and assets

Delivery Program Link: 3.2.1 Provide education on and manage the impacts associated with invasive species

Operational Plan Link: 3.2.1.4 Finalise the Regional Eurobodalla Flying Fox Management Plan

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement for public exhibition of the draft Eurobodalla Flying-fox Management Plan 2018 (the Plan).

Council engaged consultants with experience in flying-fox management and community engagement to help prepare a draft Flying-fox Management Plan that aligns with the NSW Government's Flying-fox Camp Management Policy 2015. The draft Plan aims to assist Council to more readily respond to and help residents who may be impacted by roosting flying-foxes within legislative requirements. It provides a framework to reduce impacts of flying-foxes on people within the Eurobodalla, whilst conserving flying-foxes and the ecosystem services they provide. This Plan is attached under separate cover.

Flying-foxes are a native species protected by NSW and Australian Government legislation that provide a critical ecological role in long-distance seed dispersal and pollination. They return to their preferred camp sites in numbers that vary seasonally depending on the availability of food resources.

While flying-fox camps are generally temporary and seasonal, they are increasingly establishing within urban areas. People living near flying-fox camps can experience impacts associated with noise, smell, faecal drop, damage to vegetation and concern about potential health risks. Managing these impacts is challenging and attempts to relocate flying-foxes are extremely costly and may splinter a camp to multiple undesirable locations.

As part of a Conservation Agreement between Council and the Australian Government, and in a resolution of Council at the Ordinary Meeting on 14 June 2016 (PSR16/016), Council committed to preparing a Eurobodalla Flying-fox Management Plan, in consultation with both the NSW and Australian Governments.

Flying-foxes will continue to return to Eurobodalla while favourable habitat and food resources exist in the area which could mean that camps may also establish in new locations, including urban areas. It is very difficult to predict how many flying-foxes will return each season or where they will go, and the impacts that may occur anywhere across the Eurobodalla in the future.

The draft Plan would provide some level of certainty to the community as to how current and future camps are likely to be managed. The draft Plan would be updated as situations change or

PSR18/085 DRAFT EUROBODALLA FLYING-FOX MANAGEMENT PLAN 2018

E17.1320

further research improves our understanding of flying-foxes and how to manage their impacts on people.

The primary focus of the draft Plan is to manage the impacts of flying-foxes on people within 300m of flying-fox camps. Council would provide a supporting role to any community impacted by roosting flying-foxes, however would only consider active management of camps on Council-managed land.

Council would take a risk-based approach to management, where camp intervention is generally only considered when there is actual risk that cannot be otherwise managed. The draft Plan includes a decision support tool to assist Council in determining the appropriate management actions (when and how to respond to community concerns regarding flying-foxes) based on this risk.

Extensive effort was made to engage with the community and key stakeholders during the draft Plan's development. Engagement was in accordance with Council's Community Engagement Framework and ensured the values of the community were considered and the concerns of people directly impacted addressed. Community feedback was used to inform the draft Plan, including consideration of management options and the decision support tool.

As part of the engagement process, this report seeks endorsement of the draft Eurobodalla Flying-fox Management Plan 2018 to be placed on public exhibition for twenty eight (28) days. A further report would be provided to Council following exhibition.

RECOMMENDATION

THAT

1. Council publicly exhibit the draft Eurobodalla Flying-fox Management Plan 2018 for a period of 28 days.
2. A further report regarding the draft Eurobodalla Flying-fox Management Plan 2018 be provided to Council following the exhibition period.

BACKGROUND

Flying-foxes are a native species protected by NSW and Australian Government legislation that provide a critical ecological role in long-distance seed dispersal and pollination. They return to their preferred camp sites in numbers that vary seasonally, depending on the availability of food resources. Understanding or predicting the availability of flying-foxes or their food resources, is difficult because flowering and fruiting are not reliable every year and vary between locations.

While flying-fox camps are generally temporary and seasonal, they are increasingly establishing within urban areas. During a study of flying-fox camp occupation across Australia, almost three quarters of the 310 active Grey-headed Flying-fox camps (72%) were located in urban areas.

People living near flying-fox camps can experience impacts associated with noise, smell, faecal drop, damage to vegetation and concern about potential health risks. Managing these impacts

PSR18/085 DRAFT EUROBODALLA FLYING-FOX MANAGEMENT PLAN 2018

E17.1320

is challenging and attempts to relocate flying-foxes are extremely costly and can splinter a camp to multiple undesirable locations.

To date, Council has assisted the community to deal with some of the impacts of flying-foxes by:

- providing relief to impacted residents through subsidies
- clearing and maintaining buffers between camps and affected properties
- participating in flying-fox monitoring and research
- consulting with energy providers to improve resilience of infrastructure
- undertaking flying-fox dispersal where necessary and in accordance with approval conditions
- employing a dedicated part-time Natural Resources Officer for Flying-foxes.

Flying-fox numbers fluctuate seasonally in the Eurobodalla across eight known camps: Batemans Bay (Water Gardens and Catalina), Buckenbowra (Nelligen Creek), Moruya (Moruya township), Moruya Heads (Moruya Heads), Narooma (Narooma), Tuross Head (Tuross) and Wamban (Moruya Beashels Trig). The number of flying-foxes at each camp is seasonally variable, depending on the availability of food resources.

All Grey-headed Flying-foxes in Australia are regarded as one population that moves around freely within its entire national range, throughout eastern Australia, generally within 200 kilometres of the coast, from Finch Hatton in Queensland to Melbourne, Victoria. Flying-foxes will continue to return to locations across Eurobodalla while favourable habitat and food resources in the area mean that camps may also establish in new locations, including urban areas. It is very difficult to predict how many flying-foxes will return each season or where they will go, and impacts may occur anywhere across the Eurobodalla in the future. Therefore the draft Plan is a framework for assisting with managing the impacts of flying-foxes on communities throughout the Eurobodalla.

Flying-foxes have been recorded at the Water Gardens in Batemans Bay since 2012. The Water Gardens Grey-headed Flying-fox Management Plan was developed in 2015 to prioritise management options and reduce distress experienced by nearby residents and businesses. However in 2016, more than 270,000 flying-foxes (estimated to comprise up to 40% of the national population) occupied the Water Gardens camp and extended to Catalina. This resulted in unprecedented impacts to residents in Batemans Bay, Catalina and other parts of our community.

In response to this unprecedented event, the Minister for the Environment granted a National Interest Exemption under s158 of the *Environment Protection and Biodiversity Conservation Act 1999* to allow dispersal and vegetation management, upon the condition that Council entered into a Conservation Agreement with the Australian Government. The Batemans Bay Flying-fox Camp Dispersal Plan 2016-2019 was developed to guide dispersal actions.

As part of the Conservation Agreement, and in a resolution of Council at the Ordinary Meeting on 14 June 2016 (PSR16/016), Council committed to preparing a Eurobodalla Flying-fox Management Plan, in consultation with both the NSW and Australian Governments. It would

PSR18/085 DRAFT EUROBODALLA FLYING-FOX MANAGEMENT PLAN 2018

E17.1320

supersede the Water Gardens Grey-headed Flying-fox Management Plan developed in 2015 and complement the Batemans Bay Flying-fox Camp Dispersal Plan 2016-2019 and Conservation Agreement with the Australian Government.

CONSIDERATIONS

Council engaged consultants with experience in flying-fox management to help prepare a draft Flying-fox Management Plan that aligns with the NSW Government's Flying-fox Camp Management Policy 2015.

The purpose of the Plan is to provide a framework to reduce impacts of flying-foxes on people within the Eurobodalla Shire, whilst conserving flying-foxes and the ecosystem services they provide. It would provide some level of certainty to the community as to how current and future camps are likely to be managed and be updated as situations change or further research improves our understanding of flying-foxes and how to manage their impacts on people.

Objectives of the draft Plan are to:

- improve Council's ability to respond to changes in the impacts of flying-foxes
- more effectively manage the impacts of flying-foxes on people
- manage impacts of flying-foxes in ways that are economically sustainable
- improve the resilience of the community and infrastructure to flying-fox impacts
- improve community awareness and understanding of flying-fox ecology and behaviour
- improve conservation outcomes for flying-foxes in the Eurobodalla.

The primary focus of the draft Plan is to manage the impacts of roosting flying-foxes on people within 300 metres of flying-fox camps. Council would provide a supporting role to any community impacted by roosting flying-foxes, however only consider active management of camps on Council-managed land. An overview of Council's proposed response to concerns about roosting flying-foxes is shown in Figure 1.

