

AGENDA

Ordinary Meeting of Council

28 May 2019

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

ON TUESDAY 28 MAY 2019

COMMENCING AT 10.00AM

AGENDA

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

- 1. WELCOME, ACKNOWLEDGEMENT OF COUNTRY & EVACUATION MESSAGE**
- 2. APOLOGIES**
Nil
- 3. PUBLIC FORUM (AGENDA ITEMS ONLY)**
- 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**
4.1 Ordinary Meeting held on 30 April 2019
- 5. DECLARATIONS OF INTEREST OF MATTERS ON THE AGENDA**
(Declarations also to be made prior to discussions on each item)
- 6. MAYORAL REPORTS**
- 7. NOTICES OF MOTION**
Nil
- 8. QUESTIONS ON NOTICE FROM COUNCILLORS**
Nil
- 9. PETITIONS**
PET19/001 Batemans Bay Community Centre 3
- 10. GENERAL MANAGER'S REPORTS**
Nil

Page No.

11. PLANNING AND SUSTAINABILITY REPORTS

PSR19/008	Eurobodalla Heritage Advisory Committee 2018-2021 – Nominations to fill a Casual Vacancy	5
-----------	--	---

12. INFRASTRUCTURE REPORTS

IR19/011	Funding Offer - Saving Lives on Country Roads - Dunns Creek Road, Malua Bay.....	7
IR19/012	Funding Offer - Saving Lives on Country Roads - Beach Road Improvements	10
IR19/013	Funding Offer - Fixing Country Roads - Eurobodalla Road Pavement Widening, Bodalla	13
IR19/014	Local Traffic Committee No 9 for 2018-19.....	17

13. CORPORATE AND COMMERCIAL SERVICES REPORTS

CCS19/019	Request for Tender No. 2019/CCD061 - Caretakers Services - campgrounds.....	20
CCS19/020	Investments made as at 30 April 2019.....	23
CCS19/021	March Quarterly Budget Review.....	26

14. COMMUNITY, ARTS AND RECREATION REPORTS

CAR19/009	Disability Inclusion Advisory Committee Vacancy	35
CAR19/010	NAIDOC Week Grants.....	37
CAR19/011	Funding Offer - Regional Employment Trials	40
CAR19/012	Funding Offer - Playgroup NSW Incorporated	44
CAR19/013	Library Services Update.....	46

15. DELEGATE REPORT

DR19/002	Local Government Tourism Conference	52
DR19/003	Australian Coastal Councils Conference	58

16. URGENT BUSINESS

17. DEALING WITH MATTERS IN CLOSED SESSION61

18. CONFIDENTIAL MATTERS

DR CATHERINE DALE
GENERAL MANAGER

PET19/001 BATEMANS BAY COMMUNITY CENTRE

E97.1096

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: 1. Under Separate Cover - Confidential - Petition

Councillor Anthony Mayne has given notice that at the Ordinary Meeting of Council on 28 May 2019, he will submit a petition provided to him by Dr Sue Mackenzie, on behalf of the Batemans Bay Performance and Exhibition Centre Working Group Inc and signatures concerned for the future of the Batemans Bay Community Centre.

MOTION

THAT a decision on the Batemans Bay Community Centre be deferred until the capital and operation costs for the Batemans Bay Regional Aquatic, Arts and Leisure Centre have been determined based on actual tendered prices.

BACKGROUND

The petition specifically states:

This petition of May 2019 draws to the attention of the Council a wish by the community to maintain and keep for community use the present Batemans Bay Community Centre.

We therefore ask Council to cease and desist from moving forward with any plans to sell, dispose of or demolish the present Batemans Bay Community Centre, and hereafter to retain and maintain it in perpetuity for the ongoing use of the community of Batemans Bay.

This petition is a request from concerned residents and wider community, and draws to the attention of Council and Councillors the community desire to retain the present Batemans Bay Community Centre along with the proposed Mackay Park Aquatic Centre and Theatre Arts Complex.

983 signatures at handover.

There are almost 1000 signatures on these pages, 1000 or so voices raised in outrage at the prospect of losing a facility built by community funds, serving core community activities and adding benefit year round'.

GENERAL MANAGER'S RESPONSE

Council has not made a decision to sell the existing BBCC. It has been identified that it could possibly be sold or leased, to offset construction and/or ongoing operational costs associated with the proposed Aquatics, Arts and Leisure Centre. Council has, through the Frequently Asked Questions (FAQs), available on Council's web site since late 2017 and circulated in hard copy, advised that the sale or lease of the Visitor Information Centre (VIC) and BBCC are potential sources of funding to meet the cost of the proposed facility.

The business case prepared by Otium and adopted by Council, is based upon funds currently used to operate the BBCC and VIC, being redirected to meet operating costs of the Aquatic, Arts and Leisure Centre and to calculate the net operational cost to Council and therefore the community of that facility.

PET19/001 BATEMANS BAY COMMUNITY CENTRE

E97.1096

The concept plans provide meeting and multi-purpose spaces, in excess of the capacity provided at the BBCC. It also contains food handling/service area, dance and rehearsal area, and flat floor area in the theatre, plus the 350 seat capacity of the theatre. This is significantly more capacity seating than exists at the BBCC, which requires seating to be set up and packed up for and after each event. Additionally, Council has a number of other facilities, Mackay Park and Hanging Rock functions rooms and the Malua Bay Community Centre, which have the capacity to handle additional activities.

Council has engaged with a range of user groups of the BBCC (including the U3A) prior to the design stage and again in conjunction with NBRS Architecture to review the three concept plans.

If Council were to maintain the BBCC, it would increase the net operating cost of the Aquatic, Arts and Leisure Centre, and the overall operational costs. In addition, maintaining the existing facility would remove potential sale or lease options, and the potential revenue arising from such, further increasing the costs to the community.

Council would not be in a position to vacate the BBCC until the Aquatic, Arts and Leisure Centre has been constructed and is operational.

The centre was opened on 30 June 1996 and has operated as a community centre as described in the Notice of Motion. The BBCC is owned by Council and is located on operational land, meaning that it can be sold or leased should Council resolve to do so.

**PSR19/008 EUROBODALLA HERITAGE ADVISORY COMMITTEE 2018-2021 –
NOMINATIONS TO FILL A CASUAL VACANCY**

E07.1371

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

Attachments: 1. Confidential - Attachment 1 - HAC Nominations
2. Confidential - Attachment 2 - HAC vacancy nominations summary and recommendation

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

On 11 February 2019, Council called for nominations to fill the casual vacancy of a community representative position on the Eurobodalla Heritage Advisory Committee (HAC) for 2018-2021.

The purpose of this report is to present the nominations received by Council (Attachment 1) and make a recommendation for appointment.

RECOMMENDATION

THAT Council:

1. Appoints the recommended nominee to the Eurobodalla Heritage Advisory Committee, as contained in confidential information provided to councillors, for the remainder of the 2018 to 2021 term.
2. Thanks those people who expressed an interest in being a member of the Eurobodalla Heritage Advisory Committee who were not successful on this occasion.

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.

The HAC membership is made up of two councillors, three community representatives, a representative of the Eurobodalla Aboriginal Advisory Committee and representatives of the Clyde River & Bateman's Bay, Moruya & District and Narooma Historical Societies. The term of office for each committee is three years.

A casual vacancy of the Eurobodalla Heritage Advisory Committee (HAC) for 2018-2021 has occurred. On 11 February 2019, Council called for nominations to fill the casual vacancy.

Members of the public who wished to contribute to the conservation of the Eurobodalla's environmental heritage as a committee member had until 29 March 2019 to apply.

**PSR19/008 EUROBODALLA HERITAGE ADVISORY COMMITTEE 2018-2021 –
NOMINATIONS TO FILL A CASUAL VACANCY**

E07.1371

CONSIDERATIONS

Two nominations were received for the vacant community representative position. The full nominations are provided in confidence as Attachment 1. A confidential summary of the nominees with a recommendation based on the nominees' suitability to fulfil the objectives of the committee is contained in 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.

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.

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

Nominations for the vacant community representative position on the Eurobodalla Heritage Advisory Committee were called for on 11 February 2019. This was by way of a public notice in the local newspapers and a media release. The nominations period ran until 29 March 2019 with two nominations being received by Council.

CONCLUSION

On 11 February 2019, Council called for nominations to fill the vacant community representative position on the Heritage Advisory Committee for 2018-2021.

This report presents the nominations received by Council, a summary of the nominations and a recommendation of one of the nominees for appointment as a community representative for the remainder of the 2018 to 2021 term.

**IR19/011 FUNDING OFFER - SAVING LIVES ON COUNTRY ROADS - DUNNS
CREEK ROAD, MALUA BAY**

E90.0713

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: 7.1.1 Advocate for improved transport links, services and infrastructure

Operational Plan Link: 7.1.1.2 Seek grant and other funding to sustain and improve the local and regional transport network

EXECUTIVE SUMMARY

Two applications were made to the NSW Government's Saving Lives on Country Roads Grants Program, to upgrade a total distance of 4.35kms of Dunns Creek Road Malua Bay, to improve road user safety.

Council has been successful in obtaining funding of \$1,248,800 over three financial years. There is no requirement for Council contribution to the cost of the project.

The offer of funding has been formally accepted and this report seeks Council's endorsement of the actions taken.

RECOMMENDATION

THAT:

1. Council endorse the actions taken to accept the grant funding offer under the NSW Saving Lives on Country Roads program of \$1,248,800 for the upgrade of Dunns Creek Road, Malua Bay.
2. Council write to Hon Melinda Pavey MP and Hon Andrew Constance MP thanking them for the funding made available under the NSW Saving Lives on Country Road program for Dunns Creek Road.

BACKGROUND

The Saving Lives on Country Roads program aims to reduce the number of people killed and seriously injured on country roads. In the 2018-19 Budget, the NSW Government announced \$640 million for targeted safety infrastructure upgrades over five years.

Dunns Creek Road is a rural distributor road connecting George Bass Drive and Tomakin Road, comprising a two lane, two-way undivided road, generally 8 metres wide. This road was identified as having a higher than normal crash record as part of our rural road safety review and grant funding was sought to address the issues identified.

The section of road that will be upgraded consists of 12 curves of road of various radii and grades. There has been a higher than average increase in traffic volumes over the past 10 years, and injury crash records in the 2012-17 period are predominantly "off carriageway on bend" or "out of control". From January 2010 to June 2018, 27 crashes were recorded in the

**IR19/011 FUNDING OFFER - SAVING LIVES ON COUNTRY ROADS - DUNNS
CREEK ROAD, MALUA BAY**

E90.0713

NSW Centre for Road Safety Database, with 7 serious, 4 moderate, 3 minor and 13 non-casualty. The traffic volume per year was approximately 600,000 vehicles in 2010 and is now 1,000,000 in 2018, which is an increase of 67%.

This road will be improved by marking road edges, installing retro reflective pavement marked (RRPMs), on centre or edge lines, installing curve alignment markers, new curve and advisory speed signs, improving sealed shoulders, installing an incremental traversable clear zone, realignment of one curve and installing a w-beam barrier on the roadside.

This Saving Lives on Country Roads grant is administered by NSW Roads and Maritime Services, on behalf of the NSW Government.

CONSIDERATIONS

Council continues to work pro-actively to deliver on the following actions in the Delivery Program 2017-21 and Operational Plan 2018-19:

7.1 Work in partnership to provide an integrated transport network.

7.1.1. Advocate for improved transport links, services and infrastructure.

7.1.1.2 Seek grant and other funding to sustain and improve the local and regional transport network.

A grant application was made on 11 August 2017, for Financial Year 2018-19 for a critical section of 340m roadway. In August 2018, a second grant application was made for the entire section of 4.35km. Approval of the first grant was received on 6 September 2018, whilst the second, larger grant was approved on 18 February 2019.

The two grants have now been combined by the funding body, and the works will commence during 2020. The aim is to complete all works by 30 June 2021 with funding to be spread across 2019-20 and 2020-21 to allow the necessary design and construction activities to proceed in a planned manner.

Legal

The project will include land acquisition of a road reserve from Forestry Corporation NSW. A further report will be submitted to Council following completion of the detailed design and preliminary negotiations with Forestry Corp.

Policy

These works are consistent with our long term infrastructure asset management plans and strategies. Our plans and strategies aim to guide the delivery of infrastructure for the community and provide the level of service afforded within Council's short and long term financial constraints.

Environmental

The works will be designed and delivered with full consideration of the need to mitigate and manage impacts on the environment.

**IR19/011 FUNDING OFFER - SAVING LIVES ON COUNTRY ROADS - DUNNS
CREEK ROAD, MALUA BAY**

E90.0713

Asset

The proposed works will assist with the provision of important road safety improvements to the existing road network.

Social Impact

Improvements to Dunns Creek Road will provide safer travel for road users, reducing road related trauma and the cost of crashes to our community.

Economic Development Employment Potential

Dunns Creek Road is a rural distributor road connecting George Bass Drive and Tomakin Road. Improving the safety of this road will provide current and future road users with a safer alternative route between Batemans Bay and Broulee.

Financial

Council has been successful in obtaining funding of \$1,248,800 over three financial years. This grant allows Council to undertake these important safety works with minimal impact on our ratepayers.

Community and Stakeholder Engagement

The Member for Bega and NSW Minister for Transport and Infrastructure The Hon Andrew Constance MP released a media statement on 9 February 2017, referencing the issues on Dunns Creek Road, noting “we must recognise our road network has areas of challenging road that require further improvement”.

Information regarding the project will be provided on Council’s website and on Council’s noticeboard page in the local media.

CONCLUSION

Council has been successful in obtaining total funding of \$1,248,800 over three financial years under the NSW Government’s Saving Lives on Country Roads program, administered by NSW Roads and Maritime Services.

The grants have been formally accepted. This report seeks Council’s endorsement of the actions taken to accept the grant.

