



AGENDA

Ordinary Meeting of Council

25 October 2016

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

ON TUESDAY 25 OCTOBER 2016

COMMENCING AT 10.00AM

AGENDA

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

- | | |
|--|------------------------|
| <p>1. WELCOME, ACKNOWLEDGEMENT OF COUNTRY & EVACUATION MESSAGE</p> <p>2. APOLOGIES
Nil</p> <p>3. PUBLIC FORUM (AGENDA ITEMS ONLY)</p> <p>4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING
4.1 Ordinary Meeting held on 11 October 2016</p> <p>5. DECLARATIONS OF INTEREST OF MATTERS ON THE AGENDA
(Declarations also to be made prior to discussions on each item)</p> <p>6. MAYORAL REPORTS
Nil</p> <p>7. NOTICES OF MOTION
Nil</p> <p>8. QUESTIONS ON NOTICE FROM COUNCILLORS
Nil</p> <p>9. GENERAL MANAGER'S REPORTS
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10. PLANNING AND SUSTAINABILITY REPORTS
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11. INFRASTRUCTURE REPORTS
 Nil

12. FINANCE AND BUSINESS DEVELOPMENT REPORTS
 FBD16/056 Land Acquisition for Road Widening and Easement to Drain Water -
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 FBD16/058 Investments made as at 30 September 2016 31
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 to Audit..... 34

13. COMMUNITY, ARTS AND RECREATION REPORTS
 Nil

14. DELEGATE REPORT

15. URGENT BUSINESS

16. DEALING WITH MATTERS IN CLOSED SESSION40

17. CONFIDENTIAL MATTERS

**DR CATHERINE DALE
 GENERAL MANAGER**

GMR16/031 2016 NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS - E91.3255
TOOWOOMBA - 9-11 NOVEMBER 2016

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: 1. 2016 National Local Roads and Transport Congress registration form

Focus Area: Productive Communities

Delivery Program Link: P1.2 Undertake advocacy activities to deliver major initiatives and infrastructure to support future growth

Operational Plan Link: P1.2.1 Advocate for improved infrastructure and funding to support regional initiatives

EXECUTIVE SUMMARY

The Australian Local Government Association is hosting the National Local Roads and Transport Congress in Toowoomba from 9-11 November 2016.

RECOMMENDATION

THAT Council determine whether it wishes to be represented at the 2016 Local Roads and Transport Congress to be held on 9 – 11 November 2016 in Toowoomba and if it so determines:

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

BACKGROUND

The Congress has a reputation for influencing significant change. For example, the very first Congress resulted in the Roads to Recovery program in 2000. The 2013 Congress campaign to renew the Roads to Recovery program was instrumental in securing the renewal of the program until 2019.

Given the increasing fiscal pressure on the Australian Government it is important that local governments present a united front when dealing with the Australian Government on road and transport issues, particularly funding.

The National Local Roads and Transport Congress is critical in providing a platform to engage with the Australian Government and Opposition on road and infrastructure policies and initiatives.

It is also important that the outcomes from the NSW Roads Congress are promoted at a national level to ensure the issues prevailing in New South Wales are incorporated.

CONSIDERATIONS

The Australian Government provides significant funding to local government through its various programs including Federal Assistance Grants, Roads to Recovery, Black Spot Program and the Bridge Renewal Program. Many of these programs have been instigated following strong and collaborative representation by local government at both a state and national level.

**GMR16/031 2016 NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS -
TOOWOOMBA - 9-11 NOVEMBER 2016**

E91.3255

Recent funding announcements on additional Roads to Recovery for the 2016-17 financial years are welcomed and the Australian Government is to be congratulated for these initiatives.

Longer term, a more sustainable national infrastructure funding framework is required to support infrastructure management, particularly in regional areas where population densities are lower and the lengths of transport infrastructure are relative large.

This advocacy is vital to support economic development, employment, road safety and social equity as well as the long term financial sustainability of Councils across Australia.

The conference agenda is provided as an attachment to this report.

Policy

Council's Councillor's Expenses and Facilities Policy provides that attendance will normally be limited to two. The principle of having one councillor and an appropriate staff member attend will be considered as "best practice" for attending seminars and conferences. This may be varied from time to time by resolution of Council.

Councillors attending training, seminars and conferences are to provide a detailed report to Council on the outcome and issues. Councillors must provide a written delegate's report to Council following each conference attended, to be eligible to attend any further conference.

Financial

Full registration for the conference is \$890, if bookings are made prior to 14 October 2016, which includes all Conference sessions, materials, welcome reception and congress dinner. Late registrations are \$990. To facilitate the early bird registration, a tentative booking has been made for one Councillor.

Council will reimburse or pay registration fees, accommodation, meals, parking, telephone and travel expenses associated with attendance to the conference plus any other reasonable and directly related out of pocket expenses.

CONCLUSION

The 2016 Local Roads and Transport Congress is an opportunity to meet, collaborate and represent the sector's interests. Any Councillor attending will help strengthen the work that the Australian Local Government Association (ALGA) and state and territory associations are doing to secure better funding for local government roads and infrastructure.



AUSTRALIAN LOCAL
GOVERNMENT ASSOCIATION

NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS 2016

Local Infrastructure – Developing Regions

TOOWOOMBA QLD
9-11 NOVEMBER 2016

PROGRAM & REGISTRATION
Register online www.alga.asn.au



NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS 2016

Local Infrastructure – Developing Regions

**TOOWOOMBA QLD
9-11 NOVEMBER 2016**



MAJOR SPONSORS



Australian Government
Department of Infrastructure and Regional Development



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PRESIDENT'S WELCOME

Dear Colleagues

ALGA's Local Roads and Transport Congress is our opportunity to meet, collaborate and represent the sector's interests. I invite you to attend the 2016 Roads Congress, which will take place in Toowoomba, Queensland from 9 to 11 November.

In July this year the Coalition Government was returned to office following the 2016 Federal election. In the lead-up to the election, ALGA developed a comprehensive *Plan for an Innovative and Prosperous Australia*. A key role of events like the Roads Congress is to help the ALGA Board develop informed policies that positively impact communities across the country. These have recently included new funding for bridges, a longer term commitment to the Roads to Recovery program, as well as a massive injection of extra funding for that vital program, but there is much more to do.

For many individual councils, local roads and bridges are their single largest area of expenditure and present the greatest challenge in terms of asset management and financial sustainability. This year's Congress, themed *Local Infrastructure - Developing Regions*, will focus on the value and importance of strong regional and local collaboration and how those connections contribute to Australia's economic competitiveness.

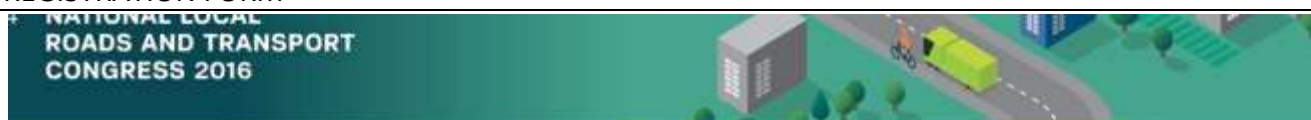
Our work on the 2015 *State of the Assets Report* clearly shows the challenges faced by councils in managing council infrastructure. The total replacement value of local government assets is estimated to be in excess of \$438 billion. This highlights both the scale of the challenge as well as the opportunities for local government in engaging with issues to support innovation, development and collaboration. With the Federal Election now over, it is time to focus on ensuring the Government delivers on its promises and that local government's voice is heard loud and clear.

The Roads Congress will be an important opportunity to engage with the Government on how its policies will impact on the provision and maintenance of local roads, as well as the broader infrastructure and transport agenda. The Congress will feature national and international speakers and I have invited the Minister for Infrastructure and Transport, the Hon Darren Chester MP, the Minister for Local Government and Territories, Senator the Hon Fiona Nash, the Shadow Minister for Infrastructure, Transport, Cities and Regional Development, the Hon Anthony Albanese MP, as well as the Shadow Minister for Regional Services, Territories and Local Government, Mr Stephen Jones MP.

