



# **AGENDA**

**Ordinary Meeting of Council**

**26 April 2016**



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

**ON TUESDAY 26 APRIL 2016**

**COMMENCING AT 10.00AM**

**AGENDA**

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

- |            |  |                 |
|------------|--|-----------------|
| <b>1.</b>  | <b>WELCOME, ACKNOWLEDGEMENT OF COUNTRY &amp; EVACUATION MESSAGE</b>  |                 |
| <b>2.</b>  | <b>APOLOGIES</b><br>Nil  |                 |
| <b>3.</b>  | <b>PUBLIC FORUM (AGENDA ITEMS ONLY)</b>  |                 |
| <b>4.</b>  | <b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>   |                 |
| 4.1        | Ordinary Meeting held on 12 April 2016   |                 |
| <b>5.</b>  | <b>DECLARATIONS OF INTEREST OF MATTERS ON THE AGENDA</b><br>(Declarations also to be made prior to discussions on each item) |                 |
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| <b>6.</b>  | <b>MAYORAL REPORTS</b>   |                 |
| <b>7.</b>  | <b>NOTICES OF MOTION</b>   |                 |
| NOM16/005  | Eurobodalla Local Government Elections 2016.....   | 3               |
| <b>8.</b>  | <b>QUESTIONS ON NOTICE FROM COUNCILLORS</b><br>Nil   |                 |
| <b>9.</b>  | <b>PETITIONS</b><br>Nil  |                 |
| <b>10.</b> | <b>GENERAL MANAGER'S REPORTS</b>   |                 |
| GMR16/010  | Exhibition of Revised Delivery Program 2013-17 and Draft Operational Plan 2016-17 .....                                      | 5               |

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| <b>11.</b> | <b>PLANNING AND SUSTAINABILITY REPORTS</b>   |           |
|            | Nil  |           |
| <b>12.</b> | <b>INFRASTRUCTURE REPORTS</b>  |           |
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| IR16/017   | Corrigans Beach Reserve Inclusive Playground - Draft Concept Plan .....  | 19        |
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| <b>13.</b> | <b>FINANCE AND BUSINESS DEVELOPMENT REPORTS</b>  |           |
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| <b>14.</b> | <b>COMMUNITY, ARTS AND RECREATION REPORTS</b>  |           |
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| <b>15.</b> | <b>DELEGATE REPORT</b>   |           |
| <b>16.</b> | <b>URGENT BUSINESS</b>   |           |
| <b>17.</b> | <b>DEALING WITH MATTERS IN CLOSED SESSION .....</b>  | <b>35</b> |
| <b>18.</b> | <b>CONFIDENTIAL MATTERS</b>  |           |
| CON16/008  | Property Matter  |           |
|            | <i>Item CON16/008 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.</i> |           |

**DR CATHERINE DALE**  
**GENERAL MANAGER**

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**NOM16/005 EUROBODALLA LOCAL GOVERNMENT ELECTIONS 2016**

E15.9129

Responsible Officer: Councillor Danielle Brice

Attachments: Nil

Councillor Danielle Brice has given notice that at the Ordinary Meeting of Council on 26 April 2016, she will move the following motion.

**MOTION**

THAT:

1. Council hold a public forum for people considering standing for the Local Government elections in Eurobodalla, to be held on 10 September 2016;
2. Such a forum to be inclusive with Council to encourage young people, people with disabilities, seniors, indigenous people and people from diverse backgrounds to put up their hand and make a difference in their community.

**BACKGROUND**

Eurobodalla Shire Council was established in 1906. For the majority of this time, our councillors have been white, male Australians, and usually in an older age bracket.

A quick check of Council records since 1984 shows that only six females have been elected to Council, with three of these being elected in 2012.

Our first, and only, female Mayor was Pam Green who was elected to this role in 2002.

Mr Tom Slockee, an Indigenous representative of our community, was elected to Council in 1991.

The Australian Local Government Women's Association (ALGWA) supports gender equity in Australian local government through its "Councils for Gender Equity Program", providing a number of reports and fact sheets on their website at [www.algwa.org.au](http://www.algwa.org.au). Of particular interest are "50:50 Vision Councils for Gender Equity" and "50:50 Vision Gender Equity – Information Update" which gives a breakdown of figures for elected representatives throughout Australia.

Council's own Community Strategic Plan states that Council is a Collaborative Community which provides representative, responsive and accountable community governance.

We need to encourage greater gender equality, diversity and inclusion amongst our elected members.

To this end, I request that Council host a public forum to encourage a range of people to stand for Council at the forthcoming September elections.

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**NOM16/005 EUROBODALLA LOCAL GOVERNMENT ELECTIONS 2016**

**E15.9129**

We should invite a number of speakers from a variety of backgrounds to the forum. These could include representatives such as:

- Elected women representative
- ALWGA representative/s
- Young elected person from another local government area
- Aboriginal representative
- Person with a Disability
- Person from a diverse background.

Useful links for candidates planning to run in the upcoming local government elections are:

- NSW Local Government Elections 2016  
[www.votensw.info](http://www.votensw.info)
- Office of Local Government: Becoming a Councillor and other information:  
[www.olg.nsw.gov.au](http://www.olg.nsw.gov.au)
- ALGWA NSW  
[www.algwa.org.au](http://www.algwa.org.au)
- ALGA  
<http://alga.asn.au>
- LGNSW  
<http://mobile.lgnsw.org.au>
- Electoral Commission NSW  
[www.elections.nsw.gov.au/about\\_elections/Elections\\_for\\_each\\_level\\_of\\_government/local](http://www.elections.nsw.gov.au/about_elections/Elections_for_each_level_of_government/local)
- Planning for the NSW Local Government Elections 2016  
[www.elections.nsw.gov.au/newsletter/edition\\_5/local\\_government\\_elections\\_2016\\_planning](http://www.elections.nsw.gov.au/newsletter/edition_5/local_government_elections_2016_planning)
- Eurobodalla Shire Council  
[www.esc.nsw.gov.au](http://www.esc.nsw.gov.au)

In conclusion, I recommend that Council host a public forum to encourage young people, people with disabilities, seniors, indigenous people and people from diverse backgrounds to put up their hand and make a difference in their community.

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**GMR16/010 EXHIBITION OF REVISED DELIVERY PROGRAM 2013-17 AND  
DRAFT OPERATIONAL PLAN 2016-17**

**E12.6254**

Responsible Officer: Dr Catherine Dale - General Manager

Attachments: 1. Under Separate Cover - Revised 2013-17 Delivery Program and draft  
2016-17 Operational Plan  
2. Under Separate Cover - draft 2016-17 Fees and Charges

Strategic Objective: 8: We work together to achieve our goals

Delivery Program Link: Integrated Planning

Operational Plan Link: Develop, monitor and review Council's Delivery Program and  
Operational Plan.