The draft Plan also identifies further consultation and research that is required with the NSW and Australian Governments on opportunities to improve suitability of flying-fox camps, improving our knowledge and understanding of impacts of flying-foxes on human health and identifying opportunities for more proactive management of the species.

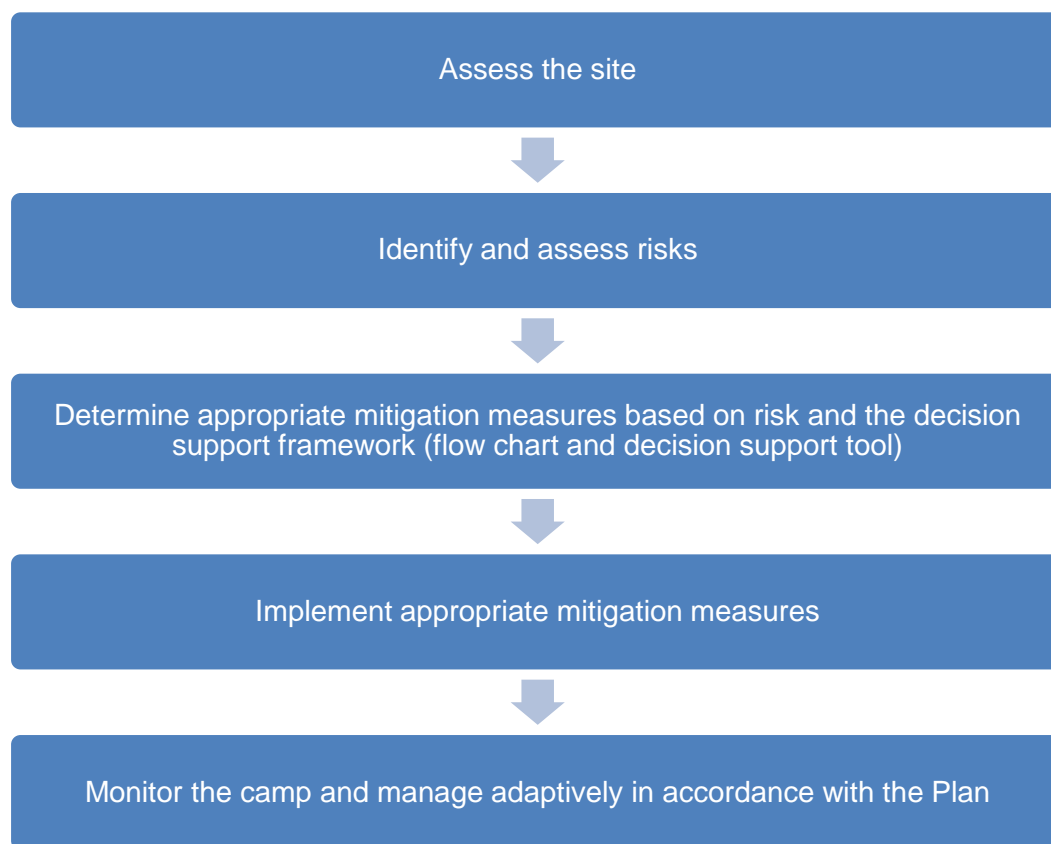


Figure 1: Proposed response to concerns about roosting flying-foxes

Proposed actions to adopt or investigate further at specific sites in the draft Plan and how they align with the NSW Government's Flying-fox Camp Management Policy 2015, are shown in Table 1. Not all options are suitable at all locations, and appropriate management actions would be informed by site values, level of impact and the management framework.

The draft Plan provides a profile of each known camp within the Eurobodalla including site context, camp history, other ecological values, proximity of sensitive receptors and risk assessment. All these site-specific aspects would be considered in determining appropriate management actions for each camp.

Community feedback during targeted community workshops reported a preference for long-term options. Based on this feedback, Level 1 and Level 2 actions that contribute to a long-term solution would generally be preferred. Level 3 actions like dispersals would be considered in extreme circumstances and where sufficient resources are available. Dispersal is a high risk and expensive management action and generally only provides temporary outcomes.

The draft Plan includes a decision support tool to assist Council in determining the appropriate management actions (when and how to respond to community concerns regarding flying-foxes). The decision support tool is found in section 5.2 of the draft Plan.

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Table 1: Management options

Level 1 (Routine camp management actions that do not require approval)		
Adopt and ongoing	Investigate further	Disregard
Education and awareness programs Odour reducing/masking plants Routine camp management Protocols to manage incidents Research	Property modification/ service subsidies Alternative habitat creation Appropriate land-use planning	Provision of artificial roosting habitat Property acquisition Do nothing
Level 2 (NSW and Australian Government approval may be required)		
Adopt and ongoing	Investigate further	Disregard
Buffers through vegetation removal	Noise attenuation fencing Buffers without vegetation removal – visual deterrents, canopy mounted sprinklers	-
Level 3 (NSW and Australian Government approval may be required)		
Adopt and ongoing	Investigate further	Disregard
-	Nudging Dispersal	-

In developing the draft Plan, Council investigated using quantitative data to establish thresholds for the most commonly reported impacts by the community (noise and odour) for the decision support tool. The concept was to monitor noise and odour around a flying-fox camp, and using thresholds to determine the necessary level of management.

Preliminary noise and odour data from a flying-fox camp in Logan Queensland was collected however the limitations and assumptions associated with collecting and analysing the data means that further research is needed in this area to determine its usefulness in a decision support tool. The draft plan recommends that NSW and Australian Governments coordinate and fund this type of research.

The draft Plan also includes recommendations for consultation and research topics. Council would continue to liaise with the NSW and Australian Governments on flying-fox management, including the following topics:

- Research and opportunities to improve suitability of flying-fox camps.
- Improving our knowledge and understanding of perceived or potential impacts of flying-foxes on human health.
- Identifying opportunities for more proactive management of flying-fox impacts.

Legal

Flying-foxes are protected native wildlife and Grey-headed Flying-foxes are listed as a threatened species under NSW and Australian legislation. There is a range of legislation and

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policy that governs how flying-foxes and their habitat can be managed which is summarised in Table 1 of the draft Plan.

Council holds a Biodiversity Conservation Licence to undertake dispersal actions, if appropriate, in Batemans Bay only. This licence and associated conditions continue to apply, and the decision to disperse would be considered in line with the management framework of the draft Plan and where sufficient resources are available.

Policy

The draft Plan aligns with the NSW Government's Flying-fox Camp Management Policy 2015. The Policy specifies a hierarchical approach to management based on the principle of using the lowest form of intervention required to achieve minimal impact on residents and businesses and specifies which actions are permissible without approval.

Environmental

Flying-foxes are considered 'keystone' species given their contribution to the health, longevity and diversity among and between vegetation communities. Their foraging behavior moves seeds and pollen over long distances, contributing to the reproduction, regeneration and viability of forest ecosystems. In turn, native forests act as carbon sinks, provide habitat for other fauna and flora, stabilise river systems and catchments, add value to production of hardwood timber and honey, and provide recreational and tourism opportunities.

Social Impact

Flying-foxes in urban areas are commonly the source of conflict with the community. Community concerns reported by the Eurobodalla community include:

- noise, particularly depriving sleep and contributing to other health issues and reduced amenity
- odour entering homes and reduced lifestyle amenity
- faecal drop on vehicles, washing and outdoor areas
- fear of disease transfer to humans and domestic animals concerns regarding water quality of water tanks, pools and natural waterbodies
- powerline strike and power outages
- damage to vegetation and visual amenity
- flying-foxes excluding or deterring other wildlife from camp sites
- flying-fox/aircraft strike.

The draft Plan would provide Council with a decision making framework and management options to reduce impacts of flying-foxes on members of the community.

Financial

Implementation of the Plan requires substantial ongoing funds. Council has been the recipient of NSW Government funds to assist with managing the impacts on residents and business

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during 2016. NSW Government funding is available until July 2019. After this date, Council would need to ascertain a budget for implementing actions associated with the draft Plan.

Community and Stakeholder Engagement

Extensive effort was made to engage with the community in development of the draft Plan. Engagement was in accordance with Council's Community Engagement Charter and Framework. This ensured the values of the community were considered and the concerns of people directly impacted addressed in the draft Plan. Community feedback was used to inform the draft Plan, including the planned approach to manage impacts associated with living near flying-foxes.