Your council's attendance at this year's Roads Congress strengthens the work that ALGA and your state and territory associations are doing to secure better funding for local government roads and infrastructure. Your voices and your knowledge will show the Commonwealth Government the value you place on working together to deliver positive results for all our communities.

I look forward to seeing you in Toowoomba in November.





WEDNESDAY 9 NOVEMBER	
5.00-7.00 pm	Welcome Drinks: Cobb+Co Museum

THURSDAY 10 NOVEMBER	
9.00 am	Opening Address: ALGA President
9.20 am	Keynote Address: Martin Matthews , former Ministry of Transport Chief Executive, New Zealand
10.00 am	Government Address: Minister for Infrastructure and Transport, the Hon Darren Chester MP (invited)
10.30 am	MORNING TEA
11.00 am	Partnerships for improved infrastructure
12.15 pm	Freight Investment Prospectus launch
12.30 pm	LUNCH
1.30 pm	Partnerships for improved infrastructure Panel
3.00 pm	AFTERNOON TEA
3.30 pm	Workshop: How prepared is your council to engage in regional road planning?
5.00 pm	Close
6.30-11.00 pm	Congress Dinner: Picnic Point

FRIDAY 11 NOVEMBER	
9.30 am	Opposition Address: Shadow Minister for Infrastructure, Transport, Cities and Regional Development, the Hon Anthony Albanese MP (invited)
10.00 am	Emerging Policy Initiatives
11.00 am	MORNING TEA
11.30 am	Panel Session: Road Reform Partners
12.45 pm	The Local Government Transport Agenda
1.15 pm	President's Close
1.30 pm	Close

KEYNOTE SPEAKER

Martin Matthews

Martin recently stepped down from his position as Secretary for Transport in New Zealand after nearly eight years in the role. In that capacity he was Chief Executive of the Ministry of Transport and responsible for advice to the government on policy, regulation and investment across all modes of transport.

During his term as Secretary Martin led the Ministry in taking a more strategic long term view about the future of mobility and transport, and the role that technology will play in bringing about a paradigm shift in the coming decades. This leadership was recognised in 2015 when he was inducted as one of only three people in the ITS World Congress Hall of Fame.

Prior to his transport role Martin held leadership positions as Chief Executive of the New Zealand Ministry for Culture and Heritage and as an Assistant Auditor-General. Martin is a qualified accountant and economist and is now working as an independent consultant.



CALL FOR CASE STUDIES

Local Government Regional Cooperation on Regional Transport Plans



In the lead-up to the 2016 National Local Roads and Transport Congress to be held in Toowoomba, Queensland, ALGA is calling for high quality examples of regional transport planning that has been undertaken by regional groups of councils.

These case studies will be used by ALGA in advocacy for additional support for councils seeking to unlock the increased productivity of their regional freight routes.

It is expected that these case studies will be published to demonstrate councils' capacity to collaborate, and to play an essential role in regional economic development and national productivity.

WHY ARE WE DOING THIS?

Meeting the current and future demand of Australia's transport industry is one of the most important challenges facing the nation's economy and transport infrastructure providers.

Freight is expected to double by 2030 and triple by 2050.

All levels of government are working on road reforms to meet this expected demand. The challenge, however, for road managers is to ensure that the nation's road networks are fit-for-purpose and are sustainable.

Local roads are critical to Australia's productivity and the productivity of trucks which are particularly important in the supply chains of industry. Whether it be agricultural product from farm to ports or manufactured food products from factory to retail outlet, every freight journey starts and generally finishes on a local road. Capacity constraints, poorly maintained and even unsafe road conditions restrict truck movements and reduce productivity.

The introduction of the National Law and National Heavy Vehicle Regulator has highlighted challenges of moving trucks efficiently and safely around the country including on local roads. While local government has done an excellent job of working with the Regulator to provide consent to access where they can, more needs to be

done, particularly on key regional freight routes that experience high demand or carry high value product.

At the 2015 National Local Roads and Transport Congress, ALGA launched its Local Government Higher Productivity Plan. This Plan was included in our 2016 Federal Election document - Local Government's Plan for an innovative and Prosperous Australia.

The Plan seeks to unlock local and regional productivity improvements, through investment in strategic regional freight routes and roads that improves access for freight vehicles and connectivity between local roads and preferred state and national freight routes.

The Plan includes a proposal for a Local Government Higher Productivity Investment Plan (Freight Strategy) that seeks an additional \$200 million per annum per year for five years from the Commonwealth Government to assist councils to identify these freight routes. There is a need to undertake the necessary route assessments to ensure that the roads and other assets, such as bridges on these routes, are fit-for-purpose and then help councils up-grade these roads and assets if required.

The fundamental starting point to support this Freight Strategy is the development of high quality Regional Transport Plans.

ALGA strongly believes these plans must be developed by councils and preferably regional groups of councils that know their community, their local roads and most importantly, know or can set, regional investment priorities.

Some councils have already completed such work. Others can learn from those that have developed these plans.

ALGA is seeking your support by providing summary details of high quality examples of regional transport planning that has been undertaken by regional groups of councils.

If you think your council or group of councils can help and would like to have your Plan included in ALGA's advocacy resources, contact ALGA on 02 6122 9400.

NATIONAL LOCAL
ROADS AND TRANSPORT
CONGRESS 2016



REGISTRATION DETAILS

Congress Registration Fees

REGISTER ONLINE www.alga.asn.au



STANDARD REGISTRATION \$890

Payment received on or before Friday 14 October 2016



LATE REGISTRATION \$990

Payment received after Friday 14 October 2016

Congress Registration Includes

- » Attendance at all congress sessions
- » One ticket to the Welcome Drinks, Wednesday
- » One ticket to the Congress Dinner, Thursday
- » Morning tea, lunch and afternoon tea as per the congress program
- » Congress satchel and materials.

Payment Procedures

Payment can be made by:

- » **CREDIT CARD** MasterCard and Visa
- » **CHEQUE** Made payable to ALGA Roads Congress
- » **ELECTRONIC FUNDS TRANSFER** BANK: Commonwealth
BRANCH: **Curtin** BSB NO: **062 905** ACCOUNT NO: **1014 6120**
NOTE: If paying via EFT you must quote your transaction reference number on the registration form.

Cancellation Policy

All alterations or cancellations to your registration must be made in writing and will be acknowledged by post, facsimile or email. Notification should be sent to:

Conference Co-ordinators
PO Box 4994, Chisholm ACT 2905
Facsimile (02) 6292 9002
Email roadscongress@confco.com.au

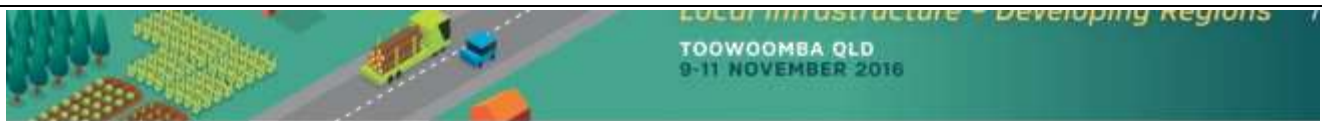
An administration charge of \$110.00 will be made to any participant cancelling before Friday 14 October 2016. Cancellations received after Friday 14 October 2016 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost.

By submitting your registration you agree to the terms of the cancellation policy.

Privacy Disclosure

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities. If you consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form.

Importantly, your name may also be included in the Congress List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.



SOCIAL FUNCTIONS

Welcome Reception

Wednesday 9 November

Cobb+Co Museum • 5.00 pm - 7.00 pm

\$50 per person for partners and guests

No charge for full registered delegates

Dress code: Smart casual

The Welcome reception will be held within the Cobb+Co Museum where guests will have access to the main exhibits. The museum now houses over fifty horse-drawn vehicles including sturdy drays and farm wagons, sulkies and buggies. The original Cobb & Co coaches, including the last coach which ran from Yuleba to Surat in 1924, are the pride of the collection.

Congress Dinner

Thursday 10 November

Picnic Point, Toowoomba • 6.30 pm - 10.30 pm

\$95 per person for partners and guests

No charge for full registered delegates

Dress code: Smart casual

Toowoomba's heritage-listed Picnic Point Lookout and Parkland is the venue for the conference dinner. Picnic Point is 700 metres above sea level, 160-acres high on the crest of the Great Dividing Range, with panoramic views over Main Range and Lockyer Valley.

