



AGENDA

Ordinary Meeting of Council

13 March 2018

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

ON TUESDAY 13 MARCH 2018

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 27 February 2018
- 5. DECLARATIONS OF INTEREST OF MATTERS ON THE AGENDA**
(Declarations also to be made prior to discussions on each item)
- 6. MAYORAL REPORTS**
Nil
- 7. NOTICES OF MOTION**
Nil
- 8. QUESTIONS ON NOTICE FROM COUNCILLORS**
Nil
- 9. PETITIONS**
Nil
- 10. GENERAL MANAGER'S REPORTS**
GMR18/005 Submission to draft Consultation Model Code of Meeting Practice 3

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**DR CATHERINE DALE
GENERAL MANAGER**

**GMR18/005 SUBMISSION TO DRAFT CONSULTATION MODEL CODE OF
MEETING PRACTICE**

E06.0429

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: 1. Submission to Model Code of Meeting Practice

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: 9.1.2.1 Facilitate the conduct of effective Council meetings

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of a draft submission to the Office of Local Government's (OLG) [Consultation Model Code of Meeting Practice](#).

The NSW Government is consulting with councils and other stakeholders on the new Model Code of Meeting Practice for Local Councils in NSW (Model Meeting Code). Amendments made to the *Local Government Act 1993* in August 2017, provide for a model Code of Meeting Practice to be prescribed by legislation. The adopted Model Code of Meeting Practice will replace the meeting rules currently prescribed in the *Local Government (General) Regulation 2005* (the Regulation).

The preparation of a Model Code of Meeting Practice is a positive outcome of the *Local Government Amendment (Governance and Planning) Act 2016*. The Consultation Draft Model Meeting Code has two distinct elements. It contains mandatory provisions that reflect existing meeting provisions of the Local Government Act and adopts those currently in the Regulations. An encouraging result of the draft Code is that the existing meetings provisions of the Regulation have been updated and supplemented to reflect contemporary meetings practice by councils and to address ambiguities and areas of confusion in the existing provisions based on feedback from councils. The second element of the Code is the non-mandatory provision (indicated in red font) that cover areas of meetings practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions will also operate to set a benchmark based on what the NSW Office of Local Government (OLG) sees as being best practice for the relevant area of practice. At this stage, these non-mandatory provisions are not required and can be included as supplementary provisions in a Council's adopted Code of Meeting Practice.

Council's submission highlights the sections Council does not list in its current Code of Meeting Practice and its support or otherwise of those provisions. It is considered that the Model Code of Meeting Practice is a thorough document. A summary of the key issues to support and issues that need to be considered for review are provided below. The attached submission outlines more detail.

The key points of support are:

- The majority of the document is reflected in Council's current Code of Meeting Practice

**GMR18/005 SUBMISSION TO DRAFT CONSULTATION MODEL CODE OF
MEETING PRACTICE**

E06.0429

- Council supports the inclusion of Section 2 – Meeting Practice
- Council supports the provision of Public Forum as part of its Council meeting. A number of the non-mandatory provisions maybe included in Council’s draft Code.
- Section 11 – Council supports the recording of against votes only.
- Council supports Section 17 for the provision of rescinding or altering of council decisions but would like to see a mandatory time frame across NSW.

The points of concern are:

- Limitation of speakers for and against an issue.
- Limitation on Councillors for submission on Notice of Motions.
- Section 5.3 – this provision is ambiguous and should directly reflect the Act.
- Section 9 – Mayoral Minutes – Council does not support the wording that *‘must not be used to put without notice matters that are routine and not urgent’*.

It is important to note that Council is only providing a submission to the Model Code of Meeting Practice. Once the Mode Meeting Code is finalised, Council will be given six months in which to adopt a Code of Meeting Practice based on the Model Meeting Code.

RECOMMENDATION

THAT Council endorse Council’s submission on the Consultation Draft Model Code of Meeting Practice to the NSW Office of Local Government.

BACKGROUND

The Model Meeting Code as developed by OLG has two elements:

- It contains mandatory provisions (indicated in black font) that reflect the existing meetings provisions of the Act and adapt those currently contained in the Regulations. The existing meetings provisions of the Regulations have been updated and supplemented to reflect contemporary meetings practice by councils and to address ambiguities and areas of confusion in the existing provisions based on feedback from councils.
- It contains non-mandatory provisions (indicated in red font) that cover areas of meetings practice that are common to most councils but where there may be a need for some variation in practice between councils based on local circumstances. The non-mandatory provisions will also operate to set a benchmark based on what OLG considers as being best practice for the relevant area of practice.