**IR19/012 FUNDING OFFER - SAVING LIVES ON COUNTRY ROADS - BEACH
ROAD IMPROVEMENTS**

E90.0713

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: 7.1.1 Advocate for improved transport links, services and infrastructure

Operational Plan Link: 7.1.1.2 Seek grant and other funding to sustain and improve the local
and regional transport network

EXECUTIVE SUMMARY

Two applications were made to the NSW Government's Saving Lives on Country Roads Grants Program, to upgrade several sections of Beach Road Batemans Bay, to improve pedestrian and road user safety:

1. Funding for the design of traffic light installation at two adjoining intersections on Beach Road, at Pacific Street and Herarde Street, Batemans Bay.
2. A 630m long raised median strip on Beach Road, from Bavarde Avenue to Country Club Drive.

Council has been successful in obtaining funding of \$100,000 for the design of the two intersections in Fin Yr 19/20, and \$1.8 million for the median strip, over the 19/20 and 20/21 Financial Years. There is no requirement for Council contribution to the cost of the project.

The offer of funding has been formally accepted and this report seeks Council's endorsement of the actions taken.

RECOMMENDATION

THAT Council endorse the actions taken to accept the grant funding offer under the NSW Saving Lives on Country Roads program of \$1.9 million for the safety improvements to Beach Road Batemans Bay.

**IR19/012 FUNDING OFFER - SAVING LIVES ON COUNTRY ROADS - BEACH
ROAD IMPROVEMENTS**

E90.0713

BACKGROUND

The Saving Lives on Country Roads program aims to reduce the number of people killed and seriously injured on country roads. In the 2018-19 Budget, the NSW Government announced \$640 million for targeted safety infrastructure upgrades over five years.

Beach Road is the Eurobodalla's busiest road leading from the Batemans Bay CBD through to many towns to the south, and eventually through to Moruya via George Bass Drive.

In 2012 a 200m section of median strip was installed from Bavarde Avenue to Miller Street. The installation of an additional 630m in 2019-2021 will extend from 160m west of Bavarde Avenue to 220m west of Country Club Drive.

In addition to this, Council has received \$100,000 in funding to undertake pre-planning tasks to ensure that the installation of traffic lights is appropriate for the two adjoining intersections on Beach Road, being Pacific Street and Herarde Street.

These Saving Lives on Country Roads grants are administered by NSW Roads and Maritime Services, on behalf of the NSW Government.

CONSIDERATIONS

Council continues to work pro-actively to deliver on the following actions in the Delivery Program 2017-21 and Operational Plan 2018-19:

7.1 Work in partnership to provide an integrated transport network.

7.1.1. Advocate for improved transport links, services and infrastructure.

7.1.1.2 Seek grant and other funding to sustain and improve the local and regional transport network.

A grant application was made on 2 November 2018 for the construction of a 630m median strip on Beach Road from Bavarde Avenue to Country Club Drive. Approval of the grant was received on 18 February 2019, with completion expected by 29 February 2021.

A grant application was made on 2 November 2018, for the pre-planning investigation and design work required for the two intersections (Pacific Street and Herarde Street). Approval of the grant was received on 18 February 2019, with completion expected by 30 June 2020.

Legal

There are no known legal issues.

Policy

These works are consistent with our long term infrastructure asset management plans and strategies. Our plans and strategies aim to guide the delivery of infrastructure for the community and provide the level of service afforded within Council's short and long term financial constraints.

**IR19/012 FUNDING OFFER - SAVING LIVES ON COUNTRY ROADS - BEACH
ROAD IMPROVEMENTS**

E90.0713

Environmental

Whilst there are no known environmental issues, the works will be designed and delivered with full consideration of the need to mitigate and manage impacts on the environment.

Asset

The improvements to the road assist with the provision of important road safety improvements to the existing road network.

Social Impact

Improvements to Beach Road will provide safer travel for pedestrians and road users, reducing road related trauma and the cost of crashes to our community.

In relation to the construction of the median strip, there are 13 recorded crashes in the period 2010 to 2016, seven of which involve injuries or fatalities. It is believed a majority of these crashes relate to vehicles turning right into driveways. This section of Beach Road also has a high percentage (26%) of pedestrians crossing the road.

Economic Development Employment Potential

Beach Road is the busiest road in Eurobodalla, catering to residents, transport companies, buses, and holiday makers. These projects will improve the safety and traffic flow on this road for pedestrians and road users.

Financial

Council has been successful in obtaining funding of \$1,900,000. These grants allow Council to undertake these important safety works with minimal impact on our ratepayers.

Community and Stakeholder Engagement

Information regarding the project will be provided on Council's website and on Council's noticeboard page in the local media.

CONCLUSION

Council has been successful in obtaining total funding of \$1,900,000 over two financial years under the NSW Government's Saving Lives on Country Roads program, administered by NSW Roads and Maritime Services.

The grants have been formally accepted. This report seeks Council's endorsement of the actions taken to accept the grant.

IR19/013 FUNDING OFFER - FIXING COUNTRY ROADS - EUROBODALLA ROAD PAVEMENT WIDENING, BODALLA	E08.2547
--	-----------------

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: 7.1.1 Advocate for improved transport links, services and infrastructure

Operational Plan Link: 7.1.1.2 Seek grant and other funding to sustain and improve the local and regional transport network

EXECUTIVE SUMMARY

Application was made to the NSW Government's Fixing Country Roads Grants Program to upgrade approximately 800m of Eurobodalla Road Bodalla including improving pedestrian and road user safety. The section of road is from Sutcliffe Street west.

Council has been successful in obtaining funding of \$446,291 under the Fixing Country Roads Program. This funding will be matched with \$450,000 from Council utilising additional Roads to Recovery funding and quarry contributions, bringing the total budget to \$896,291.

This work will contribute to meeting the Infrastructure Renewal Ratio set by the Office of Local Government.

The offer of funding has been formally accepted and this report seeks Council's endorsement of the actions taken.

RECOMMENDATION

THAT

1. Council endorse the actions taken to accept the grant funding offer under the NSW Fixing Country Roads Grants Program of \$446,291 for the upgrade of Eurobodalla Road Bodalla.
2. Council write to Hon Melinda Pavey MP and Hon Andrew Constance MP thanking them for the funding made available under the NSW Fixing Country Roads Grants Program for Eurobodalla Road Bodalla.
3. Council allocate \$207,818 from the additional 2019-20 Roads to Recovery allocation and \$242,182 from quarry contributions held in the 2019-20 financial year to Eurobodalla Road Bodalla to match the grant funding available under the Fixing Country Roads Grant Program.

BACKGROUND

The Fixing Country Roads Grants Program provides targeted infrastructure funding from Restart NSW to improve regional freight connectivity for Local and Regional roads. A total of 45 projects were reviewed and assessed against the program, and as a result, over \$41 million was

**IR19/013 FUNDING OFFER - FIXING COUNTRY ROADS - EUROBODALLA ROAD
PAVEMENT WIDENING, BODALLA**

E08.2547

made available by the NSW Government for 21 projects across NSW. Council applied for, and received funding of \$446,291.

Eurobodalla Road Bodalla commences at Princes Highway in Bodalla and provides the only access to the Eurobodalla and Nerrigundah Valleys. Traffic counts indicate that the percentage of heavy vehicles using this road is 19%.

The heavy vehicles using this section of road are predominantly large freight trucks, carrying quarry products, milk, forestry products and general farm supplies. Annual tonnages are in excess of 200,000 tonnes, undertaken with around 35,000 vehicle trips. Eurobodalla Road is also a school bus route.

In the Bodalla urban area, Eurobodalla Road has a substandard and narrow pavement for the heavy loads now carried on this key rural road. There is also no separate area for pedestrians to walk safely to town.

The Eurobodalla Road project commences at Sutcliffe Street Bodalla and extends 800m to the south-west. This section of road will be improved by strengthening and widening the existing road pavement, construction of kerb and gutter with associated drainage. The work also includes a separate 1.5m wide concrete footpath (as also identified in Council's pathway strategy) to separate pedestrians and young cyclists from the heavy vehicles using this road.

This Fixing Country Roads Grant is administered by Restart NSW, on behalf of the NSW Government.

CONSIDERATIONS

Council continues to work pro-actively to deliver on the following actions in the Delivery Program 2017-21 and Operational Plan 2018-19:

7.1 Work in partnership to provide an integrated transport network.

7.1.1. Advocate for improved transport links, services and infrastructure.

7.1.1.2 Seek grant and other funding to sustain and improve the local and regional transport network.

7.2 Improve provision and linkage of our pathway network

7.2.1 Provide and enhance the pathway network

7.2.1.1 Build, renew and maintain pathway network

A grant application was made on 19 December 2018, for Financial Year 2019-20. Approval of the grant was received on 6 March 2019.

Survey and design work has already commenced and the construction works have been provisioned in the 2019-20 works program. Works are scheduled to commence in the first half of 2019-20 and be completed before the 31 March 2020 timeline set under the grant conditions.

Legal

**IR19/013 FUNDING OFFER - FIXING COUNTRY ROADS - EUROBODALLA ROAD
PAVEMENT WIDENING, BODALLA**

E08.2547

There are no identified issues preventing the project from proceeding at this stage. The detailed survey and design will assess any potential impacts on adjoining lands.

Policy

These works are consistent with our long term infrastructure asset management plans and strategies. Our plans and strategies aim to guide the delivery of infrastructure for the community and provide the level of service afforded within Council's short and long term financial constraints.

Environmental

Whilst there are no known environmental issues, the works will be designed and delivered with full consideration of the need to mitigate and manage impacts on the environment.

Asset

The proposed works are consistent with our infrastructure asset management plans and strategies, and assist in providing an affordable level of service within Council's short and long term financial constraints.

The improvements to the road provide increased structural capacity to carry the loads transported along this route. The proposed works also assist delivery on Council's adopted pathways strategy, separating pedestrians and young cyclists from vehicular traffic.

The use of alternate sources of funding also assists Council meet its strategic objectives whilst reducing reliance on limited ratepayer funds. The project will also result in the renewal of the existing road infrastructure, contributing positively to meeting the Infrastructure Renewal Ratio set by the Office of Local Government.

Social Impact

Improvements to Eurobodalla Road will provide safer travel for road users, reducing road related trauma and the cost of crashes to our community. The new footpath will benefit the local community, including the local Aboriginal community, providing easier and safer access into the village of Bodalla.

Economic Development Employment Potential

Ensuring appropriate transport infrastructure to support businesses is a key direction set by Council in the Delivery Program and Operational Plan.

Eurobodalla Road is an important rural road for delivery of road and building materials, as well as agricultural product (eg dairy, beef, turf product) and timber to market.

The project will also support local employment during the construction phases through the use of local labour, sub-contractors and material supply. The project delivery method supports keeping the additional grant funding secured within the local economy.

Financial

Council has been successful in obtaining funding of \$446,291. This grant requires matching funding of \$450,000 from Council which is proposed to be provided as follows:

**IR19/013 FUNDING OFFER - FIXING COUNTRY ROADS - EUROBODALLA ROAD
PAVEMENT WIDENING, BODALLA**

E08.2547

Funding Source	Amount
Extra Roads to Recovery Grant	\$207,818
Contributions from Quarry Operators	\$242,182
Total	\$450,000

It is proposed to allocate Council's share of the funding from these sources in the 2019-20 financial year. Therefore, the matching funding can be provided without adversely impacting Council's Operating Statement.

The use of grant and alternate funding in this manner contributes positively to Council's long term financial plan and the Infrastructure Renewal Ratio report each year to the Office of Local Government.

Community and Stakeholder Engagement

Letters of support for this project were provided by the Member for Bega, The Hon Andrew Constance MP, The Hon Mike Kelly AM MP, Canberra Region Joint Organisation, Regional Development Far South Coast, and heavy transport operators Eurobodalla Quarry and RJ&JE Shepherd Pty Ltd.

Information regarding the project will be provided on Council's website and on Council's noticeboard page in the local media.

CONCLUSION

Council has been successful in obtaining total funding of \$446,291 to be expended during the 2019-20 financial year under the NSW Government's Fixing Country Roads program, administered by Restart NSW.

The grant has been formally accepted. This report seeks Council's endorsement of the actions taken to accept the grant and provision of matching funding through the funding source outlined in this report.

Works will commence on-site in the first half of 2019-20 and be completed by 31 March 2020 in accord with the timeframe set under the grant conditions.

IR19/014 LOCAL TRAFFIC COMMITTEE NO 9 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 7 March 2019, were as follows:

- Signage – No Stopping at intersection of Page Street and Mirrabooka Street, Moruya
- Signage – No Stopping at intersection of Beach Road and Corrigans Crescent, Batehaven.

RECOMMENDATION

THAT:

1. The minutes of the Eurobodalla Local Traffic Committee Meeting No 9 for 2018-19 be received and noted.
2. Council Plan No. 5156 Set BB Sheet 15 detailing the 'No Stopping' signage at the intersection of Page Street and Mirrabooka Avenue, Moruya be approved.
3. Council Plan No. 5156 Set BB Sheet 14 detailing the 'No Stopping' signage on Corrigans Crescent between Beach Road and Crag Road, Batehaven be approved.

BACKGROUND

The Eurobodalla Local Traffic Committee Meeting No 9 for 2018-19 was held on 7 March 2019. The meeting was attended by Danielle Brice (representative for the Hon Andrew Constance MP), Councillor Anthony Mayne Chair), Jesse Fogg (Roads and Maritime Services RMS) via phone, Senior Constable Scott Britt (NSW Police Force), Dave Hunter (Traffic Coordinator), and Matt Cormick (Administrative Support).

APOLOGIES

Kate McDougall (Road Safety Officer).

IR19/014 LOCAL TRAFFIC COMMITTEE NO 9 FOR 2018-19

E16.0002

DEPUTATIONS

Nil

MINUTES OF PREVIOUS MEETING

The minutes of the Eurobodalla Local Traffic Committee Meeting No 8 for 2018-19 held on 7 March 2019 were confirmed and accepted.

OUTSTANDING ITEMS FROM PREVIOUS MEETING

There were no outstanding items requiring additional attention.