Stakeholders also included the NSW and Australian Governments. Engagement methods included:

- Information about the project and flying-foxes delivered to all residents via Living in Eurobodalla
- Correspondence to previously affected residents/business
- An online survey asking residents about their values regarding flying-fox management and experiences of impacts
- Interviews with land managers experienced in flying-fox conflict
- Media releases
- Radio Interviews
- Website update and Eurobodalla online news
- Facebook posts
- 12 drop-in sessions across the Eurobodalla (alongside the Companion Animal Management Plan review)
- Targeted community workshops made up of affected or potentially affected community members/groups

The online survey conducted produced 492 responses from 38 suburbs across the Eurobodalla. Detailed results are provided in Appendix 8 of the draft Plan. In summary, the results of the online survey indicated that:

- 95% of respondents understand flying-foxes are protected species, 65% had recently seen information from Council regarding flying-foxes
- 80% are aware that flying-foxes are ecologically important

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- 82% are aware that diseases can be avoided by not handling flying-foxes and appropriate animal husbandry, however fear of disease was still high (particularly closer to camps)
- 34% of respondents thought flying-foxes should be permanently removed from Eurobodalla; however 50% of respondents disagreed with this statement.
- Over half respondents indicated flying-fox impacts are experienced by the community in summer (29%) and autumn (29%).
- 15% of survey respondents lived within 300 m of a camp (55% lived further than 300 m and 30% were unsure)
- residents living within 300 m of a camp tend to have a more negative view of flying-foxes
- for respondents within 300 m of a camp, the top three concerns were faecal drop (79%), smell (77%) and noise (65%)
- for respondents further than 300 m of a camp (or unsure of proximity) the top three concerns were noise (68%), faecal drop (54%) and smell (53%)
- 33% of respondents enjoy watching flying-foxes at their camps or flying overhead (15% neutral, 53% disagreed)
- with regards to flying-fox management, the community was in favour of management to reduce the noise and odour impacting residents and business (72%) and the impact of faecal drop (70%).

Key findings from the workshops included:

- Participants expressed the need for Council to build community resilience and capacity to manage future flying-fox impacts in the short term through education, whilst also working towards long term management and land use planning solutions
- Participants indicated they strongly value the ecosystem services and natural spectacle flying-foxes provide and would prefer they remain in Eurobodalla, though not close to urban areas.
- Whilst few respondents to the online survey indicated flying-foxes are a tourism asset for the area, workshop participants identified several nature based tourism opportunities, as well as other initiatives with local community and environmental organisations, such as a flying-fox hospital or centre of excellence for flying-fox research.
- The impacts of most concern are community health and odour, and there is general uncertainty and a feeling of helplessness over how these could be managed.

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Participants indicated that odour impacts are experienced more intensely during periods of rain or high humidity. Whilst the online survey found noise was the impact of most concern, workshop participants indicated noise is generally confined to the fly in and fly out periods at dusk and dawn and can be managed more easily than odour.

The draft Plan would be put on public exhibition for twenty eight (28) days. The draft Plan would be made available on Council's website, at the Batemans Bay, Moruya and Narooma libraries, Moruya customer service centre and the Community Centre in Batemans Bay.

Public exhibition of the draft Plan would be promoted via a public notice in the local press and a media release.

CONCLUSION

Flying-foxes will continue to return to Eurobodalla while favourable habitat and food resources in the area mean that camps may also establish in new locations, including urban areas. It is very difficult to predict how many flying-foxes will return each season or where they will go, and impacts may occur anywhere across the Eurobodalla in the future.

Council engaged consultants with experience in flying-fox management and community engagement to help prepare a draft Flying-fox Management Plan to assist Council more readily respond to and help residents who may be impacted by roosting flying-foxes within legislative requirements. It provides a framework to reduce impacts of flying-foxes on people within the Eurobodalla, whilst conserving flying-foxes and the ecosystem services they provide. Attached under separate cover, is the draft Eurobodalla Flying-fox Management Plan 2018.

The draft Plan would provide some level of certainty to the community as to how current and future camps are likely to be managed. Council would take a risk-based approach to management, where camp intervention is generally only considered where there is actual risk that cannot be otherwise managed. The draft Plan includes a decision support tool to assist Council in determining the appropriate management actions (when and how to respond to community concerns regarding flying-foxes) based on this risk.

Extensive effort was made to engage with the community and key stakeholders during the draft Plan's development to ensure the values of the community were considered and the concerns of people directly impacted addressed.

As part of the engagement process, this report seeks endorsement of the draft Eurobodalla Flying-fox Management Plan 2018 to be placed on public exhibition for twenty eight (28) days. A further report would be provided to Council following exhibition.

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E16.0341

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

Attachments: 1. Under Separate Cover - Draft Tourism Wayfinding and Signage Strategy

Outcome: Vibrant and Diverse Economy

Focus Area: 5.3 Focus on the development of sustainable tourism and quality events and visitor experiences

Delivery Program Link: 5.3.1 Work in partnership to continue to develop the tourism industry

Operational Plan Link: 5.3.1.1 Finalise and commence the implementation of the Eurobodalla Tourism Wayfinding and Signage Strategy

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement for public exhibition of the draft Tourism Wayfinding and Signage Strategy (Strategy) which is attached under a separate cover.

The draft Strategy will address Action 8.4 of Council's *Eurobodalla Destination Action Plan 2018-2021* (endorsed at Council's Ordinary Meeting on 31 July 2018 (PSR18/068)) to prepare a signage strategy that aligns with the findings of the Tourism Brand Review.

Wayfinding is how people find their way around a place. Cues that help people find their way include clear and concise information on signs, and elements such as landmarks. Effective tourism signage creates visitor-friendly destinations and supports the tourism brand and marketing. It is one method visitors can use to learn about a destination and find their way around that also includes websites, printed materials and visitor information centres.

Council engaged consultants with experience in tourism signage to help prepare this draft Strategy to ensure that current and future signage facilitates safe and positive journeys and help visitors find their way to the experiences and places in Eurobodalla.

The draft Strategy provides a framework to support Council's decisions on the location and style of future tourism signage to enhance wayfinding in Eurobodalla. It includes principles and guidelines to choose the right signage for particular circumstances, for locating signs and for further development of signage policies and processes to implement the Strategy.

Site analyses and feedback received during stakeholder workshops and an online survey were used to develop the draft Strategy with consideration of tourism NSW Government signage policies and guidelines.

The draft Strategy is limited to tourism-related signage needed for visitors who are travelling in vehicles to find their way safely and efficiently to tourism destinations and attractions in Eurobodalla. It does not apply to pedestrian wayfinding, signage once at the destination, private/commercial signs, business identification signs or advertising.

The draft Strategy includes recommendations or actions for:

- improving tourism signage policies and practices, including clear communication to tourism operators and industry

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- brown tourist attraction road signs
- blue services and facilities road signs
- tourist drives
- boat ramp regulatory signage
- tourism precinct signage
- promotional billboards
- entry statements
- visitor information
- temporary/event signage
- interpretation.

Where signage can be creatively designed, it will align with the findings of Council's Tourism Brand Review and Creative Marketing Strategy, which will be finalised later in 2018. A design and style guide will be developed once the Tourism Brand Review and Creative Marketing Strategy are completed. The Strategy identifies the types of destination signage that would be progressively rolled out in Eurobodalla once the design has been developed and as funding is sourced.

The Australian Government is helping deliver this project through a grant under the Building Better Regions Fund that matches Council's funding commitment.

RECOMMENDATION

THAT

1. Council publicly exhibit the draft Tourism Wayfinding and Signage Strategy 2018 for a period of 28 days.
2. A further report regarding the draft Tourism Wayfinding and Signage Strategy 2018 be provided to Council following the exhibition period.

BACKGROUND

The visitor economy is worth in excess of \$370 million per annum and supports approximately 25% of the workforce in Eurobodalla. The popularity of the region as a tourist destination means effective tourism wayfinding and signage is important to encourage visitors to stop and stay in Eurobodalla. Wayfinding is how people find their way around a place. Cues that help people find their way include clear and concise information signs, and elements such as landmarks.

Individuals, and business and tourism related groups also request a variety of tourism signage but there is not a consistent approach to choosing and delivering appropriate signage across Eurobodalla. Effective tourism signage creates visitor-friendly destination and supports the tourism brand and marketing.