### **EXECUTIVE SUMMARY**

The revised Delivery Program 2013-17 sets out the activities that Council aims to deliver in its current four year term and the measures used to track progress.

The draft Operational Plan 2016-17 shows the services, key projects, capital works and infrastructure maintenance that Council plans to deliver in the year ahead.

Both plans include budgets and timeframes and aim to meet the needs of our community in a financially responsible way while focusing on building a sustainable future for Eurobodalla.

Ongoing feedback from the community since 2012 underpins how the draft plan and program have been developed and how activities are prioritised.

In the years ahead, Council and the community will need to continue working together, making some challenging decisions about service delivery through the next four year Delivery Program and one year Operational Plan. Council will implement strategies that progress its aim to remain Fit for the Future.

The revised 2013-17 Delivery Program and 2016-17 draft Operational Plan have taken into account economic, environmental and social considerations, balancing short term priorities with longer term needs, and have been developed through consulting with our community. They demonstrate that Council is committed to continuing to listen to the community and to work towards building a sustainable future.

### **RECOMMENDATION**

THAT:

1. The revised Delivery Program 2013-17, and draft Operational Plan 2016-17 incorporating the Budget, Capital Works Program, Statement of Revenue Policy and Fees and Charges be endorsed and placed on public exhibition for a period of not less than 28 days.

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**GMR16/010 EXHIBITION OF REVISED DELIVERY PROGRAM 2013-17 AND  
DRAFT OPERATIONAL PLAN 2016-17**

**E12.6254**

2. A range of community engagement activities as outlined in the report be conducted during the 28 day exhibition period.
3. Following public exhibition, a further report be submitted to Council for the consideration of submissions and adoption of the revised Delivery Program 2013-17, and draft Operational Plan 2016-17.

**BACKGROUND**

Every four years following a local government election, Councils in New South Wales are required under the Local Government Act, 1993 to prepare a suite of documents that form the Integrated Planning and Reporting (IP&R) framework. These documents include:

- The Community Strategic Plan (CSP);
- The Delivery Program and Operational Plan; and
- The Resourcing Strategy.

On 23 June 2015, Council adopted a revised four year Delivery Program 2013-17 and annual Operational Plan 2015-16.

The Delivery Program details the services that the Council, elected in September 2012, will deliver over its four year term and the strategies it will implement in consultation with the community and contained in the Community Strategic Plan.

The Operational Plan details the actions and activities to be undertaken during the next financial year, annual budget and is essentially an annual sub-plan of the Delivery Program.

**CONSIDERATIONS**

The annual activities for each of Council's services includes programs, capital works and events and are presented in the document under the four focus areas contained in the CSP as below:

- Liveable
- Sustainable
- Productive
- Collaborative.

The 2016-17 Budget has been developed with the aim of building a sustainable future, building on the strategies and actions outlined in Council's response to the Fit for the Future local government reform process. Our Delivery Program and Operational Plan will enhance Council's ability to remain Fit for the Future, while maintaining our focus on identified community needs and aspirations.

As part of the preparation of these documents, they must be placed on public exhibition for a period of 28 days to allow for community feedback.



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**GMR16/010 EXHIBITION OF REVISED DELIVERY PROGRAM 2013-17 AND  
DRAFT OPERATIONAL PLAN 2016-17**

**E12.6254**

Attachment 1 provides a copy of the revised Delivery Program 2013-17 and draft Operational Plan 2016-17 incorporating the Budget, Capital Works Program and Statement of Revenue Policy.

Attachment 2 is the draft Fees and Charges for 2016-17.

**Legal**

Section 404 of the Local Government Act, 1993 requires Council to have a Delivery Program to implement the strategies established in its Community Strategic Plan, within the resources available as identified under the Resourcing Strategy.

Section 405 of the Local Government Act, 1993 requires Council to have an Operational Plan which details the activities to be engaged in by the Council during the year as part of the Delivery Program. The Operational Plan must include a statement of the Council's revenue policy for the year covered by the Plan. The statement of revenue policy must include the statements and particulars required by the regulations.

The Office of Local Government's Integrated Planning and Reporting Manual and Integrated Planning and Reporting Guidelines are comprehensive tools which have been used in the development of the revised Delivery Program 2013-17 and draft Operational Plan 2016-17.

**Policy**

The Delivery Program and Operational Plan draws on and implements actions contained in related Council policy documents.

**Asset**

The revised Delivery Program 2013-17 and draft Operational Plan 2016-17 has a focus on sustaining community infrastructure through the renewal of assets, particularly short lived assets.

The revised Delivery Program 2013-17 and draft Operational Plan 2016-17 also include new infrastructure to meet demand from growth and progressively address network deficiencies. These works are part funded by grants in some cases (e.g. Moruya Arts facility).

Council will also continue to work with peak bodies to advocate to the NSW and Australian governments for enhanced funding models to better support regional communities across NSW.

**Social Impact**

The Community Strategic Plan provides the context for all other Council plans and policies. The purpose of the Community Strategic Plan is to identify the community's main priorities and aspirations for the future and strategies to achieve them.

**Economic Development Employment Potential**

The revised Delivery Program 2013-17 and draft Operational Plan 2016-17 focus on building a sustainable future for Eurobodalla and delivering key services, key projects, capital works and

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**GMR16/010 EXHIBITION OF REVISED DELIVERY PROGRAM 2013-17 AND  
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**E12.6254**

infrastructure maintenance that support economic development and employment growth within the Shire.

Attracting people to live, work, invest and visit Eurobodalla will be achieved through providing, renewing and maintaining assets and infrastructure, managing environmental and population pressures, planning for sustainable development and balanced growth, as well as ensuring economic growth and development.

The revised Delivery Program 2013-17 and draft Operational Plan 2016-17 budget has a significant ongoing use of local suppliers and contracted works and services.

The activities will support Council to;

- advocate for funding for major projects, and legislation to support growth
- provide and maintain public infrastructure
- promote tourism and provide visitor services
- promote and support business investment and employment growth
- partner with business and industry to attract funding and investment
- provide support services, networking and training opportunities
- partner with industry to develop opportunities for job growth
- provide opportunities for cadetships, apprenticeships and work experience.

### **Community Engagement**

Council is responsible for considering the legal, financial, environmental and social impact of its decisions and may also seek the community's views through formal or informal community engagement.