ROAD TRANSPORT (SAFETY AND TRAFFIC MANAGEMENT) ACT FOR DETERMINATION

2019.RT.018

Signage – No Stopping at intersection of Page Street and Mirrabooka, Moruya

A request has been received to install 'No Stopping' signage along the kerb lines on either side of Mirrabooka Avenue at the intersection of Page Street, Moruya.

This road is within the CBD and is 8.5 metres wide. There is upright kerb and parking is allowed on both sides of the road.

Under the road rules vehicles cannot park within 10 metres of intersecting kerb lines, however due to this relatively narrow road, larger turning vehicles are restricted when other vehicles are parked near the intersection.

Increasing the no stopping distance from the intersecting the kerb lines to up to 15 metres along Mirrabooka Avenue will assist larger vehicles when negotiating the corner.

There is an existing 'No Stopping' sign on Page Street, north of Mirrabooka Avenue which is 12 metres from the intersection and it is proposed to retain this sign. An additional sign is proposed on Page Street, south of Mirrabooka Avenue, to be 10 metres from the intersection.

Plan No. 5156 Set BB Sheet 15, detailing the signage associated with the proposed 'No Stopping' signage at the intersection of Page Street and Mirrabooka Avenue, was reviewed by the Committee.

Recommendation:

That Council Plan No. 5156 Set BB Sheet 15 detailing the 'No Stopping' signage at the intersection of Page Street and Mirrabooka Avenue, Moruya, be approved.

2019.RT.019 Signage – No Stopping on Corrigan's Crescent between Beach Road and Crag Road, Batehaven

Corrigan's Crescent, Batehaven has several sections of on-street 'No Stopping' signage. A request has been received (from the manager of the adjoining liquor outlet) to designate additional 'No Stopping' on Corrigan's Crescent, between Beach Road and Crag Road.

The liquor outlet has an 'in and out' driveway configuration on the western side of Corrigan's Crescent. There is enough space for one vehicle to park between the driveways.

Currently the southern 'in' driveway is signed as 'No Stopping'. Additionally, north of the driveways there is an existing 'No Stopping' sign pointing towards Beach Road.

IR19/014 LOCAL TRAFFIC COMMITTEE NO 9 FOR 2018-19

E16.0002

It is proposed to install two additional 'No Stopping' signs so that the vehicle sight lines from the driveways to traffic on Corrigans Crescent are improved. In addition the 'No Stopping' sign pointing towards Beach Road will be shifted about 2.5 metres north.

There will be no loss of on-street parking with the changes.

Plan No. 5156 Set BB Sheet 14, detailing the signage associated with the proposed 'No Stopping' signage on Corrigans Crescent between Beach Road and Crag Road, was reviewed by the Committee.

Recommendation:

That Council Plan No. 5156 Set BB Sheet 14 detailing the 'No Stopping' signage on Corrigans Crescent between Beach Road and Crag Road, Batehaven be approved

INFORMAL ITEMS FOR DISCUSSION

There were no informal items for discussion.

GENERAL BUSINESS

- The representative for the Hon Andrew Constance MP, advised the Committee that she may be unable to attend meetings over the next 3 months as she is interstate, however she will endeavor to attend via phone.
- The Chair also informed the Committee about the upcoming South East Australian Transport Strategy (SEATS) conference, which will be hosted by Council on Thursday 16 May and Friday 17 May 2019. The importance of this high level advocacy committee was acknowledged by the Committee.

NEXT MEETING

The next meeting of the Eurobodalla Local Traffic Committee will be held on Thursday 6 June 2019 in Council's Committee Room.

**CCS19/019 REQUEST FOR TENDER NO. 2019/CCD061 - CARETAKERS SERVICES - E80.0159
CAMPGROUNDS**

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

Attachments: 1. Confidential - RFT No. 2018/CCD061 - Caretakers Services - Campgrounds

Outcome: Innovative and Proactive Leadership

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

Delivery Program Link: 9.2.3 Provide administrative, technical and trade services to support the organisation

Operational Plan Link: 9.2.3.6 Provide procurement and stores

EXECUTIVE SUMMARY

Request for Tender (RFT) No. 2019/CCD061 – Caretakers Services - Campgrounds was advertised in February and March 2019 for the purpose of selecting a tenderer to provide caretaker services at Council's campgrounds at North Head Moruya, Dalmeny and Mystery Bay.

This report outlines the evaluation of tenders received in response to RFT No. 2019/CCD061 – Caretakers Services - Campgrounds and provides a recommendation that Council reject both the tenders received and enter into negotiations with the one compliant tenderer.

As detailed in the report below, the basis of this recommendation is that one tender was not compliant and the other tenderer was able to provide the necessary management if a different operating model which offered value for money could be agreed.

RECOMMENDATION

THAT Council

1. Reject the tenders received in response to 'Request for Tender (RFT) No. 2019/CCD061 – Caretakers Services – Campgrounds'.
2. Not invite fresh tenders, as this is unlikely to achieve a better outcome, for the project given the Tender Evaluation Panel's assessment of the tenders received.
3. Enter into short term arrangements to deliver management of the campgrounds after the current contract ends on 30 June 2019.
4. Enter into negotiations based on the conditions outlined in 'Request for Tender (RFT) No. 2019/CCD061 – Caretakers Services – Campgrounds' with the tenderer identified in the Confidential Attachment to the Council report 'Request for Tender (RFT) No. 2019/CCD061 – Caretakers Services – Campgrounds' because they demonstrated they are capable of undertaking the management contract.
5. Delegate to the General Manager to conclude these negotiations and if appropriate, enter into contracts with the tenderer identified in the Confidential Attachment to the Council report 'Request for Tender (RFT) No. 2019/CCD061 – Caretakers Services – Campgrounds.'

**CCS19/019 REQUEST FOR TENDER NO. 2019/CCD061 - CARETAKERS SERVICES - E80.0159
CAMPGROUNDS**

BACKGROUND

Request for Tender (RFT) No. 2019/CCD061 – Caretakers Services - Campgrounds was advertised in February and March 2019 for the purpose of selecting a tenderer to provide caretaker services at Council's campgrounds at North Head Moruya, Dalmeny and Mystery Bay.

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

1. Belgravia Pro Pty Ltd
2. Narooma Dalmeny Home Services Pty Ltd

A summary of the evaluation including each tenderer's scoring against the evaluation criteria and pricing is provided in the Confidential Attachment.

CONSIDERATIONS

Legal

RFT No. 2019/CCD061 was advertised in accordance with *Local Government (General) Regulation 2005 REG 167* and *Local Government Act 1993*.

The tender was promoted via emails direct to industry contacts and via Council's Tenderlink web portal (www.tenderlink.com/eurobodalla).

Prior to closure of the RFT a Tender Evaluation Plan was distributed amongst the Tender Evaluation Panel. Declarations of Confidentiality and Interest Forms were completed and signed by the Tender Evaluation Panel.

With reference to section 3.17 of the Office of Local Government NSW Tendering Guidelines, following the review of tenders by the evaluation panel, a report to council must be prepared, to allow council to make the decision whether to accept a tender, or not accept any of the tenders under clause 178 of the Regulation.

Clause 178(3) of the *Local Government (General) Regulation 2005* states that a Council that decides not to accept any of the tenders, may amongst other options, '*enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender.*'

Clause 178(4) of the *Local Government (General) Regulation 2005* states that if the Council decides to enter into direct negotiations, the Council resolution authorising this must include the reasons for declining to invite fresh tenders and the reasons for entering into direct negotiations.

The recommendation for declining to invite fresh tenders and entering into direct negotiations with the one tenderer is based on the following factors:

- 1) *The advertised Request for Tender was developed following a comprehensive process, was publicly promoted and open for 28 days. No extension to the timeframe was sought by any prospective bidder. This indicates limited potential to achieve further competition should a second tendering exercise be undertaken;*

**CCS19/019 REQUEST FOR TENDER NO. 2019/CCD061 - CARETAKERS SERVICES - E80.0159
CAMPGROUNDS**

- 2) *One tenderer has demonstrated the expertise, skill and capacity to meet the requirements of the proposed contract with further negotiation; and*
- 3) *The cost of undertaking a public tendering exercise is considerable for both Council and industry. With limited participation in the previous exercise, it would not be efficient to unnecessarily undertake a tendering process, given the likelihood of minimal competition.*

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 campgrounds are on Council owned land and important to the local community and tourism economy.

Economic Development Employment Potential

The campgrounds are an important part of the local tourism economy.

Financial

Together, the three campgrounds deliver an annual operating profit to Council of around \$400,000 per year.

Community and Stakeholder Engagement

The tender was advertised locally and information was sent direct to potentially interested parties including the local lands councils.

The community will be informed of the tender outcome via Council's contracts register found in Council's 'Public Access to Information' web link www.esc.nsw.gov.au/inside-council/council/public-access-to-information

CONCLUSION

The tender process has been conducted in accordance with mandatory Council and Local Government requirements and the decision to cancel the tender and enter into negotiations with the highest scoring tenderer has been through extensive evaluation.

This report seeks authority for the General Manager to conclude these negotiations in accordance with the conditions of the tender and to enter into short term arrangements for the management of the campgrounds until the negotiations are concluded.

CCS19/020 INVESTMENTS MADE AS AT 30 APRIL 2019

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 30 April 2019, 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.

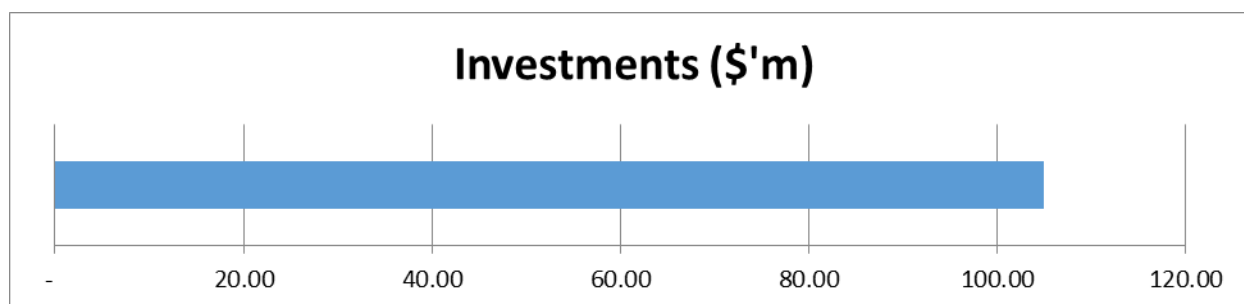
CONSIDERATIONS

Policy

The portfolio is compliant with Council's amended Investment Policy that was adopted by Council on 31 July 2018 (Minute 18/182).

Financial

Council investing overall



CCS19/020 INVESTMENTS MADE AS AT 30 APRIL 2019

E99.3517

Council has 100% (\$105.00m) 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 \$29.5m invested in banks rated below A, and in the 'some limited risk' category of the policy.

The 'some limited risk' category is now restricted to BBB+ rating institutions which allows up to 30% of all investments. Currently there is 28.10% invested in BBB+. Investment in Government Guaranteed Deposits is \$1.75m and represents 1.67% of the portfolio.

There are \$49m (46.67%) of funds invested in claimed fossil fuel free institutions.

The weighted average return for all investments for the month is 2.67%, which is above the Council policy benchmark of Bank Bill Swap rate (BBSW) + 0.25% (1.94%).

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	1,000,000
Term Deposits	102,250,000
Term Deposits Government Guaranteed	1,750,000
	105,000,000
<i>Weighted average interest %:</i>	2.67%
<i>Average 90 day BBSW + 0.25%</i>	1.94%

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	1.67	1.67	100.00
Near risk free	70.23	70.23	100.00
Some limited risk (BBB+)	28.10	28.10	30.00

CCS19/020 INVESTMENTS MADE AS AT 30 APRIL 2019

E99.3517

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 2018 is 2.51:1. Council therefore has approximately \$2.51 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.

CCS19/021 MARCH QUARTERLY BUDGET REVIEW

E05.9535

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

Attachments:

1. Under Separate Cover - Attachment 1(a) - Fund Flow Statement
2. Under Separate Cover - Attachment 1(b) - Consolidated Income Statement
3. Under Separate Cover - Attachment 1(c) - Capital Program Statement
4. Under Separate Cover - Attachment 1(d) - Projected Fund Balances Statement
5. Under Separate Cover - Attachment 1(e) - Budget Amendments Report
6. Under Separate Cover - Attachment (f) - Special Rate Variation
7. Under Separate Cover - Attachment 2 - Consultancy, Legal and Contractors Report
8. Under Separate Cover - Attachment 3 - Key Performance Indicators
9. Under Separate Cover - Attachment 4- Mayoral and Councillor Expenditure

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

This Budget Review reports on Council's performance against the current Operational Plan budget for the quarter ending 31 March 2019.

The original Operational Plan budget, on a consolidated basis (which includes all of Council's funds), for 2018-19 forecasts were:

- Income Statement surplus, before capital revenue, of \$5.03 million
- Income Statement surplus, after capital revenue, of \$22.58 million
- Use of \$0.39 million of unrestricted funds.

The proposed revised budgets after the quarter ending 31 March 2019 are:

- Income Statement deficit, before capital revenue, of \$3.43 million
- Income Statement surplus, after capital revenue, of \$25.14 million
- Increase of \$1.08 million of unrestricted funds.

Adjustments this quarter have resulted in an unfavourable variation to the Consolidated Income Statement, before capital revenues, of \$2.56 million, after capital revenues of \$5.85 million and a favourable variation of \$2.96 million to the Consolidated Fund Flow Statement.

CCS19/021 MARCH QUARTERLY BUDGET REVIEW

E05.9535

There are no material concerns at the quarterly review about Council meeting budget targets for 2018-19.