Site analyses of Eurobodalla's current tourism wayfinding and signage was undertaken to help identify some of the opportunities and constraints. This confirmed that there is a lack of

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tourism wayfinding and signage for attractions, services and facilities available to encourage visitors to turn off the Princes Highway.

The draft Strategy will address Action 8.4 of Council's *Eurobodalla Destination Action Plan 2018-2021* (adopted at Council's Ordinary Meeting on 31 July 2018 (PSR18/068)) to prepare a signage strategy that aligns with the findings of the Tourism Brand Review due later in 2018.

CONSIDERATIONS

Council engaged consultants with experience in tourism signage to help prepare the draft Strategy (attached under a separate cover). The draft Strategy provides a framework to support Council's decisions on the location and style of future tourism signage to enhance wayfinding in Eurobodalla. It includes principles and guidelines to choose the right signage for particular circumstances, for locating signs and for further development of signage policies and processes to implement the Strategy.

The draft Strategy would address the objectives to:

1. improve how visitors are made aware of, and guided to, the diverse experiences, attractions and tourism services across Eurobodalla and its towns and villages
2. improve access to Eurobodalla and its destinations particularly those with tours, products and experiences visitors can enjoy
3. enhance visitor experience
4. enhance the image of Eurobodalla as a tourism destination by encouraging consistent themes and innovative and distinctive signage across the Shire.

The National Tourism Signing Reference Group's *Tourist Signing Rationalisation: A practical guide for road signing practitioners* explains that the purpose of tourism signage is not to replace marketing and information provided by tourism businesses. The primary signage needed is directional, not motivational. Effective tourism signage creates visitor-friendly destinations and supports the tourism brand and marketing. It is one part of the system visitors learn about a destination and find their way around that also includes websites, printed materials and visitor information centres.

Site analyses and feedback received during stakeholder workshops and an online survey were used to develop the draft Strategy with consideration of tourism signage policies and guidelines including:

- Roads and Maritime's *Tourist Signposting Manual*
- *State Environmental Planning Policy 64 Advertising and Signage*
- Australian Standards (AS 1742.5:2107)
- National Tourism Signing Reference Group's *Tourist Signing Rationalisation: A practical guide for road signing practitioners*.

The draft Strategy is limited to tourism-related signage needed for visitors who are travelling in vehicles to find their way safely and efficiently to the tourism destinations and attractions in Eurobodalla. It includes guidance for brown and white tourist attraction signs, blue and white services and facilities signs and destination signs such as entry statements. It does not apply to

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pedestrian wayfinding, signage once at the destination, private/commercial signs, business identification signs or advertising.

Best practice for signage design is guided by the need to be coherent, conspicuous, legible and functional. The principles underpinning the signage system in the draft Strategy are shown in Table 1.

Table 1: Principles underpinning Eurobodalla's signage system

Principle	
Compliant	Signs must meet required Australian Standard and align with available Roads and Maritime Services manual, guidelines, policies and other guidance.
Clear and functional design	Legible, high contrast, easily recognisable, concise, easily understood.
Consider Journeys	Logical connection and progression between signs to tourism products and experiences, visible, advance warning, safe, limit the number of signs to the minimum necessary.
Design	Designs that incorporate sculpture and art considered where and art considered where reasonable, feasible and add value
Acknowledgement of Aboriginal cultural heritage	Local traditional names, designs and languages are incorporated where appropriate and in consultation with local Aboriginal communities.
Accessibility	Cater for diverse abilities and languages.
Adaptability	Fit for purpose, adaptable to be easily updated or changed.
Cost-effectiveness	Good quality, durable, easily and locally sourced materials, easily accessed and maintained, low whole of life cost
Maintenance	Assessment, cleaning and maintenance should be scheduled and completed on a regular basis. Outdated, inconsistent signs or those in poor condition should be replaced or removed.

The draft Strategy includes recommendations or actions for:

- improving tourism signage policies and practices, including clear communication to tourism operators and industry
- brown tourist attraction road signs, including advanced warning signs, using appropriate icons to direct people to national parks and criteria for use
- blue services and facilities road signs, including using appropriate icons, more signs directing people to popular destinations such as boat ramps and beaches
- tourist drives, including improving signage for the start and end of tourist drive 5 along George Bass Drive and investigating opportunities for more tourist drives
- working with relevant agencies to rationalise boat ramp regulatory signage

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- tourism precinct signage to identify the experiences and attractions in Eurobodalla's towns and villages
- four to six promotional billboards to promote Eurobodalla and tourism experiences consistent with the Creative Marketing Strategy (in development)
- entry statements to the Shire, towns and villages that welcome visitors and reflect the findings of the Tourism Brand Review
- availability of visitor information on boards and maps and clear directional signage to boards and centres
- temporary/event signage procedures and identifying locations to reduce ad-hoc temporary signs in inappropriate locations
- develop guidance for community groups to assist them with developing effective interpretation of the local area.

Where signage can be creatively designed, it would align with the findings of Council's Tourism Brand Review and Creative Marketing Strategy to be finalised later in 2018. A design and style guide will be developed once the Tourism Brand Review and Creative Marketing Strategy are completed.

The Strategy identifies the types of destination signage that would be progressively rolled out in Eurobodalla once the design has been developed and as funding is sourced.

Legal

Implementing the draft Strategy would require compliance with Australian Standards and NSW Government *State Environmental Planning Policy 64 Advertising and Signage*.

Approval from Roads and Maritime Services and/or TASAC may be required for certain signs on regional roads as described in the draft Strategy.

Installation of signs must be in accordance with the NSW *Environmental Planning and Assessment Act 1979* and the State Environmental Planning Policy (Infrastructure).

Policy

The draft Strategy recommends reviewing Council policies related to signage to ensure they align with the Strategy and roles and responsibilities are easily understood.

Environmental

The draft Strategy includes the principle that signage minimises impacts to the environment and visual amenity.

Asset

In most cases, new signage would become a Council asset that requires ongoing maintenance and renewal. Before signage is installed, the cost-effectiveness and maintenance requirements must be considered. This is included as a principle in the draft Strategy.

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Economic Development Employment Potential

The popularity of the region as a tourist destination means effective tourism wayfinding and signage is important to encourage visitors to stop and stay in Eurobodalla. The draft Strategy is part of a suite of Council initiatives to support the visitor economy which employs approximately 25% of the workforce in Eurobodalla.

Financial

The Australian Government is helping deliver this project through a grant under the Building Better Regions Fund that matches Council's funding commitment.

The Strategy identifies signage that would be progressively rolled out in Eurobodalla once the design has been developed and as funding is sourced. This would include using existing resources and seeking grant opportunities.

Community and Stakeholder Engagement

In May 2018, Council invited people who live, visit, work and/or run a business in Eurobodalla to tell us what they think works well and what could be improved, as well as share ideas about signage and wayfinding elements in Eurobodalla. This included four workshops and an online survey.

Twenty-five participants attended four stakeholder workshops, and 60 people completed an online survey about tourism signage during May 2018.

Council consulted with Local Aboriginal Land Councils, Roads and Maritime Services, Department of Primary Industries - Fisheries and Marine Parks, Destination NSW, Tourist Attraction Signposting Assessment Committee (TASAC), National Parks and Wildlife Service, NSW Forests and Council's Aboriginal, Heritage, Disability Inclusion, Public Art advisory committees.

All agencies were supportive of Council preparing the Strategy and have agreed to continue working with Council to implement the adopted Strategy. Local Aboriginal Land Councils have indicated acknowledgement of Aboriginal cultural heritage on signage would be appropriate and further liaison with elders who can speak for country and Council's Aboriginal Advisory Committee is essential.

In August 2018, the emerging principles and actions that were being developed based on this feedback was distributed to the people who live, visit, work and/or run a business in Eurobodalla. Feedback supported the direction presented and development of the Strategy continued.

It is recommended that the draft Strategy be placed on public exhibition for twenty eight (28) days. The draft Strategy would be made available on Council's website, at the Batemans Bay, Moruya and Narooma libraries and Moruya customer service centre.

Public exhibition of the draft Strategy would be promoted via a public notice in the local press and a media release.

CONCLUSION

Council engaged consultants with experience in tourism signage to help prepare a draft Tourism Wayfinding and Signage Strategy (attached under a separate cover). The draft Strategy

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provides a framework to support Council's decisions on the location and style of future tourism signage to enhance wayfinding in Eurobodalla. It includes principles and guidelines to choose the right signage for particular circumstances, for locating signs and for further development of signage policies and processes to implement the Strategy.