The Model Meeting Code has been designed to achieve a range of outcomes, namely:

- promoting, as the principal object of meetings, the making of decisions by the governing bodies of councils that are in the best interests of the council and the community as a whole
- promoting more accessible, orderly, effective and efficient meetings and to provide councils with the tools to achieve these outcomes

**GMR18/005 SUBMISSION TO DRAFT CONSULTATION MODEL CODE OF
MEETING PRACTICE**

E06.0429

- prescribing principles to inform the way in which meetings are conducted and to prescribe meeting rules that are consistent with these principles
- codifying areas of common practice across councils in a way that is clear, efficient, leads to better informed and more effective decision making and that is consistent with the requirements of the Act
- promoting greater consistency between councils across the state in key areas of meetings practice without losing the ability to allow some variation in practice to meet local needs or expectations
- allowing greater flexibility in the conduct of meetings to accommodate a range of potential scenarios that are not addressed by the current meeting rules
- simplifying the language currently used to make the prescribed meeting rules more accessible and easier to understand
- modernising the rules to accommodate current and emerging technologies (e.g. electronic notice and webcasting).

CONSIDERATIONS

Legal

This Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is made under section 360 of the Local Government Act 1993 (the Act) and the Local Government (General) Regulation 2005 (the Regulation).

Policy

It is important to note that Council is only providing a submission to the Model Code of Meeting Practice. Once the Model Meeting Code is finalised, Council will be given six months in which to adopt a Code of Meeting Practice based on the Model Meeting Code.

Community and Stakeholder Engagement

While this is a NSW Government process, Council has informed its community through providing information on the requirements of the submission via distribution of a media release.

Council's submission is due to the OLG on 16 March 2018. Councillors have provided input into the submission at briefing sessions on 13 February 2018 and 6 March 2018.

CONCLUSION

A submission has been prepared in response to the draft Consultation Model Code of Meeting Practice. A copy of the submission is attached to this report.

The preparation of a Model Code of Meeting Practice is a positive outcome of the *Local Government Amendment (Governance and Planning) Act 2016*.

Council's submission highlights the sections Council does not list in its current Code of Meeting Practice and its support or otherwise of those provisions. It is considered that the Model Code of Meeting Practice is a thorough document.

Draft Model Code of Meeting Practice for Local Councils in NSW comparison to Council’s Code of Meeting Practice.

Thank you for the opportunity to provide input into the draft Consultation Model of Code of Meeting Practice. Council is supportive of the majority of the draft Consultation Mode of Code of Meeting Practice.

The submission highlights the sections council does not list in its current Code of Meeting Practice and its support or otherwise of those provisions. In most cases the Model Code of Meeting Practice is a thorough document.

Contents	Comment
<p>Section 3 Before the Meeting Giving notice of business to be considered at council meetings 3.13 A councillor may submit no more than (number to be specified by the council) notices of motion to be considered at each ordinary meeting of the council.</p> <p>Pre-meeting Briefing Sessions 3.34 Prior to each ordinary meeting of the council, the general manager will arrange a pre-meeting briefing session to brief councillors on the items of business to be considered at the meeting. Pre-meeting briefing sessions may also be held for extraordinary meetings of the council and meetings of committees of the council.</p> <p>3.35 Pre-meeting briefing sessions are to be held in the absence of the public.</p> <p>3.36 The general manager or a member of staff nominated by the general manager is to preside at pre-meeting briefing sessions.</p> <p>3.37 Councillors (including the Mayor) are to make all reasonable efforts to attend pre-meeting briefing sessions.</p>	<p>Council does not believe that it is appropriate to limit the number of Notice of Motion submitted by Councillors. Council understands this is a non- mandatory clause.</p> <p>Council supports the inclusion of the Pre-meeting Briefing sessions as this is a current practice at Eurobodalla.</p> <p>Council understands this is a non-mandatory provision and will consider including this section as a supplementary provision in its Code of Meeting Practice.</p> <p>Support.</p>

Contents	Outcome
<p>Section 4 Public Forum</p> <p>4.1 The council will hold a public forum prior to each ordinary meeting of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to extraordinary council meetings and meetings of committees of the council.</p> <p>4.2 Public forums are to be chaired by the mayor or their nominee.</p> <p>4.3 To speak at a public forum, a person must first make an application to the council in the approved form. Applications to speak at public forum must be received by (date and time to be specified by the council) before the date on which the public forum is to be held, and must identify the item of business on the agenda of the council meeting the person wishes to speak on and whether they wish to speak 'for' or 'against' the item.</p> <p>4.4 A person may apply to speak on no more than (number to be specified by the council) items of business on the agenda of the council meeting.</p> <p>4.5 Nominated candidates at federal, state or local government elections are serving councillors are not permitted to speak at a public forum.</p> <p>4.6 Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.</p> <p>Section 4 Public Forum (cont)</p> <p>4.7 The general manager or their delegate may refuse an application to speak at a public forum.</p>	<p>Council currently has a provision for Public Forum that is part of its Council meeting.</p> <p>Council believes that the Public Forum session should be included in the meeting, when speakers are speaking on agenda items.</p> <p>Support.</p> <p>Support the need for a person to register to speak.</p> <p>Council does not agree with limiting the amount of speakers and the need to declare if they are for or against an item because a speaker may present the positives and negatives of a particular issue.</p> <p>Council does not support limiting the items that each speaker can speak on. However, Council's current practice of a time limit per speaker is supported.</p> <p>Council agrees that nominated candidates from Australian, NSW or local government are not permitted to use this forum.</p> <p>Council agrees with the provision of 4.6.</p> <p>Council's current practice is for the Mayor to determine if someone is unable to</p>