RECOMMENDATION

THAT

1. The budget review report for the quarter ended 31 March 2019 be received and noted.
2. The variations to the Consolidated Income Statement after capital revenue of \$5.85 million and \$2.56 million before capital revenue be adopted.
3. Council is compliant with best practice pricing and proposes to transfer dividends from the Water and Sewer Funds of up to \$0.61 million and \$0.57 million respectively, based upon 2017-18 results and subject to an audit of compliance with Best Practice Guidelines and approval from the NSW Office of Water.
4. New loans of \$3,094,464 be raised in accordance with Council's borrowing policy and the Council seal be affixed to the loan agreement documentation.

BACKGROUND

Council reviews its performance and financial results against the adopted Operational Plan quarterly, authorises adjustments to budget items, and highlights variations from its original budget strategy.

It should be noted that the results referred to in this report are unaudited.

The attachments to this report are as follows:

Financial reports (Attachment 1)

These reports provide information on Council's performance against its financial objectives contained in the Operational Plan, presented for the consolidated entity.

Financial reports include:

- a) Consolidated Fund Flow Statement – This report shows the impact of operating, financing and investing activities on Council's unrestricted working capital.
- b) Consolidated Income Statement – Provides sources of income and expenditure, including depreciation, in the program areas and associated services.
- c) Consolidated Capital Program Statement – Provides capital expenditure information for each program area and associated services.
- d) Projected Fund Balance Statement – Provides information on the balances and movements in both unrestricted and restricted fund accounts.
- e) Budget Amendment Report – Provides details of proposed significant adjustments to budgets.
- f) Special Rate Variation Project Schedule – Provides capital expenditure information for each of the projects in the SRV program of works for 2018-19.

CCS19/021 MARCH QUARTERLY BUDGET REVIEW

E05.9535

Consultancy, Legals and contractors Expenses Report (Attachment 2)

This attachment provides information on major contracts entered into, legal fees incurred and consultancy costs for the quarter ended 31 March 2019.

Key Financial Indicators (Attachment 3)

This attachment provides information about key financial indicators designed to assist in monitoring Council's financial sustainability. The indicators are for the consolidated entity.

Mayoral and Councillor Expenses (Attachment 4)

Provides information about Mayoral and Councillor expenditure for the quarter ended 31 March 2019.

CONSIDERATIONSConsolidated Fund Flow Statement (Attachments 1 (a)):

Council requires sufficient funds to pay for its debts as and when they fall due. The Fund Flow Statement shows the change in Council's freely available funds or working capital.

It includes all transactions having an impact on Council's funds i.e. income and expenses from its operating activities, capital programs and borrowing activities. It also includes the transfer into, or use of restricted funds for capital or non-recurrent projects. Depreciation is not included as it does not represent a cash flow.

The net fund flow shows the amount of unrestricted funds that will be used to deliver the agreed Operational Plan outcomes for 2018-19. The original budget forecast of \$0.39 million use of unrestricted funds with a revised forecast of \$1.88 million as at the December Review.

March review favourable adjustments of \$2.96 million has resulted in a revised forecast of an increase of \$1.08 million to unrestricted funds for 2018-19.

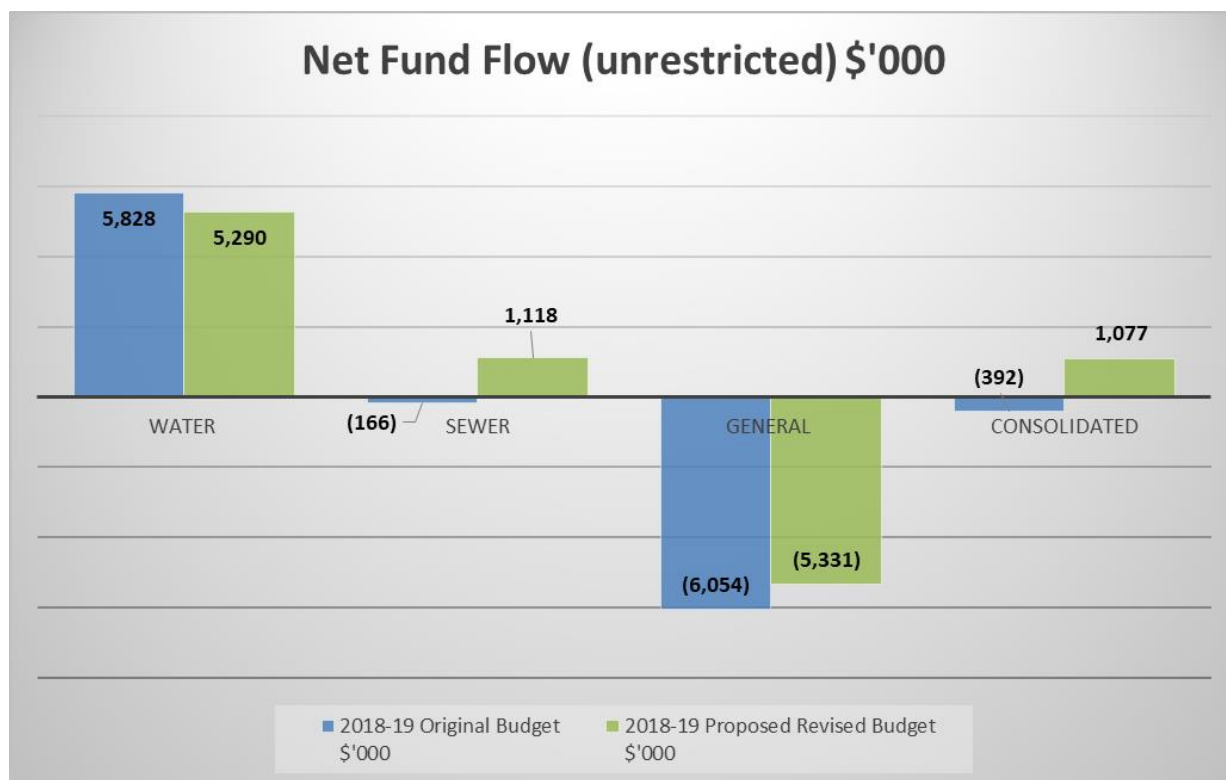
Table 1.1 Net increase (decrease) in unrestricted funds, per fund \$'000

Fund	2018-19 Original Budget \$'000	Previous Reviews \$'000	March Review \$'000	March Revotes \$'000	2018-19 Proposed Revised Budget \$'000
Water	5,828	(1,151)	613	0	5,290
Sewer	(166)	(1,151)	(1,075)	3,510	1,118
General	(6,054)	815	(4,057)	3,965	(5,331)
Consolidated	(392)	(1,487)	(4,519)	7,475	1,077

Graph 1.1 Net fund flow (unrestricted)

CCS19/021 MARCH QUARTERLY BUDGET REVIEW

E05.9535



Consolidated Income Statement (Attachment 1 (b)):

The consolidated Income Statement shows the types of income and expenditure per Council service areas. This result can indicate whether Council is able to raise sufficient revenue to cover the operational cost (including depreciation which measures the wear and tear of Council assets) of delivering services to the community before considering its capital revenue.

Since adoption of the 2018-19 Operational Plan, there has been a change reclassifying some grants and contributions from operational to capital. Given this, the restated original budgeted operating result, for the consolidated entity, was a surplus of \$5.03 million before capital revenue. The December Review position predicted a deficit of \$0.87 million before capital revenue. The proposed revised budget, incorporating the carry forward items and previous review adjustments is a deficit of \$3.43 million before capital revenues.

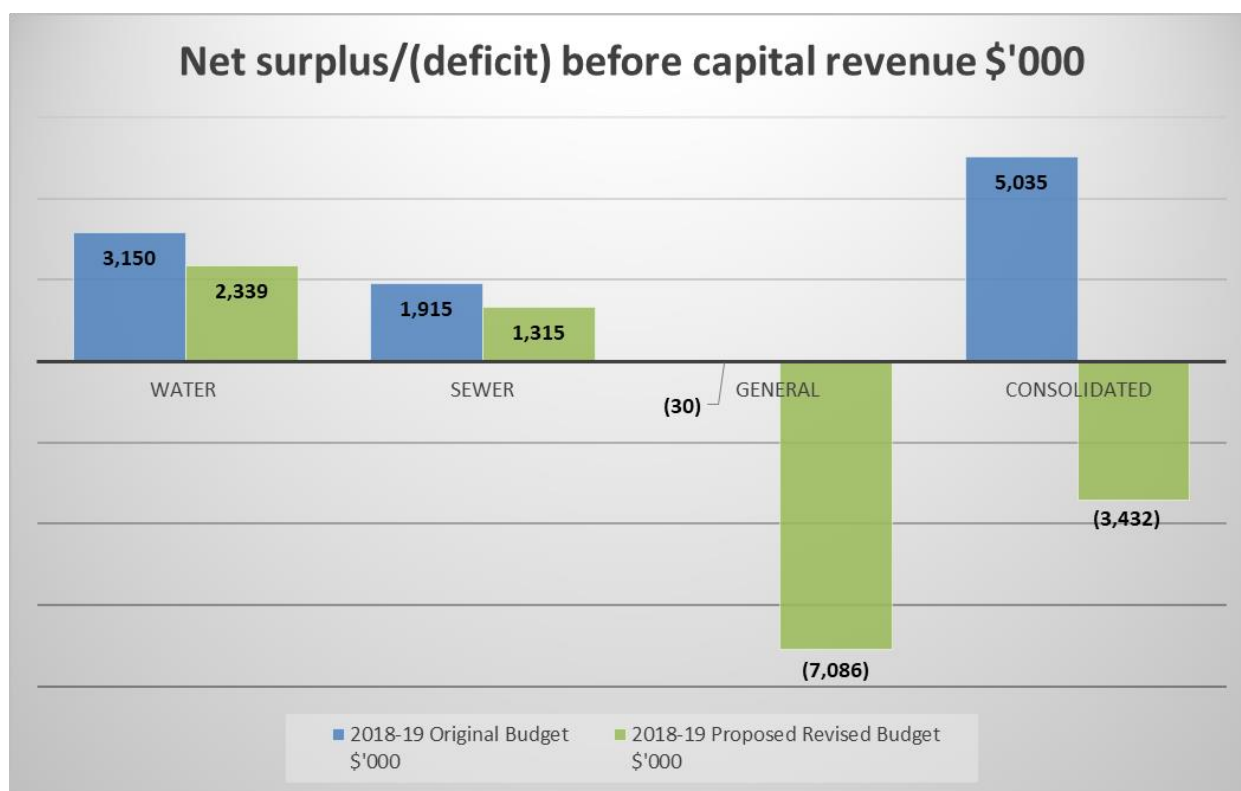
Table 1.2 Net surplus/(deficit) before capital revenue, \$'000

Fund	2018-19 Original Budget \$'000	Previous Reviews \$'000	March Review \$'000	March Revotes \$'000	2018-19 Proposed Revised Budget \$'000
Water	3,150	(6)	(805)	0	2,339
Sewer	1,915	(42)	(558)	0	1,315
General	(30)	(5,857)	(817)	(382)	(7,086)
Consolidated	5,035	(5,905)	(2,180)	(382)	(3,432)

CCS19/021 MARCH QUARTERLY BUDGET REVIEW

E05.9535

Graph 1.2 Net surplus/(deficit) before capital revenue



The proposed March Review adjustments result in a variation to the operating statement before capital revenue of \$2.56 million. This is primarily due to a \$1.66 million amendment relating to increased depreciation on water and sewer assets and an adjustment of \$0.36 million relating to the asset valuation of the Batemans Bay Bowling Club.

Other adjustments include:

- \$0.22 million reduced head tax and lease income due to the timing of the Moruya Airport Redevelopment works and reconstruction of the runway
- \$0.13 million reduced building inspection and compliance revenue based on current activity levels
- \$0.08 million enhanced trading performance at the campgrounds and other minor income variations
- \$0.10 million for purchase of a new air conditioner at the Batemans Bay Library in conjunction with the University of Wollongong
- \$0.10 million consultant costs to facilitate GIS software upgrades and costs for leased computer equipment
- \$0.30 million staffing of the Basil Sellers Exhibition Centre, Moruya depot and recommendations and implementation of the recent Procurement Roadmap
- \$0.10 million supported operational expenditure for preparation of plans of management required under Crown Lands Management legislation

CCS19/021 MARCH QUARTERLY BUDGET REVIEW

E05.9535

- \$0.10 million supported operational expenditure for the Mogo Adventure Trail Hub strategy
- \$0.60 million carry forward of operating grants relating to transport projects, RFS construction projects and the Eurobodalla Youth Employment Scheme which are to continue in 2019-20.

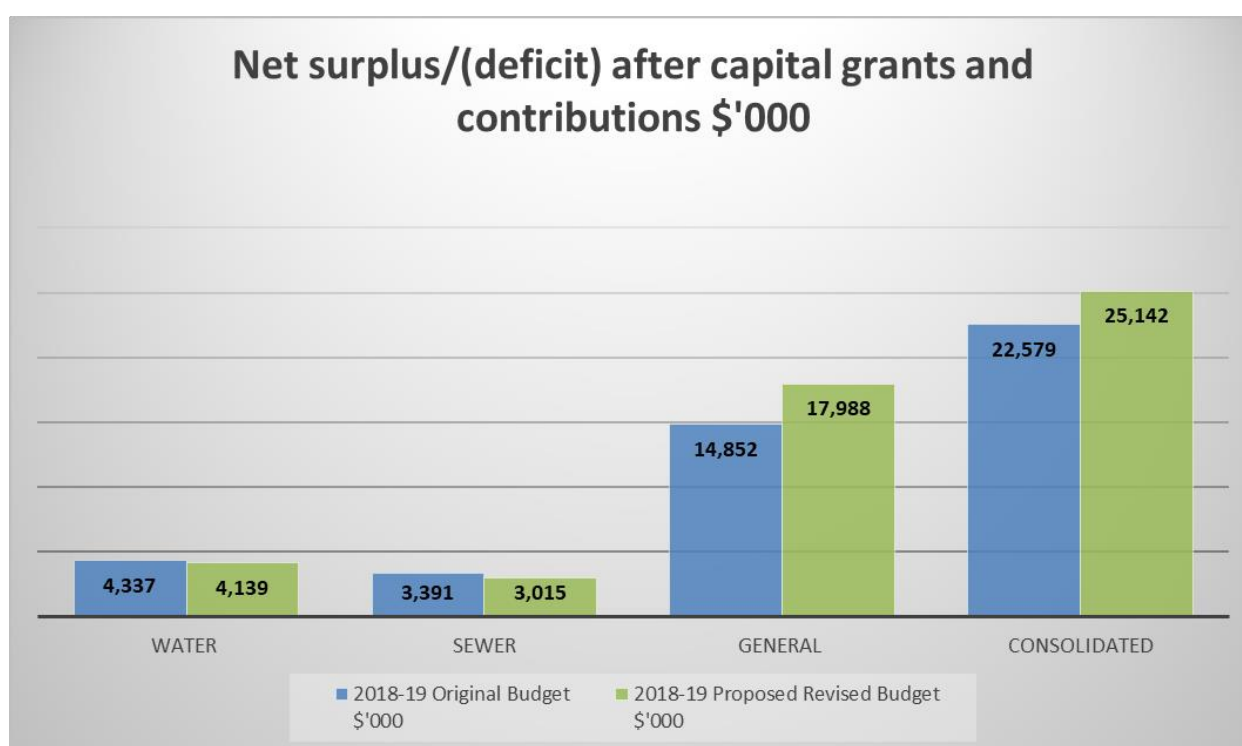
The impact of quarterly adjustments result in a forecast operating deficit of \$3.43 million for 2018-19.