In line with Council's Community Engagement Policy (2013) and draft Community Engagement Framework, plans for engaging the community about the revised Delivery Program 2013-17 and draft Operational Plan and budget 2016-17 will be based on the Public Participation Spectrum that is advocated by the International Association for Public Participation (IAP2). The spectrum outlines five different levels of community engagement – inform, consult, involve, collaborate, empower. Different levels of engaging the community are determined by the potential impact of the decision or outcome, the goals for engaging the community, and the amount of influence the community can have over the decision.

The revised Delivery Program 2013-17 and draft Operational Plan 2016-17 are assessed as having a high level of impact to all of Eurobodalla because they:

- propose how shire-wide activities and services will be delivered
- may have significant impact on the whole or a large part of Eurobodalla
- may have a high degree of community interest
- require significant expenditure and may require significant reallocation of resources.

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**GMR16/010 EXHIBITION OF REVISED DELIVERY PROGRAM 2013-17 AND  
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**E12.6254**

The goals for engaging the community on the revised Delivery Program 2013-17 and draft Operational Plan 2016-17 are to:

- give the community the opportunity to read the program and plan, and to provide their feedback to Council through a 28 day public exhibition, noting that the 28 day period meets Council's legal timeframes which requires this to be endorsed by 30 June 2016
- provide the community with information and opportunities to ask questions and provide feedback and suggestions about the revised Delivery Program 2013-17 and draft Operational Plan 2016-17.

The level of influence that the community can have over the outcome of endorsing the Delivery Program 2013-17 and the draft Operational Plan 2016-17 is most closely matched to the 'involve' level of community engagement.

If the revised Delivery Program 2013-17 and draft Operational Plan and budget 2016-17 are endorsed for public exhibition, Council will continue to engage the community from 27 April 2015 to 24 May 2016 by:

- making the Delivery Program 2013-17 and draft Operational Plan and budget 2016-17 available for the community to read on Council's website, in Eurobodalla's three libraries, and at the Customer Service Centre in Moruya
- informing the community about the public exhibition and inviting the community to have their say through information on Council's website, Eurobodalla News - Council's online newsletter, social media, media release and advertisement in local newspapers
- consulting the community by recording and reviewing and sending acknowledgements of submissions received, and providing the community's feedback to Council prior to any decisions being made about the Delivery Program 2013-17 and draft Operational Plan and budget 2016-17
- involving the community through an open invitation to attend the following community meetings and provide feedback

**Batemans Bay:** Wednesday 27 April 2016, 5.30pm to 7.30pm  
Batemans Bay Community Centre, Museum Place Batemans Bay

**Moruya:** Friday 29 April 2016, 2pm to 4pm  
Moruya RSL Hall, Page Street Moruya

**Narooma:** Monday 2 May 2016, 5.30pm to 7.30pm  
Narooma Golf Club, 1 Ballingalla Street Narooma

**Staff**

Staff have contributed to the revised Delivery Program 2013-17 and draft Operational Plan 2016-17.

**Financial**

**Overview**

In preparing the budget for 2016-17 Council has continued to focus on finding savings and internal efficiencies to ensure long term financial sustainability while ensuring the continued delivery of a broad range of services and capital works.

**GMR16/010 EXHIBITION OF REVISED DELIVERY PROGRAM 2013-17 AND  
DRAFT OPERATIONAL PLAN 2016-17**

**E12.6254**

A key indicator for financial sustainability is the net operating result before capital grants and contributions. Therefore the financial objective when preparing this plan is to ensure a balanced net operating result for all of Council (consolidated entity) and within each of Council's separate funds (General, Sewer and Water).

The original consolidated budget position for 2016-17 was a surplus, before capital grants and contributions, of \$1.4 million and a surplus of \$11.0 million after these grants and contributions. The revised consolidated results are summarised below:

|   |
|---|
| <b><i>Total income - \$105 million</i></b>  |
| <b><i>Total Expenses - \$103 million</i></b>  |
| <b><i>Net operating result for the year before capital grants and contributions - \$2.1 million</i></b> |
| <b><i>Net operating result for the year after capital grants and contributions - \$14.8 million</i></b> |
| <b><i>Total Capital Program - \$54.6 million</i></b>  |
| <b><i>Cash Position - \$1.8 million decrease in unrestricted funds</i></b>                              |

An improved operating result before capital grants and contributions has largely been the result of the implementation of strategies and actions from Council's Fit for the Future Improvement proposal action plan and a one year increase in the Roads to Recovery grant.

A key issue in preparing the 2016-17 budget was monitoring and reviewing the progress of Council's Fit for the Future Action plan to maintain our 'fit' status and ensure long term financial sustainability. The forecasts have been updated and are based on the revised budget and progress with financial strategies of the action plan. We are still on track to meet the benchmarks to be deemed fit, both in the five and ten year timeframe.

The challenge in future years will be funding our renewal requirements and continuing to meet our operating performance ratio benchmark.

***Budget 2016-17 summary***

***General Fund (including Environment and Waste)***

- Council was successful in 2015-16 in applying for a Special Rate Variation of 6.5% including the rate peg amount for three consecutive years. Accordingly, the General Fund rate has been increased by this amount.
- The Environment fund rate has been increased by 2.4%.
- The Waste collection charges increase by 3% for the typical household.
- The budgeted net operating result for 2016-17, before capital grants and contributions is a surplus of \$0.2 million.
- The rate variation contributed \$1.48 million to the above operating result.

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**GMR16/010 EXHIBITION OF REVISED DELIVERY PROGRAM 2013-17 AND  
DRAFT OPERATIONAL PLAN 2016-17**

**E12.6254**

- The rate variation contributes to funding the Community Infrastructure and Transport program.
- The budgeted cash position is a deficit of \$8.1 million. This is a result of implementing Council's Fit for the Future Treasury management strategy to minimise reliance on borrowings, whilst maintaining satisfactory liquidity levels. Available cash reserves have replaced borrowings for significant waste cell works. This reduces borrowing costs which in turn improves our operating performance.
- The capital program is consistent with the Long Term Financial Plan and the Community Infrastructure and Transport program.

Water Fund

- Increases to Water rates have been proposed in this budget. The access charge increases to \$294 (1.7%) and the usage charge will increase to \$3.52 per kilolitre.
- Water charges are determined taking account of the NSW Best Practice Pricing Guidelines.
- The budgeted net operating result for 2016-17, before capital grants and contributions is a surplus of \$0.96 million.
- The budgeted cash position is a surplus of \$4.1 million for 2016-17. These funds will be required for future infrastructure renewal as these fall due.
- Renewals continue to be below annual depreciation due to the age and condition of the network, however appropriate maintenance continues on water infrastructure.
- Council aims to provide for a dividend from this fund in 2017-18 subject to results.