Contents	Outcome
<p>4.8 No more than (number to be specified by the council) speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the council meeting.</p> <p>4.9 If more than the permitted number of speakers applies to speak 'for' or 'against' any item of business, the general manager or their delegate may request speakers to nominate from among themselves the persons who are to address the council on the item of business. If the speakers are not able to agree on whom to nominate to address the council, the general manager or their delegate is to determine who will address the council at the public forum.</p> <p>4.10 Approved speakers at the public forum are to register with the council any written, visual or audio material to be presented in support of their address to the council at public forum, and to identify any equipment needs no more than (number to be specified by council) days before the public forum. The general manager or their delegate may refuse to allow such material to be presented.</p> <p>4.11 The general manager or their delegate is to determine the order of speakers at the public forum.</p> <p>4.12 Each speaker to be allowed (number to be specified by council) minutes to address the council. This time is to be strictly enforced by the chairperson.</p> <p>Section 4 Public Forum (cont)</p> <p>4.13 Speakers at public forum must not digress from the item on the agenda of the council meeting they have applied to address the council on. If a speaker digresses to irrelevant matters, the chairperson is to direct the speaker not to so digress. If a speaker fails to observe a direction from the</p>	<p>speak. Council does not support the General Manager having this responsibility.</p> <p>Council does not support audio visual material played during Council meeting. Documents or photographs can be distributed to Councillors for viewing at the meeting or prior to.</p> <p>Council's current practice is that speakers are placed in the order of the agenda and when they register. The Mayor should have the authority to change the order. The Council does not support the General Manager having this responsibility.</p> <p>Council does support the inclusion of a time limit for each speaker. Council's current limit is five minutes with a possible three minute extension (resolution of Council).</p> <p>Council understands that the clauses in Section 4 are non-mandatory provisions and will be considered during the review of its Code of Meeting Practice.</p>

Contents	Outcome
<p>chairperson, the speaker will not be further heard.</p> <p>4.14 A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at public forum. Questions put to a speaker must be direct, succinct and without argument.</p> <p>4.15 Speakers are under no obligation to answer a question put under clause 4.14. Answers by speakers, to each question are to be limited to (number to be specified by council) minutes.</p> <p>4.16 Speakers at public forums cannot ask questions of the council, councillors or staff.</p> <p>4.17 The general manager or his or her nominee may, with the concurrence of the chairperson, address the council for up to (number to be specified by the council) minutes in response to an address to the council at a public forum after the address and any subsequent questions and answers have been satisfied.</p> <p>4.18 Where an address made a public forum raises matters that require further consideration by council staff, the general manager may recommend that the council defer consideration of the matter pending the preparation of a further report on the matter.</p> <p>Section 4 Public Forum (cont)</p> <p>4.19 When addressing the council, speakers at public forums must comply with this code and all other relevant council codes policies and procedures. Speakers must refrain from engaging in disorderly conduct, publicly alleging breaches of the council’s code of conduct or making other potentially defamatory statements.</p>	

Contents	Outcome
<p>4.20 If the chairperson considers that a speaker at public forum has engaged in the conduct of the type referred to in clause 4.19, the chairperson may request the person to refrain from the inappropriate behaviour and to withdraw and unreservedly apologise for any inappropriate comments.. Where the speaker fails to comply with the chairperson’s request, the chairperson may immediately require the person to stop speaking.</p> <p>4.21 Clause 4.20 does not limit the ability of the chairperson to deal with disorderly conduct by speakers at public forums and in accordance with the provisions of Park 15 of this Code.</p> <p>4.22 Where a speaker engages in conduct of the type referred to in clause 4.19, the general manager or their delegate may refuse further applications from that person to speak at public forums for such a period as the general manager or their delegate considers appropriate.</p> <p>4.23 Councillors (including the Mayor) must disclose and manage any conflict of interest they may have in relation to any item of business that is the subject of an address at a public forum, in the same way that they are required to do at a council meeting.</p>	

Contents	Outcome
<p>Section 5 Coming Together</p> <p>Attendance by councillors at meeting</p> <p>5.3 Where a councillor is unable to attend one or more ordinary meetings of the council, the councillor should request that the council grant them a leave of absence from those meetings. This clause does not prevent a councillor from making an apology if they are unable to attend a meeting. However the acceptance of such an apology does not constitute the granting of a leave of absence for the purposes of this code and the Act.</p> <p>Webcasting of meetings</p> <p>5.18 All meetings of the council and committees of the council are to be webcast.</p> <p>5.19 Clause 5.18 does not apply to parts of a meeting that have been closed to the public under Section 10A of the Act.</p> <p>5.20 At the start of each meeting the chairperson is to make a statement informing those in attendance that the meeting is being webcast and that those in attendance should refrain from making any defamatory statements.</p> <p>Audio Recording of meetings</p> <p>5.21 Audio recordings are to be made of all meetings of the council and committees of the council for the dominant purpose of assisting with the preparation of minutes for the meeting.</p>	<p>Council believes that the current wording is confusing and open to misinterpretation and the Section should refer to the provisions under Section 234 (d) of the Local Government Act.</p> <p>Council currently webcasts its Council meetings.</p> <p>However, if webcasting of meetings becomes compulsory for all councils it is suggested that the Office of Local Government prepares protocols to assist Councils to transition from a non-web based environment to a web based environment.</p> <p>As Council webcasts its Council meetings, there is no requirement to audio record its meetings. Council relies on the archived webcasts for minute preparation where required. Council understands that this clause is a non-mandatory provision and will be considered during the review of its Code of Meeting Practice.</p>