Operating Result after Capital Revenue

Table 1.3 Net surplus/(deficit) after capital revenue, \$'000

Fund	2018-19 Original Budget \$'000	Previous Reviews \$'000	March Review \$'000	March Revotes \$'000	2018-19 Proposed Revised Budget \$'000
Water	4,337	(6)	(192)	0	4,139
Sewer	3,391	(42)	66	(400)	3,015
General	14,852	8,463	3,890	(9,217)	17,988
Consolidated	22,579	8,416	3,764	(9,617)	25,142

Graph 1.3 Net surplus/(deficit) after capital revenue, \$'000



The original budget for 2018-19 forecast an income statement surplus of \$22.58 million after allowing for capital grants and contributions, revised to \$31.00 million as at the December Review. The March Review has revised the forecast to a surplus of \$25.14 million after capital revenues (per table 1.3 and graph 1.3 above).

CCS19/021 MARCH QUARTERLY BUDGET REVIEW

E05.9535

Current year budget amendments include:

- \$1.24 million increased developer contributions over all funds based on current trends
- Funding of \$4.00 million received for Batemans Bay Regional Aquatic, Arts and Leisure Centre works and \$0.40 million for the Narooma Pool aquatic works.

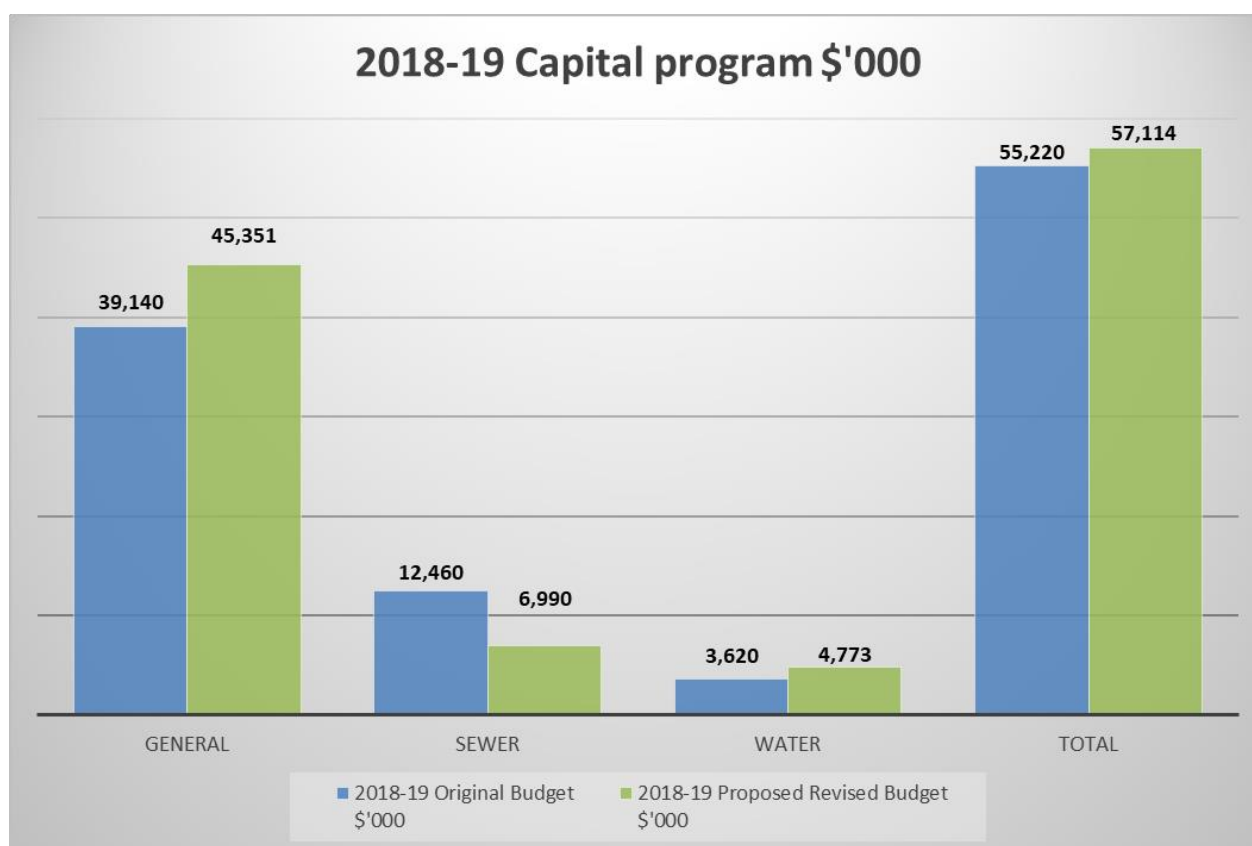
Consolidated Capital Program Statement (Attachment 1 (c)):

The original capital expenditure budget for 2018-19 was \$55.22 million. The proposed revised budget, incorporating carry forward items and previous review adjustments is \$57.11 million (per table 1.4 and graph 1.4 below).

Table 1.4 Capital Program per fund, \$'000

Fund	2018-19 Original Budget \$'000	Previous Reviews \$'000	March Review \$'000	March Revotes \$'000	2018-19 Proposed Revised Budget \$'000
General	39,140	19,304	8,132	(21,225)	45,351
Sewer	12,460	1,110	1,530	(8,110)	6,990
Water	3,620	1,146	7	0	4,773
Total	55,220	21,560	9,669	(29,335)	57,114

Graph 1.4 Capital Program per fund, \$'000



Current year budget amendments include:

CCS19/021 MARCH QUARTERLY BUDGET REVIEW

E05.9535

- \$0.40 million for introduction of grant supported works for pool improvement and water play at Narooma Pool
- \$1.50 million capital works for rising water mains at Long Beach
- \$0.50 million for land acquisition on Yarragee Road for Moruya Waste Facility site.

Carry forward of works to 2019-20 include:

- Revised timing on Moruya Airport Redevelopment works over extended construction phases
- Anticipated completion of Shellfish Hatchery negotiations by year end with construction to commence next financial year
- Multiple stages of the Eurobodalla Regional Botanic Gardens redevelopment expected to be completed by 2019-20
- Expected progression of design phase leading to further phases of the Batemans Bay Regional Aquatic, Arts and Leisure Centre
- Sewer upgrades at Tomakin, Tuross, Batemans Bay and Potato Point to continue 2019-20
- Timing revised on Beach Road/Vesper Street transport works to align with additional grant supported works
- Additional funding for Garlandtown bridge widening received for current financial year
- Various transport works including Congo Road rural reconstruction
- Recreational space improvements to align with implementation of ROSS Strategy
- Nelligen boat ramp construction works due to delayed land acquisition negotiations
- Gundry Oval and amenities upgrade to align with additional funding
- Lighting works at sporting facilities
- Rural Fire Service shared facility construction works
- Moruya Showground Master Plan works rescheduled due to current contract discussions
- Road pavement renewal works including Beach Road
- WHS management system to accommodate phased implementation and training.

Special Rate Variation (SRV) – progress update (Attachment 1 (f)):

2018-19 is the fourth year of the SRV program and approximately \$7.55 million of infrastructure works for the year are underway. \$3.70 million of SRV designated funds are being utilised on these works. The majority of the projects have commenced with a due date for completion by the end of fourth quarter. At 31 March 2019 approximately 40.27% of the program SRV works for this year have been expensed.

It is anticipated that a further \$3.90 million will be spent prior to 30 June 2019, bringing the total expenditure to \$7.00 million for the year and will equate to 93% spent.

CCS19/021 MARCH QUARTERLY BUDGET REVIEW

E05.9535

2018-19 Special Rate Variation (SRV) Capital Program	\$
SRV Funds	(3,695,947)
Total Budget	7,545,375
Expenditure to 31 March 2019	3,038,896
Percentage spent	40.27%

Legal

This review is based on the Quarterly Budget Review Statement (QBRs) Guidelines issued December 2010, pursuant to the provision of the *Local Government Act 1993* relating to integrated planning.

Policy

The accounting policies being used are based on those detailed in the financial statements for the year ended 30 June 2018.

“Variations” in the Fund Flow Statement are changes in the funding requirements where “funds” are net current assets (working capital) excluding both internally and externally restricted funds.

Financial

Council’s 2018-19 borrowing program will be completed in the final quarter and will be based upon the revised projected capital spend as per the results of the March Quarterly Budget Review. Loans of \$3,094,464 million (being new loans) be raised in accordance with the Council’s borrowing policy and the Council seal be affixed to the loan agreement documentation.

CONCLUSION

There are no material concerns at this quarterly review about meeting budget targets for 2018-19.

The following statement is made in accordance with clause 203(2) of the Local Government (General) Regulation 2005:

As the Responsible Accounting Officer, it is my opinion that the March Quarterly Budget Review for Eurobodalla Shire Council indicates that Council’s projected financial position as at 30 June 2019 will be satisfactory, having regard to the projected estimates of income and expenditure for the 2018-19 financial year.

CAR19/009 DISABILITY INCLUSION ADVISORY COMMITTEE VACANCY

E12.6216

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

Attachments: 1. Confidential - Disability Inclusion Advisory Committee - Confidential Attachment

Outcome: Strong Communities, Desirable Lifestyle

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

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

Operational Plan Link: 1.4.2.5 Coordinate the Disability Inclusion Advisory Committee and associated projects

EXECUTIVE SUMMARY

Council facilitates the Disability Inclusion Advisory Committee (DIAC). This committee includes community, and in some cases, organisational representation, and operates as per the Council endorsed Disability Inclusion Advisory Committee Terms of Reference.

Due to the resignation of a community member, a position on the committee became vacant. Expressions of interest were sought from 27 February to 10 April 2019 for a community representative on the DIAC. The Terms of Reference outline the selection criteria.

The purpose of this report is to inform Council of the nominations received for the community representative position and to recommend a new committee member from the nominees assessed.

RECOMMENDATION

THAT Council appoint one (1) person to the Disability Inclusion Advisory Committee, as recommended in the confidential attachment.

BACKGROUND

The Disability Inclusion Advisory Committee provides an opportunity for community members with specific interest or background to share their knowledge and perspective, and advise Council on issues that affect our community. The Terms of Reference for the committee were endorsed by Council in September 2018 and outline the role of the committee. The tenure of membership for this committee is four years, in line with Council elections.

The Expression of Interest process was made public through Council's website, advertising in two local papers, emails to stakeholders and via a media release. The Terms of Reference for the committee were also published on Council's website. A period from 27 February to 10 April 2019 was provided to submit expressions of interest.

CAR19/009 DISABILITY INCLUSION ADVISORY COMMITTEE VACANCY

E12.6216

Council has received four applications, reflecting the positive role and reputation of the committee and the community's interest in participating and sharing their experience and perspectives.

CONSIDERATIONS

The composition of this committee includes up to eight community representatives who have a disability or have specialist knowledge or interest in disability issues. The aim is to ensure all sectors of the community are represented.

Four nominations were received to fill one community representative position on the Disability Inclusion Advisory Committee.

The confidential attachment recommends one nomination be accepted by Council.

Community and Stakeholder Engagement

Advisory committees are an important way that Council engages with its community and stakeholders. Committee members contribute their experience and knowledge and provide advice, feedback and recommendations to Council.

In Council's Community Engagement Framework advisory committees are considered to be one of the highest levels of engagement and a way of partnering with the community. Council looks to its advisory committees for advice and innovation in formulating solutions.

The community was informed about the opportunity to submit an expression of interest to join the advisory committee in a number of ways including:

- Council's website
- Council's Noticeboard advertisement appearing in the print editions of two local papers
- media release distributed to local media, and
- through emails and phone calls to members of the current advisory committee.

CONCLUSION

Four nominations were received to fill one community representative position on the Disability Inclusion Advisory Committee. Applicants were scored on their specialist knowledge or interest in disability issues.

A confidential attachment recommends one nomination be accepted by Council for the Disability Inclusion Advisory Committee.

CAR19/010 NAIDOC WEEK GRANTS

E15.9174

Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services
Attachments: 1. Confidential - NAIDOC Week Grants - Confidential Attachment
Outcome: Celebrated Creativity, Culture and Learning
Focus Area: 2.3 Embrace and celebrate local history, cultural heritage and diversity
Delivery Program Link: 2.3.1 Acknowledge and involve traditional owners and members of the Aboriginal community
Operational Plan Link: 2.3.1.4 Coordinate NAIDOC Week grant program

EXECUTIVE SUMMARY

The Eurobodalla NAIDOC Week Grants aim to promote understanding of the history, culture and achievements of Aboriginal and Torres Strait Islander people by providing funds to celebrate NAIDOC and support participation in NAIDOC Week activities.