As part of the community and stakeholder engagement process, this report seeks endorsement of the draft Strategy to be placed on public exhibition for twenty eight (28) days. A further report would be provided to Council following exhibition.

IR18/038 LOCAL TRAFFIC COMMITTEE NO 3 FOR 2018-19

E16.0002

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

EXECUTIVE SUMMARY

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

The minutes of the Eurobodalla Local Traffic Committee meeting are included in this report for Councillors' review. The main issues covered at the Eurobodalla Local Traffic Committee meeting held 6 September 2018 were as follows:

- Special Event – Bust a Loop Mountain Biking.

RECOMMENDATION

THAT the minutes of the Eurobodalla Local Traffic Committee Meeting No 3 for 2018-19 be received and noted.

BACKGROUND

The Eurobodalla Local Traffic Committee Meeting No 3 for 2018-19 was held on 6 September 2018. The meeting was attended by Jesse Fogg (Roads and Maritime Services), Sergeant Angus Duncombe (NSW Police Force), Dave Hunter (Traffic Officer), Kate McDougall (Road Safety Officer) and Karen Sydenham (minute taker).

Apologies were received from Councillor Anthony Mayne and Danielle Brice (representative for the Hon Andrew Constance MP).

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

DEPUTATIONS

Zoe Morgan (Community Development and Youth Coordinator) and Jordan Nye (Community Development Officer) also attended the meeting to discuss the 2019 Boys to Men Sorry Day Moruya Bridge Walk (refer to Informal Item 2019-SE-002).

MINUTES OF PREVIOUS MEETING

The minutes of the Eurobodalla Local Traffic Committee Meeting No 2 for 2018-19 held on 2 August 2018 were confirmed and accepted.

OUTSTANDING ITEMS FROM PREVIOUS MEETING

There were no outstanding items to discuss.

IR18/038 LOCAL TRAFFIC COMMITTEE NO 3 FOR 2018-19

E16.0002

ROAD TRANSPORT (SAFETY AND TRAFFIC MANAGEMENT) ACT FOR DETERMINATION

There were no items to discuss.

INFORMAL ITEMS FOR DISCUSSION

2019-SE-002 Special Event - 2019 Boys to Men Group Sorry Day Moruya Bridge Walk

Council's Community Development staff Zoe Morgan and Jordan Nye attended the meeting to discuss the necessary processes and procedures required to plan for the 2019 Sorry Day Moruya Bridge Walk as last year's event saw limited notification.

This walk is an independent event organised by the Mens to Boys Group. The 2018 walk included a Police escort as participants walked across Moruya Bridge which is located on a state highway. The walk required a 10 minute closure of the Princes Highway at the bridge. For safety reasons, participants walked along footpaths with the exception of the walk over the bridge.

The Committee agreed that for 2019 the event be classified as a Class 2 event requiring a Road Occupancy License (ROL) submitted to Roads and Maritime Service (RMS) and Traffic Control Plan. Suitably qualified persons would need to implement the traffic management. The Police representative offered two escort vehicles to also assist. It was further agreed that the event organisers ensure that event officials be designated and highly visible during the event and that this requirement be incorporated in the traffic control plan. The Traffic Officer offered to prepare and sign the traffic control plan. Council can also assist with the submission of the ROL to RMS.

To commence the approval process, an event application is required at least 4 months prior to walk day.

2019-SE-003 Special Event – Bust A Loop Mountain Biking, Deep Creek Dam Road

A special event application has been received to conduct the Bust a Loop Mountain Biking skills day on Sunday 23 September 2018 on Deep Creek Dam Road near the Botanic Gardens and Deep Creek Dam.

The event will start at 10am and finish at 4pm. Various non-competitive workshops (on the side of closed road adjoining the Botanic Gardens) and guided rides around the dam will be undertaken. Later in the day, a downhill time challenge and loop challenge will be held.

The event aims to provide a safe and secure environment for new and less confident cyclists to improve their riding skills. It aligns with NSW Bike Week which is a NSW Government initiative that raises the profile of cycling as a healthy, easy, low cost and environmentally friendly activity.

The only traffic control necessary is to install road closed barrier boards around the Botanic Gardens entry / exit area. Signage and structures will be installed at 9am and removed at approximately 4.30pm.

The road closure will have a minimal impact on the non-event community as the Botanic Gardens carpark will remain open and the dam is generally only occasionally visited by tourists on weekends. Council staff will not be restricted from accessing the road to undertake any works at the dam.

IR18/038 LOCAL TRAFFIC COMMITTEE NO 3 FOR 2018-19

E16.0002

Recommendation:

That the submitted Traffic Management Plan and associated Traffic Control Plan for the Bust a Loop Mountain Biking event to be conducted on Sunday 22 September 2018 on Deep Creek Dam Road near the Botanic Gardens and Deep Creek Dam be approved.

GENERAL BUSINESS

- The Police representative asked that the bus zone times at St Bernards Primary School, Batehaven correlate with the school zone times. The suggestion was not supported as changing the times to school zone times would have an adverse impact on residents who live in the vicinity of the school.
- The Police representative also commented that the bus zones at St Bernards Primary School, Batehaven need review as buses are queue parking along Peter Crescent and the last bus is jutting out onto the road. In addition, some of the signage in the school zone is obscured with tape.

The Traffic Officer will investigate.

- The Police representative requested that an additional No Stopping sign be installed at the intersection of John and Peter Streets as one corner is not sign-posted.

The RMS representative suggested at a Give Way sign and holding line could also be installed at this intersection.

The Traffic Officer will investigate and provide feedback to the Police representative.

- The Police representative requested the RMS representative to consider the installation of an additional 50km/h speed zoning sign on the Princes Highway, Moruya just south of the South Head Road roundabout.

The RMS representative will investigate and report back to the Police representative.

NEXT MEETING

The next meeting of the Eurobodalla Local Traffic Committee will be held on Thursday 4 October 2018 in Council's Committee Room.

CCS18/040 INVESTMENTS MADE AS AT 31 AUGUST 2018

E99.3517

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

Attachments: Nil

Outcome: Innovative and Proactive Leadership

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

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

Operational Plan Link: 9.2.4.3 Provide financial management and reporting

EXECUTIVE SUMMARY

The purpose of this report is to:

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

RECOMMENDATION

THAT the certification that the investments as at 31 August 2018, made in accordance with the *Local Government Act 1993*, Council's Investment Policy and the provision of Clause 1 (Reg. 212) of the *Local Government (General) Regulation 2005*, be received.

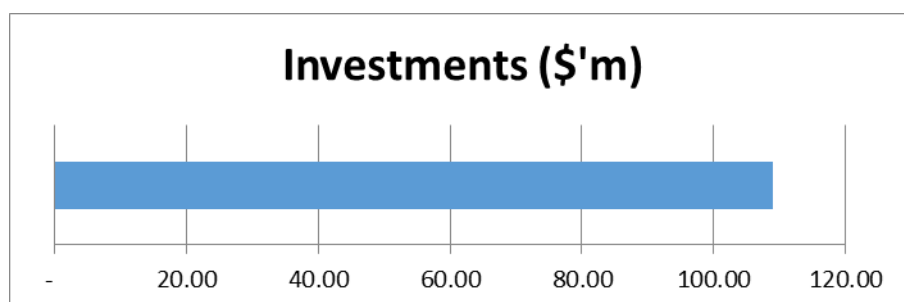
CONSIDERATIONS

Policy

The portfolio is compliant with Council's amended Investment Policy that was adopted by Council on 31 July 2018 (Minute 18/182). The \$4.5m invested with MEBank is grandfathered under this policy until maturity and will not be renewed in accordance with the amended Investment Policy. \$250k of this investment is covered by the government guarantee.

Financial

Council investing overall



CCS18/040 INVESTMENTS MADE AS AT 31 AUGUST 2018

E99.3517

Council has 100% (\$108.99m) invested in Bank Deposits. The Bank Deposits are held in banks rated A or greater, or covered by the AAA rated Government Guarantee, except for \$31.75m invested in banks rated below A, and in the 'some limited risk' category of the policy.

The 'some limited risk' category is now separated into two categories, the first being BBB+ rating institutions which allows up to 30% of all investments and the other is BBB which is not permitted under the amended policy however is grandfathered until these investments mature. Currently there is 25.23% invested in BBB+ and 3.90% in BBB. Investment in Government Guaranteed Deposits is \$2.25m and represents 2.06% of the portfolio.