Sewer Fund

- Increases to Sewer rates have been proposed in this budget. The access charge increases to \$902 (1.8% increase for 20mm connection) and the usage charge will also increase by 1.8% from \$1.75 to \$1.78 per kilolitre.
- The budgeted operating result for 2016-17, before capital revenue, is a surplus of \$0.9 million.
- The budgeted cash position is a surplus of \$2.21 million for 2016-17.
- Council continues to include funding for the small village sewerage schemes of Bodalla and Rosedale/Guerrilla Bay.
- Renewals continue to be below annual depreciation due to the age and condition of the network, however appropriate maintenance continues on sewer infrastructure.
- Council aims to provide for a dividend from this fund in 2017-18 subject to results.

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**GMR16/010 EXHIBITION OF REVISED DELIVERY PROGRAM 2013-17 AND  
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*Fees and Charges Schedule for 2016 - 17*

Council's Fees and Charges 2016-17 in general (not including statutory fees, fees set by management committees, fees assessed by the community services such as respite care) have been increased by the Local Government Cost Index of 1.8%.

**CONCLUSION**

On 25 June 2013, Council adopted a four year Delivery Program 2013-17 and annual Operational Plan 2013-14. The adopted Delivery Program 2013-17 has now been revised and a new Operational Plan developed for 2016-17.

The development of the revised Delivery Program 2013-17 and draft Operational Plan 2016-17 has taken into account the Community Strategic Plan, policies and strategies, fees and charges, prioritisation of capital works projects, standards for the delivery of services and income from external sources.

It is recommended, and required by legislation, that the revised Delivery Program 2013-17 and draft Operational Plan 2016-17, incorporating the Budget, Capital Works Program and Fees and Charges for 2016-17, be placed on public exhibition for 28 days, and that following the consultation a further report will be brought back to Council.

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**IR16/016 LOCAL TRAFFIC COMMITTEE MEETING NO 7 FOR 2015-16**

**E16.0002**

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services

Attachments: Nil

Focus Area: Productive Communities

Delivery Program Link: P2.1 Undertake advocacy activities to further the development of transport infrastructure and support future growth

Operational Plan Link: P2.1.2 Coordinate the Local Traffic & Development Committees

### **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 the Council's review. The main issues covered at the Eurobodalla Local Traffic Committee meeting of 10 March 2016 were as follows:

- Special Event Application – Tilba Easter Festival
- Special Event Application – Inward Bound Adventure Foot Race
- Special Event Application – ANZAC Day Marches, Various Locations
- Christmas Holidays Traffic
- Mobility Scooter Parking

### **RECOMMENDATION**

THAT the minutes of the Eurobodalla Local Traffic Committee Meeting No 7 of 2016 held on 10 March 2016 be received and noted.

### **BACKGROUND**

The Eurobodalla Local Traffic Committee Meeting No 7 for 2015-16 was held on 10 March 2016 in Council's Committee Room. It was attended by Councillor Neil Burnside (Chairperson), Mrs Danielle Brice (representative for the Hon Andrew Constance MP), Jesse Fogg (Roads and Maritime Services) and Dave Hunter (Traffic Officer).

Apologies were received from Councillor Milton Leslight, Sergeant Angus Duncombe (NSW Police Force), Heidi Hanes (Road Safety Officer) and Annette Thomas (Minute Secretary).

### **MINUTES OF PREVIOUS MEETING**

The Minutes of the Eurobodalla Local Traffic Committee Meeting No 6 for 2015-16 held on Thursday 10 December 2016 were confirmed and accepted

### **OUTSTANDING ITEMS FROM PREVIOUS MEETING**

The Action Sheet outlining all of the Committee's outstanding items was distributed to members. The following outstanding item were discussed:

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**IR16/016 LOCAL TRAFFIC COMMITTEE MEETING NO 7 FOR 2015-16**

**E16.0002**

**2016.RT.005 Signage – Pacific Street and Surfside Avenue, Mossy Point**

At the ordinary meeting of Council on 27 October 2015, it was resolved that *“Council Plan No 5156 Set AE Sheet 01 detailing the proposed signage and infrastructure adjustment associated with installation of a bus zone on Surfside Avenue, Mossy Point be approved”*.

The Committee was informed that acknowledgment of the changes from one of the bus companies is still pending.

**INFORMAL ITEMS FOR DISCUSSION**

**2016.SE.016 Special Event Application – Tilba Easter Festival**

A special event application has been received for the 2016 Tilba Easter Festival to be conducted in Central Tilba on Saturday 26 March 2016.

This is a Class 2 annual event that is conducted by the Tilba Progress Association and consists of stalls and activities set up using the length of Bate Street, Central Tilba.

The Committee reviewed the traffic control plan No 5156 Set M Sheets 1 and 2 and the traffic management plan. This plan is based upon measures put in place during previous years that were conducted successfully. The length of Bate Street through Central Tilba will be closed to traffic during the event. A length of Corkhill Drive between Central Tilba and Tilba Tilba will become one-way southbound. A shuttle bus will be provided to transport people between the parking areas and the event area.

Recommendation:

That the 2016 Tilba Easter Festival event to be held in Central Tilba on Saturday 26 March 2016 be approved, based upon the submitted traffic management plan and associated traffic control plan No 5156 Set M Sheets 1 and 2.

**2016.SE.017 Special Event Application – Inward Bound Adventure Foot Race**

The ANU Sport 2016 Inwards Bound Adventure Foot Race is a navigation-based endurance event held annually in ACT and NSW mountain areas surrounding Canberra. This event will be conducted on 14-15 October 2016 and will be held on predominantly National Parks and Forestry roads.

A special event application is being processed, including a traffic management plan. The route crosses the Princes Highway just north of Dalmeny, west from Mill Creek Road across the highway. A map titled ‘Untimed Highway Crossing’ is included in the traffic management plan. Warning signs and a manned vehicle with flashing lights will be in place.

The Committee reviewed the traffic management plan. The RMS representative said that a Road Occupancy Licence (ROL) would be necessary and the applicant should seek this approval from the RMS and that the traffic management plan may need to be altered to satisfy the requirements of the ROL. This is a Class 3 event except where it crosses the Princes Highway and this is addressed by the RMS requiring an ROL.



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**IR16/016 LOCAL TRAFFIC COMMITTEE MEETING NO 7 FOR 2015-16**

**E16.0002**

Recommendation:

That the ANU Sport 2016 Inwards Bound Adventure Foot Race be held on 14-15 October 2016, based upon the submitted traffic management plan and subject to approval of a Road Occupancy License by the Roads and Maritime Services.