Note: Bookings are accepted in order of receipt.

PARTNER TOURS

Gardens and Township Tour

Thursday 10 November

\$70 per person

For today's tour we will be spending the morning strolling through some of Toowoomba's beautiful garden spaces followed by lunch.

We will then go to the Regional Art Gallery where we will get to explore the three permanent exhibits.

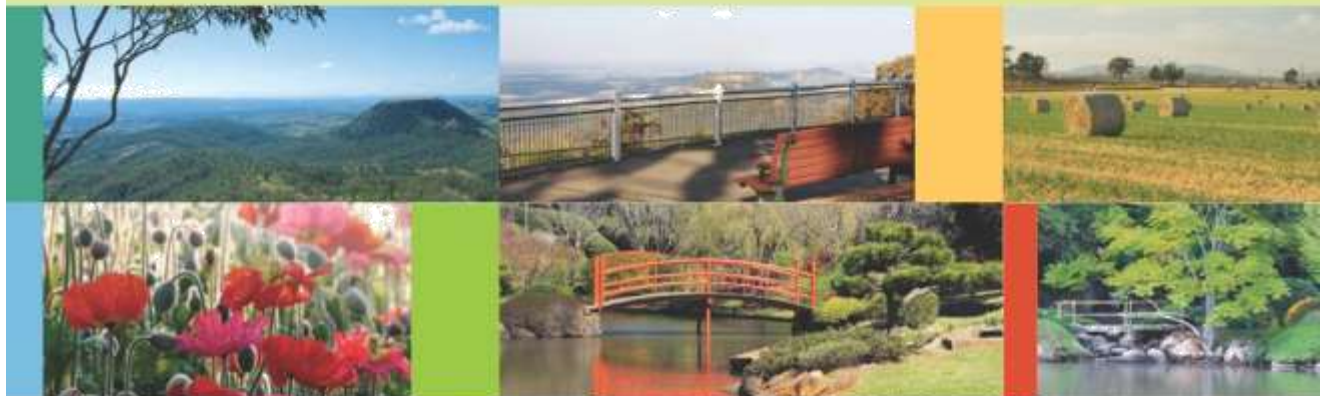
Wines and Chocolate Tour

Friday 11 November

\$70 per person

The tour will start at the Bunnyconnellen olive grove and vineyard where we will get to taste olives, tapenades and wines, followed by lunch.

We will then get the opportunity to have a coffee and handmade chocolate at the chocolate cottage. Please note: one standard flat white, short black or cappuccino and one chocolate are included in the tour.



Toowoomba is in the Darling Downs region, located 125km west of Brisbane and is Queensland's largest inland city. Toowoomba is known as the Garden City with more than 150 public parks and gardens. Each year Toowoomba hosts the Carnival of Flowers in September and national championship events for the sports of mountain biking and motocross.

The 2016 National Local Roads and Transport Congress will be held at the heritage listed, Empire Theatre - the largest regional theatre in Australia. Empire Theatre's main stage and auditorium seats over 1500 people.

Climate

Toowoomba in November is generally sunny and warm, with daily temperatures around 22-27 degrees and evening temperatures around 10-12 degrees.

Cobb+Co Museum

Cobb+Co Museum was opened in 1987 when the Queensland Museum was looking for space to display its catalogue of horse-drawn vehicles. Cobb+Co Museum is home to the National Carriage Collection, Australia's finest collection of horse-drawn vehicles and Cobb & Co Coaches. The collection of nearly 50 vehicles ranges from farm wagons to the elegant Landau. Cobb+Co Museum also features displays on the natural and cultural history of Toowoomba and the Darling Downs.

Gardens

As Toowoomba is the Garden City, there are lots of beautiful gardens and parks within walking distance of your room or for a day trip just out of town.

The Japanese Gardens are a 4.5-hectare space showcasing some 230 species of Japanese and Australian Natives, three kilometres of paths and wide open spaces and attractions including a mountain stream and waterfall, azalea hill, dry garden and central lake which features three islands.

Queens Park and Botanic Gardens is located in the heart of Toowoomba City and is one of Toowoomba's premier public parks. Some of the features of the park are the Naval Cannon, Alfred Thomas Memorial, Emma Miller Memorial, Sandstone Entrance Arch and the Fountain.

Crow's Nest Falls is around half an hour from the city, it showcases a 20 Metre drop into a rock fall. Crow's Nest Falls also offers a huge range of eucalypt trees ranging from gums to stringybarks, bloodwoods and ironbarks. The park also has lots of wildlife including swamp wallabies, echidnas, bandicoots, wallabies, birds, and the brush-tailed rock-wallaby.

Toowoomba Regional Art Gallery

The Toowoomba Regional Art Gallery gallery was established in 1937. It is the oldest public art gallery in regional Queensland and the current facility was opened in March 1994. The Gallery houses three permanent collections: The Lionel Lindsay Gallery and Library; The Fred & Lucy Gould Collection; and the Toowoomba City Collection.



GENERAL INFORMATION

Registration Desk

The registration desk will be located in the Empire Theatre and will be open for the duration of the congress, times below:

Wednesday 9 November

3.00 pm – 4.30 pm: Empire Theatre
5.00 pm – 7.00 pm: Cobb+Co Museum

Thursday 10 November

8.00 am – 5.00 pm: Empire Theatre

Friday 11 November

8.00 am – 3.00 pm: Empire Theatre

Special Requirements

Every effort will be made to ensure all delegate and guests requirements are catered for. If you have any special requirements (eg. catering, mobility or any other assistance) please include a note on your registration form under special requirements or contact the Congress Secretariat.

CONGRESS ACCOMMODATION

To book your accommodation at the rates listed below complete the appropriate section of the registration form. Bookings are subject to availability and should be made prior to Friday 14 October 2016.

All cancellations or amendments must be made in writing to Conference Co-ordinators and will be acknowledged by email.

Please note your credit card details are required to guarantee your room. Neither Conference Co-ordinators nor the hotel will make any charges against your credit card unless you fail to give 21 days notice in writing of your cancellation. Full payment of your account will be required at the time of your departure.

Toowoomba Central

532-544 Ruthven St, Toowoomba City QLD 4350

The Toowoomba Central is a four and half star rated property that boasts a resort style accommodation with onsite facilities such as outdoor pool and spa, onsite gym and BBQ area. Guests also have access to free underground parking, free wifi and foxtel in each room.

The rooms contain kitchen facilities, individually controlled air-conditioning, balconies and laundry facilities.

Studio Rooms: \$183 per night

One Bedroom Apartments: \$192 per night

Burke and Wills Hotel

554 Ruthven St, Toowoomba City QLD 4350

A five minute walk from the congress venue, Burke and Wills Hotel is a basic hotel option with all the features you need: individually controlled air-conditioning, broadband and wireless internet, room service, coffee and tea making facilities, full strength hairdryers, iron and ironing board.

Rooms consist of either two single beds or one queen bed.

Executive: \$142 per night

Executive Twin: \$175 per night (2 singles)



TRANSPORT

Laguna Serviced Apartments

189 Hume St, Toowoomba City QLD 4350

The Laguna Apartments offer modern apartment style accommodation is less than a ten minute walk to the Empire Theatre. The property features an onsite cafe secure parking and internet access (additional fee).

Each apartment is spacious and all offer: laundry facilities, fully equipped kitchens, air conditioning and private balconies.

Two Bedroom Apartments: \$280 per night (queen beds in each room)

Quest Toowoomba

133 Margaret St, Toowoomba City QLD 4350

The Quest Toowoomba is a five minute walk from the Congress venue and has stylish studios and apartments. The property facilities include onsite gym, breakfast options, undercover parking and wheelchair access. The property is located near local restaurants with some offering local restaurant chargeback facilities, a pantry shopping service is available where the groceries are bought to your apartment.

All rooms feature air conditioning, free wifi and fully equipped kitchen facilities. Some rooms also offer balconies and laundry facilities (on request only).