There are \$51.5m (47.25%) of funds invested in claimed fossil fuel free institutions.

The weighted average return for all investments for the month is 2.62%, which is above the Council policy benchmark of Bank Bill Swap rate (BBSW) + 0.25% (2.21%).

Collateralised Debt Obligation (CDO)

Funded legal action against one agency is continuing.

Summary investment information

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

CATEGORY	(\$)
At Call Deposit Government Guaranteed	250,000
At Call Deposit	4,740,526
Term Deposits	102,000,000
Term Deposits Government Guaranteed	2,000,000
	108,990,526
<i>Weighted average interest %:</i>	2.62%
<i>Average 90 day BBSW + 0.25%</i>	2.21%

Policy and liquidity risk

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

Policy risk	Low liquidity risk %	Total % of investments	Policy risk % (max holdings)
Remote risk	2.06	2.06	100.00
Near risk free	68.80	68.80	100.00

CCS18/040 INVESTMENTS MADE AS AT 31 AUGUST 2018

E99.3517

Some limited risk (BBB+)	25.23	25.23	30.00
Some limited risk (BBB)	3.90	3.90	0.00
Grand total	100.00	100.00	

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

CONCLUSION

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

**CCS18/041 LAND ACQUISITION FOR ROAD WIDENING - BEACH ROAD,
BATEMANS BAY**

93.5693.D

Responsible Officer: Anthony O'Reilly - Director Corporate and Commercial Services
Attachments: Nil
Outcome: Connected and Accessible Places
Focus Area: 7.1 Work in partnership to provide an integrated transport network
Delivery Program Link: 7.1.2 Provide a safe efficient and integrated transport network
Operational Plan Link: 7.1.2.1 Provide a safe efficient and integrated transport network

EXECUTIVE SUMMARY

Upgrading of Beach Road from the intersection of Vesper Street (Princes Highway) to Orient Street in Batemans Bay CBD is planned to be undertaken in 2018-19 financial year.

The project requires the acquisition of part Lot 7320 DP 1156717, part Lot 1 DP 740584 and part Lot 1 DP 44290 for road purposes.

Lot 7320 DP 1156717 is Crown land and acquisition of approximately 139.4 square metres is required for road widening and is to be by compulsory process.

The Crown as owners of the property Lot 7320 DP1156717 has been consulted, and subject to Native Title and Aboriginal Land Claims, has consented in writing to the proposed acquisition of land for road widening.

Lot 1 DP 740584 and Lot 1 DP 44290 are Council owned operational land and acquisition of approximately 1894 square metres and 88 square metres respectively are required for road widening and will be dedicated as public road.

All survey and legal costs associated with the land acquisitions will be borne by Council.
The project is funded by the Australian Government's Building Our Future program.

This report recommends the necessary actions be taken to acquire the land in accordance with Council's Policy for Acquiring Land for Public Purposes.

RECOMMENDATION

THAT

1. Application be made to the Minister for Local Government, any other relevant Minister and the Governor to acquire part of Lot 7320 DP 1156717 for public road purposes by compulsory process in accordance with Council's power under Section 177(1) of the *Roads Act 1993* and in accordance with the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991*.
2. If consent is granted, all necessary action be taken to finalise the acquisition of the land for public road purposes in accordance with the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991*.

**CCS18/041 LAND ACQUISITION FOR ROAD WIDENING - BEACH ROAD,
BATEMANS BAY**

93.5693.D

3. Once acquired, the land be dedicated as public road in accordance with the provisions of the *Roads Act 1993*.
4. Parts of Lot 1 DP 740584 and Lot 1 DP 44290 being Council owned land required for road widening be dedicated as public road.

BACKGROUND

Road works will be undertaken by Council in the 2018-19 financial year to upgrade Beach Road from Vesper Street to Orient Street in Batemans Bay.

The project will provide significant benefit to the community by improving road safety and road network capacity as well as reducing traffic congestion and travel times.

CONSIDERATIONS

The acquisition areas are shown in the sketches below:



Lot 7320 DP 1156717 cnr Beach Road and Orient Streets, Batemans Bay (Crown)

**CCS18/041 LAND ACQUISITION FOR ROAD WIDENING - BEACH ROAD,
BATEMANS BAY**

93.5693.D



*Lot 1 DP 740584 cnr Beach Road and Vesper Streets, Batemans Bay (Council) and
Lot 1 DP 44290 Beach Road Batemans Bay (Council)*



Both road widening properties shown here

Legal

Council has power under the *Roads Act 1993* to compulsorily acquire land for public purposes.

The compulsory acquisition process requires application being made to the Minister for Local Government and the Governor to acquire part Lot 7320 DP 1156717 under Section 177(1) of the *Roads Act 1993*.

Once consent is granted, the acquisition of the land for public road purposes will be finalised in accordance with the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991*.

Council will comply with any relevant legislation and procedures in relation to Native Title and Aboriginal land rights and interests to ensure a valid acquisition.

A plan of the operational land being Lot 1 DP 740584 and Lot 1 DP 44290, will be prepared and lodged at New South Wales Land Registry Services and the part required for the road widening be dedicated as public road.

**CCS18/041 LAND ACQUISITION FOR ROAD WIDENING - BEACH ROAD,
BATEMANS BAY**

93.5693.D

Policy

The acquisition of land for road purposes will proceed in accordance with Council's Policy for *Acquiring Land for Public Purposes*.

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

Asset

This project will improve traffic flow and provide an essential foundation to meet future development and economic growth in Batemans Bay.

Social Impact

The project will provide significant benefit to the community by improving road safety and road network capacity as well as reducing traffic congestion and travel times.

Financial

In accordance with the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991*, Council will be responsible for all reasonable costs associated with the acquisition including survey and legal fees and any compensation. The Crown has agreed to the acquisition of part Lot 7320 DP1156717 at nil cost.

The Australian Government's Building Our Future program is funding the project at a cost of \$3 million.

Community and Stakeholder Engagement

Community engagement activities have been carried out in association with this project. Most recently, a press release was issued about the road construction works.

The registered proprietors of the property have been consulted and subject to Native Title and Aboriginal Land Claims, have consented in writing to the proposed acquisition of land for road widening.

CONCLUSION

Upgrading of Beach Road from the intersection of Vesper Street (Princes Highway) to Orient Street in Batemans Bay CBD is planned to be undertaken in the 2018-19 financial year.

The proposed works necessitate the acquisition of Crown land being part Lot 7320 DP 1156717 and dedication of Council operational land being part Lot 1 DP 740584 and part Lot 1 DP 44290, for road widening.

The registered proprietors of the property have been consulted, and subject to Native Title and Aboriginal Land Claims, have consented in writing to the proposed acquisition of land for road widening.

CCS18/042 LAND ACQUISITION - NELLIGEN SEWER SCHEME

E16.0384

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

Attachments: 1. Confidential - Land Acquisition - Nelligen Sewer Scheme

Outcome: Innovative and Proactive Leadership

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

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

Operational Plan Link: 9.2.2.2 Facilitate property sales and development

EXECUTIVE SUMMARY

Council is in the concept design phase of a pressure sewerage scheme for Nelligen, similar to that already provided in Rosedale and Guerilla Bay, and currently under construction in Bodalla.

The 2016 Integrated Water Cycle Management Strategy and Strategic Business Plan, identified Nelligen as a high priority for an integrated water supply and sewerage system.

As part of the development of the scheme, acquisition of the whole of Lot 1 DP 119109 being 2 Bridge View Road, Nelligen is required to accommodate a sewer pump station and associated infrastructure.

The land owner has agreed in writing to sell Lot 1 DP 119109 to Council for the amount set out in the confidential attachment. The name of the land owner is also set out in the confidential attachment.

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

It is considered reasonable and appropriate that the whole of Lot 1 DP 119109 be acquired for the proposed Nelligen Sewer Scheme in accordance with Council's *Land Acquisition and Disposal Policy*.

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

RECOMMENDATION

THAT:

1. All actions necessary be taken for the acquisition of Lot 1 DP 119109 for sewer infrastructure purposes in accordance with Council's *Policy for Acquiring Land for Public Purposes*.
2. All survey and legal costs associated with the land acquisition be borne by Council.
3. Public notice be given of Council's intention to resolve:
"THAT Lot 1 DP 119109 is acquired as operational land."
4. A period of 28 days is given for members of the public to make submissions.