Contents	Outcome
<p>Section 14 Closure of Council Meetings to the Public (cont) 14.16 Where the council or a committee of the council proposes to close a meeting or part of a meeting to the public in circumstances where the matter has not been identified in the agenda for the meeting under clause 3.23 as a matter that is likely to be considered when the meeting is closed to the public, the chairperson is to invite representations from the public under clause 14.9 after the motion to close the part of the meeting is moved and seconded. The chairperson is to permit no more than [number to be specified by the council] speakers to make representations in such order as determined by the chairperson.</p>	<p>14.16 Where the council or a committee of the council proposes to close a meeting or part of a meeting to the public in circumstances where the matter has not been identified in the agenda for the meeting under clause 3.23 as a matter that is likely to be considered when the meeting is closed to the public, the chairperson is to invite representations from the public under clause 14.9 after the motion to close the part of the meeting is moved and seconded. The chairperson is to permit no more than [number to be specified by the council] speakers to make representations in such order as determined by the chairperson.</p>
<p>Section 15 Keeping Order at Meetings Expulsion from Meetings 15.13 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person, including any councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act.</p> <p>15.14 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person other than a councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act. Councillors may only be expelled by resolution of the council or the committee of the council. Note: Councils may use either clause 15.13 or clause 15.14.</p> <p>15.15 Clause [15.13/5.14] [delete whichever is not applicable], does not limit the ability of the council or a committee of the council to resolve to expel a person, including a councillor, from a council or committee meeting, under section 10(2) (a) of the Act.</p>	<p>Council understands that these are non-mandatory provisions and supports the inclusion of this section.</p>

Contents	Outcome
<p>Section 17 Decisions of the Council Rescinding or altering council decisions 17.10 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the general manager no later than (council to specify the period of time) after the meeting at which the resolution was adopted.</p>	<p>Council understands that these are non-mandatory provisions and supports the inclusion of this section, however it is considered that a mandatory timeframe, implemented throughout NSW is required.</p> <p>Council also supports the inclusion of the following:</p> <p>A Notice of Motion to alter or rescind a resolution must be signed by three councillors and must be lodged in the following manner:-</p> <p>(a) In circumstances where the resolution of the Council has been carried by 5 or more councillors voting in favour of the resolution, then the Notice of Motion to alter or rescind the resolution must be lodged at the Council meeting at which the resolution was carried; or</p> <p>(b) In all other circumstances, the Notice of Motion to alter or rescind the resolution must be lodged with the General Manager or specified delegate by 5.00pm on the next working day after the meeting at which the resolution is carried.</p>

GMR18/006 APPLICATION OF LEAVE OF ABSENCE

E80.1383

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: Nil

Outcome: Innovative and Proactive Leadership

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

Delivery Program Link: 9.1.2 Implement effective governance

Operational Plan Link: 9.1.2.3 Assist the Councillors in meeting their statutory obligations and roles

EXECUTIVE SUMMARY

Councillor Maureen Nathan has given notice that it is anticipated that she will miss the following meetings:

13 March 2018

27 March 2018

10 April 2018

24 April 2018.

In accordance with Section 234 (1)(d)(i and ii) of the Local Government Act, a councillor must apply for leave of absence if such councillor is absent from three consecutive ordinary meetings of council.

In accordance with Section 3.5 of Council's Code of Meeting Practice, the request for leave of absence by a councillor from a meeting should be made in writing to the General Manager. This request has been received and the report is presented to Council for consideration.

RECOMMENDATION

THAT a leave of absence be granted for Councillor Maureen Nathan for the following meetings:

13 March 2018

27 March 2018

10 April 2018

24 April 2018.

CONCLUSION

An application for leave of absence for Councillor Maureen Nathan has been received to the General Manager. The request is now to be considered by the Council.

CCS18/009 SALE OF PART LOT 23 DP 865887 NAROOMA

00.4670.S

Responsible Officer: Andrew Greenway - Acting Director Corporate and Commercial Services

Attachments: 1. Confidential - Sale of Part Lot 23 DP 865887 Narooma

Outcome: Innovative and Proactive Leadership

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

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

Operational Plan Link: 9.2.2.2 Facilitate property sales and development

EXECUTIVE SUMMARY

The owner of land at Rainforest Parkway, Narooma applied to Council for reclassification of adjoining Council land from community land to operational land for the purposes of acquiring part of the Council land to improve the bushfire protection standards required for development consent for dwellings.