Reception Hours:

Monday-Friday: 7.00 am-10.00 pm

Saturday-Sunday: 8.00 am-10.00 pm

Studio Apartments: \$229 per night Single/Twin/Double

One Bedroom Apartments: \$269 per night Single/Twin/Double

Two Bedroom Apartments: \$339 per night

Coach Transfers

WELCOME RECEPTION: COBB+CO MUSEUM

Wednesday 9 November

Coaches will collect delegates from all congress hotels at approximately 4.45 pm. The return coaches will depart at 7.00 pm.

CONGRESS DINNER: PICNIC POINT

Thursday 10 November

Coaches will collect delegates from all congress hotels at approximately 6.45 pm. A return shuttle service will commence at 10.15 pm.

EMPIRE THEATRE TO BRISBANE AIRPORT

Friday 11 November

Coaches will collect delegates from the Empire Theatre and transfer to Brisbane airport at 1.45 pm.

Car Parking

Parking, including wheelchair accessible parking, is available on Neil Street. There is also parking available on the corner of Julia and Hume Streets.

Parking after 5.00 pm Monday to Friday, after 11.30 am on Saturday and all day Sunday is free of charge.



REGISTRATION FORM

NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS 2016
 Tax Invoice: ABN 31 008 613 876

REGISTER ONLINE
www.alga.asn.au

Multiple delegates? photocopy form
 Register online, download PDF or return this form to:
 Conference Co-ordinators, PO Box 4994 Chisholm ACT 2905
 Phone (02) 6292 9000 Fax (02) 6292 9002
 Email roadscongress@confco.com.au
 By submitting your registration you agree to the terms and conditions of the cancellation policy

PERSONAL DETAILS

TITLE _____ NAME _____ SURNAME _____
(Please Print Name)

POSITION _____

COUNCIL/ORGANISATION _____

ADDRESS _____

SUBURB _____ STATE _____ POSTCODE _____

PHONE _____ MOBILE _____ FAX _____

EMAIL _____

NAME FOR BADGE _____

TYPE OF COUNCIL METRO REGIONAL RURAL OTHER _____

PRIVACY DISCLOSURE I DO consent to my name appearing in the 2016 Roads Congress List of Participants booklet (name, organisation and state only disclosed) as outlined in the privacy disclosure on page 6.
 I DO consent to ALGA disclosing my personal contact information as outlined in the privacy disclosure on page 6.

REGISTRATION FEES

CONGRESS REGISTRATION FEES

STANDARD REGISTRATION FEES (payment received on or before 14 October 2016) \$890.00
 LATE REGISTRATION FEES (payment received after 14 October 2016) \$990.00

ACCOMPANYING PARTNERS REGISTRATION

ACCOMPANYING PARTNER NAME FOR LABEL BADGE _____

SOCIAL FUNCTIONS INCLUDED IN FEES

One ticket to each of the following functions is included in the full Congress registration and/or accompanying partners registration fee. Please confirm if you will be attending by placing a tick in the appropriate boxes. To purchase additional tickets to any of the following functions please indicate the number required and complete the total amount payable.

WELCOME RECEPTION (WEDNESDAY 9 NOVEMBER 2016)
 I/we will attend: Delegate Number of additional tickets @ \$50.00 each Total \$

CONGRESS DINNER (THURSDAY 10 NOVEMBER 2016)
 I/we will attend: Delegate Number of additional tickets @ \$95.00 each Total \$

PARTNER TOURS

GARDENS AND TOWNSHIP TOUR (THURSDAY 10 NOVEMBER 2016)
 I will attend: Partner Number of additional tickets @ \$70.00 each. Total \$

WINES AND CHOCOLATE TOUR (FRIDAY 11 NOVEMBER 2016)
 I will attend: Partner Number of additional tickets @ \$70.00 each. Total \$

GMR16/032 2017 COUNCIL MEETING SCHEDULE

E06.0429

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: Nil

Strategic Objective: Collaborative Communities

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

Operational Plan Link: C1.1.2 Support the conduct of effective Council meetings

EXECUTIVE SUMMARY

This report provides a schedule of proposed Council Meetings for the 2017 calendar year and seeks Council's endorsement of the schedule.

Under Section 365 of the Local Government Act, Council is required to meet at least 10 times per year, each time in a different month. The proposed schedule includes 18 meetings to be held during 2017. In 2016, 17 meetings were held, noting that the Council was in caretaker mode prior to the Local Government elections.

RECOMMENDATION

THAT Council:

1. Endorse the following 18 dates as the meeting schedule for Council meetings for the 2017 calendar year:
 - a. 14 February 2017
 - b. 28 February 2017
 - c. 14 March 2017
 - d. 28 March 2017
 - e. 10 April 2017
 - f. 9 May 2017
 - g. 23 May 2017
 - h. 12 June 2017
 - i. 26 June 2017
 - j. 25 July 2017
 - k. 8 August 2017
 - l. 12 September 2017
 - m. 26 September 2017
 - n. 9 October 2017
 - o. 23 October 2017
 - p. 14 November 2017

GMR16/032 2017 COUNCIL MEETING SCHEDULE

E06.0429

- q. 28 November 2017
- r. 12 December 2017.

2. Note that the schedule may be amended at any time, as required.

BACKGROUND

Under Section 365 of the Local Government Act, Council is required to meet at least 10 times per year, each time in a different month. The proposed schedule includes 18 meetings to be held during 2017. In 2016, 17 meetings were held, noting that the Council was in caretaker mode prior to the Local Government elections.

Council’s Code of Meeting Practice allows for Council meetings to be held on the second and fourth Tuesday of the month, excluding January.

A schedule of meetings for 2017 has been developed in consultation with Councillors. The calendar may be amended at any time if Council resolves to alter the meeting day.

CONSIDERATIONS

The proposed schedule has taken into account a recess in April to coincide with Easter and ANZAC Day, which also coincides with the school holidays, a recess in July to coincide with school holidays and a recess in August as well as the Christmas Break in December. Accordingly, no briefings will be scheduled during the recess period.

The proposed schedule has followed normal procedure for the majority of the year.

Date	Meeting Type	Comments
FEBRUARY		
14 February 2017	Council Meeting	
28 February 2017	Council Meeting	
MARCH		
14 March 2017	Council Meeting	
28 March 2017	Council Meeting	
APRIL		
11 April 2017	Council Meeting	
25 April 2017	No Meeting	Recess
MAY		
9 May 2017	Council Meeting	
23 May 2017	Council Meeting	
JUNE		
12 June 2017	Council Meeting	

GMR16/032 2017 COUNCIL MEETING SCHEDULE

E06.0429

26 June 2017	Council Meeting	
JULY		
11 July 2017	No Meetings	Recess
25 July 2017	Council Meeting	
AUGUST		
8 August 2017	Council Meeting	
22 August 2017	No Meeting	Recess
SEPTEMBER		
12 September 2017	Council Meeting	
26 September 2017	Council Meeting	
OCTOBER		
9 October 2017	Council Meeting	
23 October 2017	Council Meeting	
NOVEMBER		
14 November 2017	Council Meeting	
28 November 2017	Council Meeting	
DECEMBER		
12 December 2017	Council Meeting	

Policy

Adoption of the schedule is in accordance with Section 2.1 (1) of Council's Code of Meeting Practice.

Community Engagement

We will inform the community through providing information on Council's website; Living in Eurobodalla residents newsletter and advertising on Council's noticeboard page in two local newspapers.

Financial

Adoption of the recommendations outlined in this report will have no financial implications on the adopted budget.

CONCLUSION

The proposed schedule of Council meetings for 2017 has been prepared in consultation with Councillors and takes into account a recess in April to coincide with Easter and ANZAC Day, which also coincides with the school holidays, a recess in July to coincide with school holidays and a recess in August as well as the Christmas Break in December. Accordingly, no briefings will be scheduled during the recess period.

PSR16/037 FLYING FOX DISPERSAL SERVICES TENDER

E15.9191

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

Attachments: Nil

Focus Area: Sustainable Communities

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

Operational Plan Link: S4.2.4 Grey Headed Flying fox dispersal program

EXECUTIVE SUMMARY

This report outlines the evaluation of offers submitted in response to Request for Tender No. 2017/PLS020 and provides a recommendation to re-tender for the provision of flying fox dispersal services.