**Special Event Application – ANZAC Day Marches, Various Locations**

ANZAC Day marches are conducted in the following locations on 25 April 2016:

- Batemans Bay
- Tomakin
- Moruya
- Tuross Head
- Narooma

The Committee reviewed traffic management plans for the ANZAC Day marches in Batemans Bay, Moruya and Narooma as these affect the major road networks.

The Traffic Officer will contact the event organisers to ensure that Road Occupancy License applications are submitted to RMS for the Moruya and Narooma marches as they require the use of the Princes Highway.

Recommendation:

That the traffic management plans for the ANZAC Day marches for Batemans Bay, Moruya and Narooma be approved subject to approval by the NSW Police and approval of a Road Occupancy License by the Roads and Maritime Services for Moruya and Narooma.

**2016.IN.013 Christmas Holidays Traffic**

It has been reported that there were delays to traffic and queuing along the Princes Highway over the Christmas/New Year holiday period.

The Traffic Officer has had discussions with various officers from Roads and Maritime Services and a representative has been invited to speak to the Committee. Discussions centred around delays in Moruya on Saturday 2 January 2016 and subsequent queuing south of the town on the Princes Highway. The issues here relate to the Princes Highway and are therefore the responsibility of the Roads and Maritime Services. This includes any proposed changes to on-street parking in front of businesses.

Nevertheless, an initial discussion around some of the technical aspects at the Local Traffic Committee is considered worthwhile given some of the suggestions put forward (eg temporary removal of on-street parking, switching off the traffic lights, use of Police to control key intersections).

A Notice of Motion regarding traffic concerns was brought to the Ordinary Meeting of Council on 23 February 2016 and it was resolved that:

1. *Eurobodalla Shire Council convene a meeting between NSW Roads and Maritime Services, NSW Police and all other relevant agencies, with a view to improving traffic flow throughout the Eurobodalla during peak holiday seasons.*

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**IR16/016 LOCAL TRAFFIC COMMITTEE MEETING NO 7 FOR 2015-16**

**E16.0002**

*2. Council use the outcomes of this meeting to assist in future planning of the Princes and Kings Highways.*

Invitations have been forwarded to the RMS Southern Regional Manager Roads and the Police Local Area Commander with a view to setting up a mutually agreed time to meet with Councillors to discuss these issues and more broadly short-long term planning for the Princes and Kings Highways.

The Committee discussed this issue and it was generally acknowledged that significant traffic delays on major roads is a problem throughout NSW. In the case of south east NSW, tourism and holiday traffic is the major factor causing delays. As State and Federal Government funds become available some of the traffic congestion can be reduced.

The RMS representative advised that there were no immediate proposals for major infrastructure upgrades in the short to medium term that would significantly reduce traffic congestion during holiday periods within Moruya. (Note: The RMS has separately advised that the proposed new Batemans Bay bridge would however include review of the Princes Highway/Kings Highway intersection.)

The Committee was advised that the RMS would provide an adjustment to the traffic signals in Moruya to provide more time in favour of the Princes Highway with increased 'green time' (increased to 80 seconds per cycle). This would add to congestion in the side streets. The maximum 'green time' is also limited by the need to ensure suitable pedestrian crossing facilities are provided at the Princes Highway/Church Street intersection.

Recommendation:

That the Committee assist in the convening of a meeting with the NSW Police and Roads and Maritime Services with a view to further discussing improvements to the traffic flow through Moruya during peak holiday seasons.

*Note:*

*The Roads and Maritime Services have since advised that they are unable to meet with Council on operational matters.*

*The Roads and Maritime Services has advised Council they have implemented positive steps to improve traffic management within the upcoming Easter holiday period including:*

- 1. increased time 'green time' on the traffic lights at the Princes Highway/Church Street intersection in Moruya*
- 2. additional patrols by RMS Traffic Managers on the south coast during the peak periods*
- 3. response crews in the local area to assist with timely removal of vehicles from the roadway during peak periods*
- 4. monitoring to assess the effectiveness of the above measures over the upcoming Easter period.*

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**IR16/016 LOCAL TRAFFIC COMMITTEE MEETING NO 7 FOR 2015-16**

**E16.0002**

**2016.IN.014 Mobility Scooter Parking**

A request has been received to provide parking spaces for mobility scooters close to facilities such as supermarkets and health centres. This was in the form of an email addressed to the Disability Advisory Committee. This email was then forwarded to the Traffic Officer by Councillor Danielle Brice.

Mobility scooters are used by many people in the community, including older people and those with disabilities. Scooters can provide independence for people who do not drive cars. These scooters are classified as motorised wheelchairs for the purpose of the NSW Road Rules and as such are a pedestrian aid with the same legal requirements as a pedestrian. Mobility scooters are generally discouraged from parking on the street in designated parking spaces.

In our local environment it is doubtful it would be practical to provide designated parking on or off the street as there are many single shops that most scooter users would need to get as close as possible to or enter into. There are no known precedents for provision of mobility scooter parking spaces within development and it is not addressed in Council's Parking Code.

The Traffic Officer has had discussions with colleagues from nearby Councils. The advice received indicates that no separate provision for mobility scooters is being provided either on footpaths or within commercial premises.

It does not appear that the Committee has had formal discussions about mobility scooter parking in the past. The Committee does not administer parking issues off the street on footpaths or on private property.

It is noted that mobility scooters generally have access within major shopping centres and this is to be encouraged to provide improved accessibility outcomes.

Recommendation:

That:

1. the Eurobodalla Disability Advisory Committee be advised that parking for mobility scooters on private property is not a traffic related issue within the guidelines for the Local Traffic Committee
2. the provision of separate on-street spaces for mobility scooters is not supported as users are considered pedestrians and need to access close to or enter shops to go about their daily lives
3. the Disability Access Committee be encouraged to continue its excellent work in promoting Good Access is Good Business.

**GENERAL BUSINESS**

**2016.IN.015 Bus Stop - Princes Highway, Dalmeny**

Concerns have been raised about pedestrian safety at the intersection of the Princes Highway and Mort Avenue, Dalmeny. There is a bus stop and shelter on the western side of the highway and pedestrians accessing the bus stop from Dalmeny have to cross the road in a 100km/h zone.

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**IR16/016 LOCAL TRAFFIC COMMITTEE MEETING NO 7 FOR 2015-16**

**E16.0002**

The Committee was advised the RMS has advised they propose to undertake a review of the bus stop at the intersection.