The Local Environment Plan (LEP) amendment to reclassify the Council land being Lot 23 DP 865887, with the intent for the land to be sold, was adopted by Council on 12 December 2017 and has been forwarded to the Department of Planning and Environment for finalisation.

The LEP will reclassify the land to operational and rezone the land from E2 Environmental Conservation to E4 Environmental Living.

The land owners of Lot 86, adjoining the land to be reclassified, have a written agreement with the owner of Lots 85 and 87 confirming their agreement with the sale of part Lot 23.

It is considered reasonable and appropriate that part Lot 23 DP 865887, once classified as operational land, be sold to the land owner of adjoining land subject to all costs associated being borne by the land owner.

RECOMMENDATION

THAT

1. All actions necessary be taken for the sale of part Lot 23 DP 865887 in accordance with Council's *Land Acquisition and Disposal Policy*.
2. The General Manager be given delegated authority to negotiate the sale of part Lot 23 DP 865887 for an amount not below market value determined by a registered valuer.
3. Consent be given to affix the Common Seal of Council to all necessary documents associated with the subdivision, transfer and sale of the subject property.

BACKGROUND

An LEP amendment was prepared in response to an application from the owner of land at Rainforest Parkway to purchase part of the adjoining Lot 23 DP 865887 for the purpose of

CCS18/009 SALE OF PART LOT 23 DP 865887 NAROOMA

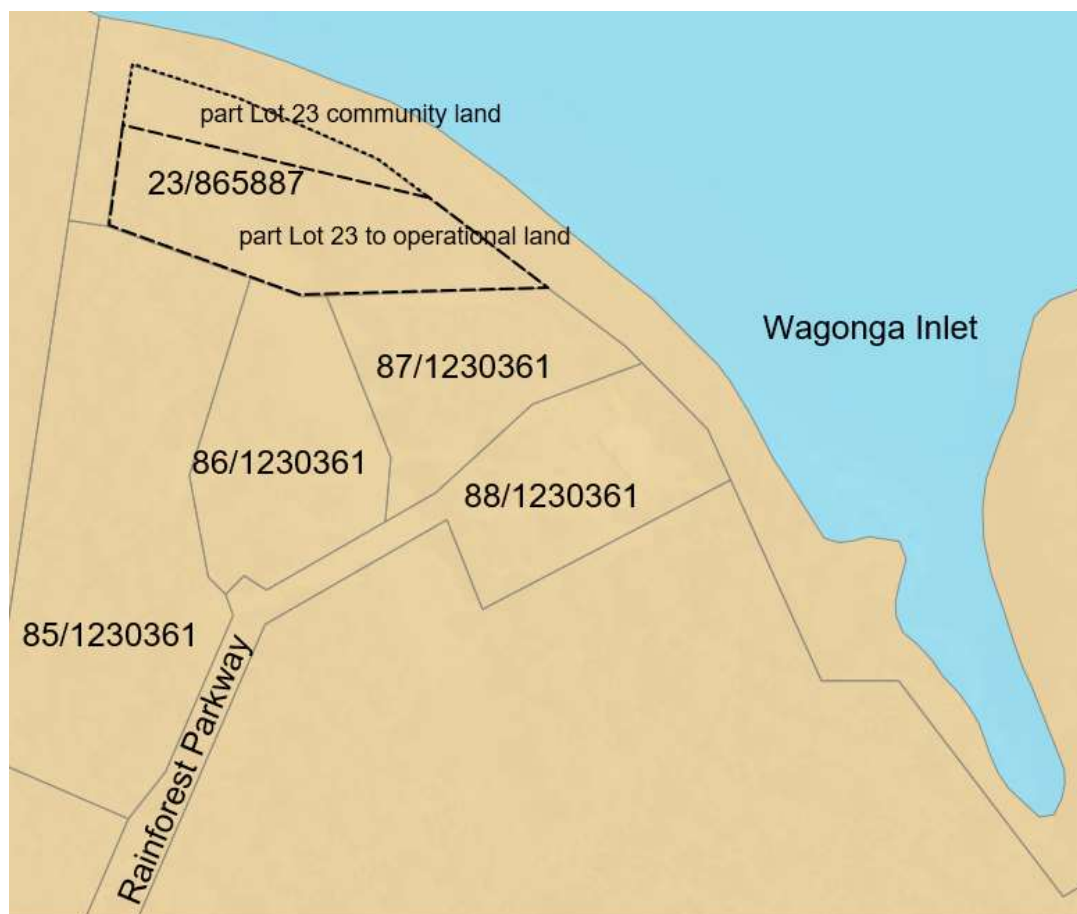
00.4670.S

improving the bushfire protection standards within an approved subdivision for future dwellings which is required for development consent.