RECOMMENDATION

THAT Council not accept any of the tenders for Request for Tender No. 2017/PLS020 and invite fresh tenders using the open tendering method in order to satisfy that value for money has been secured.

BACKGROUND

Council aims to reduce conflict between people and the flying-fox camps at Batemans Bay in the long-term. The Batemans Bay Flying-fox Dispersal Plan was approved by Council and the NSW Office of Environment and Heritage (OEH) in June 2016. The plan provides the framework for the dispersal to be undertaken in accordance with conditions set by the Australian and NSW Government conditions, guidelines and policies. The plan applies from 2016 to 2019.

Active dispersal was initiated in June to July 2016. Dispersal may be expected to recommence in 2017, and potentially extend until 2019. This request for tender seeks pricing and information from tenderers to supervise, coordinate and conduct flying fox dispersal activities in Batemans Bay.

RFT No. 2017/PLS020 was advertised on Wednesday 14 September 2016 with a closing date of Wednesday 5 October 2016.

Details of the tenders received are contained in the confidential attachment.

CONSIDERATIONS

Legal

Request for Tender (RFT) No. 2017/PLS020 was advertised in accordance with Local Government (General) Regulation 2005 REG 167 and Local Government Act 1993.

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

PSR16/037 FLYING FOX DISPERSAL SERVICES TENDER

E15.9191

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

Due to the limited pool of conforming tenders the offers submitted cannot be assessed as representing value for money for Council. In accordance with Local Government (General) Regulation 2005 REG 178 it is recommended that Council not accept any of the tenders and invite fresh tenders using the open tendering method in order to satisfy that value for money has been secured.

Policy

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

Environmental

The flying fox dispersal services requested in this tender aims to reduce conflict between people and the flying-fox camps at Batemans Bay in the long-term.

Financial

Tendered pricing was within the current budget provided in grant funding by the NSW Office of Environment and Heritage.

Communication / Consultation

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) on Wednesday 14 September 2016 with a closing date of Wednesday 5 October 2016.

CONCLUSION

The tender process has been conducted in accordance with mandatory Council and Local Government requirements. A preferred tenderer has not been recommended at this time.

It is recommended that Council not accept any of the tenders and invite fresh tenders using the open tendering method in order to satisfy that value for money has been secured.

FBD16/056 LAND ACQUISITION FOR ROAD WIDENING AND EASEMENT TO DRAIN WATER - GLASSHOUSE ROCKS ROAD/PRINCES HIGHWAY, NAROOMA E82.5282.E, E07.1531.E

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

Attachments: 1. Confidential - Glasshouse Rocks Road attachment

Focus Area: Support Services

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

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

EXECUTIVE SUMMARY

Upgrading of the intersection of the Princes Highway and Glasshouse Rocks Road, Narooma is to take place in the near future as part of the Capital Program in Council's 2016/17 Operational Plan.

Land acquisition of part Lot 1 DP 125169 is required for road widening purposes and an easement to drain water, 3 metres wide, within Lot 2 DP 25090 is also required. In relation to the easement, a storm water pipe is currently located under the road discharging water into Lot 2. To alleviate this water run-off, an underground pipe will be constructed through the rear of the property as part of the works.

Both registered proprietors have agreed to the acquisitions.

This report recommends acquisition of the required land for road and easement purposes in accordance with Council's Code of Practice for Acquiring Land for Public Purposes.

RECOMMENDATION

THAT:

1. All actions necessary be taken for the acquisition of land required for road widening within Lot 1 DP 125169 in accordance with Council's Code of Practice for Acquiring Land for Public Purposes.
2. All actions necessary be taken for the acquisition of an easement to drain water, 3 wide, within Lot 2 DP 25090 in accordance with Council's Code of Practice for Acquiring Land for Public Purposes.
3. All survey and legal costs associated with the land and easement acquisitions be borne by Council.

BACKGROUND

Road reconstruction is to take place at the intersection of Glasshouse Rocks Road and the Princes Highway, Narooma in the near future.

Land acquisition of approximately 52 square metres of Lot 1 DP 125169 is required.

An easement to drain water, 3 metres wide, within Lot 2 DP 25090 is also required.

FBD16/056 LAND ACQUISITION FOR ROAD WIDENING AND EASEMENT TO DRAIN WATER - GLASSHOUSE ROCKS ROAD/PRINCES HIGHWAY, NAROOMA E82.5282.E,
E07.1531.E

The names of the registered proprietors are set out in the Confidential Attachment.

CONSIDERATIONS

A sketch of the area proposed to be acquired is set out below:



Legal

A plan of subdivision dedicating the land within Lot 1 DP 125169 as road widening will be registered at the Land and Property Information Office (LPI) to transfer the land from the current owner to Council as public road. A 'Transfer Granting Easement' for the easement to drain water within Lot 2 DP 25090 will be registered at the LPI to legalise the easement in favour of Council.

Policy

The acquisition of land for road and acquisition of easement will proceed in accordance with Council's Code of Practice for Acquiring Land for Public Purposes.

Asset

Upgrading of this intersection forms part of the Capital Program in the 2016/17 Operational Plan which ensures an efficient, integrated transport network that meets community needs now and into the future.

FBD16/056	LAND ACQUISITION FOR ROAD WIDENING AND EASEMENT TO DRAIN WATER - GLASSHOUSE ROCKS ROAD/PRINCES HIGHWAY, NAROOMA	E82.5282.E, E07.1531.E
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Financial

Compensation for the road widening will be determined by a Registered Valuer in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act 1991.

Compensation for the easement will be the installation of an underground pipe within the proposed easement through the rear of the property as agreed in writing with the registered proprietor. Compensation in this form is appropriate where the landowner benefits from the installation of the pipe with Council receiving the benefit of an easement in return.

Council will be responsible for all costs associated with the acquisition for road and easement including survey and legal fees and the registered proprietors' reasonable legal costs.

Based on previous similar acquisitions sufficient funds are available within allocated budgets.

Community Engagement

The affected registered proprietors have been consulted and consented in writing to the proposed acquisitions for road and easement, and have given consent to Council to proceed with works prior to acquisition.

CONCLUSION

Upgrading of the intersection of Princes Highway and Glasshouse Rocks Road, Narooma is to take place in the near future as part of the Capital Program in Council's 2016/17 Operational Plan.

Land acquisition of part Lot 1 DP 125169 is required for road widening purposes and an easement to drain water, 3 metres wide, within Lot 2 DP 25090 is also required. In relation to the easement, a storm water pipe is currently located under the road discharging water into Lot 2. To alleviate this water run-off, an underground pipe will be constructed through the rear of the property as part of the works.

Both registered proprietors have agreed to the acquisitions.

The required land for road and easement purposes should be acquired in accordance with Council's Code of Practice for Acquiring Land for Public Purposes.

FBD16/057 LICENCE FOR KAYAKING ACTIVITIES

**E07.1579;
E07.1580**

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

Attachments: Nil

Focus Area: Support Services

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

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

EXECUTIVE SUMMARY

The Burley Griffin Canoe Club Inc. (the Club) is an incorporated association and is a not-for-profit, community based club that has been operating from Council controlled reserves since 2009. The licences to the Club to operate kayaking activities from a number of Crown and Council reserves in the Shire have expired.

As Trust Manager, Council cannot grant a licence for use of Crown reserves for a period of greater than twelve months without the consent of the Minister administering the Crown Lands Act, 1989. In accordance with the provisions of Council's Code of Practice 'Licensing of Council controlled Public Reserves and Associated Buildings', an expression of interest (EOI) was called on 10 February 2016 from interested parties wishing to conduct activities on Council controlled public reserves for a period up to five years.

In accordance with Section 47A of the Local Government Act, 1993 public notice must be given of Council's intention to grant a licence for the use of community land.

The Club advised its interest in extending the licence agreements for five years subsequent to the EOI for use of reserves in Nelligen, Batemans Bay, Tomakin and Moruya to commence on 1 October 2016 to coincide with the recommencement of kayaking activities for the start of its summer series. As no conflicting submissions were received, in accordance with Council's Code of Practice it is appropriate the licence application be considered.

The Club use the licensed area to load/unload their kayaks only. Whilst undertaking the activity, vehicles are parked in parking spaces. At Nelligen, they tend to launch near the boat ramp so a licence area near this location is appropriate. There are only an average of 8-10 users per day.