**NEXT MEETING**

The next meeting of the Eurobodalla Local Traffic Committee is to be held on Thursday 14 April 2016 in Council's Committee Room commencing at 9.30am.

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**IR16/017 CORRIGANS BEACH RESERVE INCLUSIVE PLAYGROUND - DRAFT CONCEPT PLAN E15.9130**

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services

Attachments: 1. Confidential - Corrigan's Beach Reserve Inclusive Playground Submissions  
2. Corrigan's Beach Reserve Inclusive Playground Plan

Focus Area: Liveable Communities

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

Operational Plan Link: L1.3.1 Implement volunteer programs and initiatives

### **EXECUTIVE SUMMARY**

The Corrigan's Beach Reserve Inclusive Playground is a vibrant inclusive play space that is fun, sparks the imagination and encourages active participation by all children.

The Corrigan's Beach Reserve Accessible Playground Sunset Advisory Committee was formed to oversee the development of a design plan for an inclusive playground on Corrigan's Beach Reserve.

The Committee consisted of two members of The Bay Push (Charles Stuart and Joe Smith) and two members of the community (Jenny Scullin and Sally Minato). Councillors Rob Pollock (Chair) and Danielle Brice are also members of this Committee. Following Joe Smith's recent resignation from the Committee, Geoff Fielding is now one of the representatives of The Bay Push and Anne Minato is currently representing Sally Minato.

Council sought quotations from five consultants for the design of the playground and subsequently appointed Architects of Arcadia – Fiona Robbe as the preferred consultant. The Committee has been working with the consultant, which included public consultation, on line surveys and attendance at Corrigan's Markets, to gain feedback from the public on what they would like to see in the playground.

On 1 February 2016 the consultant presented the draft concept plan of Corrigan's Beach Reserve Inclusive Playground to the Committee. The Committee endorsed the draft plan and a report was presented to Council on 23 February 2016 where Council endorsed the draft for public exhibition for a period of 21 days for comment.

The Corrigan's Beach Reserve Accessible Playground Sunset Advisory Committee met on 30 March 2016 and discussed the results from the public exhibition, which included 192 submissions. The Committee endorsed the plan with minor amendments. The Committee is now seeking adoption by Council of the Corrigan's Beach Reserve Inclusive Playground Plan.

### **RECOMMENDATION**

THAT Council adopt the plan for Corrigan's Beach Reserve Inclusive Playground with amendments as recommended by the Corrigan's Beach Reserve Accessible Playground Sunset Advisory Committee.

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**IR16/017 CORRIGANS BEACH RESERVE INCLUSIVE PLAYGROUND - DRAFT  
CONCEPT PLAN**

**E15.9130**

**BACKGROUND**

Corrigans Beach Reserve playground is the largest of 36 playgrounds across the Eurobodalla and is located on Beach Road 3km south of the Batemans Bay CBD at Batehaven. The reserve and playground is located between the shopping precinct of Batehaven on the western side and bounded by Corrigans Beach on the eastern side.

Council is committed to improving facilities for persons with disabilities through the upgrade of this major playground to create an integrated play space on this high profile reserve. Our aim is to create a vibrant inclusive play space that is fun, sparks the imagination and encourages active participation by all children.

The Corrigans Beach Reserve Accessible Playground Sunset Advisory Committee was formed to oversee the development of a design plan for an inclusive playground on Corrigans Beach Reserve.

**CONSIDERATIONS**

A draft concept plan has been prepared for Corrigans Beach Reserve Inclusive Playground and the Committee is now seeking adoption of this plan.

Public consultation has been undertaken and feedback sought from the broader community and various groups and this has been considered by the Committee.

**Policy**

This project contributes positively to the outcomes of the Disability Action Plan, which was endorsed by Council and developed in consultation with the Disability Advisory Committee.

**Environmental**

All appropriate environmental approvals will be in place prior to the commencement of construction.

**Asset**

Council has made provision for the on-going 'whole of life costs' for the playground in its draft forward budgets. This project will require additional costs to maintain and ultimately renew the playground equipment. The maintenance and depreciation costs for these assets have been estimated at \$135,000 per annum (including \$30,000 for routine maintenance). An additional \$25,000 has been provided in the draft forward budgets from 2016-17 onwards. An increase in the allowance for depreciation of \$70,000 per annum has also been provided to allow for renewal of this new asset over the longer term.

**Social Impact**

The aim of this project is to create a vibrant inclusive play space that is fun, sparks the imagination and encourages active participation by all children and the wider community. The playground will have something for everyone, not everything for everybody.

The playground received strong support during the public consultation including feedback from Batemans Bay High School. The Principal of Batemans Bay High School wrote in detail regarding the benefits of the playground to the school and broader community. The number of Special

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**IR16/017 CORRIGANS BEACH RESERVE INCLUSIVE PLAYGROUND - DRAFT  
CONCEPT PLAN**

**E15.9130**

Education classes at the school has doubled to six over the last three years, and the Principal notes that the playground will provide equipment which caters for both physical and sensory needs of students with disabilities. The Principal noted that the expansion of the playground will address a significant shortfall in equitable learning and recreation spaces for this underrepresented portion of the Shire's youth.

The proposed inclusive playground leaves sufficient space for the current markets to operate in the current location. The inclusive playground will complement the operation of the markets.

**Economic Development Employment Potential**

Research indicates that the accessible tourism sector has significant growth potential. It also shows that customers who find suitable accessible facilities are more likely to return to the destination for holidays. This sector has a higher spend per visit than that of other visitors. This project fits neatly with business development and tourism marketing plans to target this sector.

**Financial**

Council was successful in securing grant funding under the ClubGRANTS Category 3 Fund for enhancing Corrigans Beach Reserve to create an all inclusive, accessible playground from the NSW Trade & Investment, Office of Liquor, Gaming & Racing in the amount of \$300,000.

The Bay Push has secured \$100,000 under the Community Building Partnership program and this grant is being administered by the Bay Push.

Council has allocated \$100,000 from the rate variation towards the project.

Works will proceed on a priority basis as funding becomes available with staging determined in consultation with the Committee. The adoption of an agreed plan allows these works to proceed in a staged and planned manner.

Council will continue to advocate to both the NSW and Australian Governments to secure further funding for the project.

The Bay Push continues to actively pursue additional funding from a variety of sources including government grants and donations and are to be congratulated for their shared passion and commitment to see this project become a reality.

**Community Engagement**

The draft concept plan, including the 'Ideas Booklet', for Corrigans Beach Reserve Inclusive Playground was placed on public exhibition for a period of 21 days for comment.