The criteria for Eurobodalla NAIDOC Week Grants reflect Council's social, cultural and management planning commitments to community development.

The total grant amount available in the 2018/19 NAIDOC Week grants is \$4500.

The confidential attachment lists applicants recommended for this year's funding round.

RECOMMENDATION

THAT Council approve the recommendations detailed in the confidential attachment, awarding NAIDOC Week grants to 11 local groups/organisations for the 2018-19 financial year.

BACKGROUND

A sub-committee made up of the chairperson of the Aboriginal Advisory Committee; Divisional Manager, Community Development and Participation; Community Development Officer and a Councillor has reviewed and recommended the nominated grant recipients as per the confidential attachment.

CONSIDERATIONS

To be eligible for a Eurobodalla NAIDOC Week Grants, applicants must be a Eurobodalla based and not-for-profit community group or able to prove that they are a bona fide Eurobodalla based community group; they can contribute some financial support or volunteer labour to the activity; they can show that they have adequate insurance coverage for the activity and do not have any outstanding debts to council.

Each applicant must demonstrate that the grant will be used positively to engage the wider community and promote a greater understanding of NAIDOC. The grant funds are not transferable and projects will not be funded in retrospect.

CAR19/010 NAIDOC WEEK GRANTS

E15.9174

There were a total of 12 applications received. All grant applications were assessed against the eligibility criteria and all applications were assessed as meeting the requirements.

The review panel has recommended the allocation of 11 grants between \$250 and \$500. An alternative funding source has been identified for the application not recommended for a grant.

A summary of all grant applications is set out in the confidential attachment. Original applications are available for viewing in the hub.

Social Impact

Eurobodalla Shire Council is committed to acknowledging, respecting and working with the traditional custodians of the land. Reinforcing relationships between Council and Aboriginal people is an important step to building community strength and resilience in Eurobodalla. Building healthy relationships through open communication and the provision of opportunities will reinforce our commitment to remove the barriers that prevent Aboriginal people from participating in the same opportunities as non-Aboriginal people.

Eurobodalla has a higher percentage of Aboriginal people living in the community compared to the state average. Annual NAIDOC week activities and celebrations are an important cultural event on the Aboriginal and Torres Strait Islander calendar and promote understanding and acceptance in the wider community of the unique place first Australians occupy in our cultural landscape.

Council's NAIDOC week grants demonstrate a commitment from Council to support and promote Aboriginal cultural activities within the Aboriginal and non-Aboriginal community.

Economic Development Employment Potential

NAIDOC grants provide community and not for profit groups much needed funds to support the payment of Aboriginal artists, cultural educators and Elders during NAIDOC week activities as well as providing a platform for promotion and publicity.

Financial

Council has a budget of \$4,500 for grants to support the activities of community groups, schools and/or non-profit organisations in celebrating NAIDOC Week. The combined total of applications recommended by the sub-committee for funding is \$4,475.

Community and Stakeholder Engagement

We have informed the community of the NAIDOC grants through providing information on Council's website; Online News; distributing information and applications directly via email mailing lists and distributing media releases.

We have consulted with the Aboriginal Advisory Committee and called for representatives to assess the applications. A sub-committee was approved to make recommendations.

CAR19/010 NAIDOC WEEK GRANTS

E15.9174

CONCLUSION

In line with the directions of social, cultural and management planning processes, it has been identified that working in collaboration with local not-for-profit groups to promote and initiate community focused activities during NAIDOC Week has valuable outcomes.

This report outlines the selection criteria for Eurobodalla NAIDOC Week Grants and recommends funding 11 projects as per the confidential attachment.

CAR19/011 FUNDING OFFER - REGIONAL EMPLOYMENT TRIALS

E18.1582

Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services
Attachments: Nil
Outcome: Vibrant and Diverse Economy
Focus Area: 5.1 Diversify the region's economy, attract investment and target new and emerging employment sectors
Delivery Program Link: 5.1.1 Encourage and attract new business industry, investment and employment opportunities
Operational Plan Link: 5.1.1.5 Facilitate business, education and employment partnerships

EXECUTIVE SUMMARY

Council's agreement is sought to accept \$125,250 from the Australian Department of Jobs and Small Business' Regional Employment Trials Program. The funding will support Council's Employment Projects team to implement the project proposed *Eurobodalla Jobs and Training Coordinator Project – Health and Social Assistance*.

The *Eurobodalla Jobs and Training Coordinator Project* will support improved local employment outcomes for people living in the Eurobodalla in the regions fastest growing employment sector – Health Care and Social Assistance.

This project aims to continue to drive economic growth, address chronic and persistent skill shortages in the health and social assistance sector, and achieve long-term employment outcomes for a further 12 months.

This project follows funding received from the Australian Department of Industry, Innovation and Science's *Regional Jobs and Infrastructure Program* (RJIP) of \$66,500 for the successful *Jobs and Training Project* which ran from June 2018 to early June 2019.

RECOMMENDATION

THAT Council accept the \$125,250 from the Australian Department of Jobs and Small Business' Regional Employment Trials Program to implement the *Eurobodalla Jobs and Training Coordinator Project – Health and Social Assistance*.

BACKGROUND

The project outcomes will address key workforce priority areas identified through extensive research conducted by Calibrations Consulting (funded by the NSW Department of Premier and Cabinet in 2015) and addressed by the *Jobs and Training Project*, initiated by Council staff and funded by the Government's RJIP in 2018.

Research indicates a contributing factor to persistent recruitment issues experienced by the local health sector has been the lack of a sustainable, collaborative approach to workforce planning from the sector and other key stakeholders. This project aims to continue a collective

CAR19/011 FUNDING OFFER - REGIONAL EMPLOYMENT TRIALS

E18.1582

approach to address barriers and silos and bring lasting change through continued engagement with industry leaders and decision makers.

The Coordinator will implement industry led education and employment programs that enable and support multiple entry and exit points for job seekers to opportunities within the health and social assistance sector. Entry or 'gateway' points proposed in this project will support sector wide career pathway choices including: Aged Care Workers, Disability Support Workers, Community Care Workers, and Allied and Primary Health Care Workers.

Delivered under four key milestone areas, project outcomes will aim to achieve:

- Employment outcomes – 50 new entrant employees through implementation of: the *My Care Career* vocational education and employment program x 4; sector specific jobs drive x 2; ongoing recruitment through the project's dedicated Jobs Page, and traineeship and apprenticeship outcomes.
- Training outcomes – 60 training program enrolments comprising short introductory programs, partial industry qualifications, full industry qualifications, traineeships and apprenticeships.
- Increased industry awareness: training information sessions x 4 (60 attendees); sector awareness and career pathway sessions x 6 (60 attendees).
- Industry Development Workshops x 2 (35 attendees) collaborative industry and stakeholder strategic planning workshops to identify and implement workforce development actions.
- Industry Sector Action Committee Meetings x 8 (90 attendees) sector steering committee meetings to support the implementation of dedicated training and employment programs.

CONSIDERATIONS

In the Eurobodalla shire, the health care and social assistance sector is one of the largest employers, generating 2,543 local jobs in 2017/18 and employing 17.3% of our workforce. The shire evidences the highest jobs to resident's ratio for the sector (1.00 (National Institute of Economic and Industry Research (NIEIR), 2017/18)) indicating there are more employment opportunities than eligible job seekers.

The proposed project will continue supporting the development of a skilled local workforce available to meet the human resource requirements of a growing health services sector, specifically targeting aged care workers, disability support workers, Aboriginal health workers, and allied health assistants.

Social Impact

This project will impact on our community in positive ways as improvements in employment contribute to enhancing the social determinants of health and wellbeing.

Social determinants of health are social factors that influence our health. The World Health Organization (WHO) has described social determinants as:

CAR19/011 FUNDING OFFER - REGIONAL EMPLOYMENT TRIALS

E18.1582

"...the circumstances in which people grow, live, work, and age, and the systems put in place to deal with illness. The conditions in which people live and die are, in turn, shaped by political, social, and economic forces."

Improving employment and training options, and in particular, supporting workforce needs to increase health care workers, provides opportunities for overall health to improve as a result of enhanced socioeconomic position and improved service conditions.

Economic Development Employment Potential

The project and funding supports the following actions in the Council's Economic Development Strategy 2019-28.

- 3.1: Council to continue to lead by example by offering traineeships, cadetships and apprenticeships to promote youth employment and encourage industry to follow suit with potential investors, government and participation at targeted industry events.
- 3.3: Support Health Education and Learning Partnerships (H.E.L.P. program). Involves conducting a needs analysis through industry consultation, training calendar management, the E.YES Youth Employment strategy activities, liaising with high schools, TAFE and businesses.
- 3.5: Support development in Aged Care training working with industry and training and job services providers to ensure adequate trained staff levels keep up with increase in demand. Liaise with developers of future aged care infrastructure to establish such demand.
- 3.6: Support and assist with initiatives such as Jobs Drive and Career Expos to encourage young and unemployed people to fill local vacancies

Financial

Council already has temporary staff, equipment and networks in place to enable the project and will be able to deliver the additional services at no further cost to Council.

Community and Stakeholder Engagement

We will inform the community through providing information on Council's website; Online News; Living in Eurobodalla residents newsletter; posting on Council's Facebook and Twitter; and distributing a media release.

CONCLUSION

The human resource demands required by our Shire's health and social assistance sector is not being met as we do not have enough skilled residents to meet sector employment needs resulting in persistent skills shortages.

The regions shortage of health care workers is intensified by increased demand for health and human services to support an ageing demographic. However, this creates an opportunity to direct locals into real employment and career pathways.

CAR19/011 FUNDING OFFER - REGIONAL EMPLOYMENT TRIALS

E18.1582

The *Jobs and Training Coordinator Project* will build on current projects to provide options for the workforce in our region to better meet demand from employers and deliver sustainable employment outcomes by being a collaborative conduit between industry, education and those seeking work.

CAR19/012 FUNDING OFFER - PLAYGROUP NSW INCORPORATED

E81.1160

Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services
Attachments: Nil
Outcome: Celebrated Creativity, Culture and Learning
Focus Area: 2.2 Improve local access to higher education and lifelong learning opportunities, facilities and services
Delivery Program Link: 2.2.1 Develop and provide early education services and programs
Operational Plan Link: 2.2.1.5 Seek funding to address early childhood development programs

EXECUTIVE SUMMARY

Council's agreement is sought to accept funding from Playgroup NSW Incorporated of up to \$28,000 for one year to provide additional playgroups in the Eurobodalla Shire.

Playgroup NSW Incorporated were recently funded under its *Play Strong* program to support the provision of additional playgroups in partnership with local organisations around NSW. Council's Children's Service team were approached by the group to be the provider in the Eurobodalla.

The offer is to provide additional two hour *Play Strong* sessions for 8-10 weeks during each school term for a maximum of 40 weeks over the year.

In accordance with the proposed Service Level Agreement, Council will invoice quarterly for the number of sessions provided and report on outcomes and attendance rather than being provided with an up-front lump sum.

RECOMMENDATION

THAT Council accept the offer of funding of up to \$28,000 from Playgroup NSW Incorporated to run additional playgroups in the shire.

BACKGROUND

Council's Children's Services have been active in the community with the provision of quality early childhood services over the past 25 years. More recently, the service has achieved external funding to present the Embracing Participation project to engage with hard-to-reach families and the successful 3Bs Playgroup program run across the shire. Council are well known and regarded for the events and programs provided for early childhood development.

This has ultimately resulted in Council being perceived as being best-placed in the Eurobodalla for selection to present the program on behalf of the group. Moreover, Council has sound governance processes and excellent networks and are 'shovel-ready' to roll the project out.

The program being proposed for the shire is based on the evidenced-based *Parents Early Education Partnership* (PEEP) program. The PEEP program is designed for preschool children of

CAR19/012 FUNDING OFFER - PLAYGROUP NSW INCORPORATED

E81.1160

all ages. PEEP responds to research findings that young children who are given lots of opportunities and support to explore, play, problem solve, read, sing and socialise in a group environment will be better prepared for life and learning.

Each PEEP session has a special 'talk time' where parents explore topics related to child development and parenting. The program also links families into local services and groups, as well as the wider community. Professional visitors are often invited to sessions to provide information and advice for families and there are regular social outings to local destinations.

CONSIDERATIONS

The opportunity to attract external funding to support community programs enables Council to provide quality opportunities that address important social and wellbeing issues in the community.

Moreover where services can be value-added with common aspirations and support capacity building, we strengthen our community's social capital and make the Eurobodalla a safe and vibrant place to live.

Social Impact

The Eurobodalla evidences higher levels of disadvantage and vulnerability in its early childhood index measured by the Australian Early Childhood Census. Playgroup NSW have been funded by the NSW Department of Education to provide this project in targeted areas in NSW. This will assist more local Eurobodalla pre-school aged children and families to be better prepared for life and learning.

This additional project is also signaling that there is more effort required to address early childhood development, and that projects like these are early intervention and investment in healthy communities for the future.

Financial

Council's Children's Services already has permanent and casual staff, equipment and networks in place to enable the project and will be able to deliver the additional services at no further cost to Council.

Community and Stakeholder Engagement

We will inform the community through providing information on Council's website; Online News; Living in Eurobodalla residents newsletter; posting on Council's Facebook and Twitter; and distributing a media release.

CONCLUSION

Council's Children's Services play a significant development role for our shire's children and families, with strong links and partnerships in the community and region.

This has resulted in practical outcomes such as being approached by a state-wide peak body to fund and deliver programs on its behalf to improve our community's opportunities for early childhood development.

CAR19/013 LIBRARY SERVICES UPDATE

E88.0913

Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services
Attachments: Nil
Outcome: Celebrated Creativity, Culture and Learning
Focus Area: 2.2 Improve local access to higher education and lifelong learning opportunities, facilities and services
Delivery Program Link: 2.2.2 Provide quality library services, programs and resources
Operational Plan Link: 2.2.2.1 Provide lending collections, reference, information and online services

EXECUTIVE SUMMARY

Council's Library Service, delivered across the three branches at Batemans Bay, Moruya and Narooma, makes a valuable contribution to the social, cultural, economic and educational development of our community. As a free and open facility, it promotes imagination and creativity, information sharing and lifelong learning through resources in a wide variety of formats, an extensive events calendar, school holiday and preschool programs, computer literacy support and training, as well as meeting rooms and spaces for community use.