This report recommends:

- that public notice be given of Council's intention to grant a licence over community land
- that a five year licence be granted for Council Community land reserves at Nelligen, Tomakin and Moruya if no objections are received
- that a five year licence be granted over part Crown Reserve R85999 at Batemans Bay subject to consent from the Minister administering the Crown Lands Act 1989, to operate kayaking activities.

FBD16/057 LICENCE FOR KAYAKING ACTIVITIES

**E07.1579;
E07.1580**

RECOMMENDATION

1. THAT Subject to the consent of the Minister administering the Crown Lands Act, 1989, Council as Trust Manager of the Eurobodalla (North) Reserve Trust grant a five year licence to the Burley Griffin Canoe Club Inc. over part Crown Reserve R85999 at Batemans Bay for kayaking activities commencing on 1 October 2016 and expiring 30 September 2021, with conditions in line with the previous licence.
2. In accordance with Section 47A of the Local Government Act 1993 public notice be given of Council's intention to grant a licence to Burley Griffin Canoe Club Inc. to undertake kayaking activities from community land being Lot 1 DP 125594 Nelligen, Lot 112 DP 211965 Tomakin and Lot 4 DP 1090948 Moruya commencing 1 October 2016 and expiring on 30 September 2021.
3. If no objections are received, a five year licence over Lot 1 DP 125594 Nelligen, Lot 112 DP 211965 Tomakin and Lot 4 DP 1090948 Moruya be granted to Burley Griffin Canoe Club Inc. to conduct kayaking activities.
4. If any objections are received, a report be presented to Council for further consideration.
5. The licence fee be in accordance with the Crown Statutory minimum currently \$472 plus GST and be indexed annually in line with CPI.
6. A donation in the amount of the licence fees be made to Burley Griffin Canoe Club Inc in accordance with Council's 'Financial Assistance (Donations and Grants)' Policy.

BACKGROUND

The Burley Griffin Canoe Club Inc. is an incorporated association and is a not-for-profit, community based club affiliated with Paddle NSW, the state organisation covering the activities of all NSW kayaking clubs.

The Club has been operating from Council controlled reserves in the Shire for approximately seven years. Previously, local kayakers were members of the Bay Adventure Kayakers Club which merged with the Canberra based, Burley Griffin Canoe Club in April 2012.

At its meeting held on 23 June 2015 Council resolved:

THAT :

1. *Council as Trust Manager for the Eurobodalla (North) Reserve Trust, consent to the granting of a licence to Burley Griffin Canoe Club Inc, for Crown reserves at Nelligen and Batemans Bay, and Council consent to granting a licence for reserves at Tomakin and Moruya to undertake kayaking activities.*
2. *The fees be the Crown statutory minimum of \$464 plus GST per annum and a donation in the amount of the licence fees be made to Burley Griffin Canoe Club Inc. in accordance with Council's 'Financial Assistance (Donations and Grants)'.*

FBD16/057 LICENCE FOR KAYAKING ACTIVITIES

**E07.1579;
E07.1580**

CONSIDERATIONS

The Club is an incorporated association and is a not-for-profit, community based club that has been operating from Council controlled reserves for a number of years.

The licence areas are shown below.



Crown Reserve R85999 Old Punt Road, Batemans Bay

FBD16/057 LICENCE FOR KAYAKING ACTIVITIES

**E07.1579;
E07.1580**



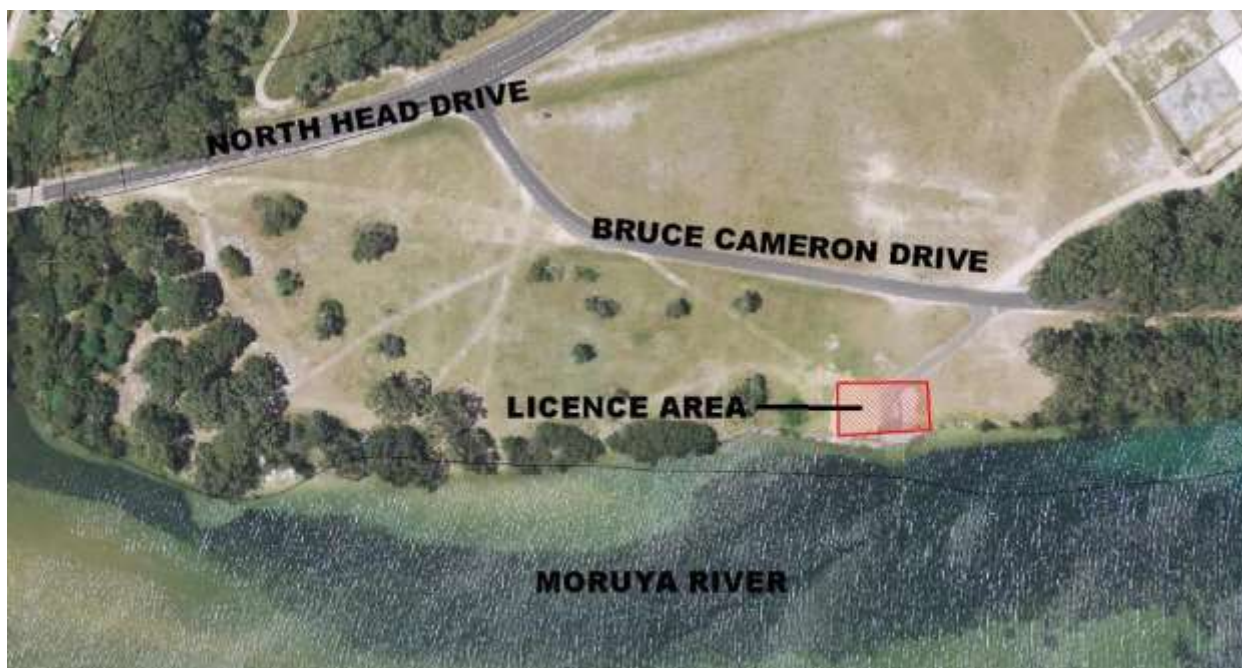
Community Land – Lot 1 DP 125594 Wharf Street, Nelligen



Community land - Lot 112 DP 211965, Jack Buckley Park, Sunpatch Parade, Tomakin

FBD16/057 LICENCE FOR KAYAKING ACTIVITIES

**E07.1579;
E07.1580**



Community land - Lot 4 DP 1090948, Bruce Cameron Drive, Moruya

Legal

Crown reserve R85999 at Batemans Bay is under the Trusteeship of Eurobodalla (North) Reserve Trust for which Council is Trust Manager. In accordance with the provisions of Section 102 of the Crown Lands Act as Trust Manager, Council cannot grant a licence for the use of a reserve for a period greater than twelve months without the consent of the Minister administering the Crown Lands Act, 1989.

Lot DP 125594 Nelligen, Lot 112 DP 211965 Tomakin and Lot 4 DP 1090948 Moruya are Council owned public reserves classified as community land. Being community land, in accordance with Section 47A of the Local Government Act, 1993 public notice be given of Council's intention to grant a licence to Burley Griffin Canoe Club Inc. to undertake kayaking activities from those reserves.

Policy

An EOI was called in line with the provisions of Council's Code of Practice – 'Licensing of Council controlled Public Reserves and Associated Buildings'. This process satisfies the requirements of Crown Lands for the consideration of granting licences by way of an open and transparent competitive process.

Asset

The Club only uses the reserves for meeting then launching and retrieving its kayaks into and from the adjoining waterway. The impact on the reserves from the use by the Club is not significant.

FBD16/057 LICENCE FOR KAYAKING ACTIVITIES

**E07.1579;
E07.1580**

Social Impact

The Club promotes the sport of kayaking for all ages including families throughout the Shire and provides the opportunity for locals and Canberra based paddlers to enjoy this sporting activity in the Shire.

Economic Development Employment Potential

The portion of the Club's membership that reside in Canberra usually stay overnight in Eurobodalla providing a year round boost to the local economy.

Financial

In line with the previous licence, it is considered reasonable for the licence fee to be the Crown statutory minimum currently \$472 plus GST per annum. As the Club is an incorporated not-for-profit group that meets the criteria set out in Council's Financial Assistance (Donations and Grants) Policy, it would be appropriate for Council to make a donation in the amount of the licence fees to the Club.