A copy of the draft concept plan and booklet was made available for viewing on Council's website at [www.esc.nsw.gov.au](http://www.esc.nsw.gov.au) under 'Major Projects' and at Council's Libraries in Batemans Bay, Moruya and Narooma and Council's main office in Moruya. A copy of the concept plan and Ideas Booklet was also provided to the Disability Advisory Committee (DAC). The DAC strongly supported the proposed plan.

Five submissions were received and a copy of all submissions have been provided to Councillors as a confidential attachment to this report.

In addition to the positive play, accessibility and tourism aspects of the playground, the following issues were raised for consideration as the plan is finalised:

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**IR16/017 CORRIGANS BEACH RESERVE INCLUSIVE PLAYGROUND - DRAFT  
CONCEPT PLAN**

**E15.9130**

- *Colour contrast for the playground entrance to ensure suitability for people with vision impairment as well as sighted users.* This is built into the design.
- *Height of safety locks to ensure suitability for adults who are wheelchair users or of short stature.* A [Master Locksmiths Access Key](#) system, which enables people with disabilities to gain 24/7 access to a network of public facilities, was proposed as an alternative. The consultant is investigating options for the access gate.
- *Sufficient space surrounding equipment to enable adults to assist children if required.* This is included in the design.
- *Suitability of sandfall and sandpits which may present maintenance challenges and health concerns if used by domestic cats.* The majority of softfall consists of materials other than sand. The use of sand on the scale proposed (i.e. the sand pit) is considered appropriate.
- *Installation of an embankment slide to accommodate an adult with a child and wheelchair accessibility.* This is not incorporated into the design. The Committee felt this would take up too much space within the area and the better outcomes could be achieved with the funds required to deliver such an element.
- *Inclusion of seating looking towards the beach, from within the playground, and in the reserve in general.* The seating within the playground space is designed to allow viewing within the play space.
- *A shared pathway along the edge of the beach.* This request is outside of the design of the inclusive play space.
- *Security management and vandalism, particularly when the playground is first opened.* The play space has been designed to maintain a high level of natural natural surveillance.
- *Provision for additional space for trees to grow without damaging infrastructure.* The size of garden beds will be increased to ensure adequate growing space for the species selected.

**CONCLUSION**

The Corrigan's Beach Reserve Inclusive Playground Plan with the amendments recommended by the Committee be adopted by Council.





PREPARED FOR: **CORRIGAN'S RESERVE - INCLUSIVE PLAYGROUND** From Patten's

NOTE: Project to be staged as Funding Permits

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**IR16/018 PATHWAYS STRATEGY - FORMATION OF SUNSET ADVISORY  
COMMITTEE**

**E07.1434**

Responsible Officer: Warren Sharpe OAM - Director Infrastructure Services

Attachments: 1. Confidential - Nominations for Representation on Committee  
2. Confidential - Evaluation of Nominations for Representation on Committee

Focus Area: Liveable Communities

Delivery Program Link: L5.3 Provide and develop Council's shared pathway and cycleway network

Operational Plan Link: 5.3.2 Seek grant funding and partnership opportunities to develop network

### **EXECUTIVE SUMMARY**

This report seeks Council's determination of the two community and one cycling representative on the Pathways Strategy Sunset Advisory Committee.

Council resolved on 23 February 2016 to form the Pathway Strategy Sunset Advisory Committee (Minute No 16/36) as follows:

*THAT:*

1. *The Pathways Strategy Sunset Advisory Committee be formed to undertake the role as outlined in the Terms of Reference.*
2. *The Committee remain in place until the Strategy is adopted by Council.*
3. *The Pathways Strategy Sunset Advisory Committee consist of the following representatives:*
  - a. *Councillor Danielle Brice (Chair) and Mayor Lindsay Brown*
  - b. *two community members*
  - c. *one cycling representative*
  - d. *one Disability Advisory Committee representative*
4. *Expressions of interest be sought for the community and cycling representatives, and this be advertised for a period of 21 days, encouraging walkers, cyclists and people of differing age groups to put their name forward.*
5. *The Terms of Reference for the Pathways Strategy Sunset Advisory Committee be adopted.*

The Disability Advisory Committee has advised of their nomination for the position on the Committee.

Expressions of interest were sought for two community and one cycling representatives and these submissions are attached for Councillors' consideration and determination.

### **RECOMMENDATION**

*THAT:*

1. The member of the Disability Advisory Committee, as advised in the confidential attachment to this report, be confirmed as a member of the Pathways Strategy Sunset Advisory Committee.

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**IR16/018 PATHWAYS STRATEGY - FORMATION OF SUNSET ADVISORY  
COMMITTEE**

**E07.1434**

2. The two community and one cycling representatives, as per the confidential attachment to this report, be confirmed as members of the Pathways Strategy Sunset Advisory Committee.
3. A letter be written thanking all nominees for the Pathway Strategy Streetscape Sunset Advisory Committee for expressing an interest in being on the Committee.

**BACKGROUND**

Advertisements were placed in the local newspapers on 2 and 9 March 2016 seeking Expressions of Interest for two community and one cycling representative to be on the Committee.

Expressions of Interest closed on 23 March 2016 and five expressions of interest were received. Three expressions of interest were received for the positions of community representative and two for the position of cycling representative. The expressions of interest are attached for Council consideration and determination.

**CONSIDERATIONS**

The nomination from the Disability Advisory Committee is submitted for Council's consideration and confirmation.

Expressions of Interest have been received and are contained in the confidential attachment. Council may include the representatives of the Committee in the resolution of Council, once determined.

Once Council has determined the representation of the Committee, letters will be forwarded to those selected confirming their appointment to the Committee. Letters will also be sent to those that were not successful thanking them for putting themselves forward.

**Environmental**

The provision of an integrated pathway network encourages greater walking and cycling reducing demand for the use of motor vehicles with a positive environmental impact.

Many of the pathways built to date allow easy access for residents and visitors to enjoy our beautiful coastal environment with safety.

**Asset**

The updating of pathway strategy assists Council to identify and work progressively to provide high priority pathways across Eurobodalla. The strategy also assists provide supporting information for grant applications.

The ongoing costs of maintaining and renewing new pathways will need to be built into Council's transport asset management plan and long term financial plans. Therefore, the strategy must be mindful of the whole of life costs of pathways and the ongoing affordability.

**Social Impact**

The development of an integrated network of pathways and facilities will provide opportunities for walking and cycling that will benefit the health and social well-being of the community.

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**IR16/018 PATHWAYS STRATEGY - FORMATION OF SUNSET ADVISORY  
COMMITTEE**

**E07.1434**

The Committee comprises a broad representation of interest groups to ensure the needs of the whole community are considered.