Minute 17/400 of 12 December 2017 recommended *THAT Council:*

1. *Adopt the amended planning proposal to rezone and reclassify land at Flying Fox Road/Rainforest Parkway, Narooma, attached to this report.*
2. *Forward the amended planning proposal to the NSW Department of Planning and Environment with a request to arrange for the amendments to be made.*
3. *Notify in writing all relevant property owners and those who made submissions to the exhibition of the planning proposal to rezone and reclassify land at Flying Fox Road/Rainforest Parkway, Narooma, of Council's determination.*

Part Lot 23 being reclassified as operational land is shown in the sketch below:



Lot 23 DP 865887 – Rainforest Parkway, Narooma

CCS18/009 SALE OF PART LOT 23 DP 865887 NAROOMA

00.4670.S

Following this report, negotiations on the sale will be concluded and a development application to subdivide the block will be submitted.

CONSIDERATIONS

Legal

Reclassification of part Lot 23 to operational land has been approved by Council, with the intent for the land to be sold, and is with the Department of Planning and Environment for finalisation.

When the amendment is made, the land will be classified operational and there will be no impediment to the sale of part Lot 23 to the adjoining land developer.

Policy

The proposed sale of land will be carried out in accordance with Council's *Land Acquisition and Disposal Policy*.

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

Financial

All costs associated with the acquisition of land will be borne by the land owner. The valuation of the land will be determined by a registered valuer.

Community and Stakeholder Engagement

There is no legal requirement to advise the community through public notice, or to or seek feedback through public exhibition for land dealings within operational land. Public consultation was undertaken as part of the reclassification and this included that the intent was to sell the land to an adjoining land owner. No objections were received during the consultation process.

CONCLUSION

Subject to endorsement of the amendment to the Local Environment Plan by the Department of Planning and Environment to the reclassification of part of Lot 23 DP 865887 as operational land, Council consider selling that part of Lot 23 to the owner of the adjoining lots.

CCS18/010 INVESTMENTS MADE AS AT 31 JANUARY 2018

E99.3517

Responsible Officer: Andrew Greenway - Acting Director Corporate and Commercial Services

Attachments: Nil

Outcome: Innovative and Proactive Leadership

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

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

Operational Plan Link: 9.2.4.3 Provide financial management and reporting

EXECUTIVE SUMMARY

The purpose of this report is to:

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

RECOMMENDATION

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

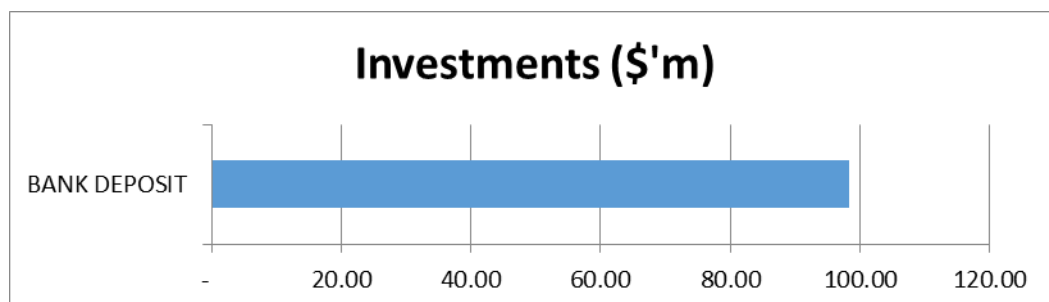
CONSIDERATIONS

Policy

The portfolio is fully compliant with Council's investment policy.

Financial

Council Investing Overall



Council has 100% (\$93.95m) 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 \$17.75m invested in banks rated below A and in the 'some limited risk' category of the policy.

CCS18/010 INVESTMENTS MADE AS AT 31 JANUARY 2018

E99.3517

The 'some limited risk' category is currently 18.89% of the portfolio which is below the policy limit (20%). Investment in Government Guaranteed Deposits is \$2.25m and represents 2.39% of the portfolio.

There was a decrease in the amount under investment (from \$98.45m to \$93.95m) during January 2018. The reduction was due to the current bank account balance at the end of December 2017 being lower than the previous month and January is traditionally a quiet month for rates and grant income. The result was a reduction in the amount on investment.

Currently there are \$34.5m (36.72%) of funds invested in claimed fossil fuel free institutions. Last month this represented \$36.5m (37.07%) of the portfolio.

The weighted average return for all investments for the month is 2.52% which is above the Council policy benchmark of Bank Bill Swap rate (BBSW) + 0.25% (2.04%).

Collateralised Debt Obligation (CDO)

Funded legal action against one agency is in the early stages and is likely to continue for some time, although any return is not expected to be material.