In providing these services and spaces, the library service also promotes social capital and wellbeing in our community. Through its funding and support of the libraries, Council ensures that everyone in our community has access to information, resources and services.

Over the past few years, considerable effort has been expended to renew and improve our libraries to meet the needs of our evolving communities and keep pace with current developments in library practice and the delivery of an effective and dynamic service.

Key projects to achieve this include the complete refurbishment of Narooma and Moruya Libraries (including the addition of the Basil Sellers Exhibition Centre and arts facilities) and the current refurbishment work underway at Batemans Bay. This will mean that, going forward, our community will have fully refreshed library spaces, with contemporary services, layout and programs.

RECOMMENDATION

THAT Council receive and note the Library Services update.

BACKGROUND

In the early 1980s Council took responsibility for the library service, employed a Librarian and began the task of setting up three small libraries in Moruya, Narooma and Batemans Bay. In the mid-1990s Council made a commitment to revitalise the library service, setting in train an ambitious building program to replace all three libraries with new modern accessible facilities.

The new Moruya Library opened in 1998 and was recently revitalised and extended in 2018 creating an expanded facility that also houses the Basil Sellers Exhibition Centre.

CAR19/013 LIBRARY SERVICES UPDATE

E88.0913

The current Batemans Bay Library opened in 2000. The library is part of a joint use facility with TAFE and the University of Wollongong. The library provides space for study, reading, internet use and community activities. In addition, the library provides reference and reader education services to University of Wollongong students. Through a State Library grant, the library is currently being refurbished.

The Narooma Library opened in 2003 in its current location. The library is part of a joint use facility with the Greater Southern Area Health Service and shares space with Community Health and the Narooma Youth Cafe. It was refurbished in 2016, featuring a bright, open design and a small boat created by Eurobodalla Woodies for the children's area.

Across the three facilities, the service partners with the co-located services as well as with other community members and groups, engaging with the community and expanding the reach and impact of the service.

CONSIDERATIONS

With high levels of public access to the libraries, customer service is paramount. Our library team consistently achieves great feedback and positive results to surveys and have also fared well in Council's mystery shopper campaigns. The 2018 library survey evidenced that 97% of respondents (n=170) rated the service Very Good (25%) to Excellent (72%) and that people are accessing the library primarily for books, DVDs and computer access.

Use of the library's resources, services and spaces is strong. In 2017/18 there were:

Visitors to libraries	149,352
Print items loaned	200,945
E-resources loaned	70,330
New members	1,426
Reference requests	9,294
IT assists	5,337
Computer bookings and wifi	25,000
Library events/programs	336 (with 3,674 attending).

The Library service addresses key strategic priority areas, with representatives from each branch taking responsibility for specific areas of the overall service. Currently we have cross library teams working on Programs, IT, Collections and Children. The following provides details on the success of each priority area during 2017-18.

1. Programs Team

During the 2017-18 financial year, 336 events were delivered with 3,674 participating. Of the attendees 41% were adults, 25% were pre-school aged and 26% were school aged.

The events covered all ages and a wide variety of subjects, from artist/author talks to gardening, cooking, computing, fishing, K9s and historical interest events. All of these are promoted in our quarterly glossy events magazine – Library Link. The events are planned around key categories for interest and reference including Readers and Writers, Story Telling, School Holidays, History and Heritage, Creating and Learning and Exhibitions.

CAR19/013 LIBRARY SERVICES UPDATE

E88.0913

Events create a dynamic and topical way to engage our community. They also give opportunity to partner with a variety of community organisations such as SAGE, CWA, Eurobodalla Writers, Disability Trust and AMH Holden, who recently provided training on basic car maintenance.

A highlight of the 2017-18 programs calendar was a visit by the Premier's Literary Award Winner, Mark McKenna, who spoke about his work. This event attracted over 80 participants. Staff are currently working on streaming the Sydney Symphony Orchestra into the Batemans Bay Library.

Particularly exciting is the development of computer literacy workshops, made possible through grant funding, to provide regular sessions in basic level computer instruction and guidance. These sessions are often booked out or have a waiting list. Drop-in help sessions in each library have recently started. These programs offer a significant service to our community in an age where digital literacy is a critical part of everyday life and the digital divide an emerging social issue.

All events are surveyed. Customer response in the last 6 months has been very positive with a 98% satisfaction rate (rating 4-5 on a scale of 5).

2. IT Team

The IT team monitors the electronic collections of the libraries. Evaluating new resources and databases are an important part of ensuring that the resources are relevant and useful for our community and to ensure that Council is getting value for money.

The library currently subscribes to six e-resource providers covering e-books, e-audio and e-magazines, genealogy and languages. The library service also provides, via the Council website, access to the considerable database resources of the State Library of NSW, including topics such as Australian War history, reference and research, science, craft, environment and debating support.

Customers are increasing their use of e-books and particularly of e-magazines, where they can get the latest copy of popular magazines delivered to their device.

The team have also been working on the Library Management System (LMS) that records all the services' titles and borrowings etc. Since moving to the 'stand-alone' status in 2015, approximately 150,000+ double entries and other invalid/incomplete records have been purged from the system, with the team now in a position to pursue additional functionality for the LMS to support more efficient reporting and utility for the staff.

The team will now be looking at 'plug-in' software that will enable staff to effectively analyse how the collection is performing and take clear action to maximise and manage it — aligning supply with demand more effectively.

CAR19/013 LIBRARY SERVICES UPDATE

E88.0913

3. Collections Team

The libraries purchase around 6000 items in various formats per year, covering the collections many different formats – print, audio book, magazine, DVD as well as variations within those formats – eg, large print, dyslexic font.

Leaving the South Coast Libraries Cooperative in 2015 meant that Eurobodalla had to establish and manage its acquisition processes, making it essential to monitor purchases and ensure suppliers are accountable.

The new structure and procedure for ordering enables staff to acquire suggestions provided by the local library users rather than just being provided with stock selected by other organisations or suppliers. This has resulted in our local collection now being more relevant, useful and reflective of the needs of our community.

There is a continuous process of monitoring and reviewing library print and e-resource suppliers which goes towards providing a streamlined purchasing system aligned more effectively with Council's procurement policy, improving administration processes and achieving better value for money.

Staff have also been busy embarking on the process of rezoning the libraries, starting in Moruya. This is a process which follows the retail pattern where the non-fiction collection is grouped via category or interest area, eg gardening, lifestyle and art. This provides greater ease of access to the collection by the public and is more customer friendly than the traditional Dewey Decimal system.

A key innovation undertaken has been partnering with other NSW South East Zone libraries to form several consortia which have enabled the expansion of the number of e-book and e-audio book titles available for Eurobodalla customers and brought a reduction in the annual subscription price to suppliers such as Bolinda Digital. Eurobodalla library members can now access approximately 14,995 individual titles of e-books and 3,875 individual titles of e-audio books via this supplier.

4. Children's Team

The Children's Team coordinate the very popular story times and holiday activities across the 3 branches. In 2017-18, the libraries delivered 87 story times in school terms, bringing 817 pre-schoolers into the libraries, and 24 holiday activities with 564 primary aged children attending. The team seeks to ensure that activities and resources for children encourage early literacy and reading development, as well as making a visit to the library a fun, affordable and exciting outing.

CAR19/013 LIBRARY SERVICES UPDATE

E88.0913

The library partnered with Bolinda in 2018 to bring Stig Weymss, a noted children's book narrator, to work with three of the local primary schools. The team has worked with others in the community such as local fire fighters, guest story tellers, yoga practitioners and cartoon drawing experts to deliver a range of age-appropriate programs.

Of note, the library service has introduced programs in the past year such as 'Little Builders', which focusses on building and imagination skills using Duplo blocks and the 'Little Bang' program designed to engage children in early science and maths activities, often through conducting a range of simple experiments.

Technology

The libraries offer access to computers and to the internet through library computers and via wi-fi, whereby people bring their own devices. Over 25,000 people accessed these services in 2017-18, and for many, the library computers are their only means of accessing the internet for essential services such as Centrelink reporting and passport applications.

Library staff assist customers who have a low level of technological literacy. The growing demand for assistance in the basic areas of email and governmental forms has led to the implementation of a series of grant funded computer literacy classes, which have proven successful and popular.

The service has recently introduced ipads for the use in children's areas and large computer/TV screens and projection units in meeting spaces to enable better functionality for potential users and library programs.

A recent partnership formed with the National Museum of Australia will enable the libraries with this technology to host 'live' tours of various exhibitions including live interaction with the tour guide. This function will provide the opportunity for the libraries to engage with others regionally, nationally and internationally to improve participation with enriching and interesting experiences.

Policy

Library services are delivered under the Library Services Policy.

Social Impact

With around 150,000 people coming into the libraries each year, the opportunity for significant community impact is taken up by the libraries through the provision of safe spaces, an extensive events program, and free access to resources and services. Areas of social impact include:

- Impact on literacy levels – all aspects – print, digital, social, financial, lifestyle.
- Opportunities for educational experiences through the resources and programs
- Improved lifestyle and wellbeing through recreational reading and socialization at events and programs

CAR19/013 LIBRARY SERVICES UPDATE

E88.0913

- Access to technology and to information and tuition at basic levels of computer literacy
- Socialization of all ages
- Opportunities in quiet spaces for personal development
- Development of imagination for all ages

Community and Stakeholder Engagement

The library informs the community about its services and activities through providing information on Council's website and online News; Living in Eurobodalla residents newsletter; posting on Council's Facebook and Twitter; distributing print brochures, partnering with community groups; distributing media releases.

CONCLUSION

Council's Library Service plays a significant role in the social, cultural, economic, and educational development in the Shire, facilitating social capital and ensuring access to resources, information and technology that empowers and enables a dynamic and informed community.

DR19/002 LOCAL GOVERNMENT TOURISM CONFERENCE

E91.3255

Responsible Officer: Maureen Nathan - Councillor

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: 9.1.2 Implement effective governance

Operational Plan Link: 9.1.2.4 Provide professional development opportunities for Councillors

EXECUTIVE SUMMARY

Councillor Maureen Nathan represented Eurobodalla Shire Council at the 2019 Local Government NSW (LGNSW) Tourism Conference which was held on 17 – 19 March 2019 at Terrigal and she presents her delegate's report on the Conference.

RECOMMENDATION

THAT the Delegates Report from Councillor Maureen Nathan on the 2019 NSW Local Government Tourism Conference be received and noted.

BACKGROUND

The 2019 theme, *Experience Changes Perceptions*, related to creating tourism experiences that will attract and sustain a local and visiting audience, investment, partnerships and content development. The theme also looked at how to address assumptions tourists make about destinations and how we can change visitor perceptions with real experiences and technology.

The conference was facilitated by Central Coast Council Mayor, Councillor Jane Smith. Councillor Smith emphasized that tourism is primarily focused on the need to tell your story, and each has unique people, places and stories and for councils to provide the enabler for tourism operators through stimulation partnering with Destination NSW with joint and focused efforts.

Opening address

The opening and introduction for the LGNSW Tourism Conference was undertaken by Cr Linda Scott, President, LGNSW. I was disappointed with the overtly political opening address with the bias she continues to portray, whilst representing LGNSW.

Cr Scott delineated the advocacy work regarding short term holiday rentals, and the need to address the gaps between planning, and the status quo.

1. Suggestions have been for a registration system to enable data for compliance
2. Funds for research to monitor impact.
3. Minister Roberts has indicated caps to be self-determined by LGs but limited to a floor of 180 days
4. Rural tourism categorized in three types; farmstays, shops and tour. These would be piloted in Liverpool, Queenbeyan and Wollondilly

DR19/002 LOCAL GOVERNMENT TOURISM CONFERENCE

E91.3255

Research and insights on engagement with the arts, including arts tourism

Chis Pope, Research Team, Australia Council for the Arts, undertook a presentation on the research work and data on the arts in Australia and International Arts Tourism – Connecting Cultures. This industry is growing. Interesting figures of 8.1M tourists, 3.5M visit the arts. Asia is our largest tourist market (48%). Of particular interest is First Nation Arts and experiences which is up 14% from 2013-2017. The website australiancouncil.gov.au is an interactive portal highlighting arts and culture in each of Australia's 150 federal electorate divisions.

Destination NSW Stephen Mahoney, General Manager, Regional NSW, Destination NSW

Session discussed:

1. Nature Based Tourism
2. the Visitor Economy Index Research is now looking beyond "beds" into stakeholder satisfaction
3. Regional Tourism Fund marketing campaigns.
 - Hunter Valley (Good Life)
 - Dubbo and Western Plains (School Gate 7 Good Life).
 - Riverina (go with the flow)
1. Regional Flagship Event Funds and product development for visitor infrastructure
2. Regional Conferencing with a free listing (currently 480 varied venues statewide). Council should consider ensuring Eurobodalla venues are listed on this site.
3. Asia Pacific Incentive Meeting Events 2019. Process where 24 local government and venues co-exhibited
4. Diploma course available Meeting and Events Australia
5. Road Trips: Itinerary and Trip Planner to be used on the road, mobile first to get connected.
6. NSW Aboriginal Tourism Action Plan – we need to look at where this is done well
7. Do not forget Students, Local Wine and Food, Cruising.

The Hon John Graham MLC, Shadow Minister for Tourism and Major Events

Presentation about the night time economy, state wide music funding, sustainable communities and the need to map Inclusive Tourism resources on a hub. He discussed the fact that there are less music venues because of the squeeze on them and the need to rebuild the touring network across NSW including coastal, regional and suburban.

Unfortunately, the presentation was 15 minutes of unabashed political grandstanding in the light of the upcoming NSW election. Several delegates walked out, and others complained that they did not pay to hear a political spiel.