Community Engagement

In accordance with the provisions of Council's Code of Practice 'Licensing of Council controlled Public Reserves and Associated Buildings' an Expression of Interest (EOI) was called 10 February 2016 from interested parties wishing to conduct activities on Council controlled public reserves for a period of up to five years.

The community will have the opportunity to make submissions following public notice in accordance with Section 47A of the Local Government Act 1993, regarding Council Community land, of the intention to grant licences to the Club. This will include contacting the Nelligen Progress Association informing them about this proposed licence.

CONCLUSION

The licences to Burley Griffin Canoe Club Inc. to operate kayaking activities from a number of Crown and Council reserves in the Shire have expired. The Club is an incorporated association and is a not-for-profit, community based club that has been operating from Council controlled reserves since 2009.

The Club has advised its interest in extending the licence agreements for five years in reserves at Nelligen, Batemans Bay, Tomakin and Moruya to commence on 1 October 2016 to coincide with the recommencement of kayaking activities for the start of its summer series. As no other party expressed an interest in using these reserves it is appropriate for the Club's request to be considered.

The Club promotes the sport of kayaking for all ages including families throughout the Shire and provides the opportunity for locals and Canberra based paddlers to enjoy this sporting activity in the Eurobodalla area.

It is considered reasonable and appropriate for Council to support the Burley Griffin Canoe Club Inc. by granting five year licences.

FBD16/058 INVESTMENTS MADE AS AT 30 SEPTEMBER 2016

E99.3517

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

Attachments: Nil

Focus Area: Support Services

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

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

EXECUTIVE SUMMARY

The purpose of this report is to:

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

RECOMMENDATION

THAT the certification that the investments as at 30 September 2016 made in accordance with the Act, Council's Investment Policy and the provision of Clause 1 (Reg 212) of the Local Government (General) Regulation 2005, be received.

CONSIDERATIONS

Legal

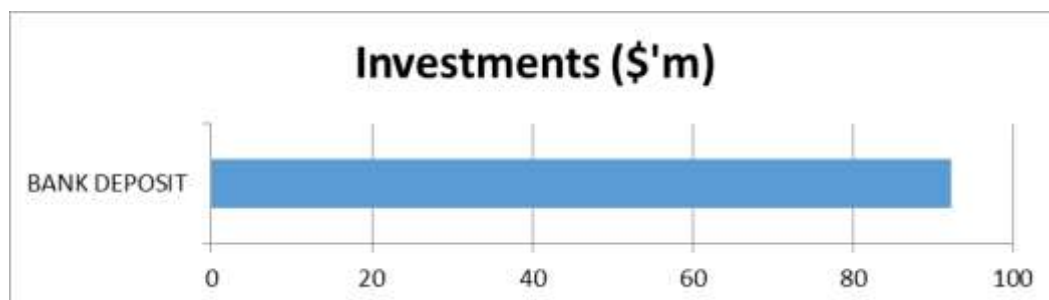
Budgeted legal fees for 2016-17 are \$0.035m and it is expected that future credit crisis legal costs will not be material.

Policy

Investments comply with Council's Investment policy.

Financial

Council Investing Overall



Council has 100% (\$92.35m) invested in bank deposits. The bank deposits are in banks rated A or greater or covered by the AAA rated Government Guarantee (except \$4.75m with IMB (Rated BBB+) and \$1.75m with ME Bank (Rated BBB+)). Investment in Government Guaranteed Deposits is \$2.25m and represents 2.45% of the portfolio.

FBD16/058 INVESTMENTS MADE AS AT 30 SEPTEMBER 2016

E99.3517

The weighted average return for all investments for the month is 2.72% which is above the Council policy benchmark of Bank Bill Swap rate (BBSW) + 0.25% (1.98%).

Collateralised Debt Obligation (CDO)

Funded legal action against the Fitch rating agency is in the early stages and is likely to continue for some time.

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	4,604,189
Term Deposits	85,500,000
Term Deposits Government Guaranteed	2,000,000
	92,354,189
<i>Weighted average Interest %:</i>	2.72%
<i>Average 90 day BBSW + 25%</i>	1.98%

Policy and Liquidity Risk

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

Policy Risk	Low Liquidity Risk %	Medium Liquidity Risk %	High Liquidity Risk %	Total %
Remote Risk	2.45	0.00	0.00	2.45
Policy Limit	100.00	70.00	50.00	
Near Risk Free	90.51	0.00	0.00	90.51
Policy Limit	100.00	50.00	30.00	
Some Limited Risk	7.04	0.00	0.00	7.04
Policy Limit	30.00	20.00	10.00	
At Risk	0.00	0.00	0.00	0.00
Policy Limit	0.00	0.00	0.00	
Grant Total	100.00	0.00	0.00	100.00

The unrestricted current ratio is the amount of unrestricted current assets compared to each dollar of current liability. The Office of Local Government suggests a minimum 1.5:1 and the

FBD16/058 INVESTMENTS MADE AS AT 30 SEPTEMBER 2016

E99.3517

unaudited unrestricted current ratio as at 30 June 2016 is 2.36:1. Council therefore has approximately \$2.36 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 Act and related Regulations.

FBD16/059 DRAFT FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2016 - REFERRAL TO AUDIT E16.0016

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

Attachments: 1. Under Separate Cover - Confidential - Draft Financial Statements

Focus Area: Support Services

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

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

EXECUTIVE SUMMARY

The purpose of this report is to refer the accounts to External Audit and for Council and Management to sign off on the Draft Financial Statements for the year ended 30 June 2016. The referral of accounts at this meeting is a statutory requirement. The Draft Financial Statements were distributed to the Audit Committee and Council on 13 October 2016.

The statements are currently with Council's Auditors for final review and comment. The Auditors have been onsite and are currently finalising their workings. We have not been advised of any matters to be addressed at the time of writing this report (13 October 2016). The accounts have also been distributed to our Audit Committee for their consideration.

This referral provides the authority for the Mayor, Deputy Mayor (or Councillor), General Manager and Responsible Accounting Officer (Director of Finance and Business Development) to sign off on the Financial Statements. Following any requested amendments Council will be provided with signed audit reports. The Financial Statements are then required to be lodged with the Office of Local Government (OLG) by 31 October 2016.

RECOMMENDATION

THAT

1. The Draft Financial Statements for the year ended 30 June 2016 be referred to audit.
2. The Statement by Councillors and Management to be made pursuant to Section 413(2) (c) of the Local Government Act 1993 (as amended) be signed by the Mayor, Deputy Mayor (or Councillor), General Manager and Responsible Accounting Officer at the Council Meeting on 25 October 2016.

BACKGROUND

The General Purpose Financial Statements (GPFS), the Special Purpose Financial Statements and, for the first time, the methodologies applied in the completion of Special Schedule 7(a) (SPFS) have been audited by Council's independent external auditor. Special Schedule 7(a) methodology is to be included for the first time this year due to OLG requirement.

The Draft Financial Statements were provided to Councillors and the Audit Committee on 13 October 2016.

**FBD16/059 DRAFT FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2016 - REFERRAL TO AUDIT**

E16.0016

The timeline (below) sets out the requirements to deliver the accounts in accordance with statutory timeframes.

Action	Responsibility	Date (2016)
Draft trial balance to auditors	Divisional Manager Finance (DMF)	23 September
External Auditors on site	External Auditor	27 to 30 September
Confidential draft set of accounts to Audit Committee and Councillors	DMF	13 October
Deadline for referral report to Council	DMF	13 October for 25 October meeting
Council resolves to refer draft Financial Reports to final Audit	Responsible Accounting Officer(RAO)/Council/ General Manager	25 October
External Audit sign-off	External Auditor	26 October
Lodge Financial Reports with OLG <i>Local Government Act 1993 (LGA) s417(5)</i>	DMF	31 October
Public Exhibition – Financial statements will be an attachment to the public Agenda of Council for 22 November meeting <i>LGA s418(2)</i>	DMF	15 November
Present Financial Reports to Council <i>LGA s419</i>	RAO/Auditor, Mr Carl Millington, Pitcher Partners	22 November
A further seven days are allowed for submissions to the Financial Statements <i>LGA s420(2)</i>	DMF	29 November
Submissions close	DMF	29 November
Submission – initial consideration	Audit Committee (if submissions received)	Where required
Receive report on submission	RAO	Where required

As outlined above, once the audited documents have been submitted to the OLG, the statements will be publicly notified with the Council agenda of its Ordinary Meeting of Council to be held on 22 November 2016. At this meeting, Council will receive an overview of the

**FBD16/059 DRAFT FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2016 - REFERRAL TO AUDIT**

E16.0016

results through a presentation by Council's independent external Auditor, Mr Carl Millington, Partner, of Pitcher Partners.