Summary Investment Information

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

CATEGORY	(\$)
At Call Deposit Government Guaranteed	250,000
At Call Deposit	2,709,476
Term Deposits	89,000,000
Term Deposits Government Guaranteed	2,000,000
	93,959,476
<i>Weighted average Interest %:</i>	2.52%
<i>Average 90 day BBSW + 25%</i>	2.04%

Policy and Liquidity Risk

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

Policy Risk	Low Liquidity Risk %	Total % of Investments	Policy Risk % (Max Holdings)
Remote Risk	2.39	2.39	100.00
Near Risk Free	78.72	78.72	100.00
Some Limited Risk	18.89	18.89	20.00
At Risk	0.00	0.00	0.00

CCS18/010 INVESTMENTS MADE AS AT 31 JANUARY 2018

E99.3517

Grant Total	100.00	100.00	
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The unrestricted current ratio is the amount of unrestricted current assets compared to each dollar of current liability. The Office of Local Government suggests a minimum 1.5:1 and the audited unrestricted current ratio as at 30 June 2017 is 2.38:1. Council therefore has approximately \$2.38 of current assets for each \$1 of current liabilities.

CONCLUSION

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

CAR18/011 NSW LOCAL LAND SERVICES GRANTS

E13.7387

Responsible Officer: Kathy Arthur - Director Community, Arts and Recreation Services
Attachments: Nil
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: 2.3.1.1 Coordinate the Aboriginal Advisory committee and associated projects

EXECUTIVE SUMMARY

Funding of \$35,350 has been offered to Council via the NSW Government's Local Land Services Funding program to fund two projects. The Reconciliation Week project 'Yuin Country: Art and Land Revealed' has been offered \$15,350. The 'Caring for the Ancestors – Implementation of the Wallaga Lake Aboriginal Cemetery Management Plan' has been offered \$20,000. This report recommends request the acceptance of funding for both programs.

RECOMMENDATION

THAT Council accept the \$35,350 NSW Local Land Services funding that includes the 'Yuin Country: Art and Land Revealed' at \$15,350 and the 'Caring for the Ancestors – Implementation of the Wallaga Lake Aboriginal Cemetery Management Plan' at \$20,000.

BACKGROUND

In 2010 Council adopted the Statement of Commitment to Reconciliation. As part of the commitment Council undertakes to work with the community towards reconciliation and to the provision of services, programs and activities that support growth and development of Aboriginal communities.

The 'Yuin Country: Art and Land revealed' project concept was initiated at an Aboriginal Advisory Committee meeting in 2017 when one of the committee members made enquiries about the possibility of revisiting the Aboriginal Art exhibition that was once held annually in the Council Chambers. This project funding will enable Council to value add to a static exhibition by projecting artworks onto the exterior of Council's Chamber building, creating a highly visible public art event. The aim of the project is to make the artwork accessible to a broader audience and pay respect to our Aboriginal communities' connection to their land and understanding of land management practices. The project will be hosted during Reconciliation Week, from 27 May to 3 June 2018.

The 'Caring for the Ancestors – Implementation of the Wallaga Lake Aboriginal Cemetery Management Plan' project (stage 3) aims to build on the work of previously funded projects (stages 1 and 2) and support the implementation of the Wallaga Lake cemetery management

CAR18/011 NSW LOCAL LAND SERVICES GRANTS

E13.7387

plan. The management plan has the twin goals of caring for ancestors and managing the cemetery for present and future generations of Aboriginal people.

The management plan was developed in partnership with Merrimans Local Aboriginal Land Council and Council during stage 2 of the project.

Stage 2 was funded by the Office of Environment and Heritage in 2014 to help identify places where people have been buried and to limit the possibility of disturbance from digging new graves. The funding will also enable landscaping work for the cemetery.

Wallaga Lake Aboriginal Cemetery on the NSW far south coast is one of the oldest and largest of its type in NSW and is still in operation. This culturally significant cemetery is located on Cemetery Point, Wallaga Lake, and is privately owned by Merrimans Local Aboriginal Land Council [LALC]. It was part of the original Wallaga Lake Aboriginal Reserve. Extensive historical, archival and oral history research since 2011 has identified the names of 182 people buried in the Wallaga Lake Cemetery between 1895 and 2015.

CONSIDERATIONS

Social Impact

Both projects will build on established partnerships with Aboriginal community groups and organisations, fostering strong community relationships and demonstrating Council's commitment to reconciliation and the preservation of Aboriginal culture in a public and meaningful way.

Hosting the 'Yuin Country: Art and Land revealed' exhibition in the Council Chambers will reinforce Council's respect for local Aboriginal artists and the stories their artworks reveal. Being the seat of local democracy it will be a gesture to embrace this sharing of knowledge and skill and further strengthen relationships between Aboriginal and non-Aboriginal communities. Being hosted over Reconciliation Week further reinforces this message.

The continuation of the Wallaga Lake Cemetery Project will provide support to the community to implement some of the landscaping that will help preserve the cemetery into the future.

Economic Development Employment Potential

Both projects will utilise funds to employ Aboriginal project officers to implement and realise the project.

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; distributing a print brochure; and distributing media releases.

We have collaborated with the community through by seeking advice, ideas, and recommendations from Council's Aboriginal Advisory Committee.

CAR18/011 NSW LOCAL LAND SERVICES GRANTS

E13.7387

CONCLUSION

National Reconciliation Week (27 May – 3 June) commemorates two significant milestones in the reconciliation journey— the successful 1967 referendum and the High Court Mabo decision. It is a time to learn and celebrate our shared histories, cultures and achievements.