CCS18/042 LAND ACQUISITION - NELLIGEN SEWER SCHEME

E16.0384

5. A further report is presented following the advertising period.
6. Consent is given to affix the Common Seal of Council to the Transfer Lot 1 DP 119109.

BACKGROUND

Nelligen is not connected to the regional sewerage system and currently has 203 on-site sewerage treatment systems in the village. The village drains into oyster lease areas of the Clyde River where water quality is a key concern for the industry. Small fishing shacks have gradually been upgraded to larger houses with limited space for on-site systems requiring more pump-out systems with the associated higher risk of overflow.

Due to the significant environmental and public health risks including impact on oyster aquaculture, and high prioritisation for sewerage services to the village, Council has commenced options development and assessment including consultation with Nelligen residents with the aim of constructing the scheme within ten years.

The acquisition of Lot 1 DP 119109 will provide Council with the most advantageous siting of the scheme's sewer pump station and associated infrastructure with respect to design, functionality and operational needs.

CONSIDERATIONS

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



Lot 1 DP 119109 – 2 Bridge View Road, Nelligen

CCS18/042 LAND ACQUISITION - NELLIGEN SEWER SCHEME

E16.0384

Legal

Following settlement of the purchase of Lot 1 DP 119109 the land will be transferred to Council.

As the land is proposed for a sewer pump station it would be appropriate for the land to be classified as Operational Land.

In accordance with Section 34 of the *Local Government Act 1993*, public notice must be given of Council's intention to classify the land as operational land and allowing 28 days for receipt of written submissions.

Policy

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

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

Environmental

Nelligen drains into oyster lease areas of the Clyde River where water quality is a key concern for the industry. Due to the significant environmental and public health risks including impact on oyster aquaculture, provision of a sewerage scheme for Nelligen is identified as a high priority.

Asset

The acquisition of Lot 1 DP 119109 will facilitate the design and construction of the proposed Nelligen sewer pump station and associated infrastructure.

Social Impact

The new sewerage scheme will replace the existing on-site sewage management systems in Nelligen, improving environmental and public health outcomes.

Financial

The purchase price of the land, as agreed to by the land owner, is set out in the confidential attachment. The purchase price discussions have been based on a valuation received from a registered valuer.

Funds have been allocated in 2025/26 for the pressure sewerage scheme for Nelligen in the Water and Sewer Fund 30 year long term financial plan. However, Council has progressed the detailed design with the expectation of grant funding becoming available under the new Safe and Secure Water Program for the scheme. Funding for the purchase of the land is available within current budgets.

The land is required for siting a sewage pumping station (identified during detailed design). Council wishes to secure this land, currently vacant, while it is available.

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

CCS18/042 LAND ACQUISITION - NELLIGEN SEWER SCHEME

E16.0384

Community and Stakeholder Engagement

Significant community engagement activities are being carried out in association with this project.

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

CONCLUSION

Council is currently in the concept design phase of a pressure sewerage scheme for Nelligen.

As part of the development of the scheme, acquisition of the whole of Lot 1 DP 119109 being 2 Bridge View Road, Nelligen is required for a sewer pump station and associated infrastructure.

The owner of the property has agreed to sell the land to Council.

The acquisition of Lot 1 DP 119109 for the proposed Nelligen Sewer Scheme is proposed to be classified as operational land.

CCS18/043 LEASES FOR UNIVERSITY AND TAFE CAMPUSES BATEMANS BAY

E10.4508

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

Attachments: 1. Under Separate Cover - Confidential - UOW Lease
2. Under Separate Cover - Confidential - TAFE Lease

Focus Area: Innovative and Proactive Leadership

Delivery Program Link: 9.2 Ensure financial sustainability and support the organisation in achieving efficient ongoing operations

Operational Plan Link: 9.2.2 Manage land under Council control to achieve a return for the community

EXECUTIVE SUMMARY

The Batemans Bay Library and Education Campus has been operating since January 2000.

Council's original intention was to grant both the University of Wollongong (UOW) and TAFE NSW Illawarra Institute (TAFE) a 40-year lease with a Crown statutory minimum rent.

In November 2009 Council resolved to swap Public Reserve adjacent to the regional boat ramp at Hanging Rock for that part of the Crown Reserve on which the Batemans Bay Library and Education Campus is located. This land, Lot 3 DP 1171024, was classified as operational land.

Following an extension to the facility in 2010 with substantial financial input by the UOW and additional input by Council and TAFE, an amended operational agreement was entered into reflecting the changed use of the building areas.

Since that time significant efforts have been made to finalise leases with both parties.

An operational agreement incorporating each party's payments for costs, based on the building areas used, which was proposed to form part of the lease conditions was entered into by all parties and the facility has been managed and operated efficiently despite the absence of a lease.

Subject to concurrence by Council, agreement has been reached with the UOW and TAFE with respect to a lease to 31 December 2039 and a 20-year option with market rent to be determined at the commencement of the option period on 1 January 2040. The final draft leases have been prepared on this basis.

This report recommends Council endorse the agreements reached and enter into leases with the UOW and TAFE.

RECOMMENDATION

THAT:

1. The University of Wollongong be granted a lease over part of the Batemans Bay Library and Education Campus for a term of 23-years with an option for 20-years with terms and conditions in accordance with the draft lease attached to this report.
2. TAFE NSW Illawarra Institute be granted a lease over part of the Batemans Bay Library and Education Campus for a term of 23-years with an option for 20-years with terms and conditions in accordance with the draft lease attached to this report.

CCS18/043 LEASES FOR UNIVERSITY AND TAFE CAMPUSES BATEMANS BAY

E10.4508

3. Consent be given to affix the Common Seal of Council to the leases granted to the University of Wollongong and TAFE NSW Illawarra Institute.

BACKGROUND

Council entered into a Heads of Agreement with the UOW and TAFE in October 1997 to build the Batemans Bay Library and Education Access Centre, now known as the Batemans Bay Library and Education Campus.

The construction of the facility was funded by the three parties and opened in 2000.

The land on which the facility was built was originally Crown Reserve for which Council was Trust Manager. Council supported the granting of a 40-year lease with a Crown statutory minimum rent because of the financial contributions of the parties and the community benefit of having a university and TAFE campus within the Shire. However, Crown Lands would not support the proposal which required consent from the then Minister for Lands and would only consent to a 20-year lease.

In November 2009 Council resolved to swap Public Reserve adjacent to the regional boat ramp at Hanging Rock for that part of the Crown Reserve on which the Batemans Bay Library and Education Campus is located. This land, Lot 3 DP 1171024, was classified as operational land, and therefore allowing Council to abide by the original agreement of minimal rent for 40 years. As the TAFE has been in occupation since late 1999, the term of the lease will bring it in line with the term of occupation and an option for a further 20 years.

Following an extension to the facility in 2010 with substantial financial input by the UOW and additional input by Council and TAFE, an amended operational agreement was entered into reflecting the changed use of the building areas.

Since that time efforts have been made to finalise leases with both parties.

An operational agreement incorporating each party's payments for costs, based on the building areas used, which was proposed to form part of the lease conditions was entered into by all parties and the facility has been managed and operated efficiently despite the absence of a lease.

CONSIDERATIONS

Given the original agreement was based on a 40-year term, the term for the proposed lease will be 23-years commencing 1 January 2017 and concluding at the end of 2039 to align with the original intent of a 40 year lease.

To provide security of tenure for both the UOW and TAFE the inclusion of a 20-year option was proposed.

Subject to concurrence by Council, agreement has been reached with both parties with respect to a lease to 31 December 2039 and a 20-year option with market rent to be determined at the commencement of the option period.

CCS18/043 LEASES FOR UNIVERSITY AND TAFE CAMPUSES BATEMANS BAY

E10.4508

Legal

As Lot 3 DP 1171024 is classified as operational land there is no impediment to the leasing to the UOW or TAFE.

Copies of the proposed leases are in the Confidential Attachment.

The leases will be required to be registered at the Land and Property Information Office.

Asset

To ensure the ongoing maintenance of the facility, the current Operational Agreement will form part of the lease conditions.

Social Impact

The tertiary education services offered by the UOW and TAFE at Batemans Bay are of great benefit to the Shire. The extension of the facility and the expansion of courses offered have significantly increased the study opportunities for prospective students to study in the local area.