Following lodgement with the OLG the financial statements will be presented to Council at its ordinary meeting to be held 22 November 2016. Prior to the meeting the financial statements will be publicly notified in the local newspaper as per statutory requirements. Copies of the Audited Financial Statements and the Auditor's reports will be made available on Council's website and at Council's three libraries and main Administration Building in Moruya. Following the meeting and presentation a further seven days are allowed for public submissions. If any submissions are received a summary will be provided to Council and the Audit Committee. It is noted the statements will be available on Council's web site and included in the Annual report.

There are no known significant matters to be addressed at the time of writing this report (13 October 2016). An initial copy of the trial balance was provided to the auditors prior to their onsite audit and there have been no material changes to the audit documents since then. The auditor provides Council with a management letter and audit sign off, in due course, after the audit is completed.

CONSIDERATIONS

Notable items in the General Purpose Financial Statements include:

1. Council has a net operating result for the consolidated entity, comprising of the General, Water and Sewer funds, (before grants and contributions provided for capital purposes are recognised) of \$9.7m (pg 4 of the confidential attachment). The original budget estimated a net operating result of \$1.5m (pg 4 of the confidential attachment). The result including capital grants and contributions is a net operating surplus of \$23.5m (pg 4 of the confidential attachment). The original budget estimated an operating surplus of \$9.2m (pg 4 of the confidential attachment).

Significant items that contribute to the positive operating result of \$9.7m include:

- additional operating grants and contributions received and recognised in the current period, but not yet spent (\$4m).
- recoupment of investment funds through our ongoing legal actions (\$2.3m) (pg 37)
- increased campground and caravan park lease and patronage revenues (\$0.5m)
- increased revenue from tipping fees and recycling, water sales, land sales and numerous minor gains in other areas (\$1.7m).

Significant items, in addition to those above, that contribute to the result after capital grants and contributions include:

- receipt and recognition in Council's books of significant assets dedicated to Council from subdividers and other dedications, including plant (\$4.6m) (pg 32)
- developer contributions (\$3.3m) (pg32)
- grants of \$5.5m, (pg 31) including Transport (\$2.7m), Sewerage (\$1.3m), Water supply (\$0.6m), Boatramps and Wharfs (\$0.5m)

**FBD16/059 DRAFT FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2016 - REFERRAL TO AUDIT**

E16.0016

- other contributions (\$0.3m).

Impact of Grant Funding

With respect to grant funding, the income is often received and must be recognised at the time of receipt, however expenditure may occur in subsequent years. This can result in a large net surplus in the year of receiving the income. An example of this is \$2.5m received from the Office of Environment and Heritage to manage the Grey Headed Flying Fox camp. The grant income was received and must be accounted for in 2015-16 with the majority of the expenditure scheduled to occur over three years.

2. Council approved a budget of \$41.3m in capital expenditure in 2015-16. The most significant components (over \$2m) are:
 - road assets (\$9.3m)
 - sewerage network (\$5.0m)
 - plant and equipment (\$3.7m)
 - buildings (\$3.1m)
 - water supply network (\$3.0m)
 - bridges (\$2.7m)
 - stormwater drainage (\$2.6m)
 - open space/recreation (2.3m)
 - other structures (\$2.2m)
 - works in progress, which are capital works that are not yet completed (\$4.5m)
3. Council assets are revalued on a five year cyclical basis in compliance with OLG requirements. This year Council's 'Other Structures' and 'Open Space Recreational Assets' revaluations were completed. 'Other Structures' include assets such as:
 - waste landfill sites (excluding buildings)
 - litter bins
 - airport runways
 - foreshore assets
 - cemeteries and various other minor items.

The net effect of the revaluations is an increase in 'Other Structures' asset values of \$4.2m and a decrease in 'Open Space Recreational Assets' of \$2.9m (pg 43). This decrease in asset values within this class has been offset by transfers to this class from 'Other Structures' of \$6.2m as a result of 2016 amendments to the Local Government Code of Accounting Practice and Financial Reporting.

**FBD16/059 DRAFT FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2016 - REFERRAL TO AUDIT**

E16.0016

The annual indexation of Water and Sewer Assets (using the Modern Engineering Equivalent Replacement Asset) rates, as supplied by the NSW Office of Water, result in increases in asset values to these funds of \$4.0m and \$3.4m respectively.

4. Council's application for a Special Rate Variation (SRV) was to increase revenue to fund gaps in capital expenditure for its key assets - roads and bridges, parks and recreation facilities, community facilities and storm-water management. The income of \$0.9m, together with other Council funding, is currently being utilised on works outlined in Council's SRV application. Council's independent Audit Committee also monitors the utilisation of SRV revenue. Significant projects completed include:
- various large culvert replacements
 - local urban road reseals
 - Tomakin Hall carpark
 - Captain Oldrey Park playground
 - Quota Park rockwall
 - One Tree Point rockwall and beach access stairs
 - Heath Street viewing platform
 - Corrigans Reserve picnic facilities
 - Narooma Leisure centre
 - Kyla Hall deck
 - Airport carpark extension
 - Rotary Park Narooma furniture replacement
 - Kingston Place Park furniture replacement
5. The consolidated figures and above considerations include the results from Council's Water and Sewer businesses. Its performance is reported in the Special Purpose Financial Statements (SPFS). The operating results (before grants and contributions provided for capital purposes are recognised) for these businesses were \$1.6m (2014-15: \$0.5m) (SPFS pg 3) and \$2.1m (2014-15: \$1.6m) (SPFS pg 4) respectively.
- Key items for Water were:
- increased water sales above estimate due to customer demand (\$0.6m)
 - minor operational savings.
- Key items for Sewer were:
- investment revenues from ongoing legal matters (\$0.5m)
 - operational savings (\$0.5m).

**FBD16/059 DRAFT FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE
2016 - REFERRAL TO AUDIT**

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Legal

Legal requirements include:

- Adherence to the New South Wales Office of Local Government's Local Government Code of Accounting Practice and Financial Reporting (update no. 24, June 2016) which is based on generally accepted accounting principles
- Annual Financial Statements must be referred to audit as soon as practicable after the end of the financial year
- Audited statements must be lodged with the OLG by 31 October 2016, (*LGA s417(5)*)
- Seven days public notice of the 'presentation' of audited financial statements is required.

Submissions may be made to Council on the statements up to seven days after they are presented to the public.

Policy

The principal accounting policies used in the preparation of these consolidated financial statements are disclosed in Note 1 (pg 10) of the draft statements. These policies have been consistently applied to all the years presented, unless otherwise stated.

Financial

Council has a net operating result for the consolidated entity, comprising of the General, Water and Sewer funds, (before grants and contributions provided for capital purposes are recognised) of \$9.7m. The original budget estimated a result of \$1.5m. The result including capital grants and contributions is a net operating surplus of \$23.5m. The original budget estimated an operating surplus of \$9.2m.

Community Engagement

The audited financial statements will be presented at the 22 November 2016 Council meeting. The statements will be an attachment to the public agenda for this meeting and made available seven days prior to the meeting. This agenda can be viewed on Council's website. Submissions may be made to Council on the statements for a minimum seven days after they are presented to the public as per *LGA s418(2)*. Submissions will close 29 November 2016.

CONCLUSION

The annual financial statements for the year ended 30 June 2016 have been drafted. Council and Management will be requested to sign off on the Draft Financial Statements for the year ended 30 June 2016 so they can be referred for final Audit.

16. DEALING WITH MATTERS IN CLOSED SESSION

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

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

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

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

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.