The ‘Yuin Country: Art and Land revealed’ and ‘Caring for the Ancestors’ projects build relationships with the Aboriginal and non-Aboriginal community, respond to aspirations of the Aboriginal Advisory Committee, and create opportunities to develop a greater understanding and better recognition of Aboriginal people in our community.

CAR18/012 BASIL SELLERS NAMING RIGHTS AND PHILANTHROPIC DONATION E17.1259

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

Attachments: Nil

Outcome: Celebrated Creativity, Culture and Learning

Focus Area: 2.1 Support and encourage the expression of our vibrant creative arts sector

Delivery Program Link: 2.1.2 Develop and promote the Moruya Library and Arts Centre Project

Operational Plan Link: 2.1.2.1 Seek additional funding to implement remaining stages of the Moruya Library and Arts Centre Project

EXECUTIVE SUMMARY

The purpose of this report is to advise Council of a request from Mr Basil Sellers to amend the arrangement for his philanthropic donation towards the construction of the exhibition centre at Moruya library, from a focus on naming rights only to naming rights and a donation.

Council accepted the initial offer of \$300,000 for naming rights in July 2017. Since then, work has been undertaken to finalise a naming rights agreement between Mr Sellers and Council. As part of this process Mr Sellers received more detailed benchmarking and financial advice in relation to the market value of the naming rights for facilities in similar sized communities. As a result, a request from Mr Sellers to review the arrangement has been received.

Under the proposed amendment, the original contribution amount of \$300,000 remains unchanged and will support the project for the benefit of the community and the arts. However the amount would be split, with \$50,000 for the naming rights of the exhibition centre and a philanthropic donation of \$250,000 to the project.

As the request was received in the process of finalising the draft agreement the applicable amount will now require a resolution of Council to accept the amendment.

RECOMMENDATION

THAT:

1. Council accept \$50,000 for the naming rights of the exhibition centre at Moruya library, and
2. Council accept the philanthropic donation of \$250,000.

BACKGROUND

At the Council meeting on 25 July 2017, Council resolved via minute 17/253 that:

1. *The Exhibition Space within the Moruya Library Extension, being built on the parcel of land in Lot 2 DP 1161705, be named the Basil Sellers Exhibition Centre.*
2. *Council accept \$300,000 for the naming writings for the exhibition space.*

CAR18/012 BASIL SELLERS NAMING RIGHTS AND PHILANTHROPIC DONATION E17.1259

This resolution enabled Council staff to commence the development of a legal agreement to secure the arrangement. This degree of philanthropy and associated naming rights opportunity has been a first for Council to explore.

Correspondence since between Council and those representing Mr Sellers has resulted in a request to alter the total amount for naming rights to be reflective of market value for the rights.

Mr Sellers maintains his offer of a total contribution of \$300,000 towards the project. However, he has requested in writing that the naming rights value be altered to \$50,000. He will then donate the remaining \$250,000.

CONSIDERATIONS

Legal

Legal advice has indicated that the naming rights agreement requires an amendment of the agreed total. Council endorsement of Mr Seller's request will allow the amendment. Documents are yet to be finalised by both parties.

Asset

The naming rights agreement relates specifically to the exhibition space within the Moruya Library development on Council land, folio identifier Lot 2 DP 1161705.

Social Impact

Council's association with Mr Sellers' and his reputation in the arts benefits our community in many ways. Naming the exhibition centre 'The Basil Sellers Exhibition Centre' will elevate the prestige of local exhibitions held in the centre as well as attracting a greater range of external exhibitions and events.

Financial

A review of similar gallery and facilities schedules in relation to naming rights supports a re-estimation of the contribution, as per the request received to amend the arrangement. Mr Sellers will provide \$300,000 in total to contribute to the build and fit out of the exhibition centre. The amount of \$50,000 will be exclusively for the naming rights. The remaining \$250,000 will be a donation.

Community and Stakeholder Engagement

We will inform the community through providing information on Council's website.

CONCLUSION

The proposal to name the exhibition space within the Moruya Library extension 'The Basil Sellers Exhibition Centre' honours the significant benefits to our community of Mr Sellers' philanthropic contributions and long association with our community. It also elevates the prestige of the centre through association of his international reputation in the arts.

The request to amend the original arrangement aligns with current market value for the naming rights, with the total contribution remaining unchanged. The endorsement of the amendment will clarify the arrangement and allow Council to finalise the formal agreement with Mr Sellers.

17. DEALING WITH MATTERS IN CLOSED SESSION

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

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

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

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

EUROBODALLA SHIRE COUNCIL

ETHICAL DECISION MAKING AND CONFLICTS OF INTEREST

A GUIDING CHECKLIST FOR COUNCILLORS, OFFICERS AND COMMUNITY COMMITTEES

ETHICAL DECISION MAKING

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

CONFLICT OF INTEREST

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

THE TEST FOR CONFLICT OF INTEREST

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

IDENTIFYING PROBLEMS

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

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

AGENCY ADVICE

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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