Economic Development Employment Potential

The facility provides an enhancement of localised educational opportunities which has resulted in an increase in the number of skilled people available to work within the Shire.

Financial

In accordance with the original agreement, the rent for the two leases should remain Council's minimum rent being in line with the Crown Lands statutory minimum. Accordingly the initial rent will be \$456 plus GST increased annually in line with the CPI.

The commencing rent for the 20-year option is proposed to be market rent determined by a registered valuer increasing annually by the CPI with a review to market every five years.

Costs for the registration of the leases will be borne by the respective lessees.

Ongoing costs for maintenance of the facility will be in accordance with the Operational Agreement.

Community and Stakeholder Engagement

Both UOW and TAFE have agreed in writing to the leases.

CONCLUSION

The finalisation of the proposed leases with the UOW and TAFE has been a lengthy exercise. Agreement, subject to Council concurrence has been reached with both parties and final leases prepared.

The leases will give all parties security of tenure and provide for ongoing tertiary education in the Shire for a significant period of time.

**CCS18/045 REQUEST FOR TENDER NO. RFT 2018/FBD044 - EUROBODALLA
BOTANIC GARDEN VISITOR CENTRE REDEVELOPMENT**

E08.2547

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

Attachments: 1. Confidential - Tender Assessment - Eurobodalla Botanic Garden
Visitor Centre Redevelopment

Outcome: Strong Communities, Desirable Lifestyle

Focus Area: 1.3 Encourage and enable healthy lifestyle choices

Delivery Program Link: 1.3.3 Develop and manage the Eurobodalla Regional Botanic Gardens

Operational Plan Link: 1.3.3.1 Manage and further develop the visitor facilities, services and
programs at the Eurobodalla Regional Botanic Gardens

EXECUTIVE SUMMARY

This report outlines the evaluation of tenders received in response to Request for Tender (RFT) no. 2018/FBD044 - Eurobodalla Regional Botanic Garden Visitor Centre Redevelopment, and provides a recommendation for the preferred provider for this contract.

RECOMMENDATION

THAT Council:

1. Endorses the selection of the preferred tenderer identified for Request for Tender no. 2018/FBD044 - Eurobodalla Botanic Garden Visitor Centre Redevelopment within the Confidential Attachment.
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

Early in 2018, the Friends of Eurobodalla Regional Botanic Gardens (the Friends of ERBG) were successful in obtaining grant funding from the Australian Government under the Regional Jobs and Investment Packages Program of \$660,000 and funding from the NSW Government under the Tourism and Environment Fund Program of \$1.47M. Council was a joint partner for this application.

The Eurobodalla Regional Botanic Garden Visitor Centre Redevelopment will deliver:

- a purpose built facility for the heritage listed Wallace Herbarium and complete our Plant Science Precinct;
- a café located in a beautiful setting and showcasing local produce;
- a multi-purpose community space able to accommodate 100 people for business and social events, art and photographic exhibitions, community workshops and meetings;
- an education hub, equipped with computers and digital microscopes, to provide a focal point for natural history education for primary and secondary schools and nature

**CCS18/045 REQUEST FOR TENDER NO. RFT 2018/FBD044 - EUROBODALLA
BOTANIC GARDEN VISITOR CENTRE REDEVELOPMENT**

E08.2547

tourists; and a large retail and interpretive space offering native plant sales, Garden's related merchandise and works by regional artists.

CONSIDERATIONS

RFT no. 2018/FBD044 - Eurobodalla Regional Botanic Garden Visitor Centre Redevelopment, was advertised on 24 July 2018 with a closing date of 28 August 2018.

Offers were received from the following tenderers and assessed in accordance with the Tender Evaluation Plan.

Cercol Construction Services Pty Ltd
Davone Constructions Pty Ltd
Hammertime Construction NSW Pty Ltd4.
Joss Group

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

Legal

RFT no. 2018/FBD044 was advertised in accordance with *Local Government (General) Regulation 2005 Reg. 167* and the *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)

Policy

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

Asset

The project includes refurbishment of existing assets and the creation of new assets in the form of a Herbarium building, new café and amenity block. The Friends of ERBG have established a sinking fund to assist with future repairs and maintenance of the assets.

Social Impact

This project meets an identified community need and will result in improved facilities for a large number of locals and visitors and meets the actions in the South Coast Destination Management Plan.

Economic Development Employment Potential

The Eurobodalla Regional Botanic Gardens is a highly valued part of the local tourism economy.

**CCS18/045 REQUEST FOR TENDER NO. RFT 2018/FBD044 - EUROBODALLA
BOTANIC GARDEN VISITOR CENTRE REDEVELOPMENT**

E08.2547

Financial

Funds for this project have been sourced through successful NSW and Australian Government grants, the Friends of ERBG fundraising efforts and Council capital works approved funds. These funds are sufficient to cover the full cost of the project and include a significant and appropriate contingency amount.

Community and Stakeholder Engagement

The Eurobodalla Regional Botanic Garden (ERBG) Project Working Group (constituting Council, Community and the Friends of ERBG members) were consulted in the development of the project up to the RFT stage.

The community will be informed of the tender outcome 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.

CCS18/046 LICENCE FOR RADIO ANTENNA BODALLA

89.3055.B

Responsible Officer: Anthony O'Reilly - Director Corporate and Commercial Services
Attachments: Nil
Outcome: Innovative and Proactive Leadership
Focus Area: 9.2 Ensure financial sustainability and support the organisation in achieving efficient ongoing operations
Delivery Program Link: 9.2.2 Manage land under Council control to achieve a return for the community
Operational Plan Link: 9.2.2.1 Manage leases and licences

EXECUTIVE SUMMARY

Vision Christian Media is seeking to erect a radio antenna on the Bodalla Rural Fire Service building located within Lot 13 DP 263277, Princes Highway, Bodalla to provide a FM Radio Low Power Open Narrowcasting (LPON) service to the local community.

A five year licence to Vision Christian Media to operate, store and maintain radio transmission equipment is proposed. Rural Fire Service (RFS) has given written consent to the licence.

RECOMMENDATION

THAT Council grant a licence for radio transmission equipment within Lot 13 DP 263277 to Vision Christian Media with conditions in line with similar licences including:

1. for a term of five years with an initial licence fee of \$550 including GST per annum increased annually in line with CPI
2. payment of licence establishment fee of \$163 in accordance with Council's fees and charges
3. maintenance of public liability insurance for \$20 million.

BACKGROUND

Vision Christian Media is a not-for-profit organisation wishing to bring Vision Christian Radio into Bodalla and surrounding areas. The objective is to reach people in nursing homes, those unable to attend church, and the wider community.

Vision Christian Media has a LPON licence allocated on radio frequency 87.6 MHz for use in Bodalla. Initially the antenna was to be erected on the Bodalla Church however the building is Heritage listed which prevents installation of the antenna in that location. Vision Christian Media has been advised by its broadcast technician that the RFS site in Bodalla would allow the best coverage for the area and is seeking consent to install, store and maintain radio transmission equipment on the RFS building.

CCS18/046 LICENCE FOR RADIO ANTENNA BODALLA

89.3055.B

CONSIDERATIONS

In line with similar licences within the Shire it would be a condition of the licence that if the facility interferes with any existing radio communications equipment on the site and cannot be suppressed, then the licence can be terminated.

The location of the Bodalla RFS building and the proposed licence area is shown on the sketches below.



CCS18/046 LICENCE FOR RADIO ANTENNA BODALLA

89.3055.B

Legal

Lot 13 DP 263277 is Council owned operational land and therefore there is no legal impediment to granting a licence for this facility.

Social Impact

The Lessee's aim is to bring Vision Christian Radio into Bodalla and surrounding areas and reach people in nursing homes, those unable to attend church, and the wider community.

Financial

Given the nature of the organisation and existing similar licences, an annual licence fee of \$550 including GST per annum increased annually in line with CPI is considered reasonable together with a licence establishment fee of \$163. Vision Christian Radio have agreed to this licence fee.

Community and Stakeholder Engagement

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

Vision Christian Media has provided written confirmation from the NSW RFS that it concurs with an antenna for Vision Christian Radio being attached to the Bodalla RFS building.

CONCLUSION

It is considered reasonable that a five-year licence be granted with conditions in line with similar licences for radio transmission within the Shire.

17. DEALING WITH MATTERS IN CLOSED SESSION

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

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

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

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

EUROBODALLA SHIRE COUNCIL

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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