Competing or collaborating in a crowded market: Navigating regional resources and layers of governance to effectively market to tourists

Panel Discussion facilitated by Lucy White, General Manager, Destination Network Country and Outback NSW Glenn Caldwell, GM, Destination Sydney Surrounds North Rebel Thomson, Executive Officer, Namoi Unlimited Craig Sinclair, Economic Development Manager, Temora Shire Council Amanda Brisot, General Manager, Western Sydney Business Connections.

DR19/002 LOCAL GOVERNMENT TOURISM CONFERENCE

E91.3255

Issue discussed how to get ideas upwards and outwards, to imbed tourism into regional areas and create an environment. Essential to engage elected Councillors, continue education, celebrate financial successes, share the successes and allow time to talk about them.

Rebel: Reiterated the need for strong elements of honesty, trust and intellectual capabilities about facts and not wants. Engage early, engage everyone and often, ensure that people are aware of the layers of complexity as tourism touches everyone. Joint Organisations are strategic, don't take no for an answer. Look to NSW government alignments, how do we apply knowledge of customers' desires?

Craig: Reiterated the need for co-operation not competition, articulate well the roles and to understand e.g. infrastructure and network. Questioned whether by design or osmosis, top down or bottom up. Recommended that regulation of political boundaries be limited, e.g. planning departments need ways to make things happen rather than say no.

Glenn: Current data research can inform activities. 14 Local Government's strategies as a foundation, relationships that allow for follow through on opportunities, professional insights from Destination NSW Get the language consistent! Tourism and visitor economy (Deloitte's 2017 report) is now the 5th pillar of economy. However we need to help industry understand programs: funding, lead time for development establishment and recognition, tourism stock needs to survive, tourism is everyone's business.

Doing heritage differently

Sarah Jane Brazil, Manager, Madelaine Veronese, Senior Project Officer, and Claire Hickson, Senior Heritage Project Officer, Heritage Near Me program, Heritage Division, Office of Environment and Heritage.

Using case studies describing festivals, grant projects and new media (apps and virtual reality), Heritage Near Me will explore how creating novel experiences has shifted tired perceptions of our heritage. The Four year program ends 2020. \$28M budget over four years. Survey results 78% of perceptions of heritage changed after West Fest.

Challenge of changing perceptions moving the Titanic with your little finger

A Lake Macquarie journey presented by Jacqui Hemsley, Manager Cultural Services, Lake Macquarie City Council. The challenge of changing perceptions of a region.

Legacy issues of 30 year old use of open space on the largest saltwater lake in the southern hemisphere. Discussed the needs to build an appetite for experimentation e.g. the Float your Boat 2018 Festival 28-29 June in the Lake Macquarie Event and Festival Strategy Action Plan 2019-24. Public Art, Creating Spaces and Commissioned work, now making the night festival for dressing up your boats a ticketed event, other events include Belmont Beers Blues BBQ.

Innovation and Activation - A place before a space Music by the River

Shelley, Events Team Leader, Queanbeyan-Palerang presented a case study look at the multi award winning event Music by River Laura.

DR19/002 LOCAL GOVERNMENT TOURISM CONFERENCE

E91.3255

Queanbeyan population is currently 42,000 and expected to grow to 75,000 by 2035. Queanbeyan celebrated its 180th birthday 2018, and the town evolved as working class town for construction of Canberra.

Transformed park into public space for music events i.e. built the amphitheater space for events. Council had to combat public angst during construction.

Now have a three year partnership with Canberra Symphony Orchestra, Ironwater and the Council. Includes e.g. Tres Bon of Bungendore, 70% of attendees had not been to a Queanbeyan event, 80% will return! 2020 event anticipates 70% out of area attendees. 2019 is in Canberra Symphony Orchestra program. Ticketed area for 2019 sold out in two weeks.

Project has lifted emotion, excitement of Canberra Symphony Orchestra Musical Director, community anticipation and expectations and CONFIDENCE in the Council and the Council events team.

Key lessons : Make risk your friend, build in measures for being too successful, listen to the community for improvements, trust your partners, target a strong audience, have a reason for the opportunity, raise the bar and jump.

The Art of Changing Perceptions by delivery exceptional experiences

Rebecca White, Director, Tourism Eschool. Why visitor experience matters.
By 2020 a majority of purchase decisions will be based on customer experience.

Key points include:

1. Competency does not create conversation: There is a three year program guiding people in storytelling for their niche experiences.
2. V.I.C Meet and greet using the Apple model: Require 12months for the cultural change. Include virtual reality experiences NOT a wall of brochures.
3. Art Community e.g mosaics on toilet blocks
4. Need to be pro-active for handling peak traffic for hot spots.
5. Park signage e.g. Cradle Mountain 6. #tags free fast and easy Wifi.

Many Experiences – One Destination

Shoalhaven rebrand 100 Beach Challenge and the effects of over tourism from board shorts and thongs to many experiences, one destination including case study of the Coralie Bell, Tourism Manager, Shoalhaven City Council.

Cut away from Destination Marketing, take the Time, Interactive Website, Our Brand Our Identity, 100 beach challenge encourages dispersal.

Reinvesting in Places: gentrification and entrepreneurship Drive to Woy Woy and the

waterfront to discover how local business owners investing in spaces have improved the appeal of this destination and not only for residents. Another long drive with some commentary East Gosford est 1840. \$4.2M investment in its foreshore.

WoyWoy now has ferry from Palm Beach and direct train to Sydney, Guest houses and camping Air B&B.

DR19/002 LOCAL GOVERNMENT TOURISM CONFERENCE

E91.3255

Lessons were the shared pathways along the mangroves with water views, use bloggers and stories, pop up dinners and celebrity chefs. Meet the maker/locals. The face before the public word of mouth. Art installations on blank walls. Competition for artists, then give them a wall to paint.

1. Fishermans Wharf restaurant 3rd generation family evolved from boat hire and fish and chips to licensed 150 seat restaurant catering 50% Sydney on weekends and weekdays 80% local.
2. Fudge Monkey: Evolved from home produce sold at market to Gluten Free Fudge, 500 pies/week 1000 wedding cakes/yr by creating own gluten free flours using sorghum, rice, buckwheat.
3. Young Barons: Simple homemade pasta, funky flavours, family and community support, small town vibe. Created the #makewoywoygreat again

Tourism, aquaculture and fashion from Akoya pearl Oysters

Penny Browne, Broken Bay Pearl Farm NSW and Cygnet Bay Pearl Farm WA launches broken bay pearl farm tours the first ever pearling tourism in New South Wales
brokenbaypearls.com.au.

Tells the story of the Sydney Rock Oyster. National and International audience with all levels of demographic. The standout feature of this pearl is the lustre and wide range of unconventional natural colours, ranging from warm white and cream, yellows and oranges, silver and blues, green and pink hues.

Established in 2003, Broken Bay Pearl Farm is the only pearl producer in New South Wales, and has remained a strong boutique operation since.

Creating experiences through six degrees of separation

Melissa Ritchie, Art Director Account Manager, Wisdom presented how to develop destination marketing campaigns that change perceptions of your region through second hand experiences and vicarious vacations in digital media.

Learnings:

- Social media has reach of up to 2.5M.
- Need to teach operators in Eurobodalla how to tag and respond.
- Addictive hot bed of photoshopping competition. Need to leverage the region away from the mundane or negative show off our back yard.
 - e.g. Shire of Bland did it big to be colourful, quirky creative themed art,
 - McKay tartan poles,
 - Get people to use the location and #tag share and get permission to repost.
 - Pick out the best photos to add to the album.
 - Influences do not have to be paid only, can be home grown heroes.
- Create a list of 10 most Instagrammable spots. People want their version, everyday folk give authentic content!!!!

DR19/002 LOCAL GOVERNMENT TOURISM CONFERENCE

E91.3255

Changing perceptions and expectations throughout the customer journey via virtual and augmented reality.

Daniel Cove, Tourism Manager, Bathurst Regional Council, there have been six decades of change in photography. MAJOR change since 2012 .Must use technology now. There is an expectation of seeking the untouched uncontaminated destination as a perception “Social Proof follows the crowd” e.g the Wanaka tree Tasmania. People do not associate ‘fake elements’ on our social media network, it is an act of ‘collective faith’.

Experience now is through the lens... evaluation through the likes. The mobile phone is the inseparable travel companion, without it people feel incomplete and anxious. Hyper-realistic is the new normal.

Technology is the TOOL

Anita Monticone, Destination Marketing Officer, City of Newcastle presented on how to make it easier and better to relate the experience. Used an augmented reality with relatable bite size information.

Transition will be to:

1. video with regard to content average view time is 4sec out of 30sec
2. Captions
3. Teasers, tasters and sneak peaks
4. QR Codes must be included in the mix

Lesson: Keep on top of what phones are doing.

DR19/003 AUSTRALIAN COASTAL COUNCILS CONFERENCE

E91.3255

Responsible Officer: Clrs James Thomson, Patrick McGinlay and Anthony Mayne

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: 9.1.2 Implement effective governance

Operational Plan Link: 9.1.2.4 Provide professional development opportunities for Councillors

EXECUTIVE SUMMARY

The Australian Coastal Councils Conference, hosted by Kiama Municipal Council, was held from 6 to 8 March, in Kiama, NSW. Councillors James Thomson, Anthony Mayne and Pat McGinlay were Council's delegates at the Conference and present the following report.

RECOMMENDATION

THAT the Delegates Report from Councillors James Thomson, Anthony Mayne and Pat McGinlay on the 2019 Australian Coastal Councils Conference be received and noted.

BACKGROUND

The 2019 Australian Coastal Councils Conference was convened by the Australian Coastal Councils Association at The Pavilion, Kiama, from 6 to 8 March 2019.

It was attended by representatives of coastal councils from all states, in addition to members of the coastal research community and representatives of relevant government agencies.

Highlights of the 2019 conference included the following:

Sunshine Coast: Building a Bright Future – Presentation outlining the council's strategy of adopting smart city technologies. Presented by Warren Bunker, Group Executive, Liveability and Natural Assets Group, Sunshine Coast Council. The council is recognized as a leader in the adoption of smart technology.

Australian Coastal Cities: Climate Risks and Responses – Presentation which examines Australia's weird weather and the impact of climate change on the nation's tourism sector. Presented by Professor Lesley Pro Vice-Chancellor, Research Integrity and Development, at Macquarie University, member of the Australian Climate Council and the Wentworth Group of Concerned Scientists.

The Tsunami Threat to Australia - Coastal researchers from the University of NSW present the findings of a research project examining the tsunami risk to Australia. The research report, which was published in Nature, indicates the main cause of tsunamis is submarine earthquakes.

The Smart Beaches Project – Presentation and workshop on a project aimed at making beaches safer, reducing the risk of coastal drownings and improving public amenities. The project has received funding support through the smart Australian Government's cities and suburbs

DR19/003 AUSTALIAN COASTAL COUNCILS CONFERENCE

E91.3255

program and is being led by Lake Macquarie City Council in conjunction with Northern Beaches Council and the University of Technology Sydney.

Online Short-Term Holiday Rental Platforms – Professor Nicole Gurran, who led the recent research project into planning responses to the impacts of short-term holiday rental platforms, presents an update on the final report and subsequent state government responses.

Coastal Policy Forum – A coastal policy forum on Friday 8 March considered priority coastal policy issues and provided an opportunity for key political figures to present their party's policies in relation to coastal issues which they will be taking to the Federal election. The forum included keynote speeches by The Hon Mark Butler, MP, Shadow Minister for Climate Change and Energy, and Senator Janet Rice, Chair of the Senate Environment and Communications References Committee.

A Welcome Reception for delegates was held on Wednesday 6 March at The Pavilion, and the Conference Dinner, including presentation of the 2019 Australian Coastal Awards, was held on Thursday 7 March. This year's Conference had a very full program with coastal case studies being a popular feature.

The full Conference Report and presentations can be found at:

<https://stokes2013.files.wordpress.com/2019/03/2019-australian-coastal-councils-conference-report.pdf>

In addition, the Australian Coastal Councils Association Inc. conducted a survey of coastal councils to collect information on the major issues of current concern to councils in Australia's coastal areas. After considering the findings of the survey, which were presented to delegates attending the Australian Coastal Councils Conference at Kiama, NSW, from 6 to 8 March 2019, representatives of the coastal councils in attendance endorsed the need for five key policy initiatives, which are outlined as follows:

Resources to Manage the Coast on behalf of all Australians

Introduce a national funding formula to provide the resources necessary to manage and maintain the coast effectively on behalf of all Australians, including the funds needed to increase the adaptive capacity of councils to address climate impacts.

Allocate Financial Assistance Grants to address coastal hazards

Broaden the range of 'disabilities' listed under Financial Assistance Grants to include factors such as the vulnerability of coastal areas and communities to coastal hazards.

Intergovernmental Agreement on the Coastal Zone

Develop a coordinated national approach to coastal governance through an Intergovernmental Agreement on the Coastal Zone in cooperation with Australian, state, territory and local governments. This would clearly define the roles and responsibilities of each tier of government in relation to coastal zone management.

National Coastal Policy

Ensure that the Intergovernmental Agreement on the Coastal Zone forms the basis for a National Coastal Policy which outlines the principles, objectives and actions to be taken to address the challenges of integrated coastal zone management for Australia.

DR19/003 AUSTALIAN COASTAL COUNCILS CONFERENCE

E91.3255

Increase funding for Australian climate research programs

Allocate increased levels of funding for Australia's climate science research programs conducted by CSIRO and other research bodies, including the restoration of funding for the National Climate Change Research Facility or establishment of a similar body and continuing support for CoastAdapt. This is essential to ensure appropriate guidance in relation to responding to coastal hazards is accessible to Australia's coastal councils so that coastal communities and assets are adequately prepared to address the adverse effects of climate change impacts.

The representatives also endorsed the need for effective actions to reduce greenhouse gas emissions.

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.

Nil

EUROBODALLA SHIRE COUNCIL

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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