**Economic Development Employment Potential**

Eurobodalla is recognised for the broad range of walking and cycling opportunities available to both residents and visitors. A recent example of this recognition included an article in the Canberra Times - <http://www.canberratimes.com.au/act-news/canberra-life/tim-the-yowie-mans-top-5-familyfriendly-bicycle-trips-20160225-gn3bgu.html>

The Committee includes representation of both community and business interests. This will ensure that options proposed have considered the commercial aspects as well as the economic growth that an integrated network of pathways and facilities can facilitate.

The pathway strategy will continue to support improved access to key facilities including business areas and public bus routes encouraging improved access to support existing shopping precincts.

**Financial**

The strategy is being developed using in-house resources.

**Community Engagement**

The formation of this Committee is consistent with Council's commitment to community engagement. The output of the Committee will be an update of the current pathway strategy.

Expressions of Interest seeking two community and one cycling representatives were sought by advertising on Council's noticeboard page in local newspapers on 2 and 9 March 2016.

A key role for the Committee is to oversight the community engagement process.

**CONCLUSION**

The nomination has been received from the Disability Advisory Committee for representation on the Pathways Strategy Sunset Advisory Committee.

Council needs to determine the two community and one cycling representatives on the Committee and confirm their appointment by resolution of Council.

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**FBD16/021 APPOINTMENT OF INDEPENDENT MEMBER - AUDIT COMMITTEE E05.9354**

Responsible Officer: Anthony O'Reilly - Director Finance and Business Development  
Attachments: 1. Confidential - Applications for Independent Audit Committee Member  
Focus Area: Support Services  
Delivery Program Link: SS1.2 Maintain a sound governance framework within which Council operates  
Operational Plan Link: SS1.2.2 Ensure transparency in council dealings

**EXECUTIVE SUMMARY**

This report seeks Council's endorsement of the Audit Committee's recommendation for the appointment of an independent member to replace Mr Ken Mitchell, who resigned recently from the Audit Committee.

**RECOMMENDATION**

THAT

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

**BACKGROUND**

The Audit Committee is an advisory committee to Council and the General Manager.

The Eurobodalla Shire Council Audit Committee Terms of Reference allow for three independent members on the committee as per minute FS13/19 of 12 March 2013 which states:

*THAT as a matter of urgency:*

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

Mr Ken Mitchell, independent member and Chair, recently resigned from the Audit Committee due to his relocation. An advertisement was placed in the local newspapers and on Council's website on 2 December 2015 inviting interested members of the community to apply for the vacant position. A copy of the Audit Committee Terms of Reference was provided to those who expressed an interest in the vacant position.

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**FBD16/021 APPOINTMENT OF INDEPENDENT MEMBER - AUDIT COMMITTEE**

**E05.9354**

There were a number of enquiries regarding the vacant position both before and after the closing date of 23 December 2015, however only one application was received. One interested person also provided their resume after the closing date.

Due to only receiving one application, the Audit Committee requested that the advertisement be run again allowing another two weeks for anyone interested to apply. The vacancy was re-advertised on 27 January 2016.

A further four applications were received by the closing date of 10 February 2016.

The members of the Audit Committee, taken collectively, should have a broad range of skills and experience relevant to the operations of Eurobodalla Shire Council. Some of the roles and responsibilities of the Audit Committee members relate to reviewing risk management, control framework, external accountability and legislative compliance and preference is given to a person with local interests and a strong background in areas of administration, corporate or public sector governance, finance, audit, legal, project management, or management generally.

**CONSIDERATIONS**

A rating scale was applied to the skills determined as necessary to carry out the role.

Following an assessment of all the applications, a short list was forwarded to the Audit Committee for review and consideration. All voting members of the Audit Committee have reviewed the applications and agreed on the recommendation. Copies of all the applications received are available in the confidential attachment to this report.

**Policy**

The Audit Committee Terms of Reference, as per minute 14/359 of 9 December 2014 state:

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

**Financial**

The position was advertised as suiting a person wishing to be involved in community or public service duties on a substantially voluntary basis with any reasonable and actual expenses paid by Council.

**Community Engagement**

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

**CONCLUSION**

The Audit Committee has concurred that Applicant No. 4, be offered the vacant position of Independent Audit Committee member. This decision is supported by Management.

Copies of all the applications received are available in the confidential attachment to this report.

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**CAR16/004 BATEMANS BAY TENNIS PRECINCT MANAGEMENT**

**E12.6337**

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

Attachments: Nil

Focus Area: Liveable Communities

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

Operational Plan Link: L1.3.5 Improve community awareness and usage of recreation facilities

**EXECUTIVE SUMMARY**

This report presents Council with a proposal to seek a lease holder by tender, for to the future management of the Batemans Bay tennis courts and ancillary facilities, including the Club House and pro-shop (the Precinct).

A tender will ensure a transparent, equitable and accountable process, as well as providing certainty regarding future plans for current license holders.

The tender documentation and associated contract will build in key accountabilities, targets for increased community participation, safeguards for existing user groups and clubs, stronger governance and operational requirements. The overall aim will be to maximise community benefit and value for money.

**RECOMMENDATION**

THAT:

1. Council gives approval for tenders to be called for the leasing of the Batemans Bay tennis precinct by one lessee.
2. A further report be submitted to Council to determine the successful lessee.

**BACKGROUND**

The Batemans Bay Tennis Club (BBTC) approached Council 18 months ago to discuss ongoing management arrangements for the Batemans Bay tennis courts. The BBTC is currently in a holdover period after a 5 year License Agreement for the management of the Club House, which ended in June 2015. In anticipation of the expiration of this agreement the BBTC requested that council consider the granting of a lease for the ongoing operation of the Club House, tennis courts, pro-shop and coaching services to the Club.

The tennis coach has a five year License Agreement with Council for the coaching rights and pro-shop, which also expired in June 2015. He is currently operating under the holdover clause within the Agreement.

The Batemans Bay Tennis Courts Management Committee was effective until 2015, when it was dissolved for the following reasons:

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**CAR16/004 BATEMANS BAY TENNIS PRECINCT MANAGEMENT**

**E12.6337**

- Council was rationalising the number of 355 Management Committees; and
- there was no clear definition between the BBTC and the Batemans Bay Tennis Courts Management Committee, and as such a significant conflict of interest existed between the two.

The expiration of the existing licences for the Club House, coaching rights and pro-shop, as well as the dissolution of the management committee, provide an opportunity to review management arrangements, with the overall aim of maximising community benefit, good governance and return on investment for residents.

**CONSIDERATIONS**

**Research and Consultation**

Following the request from the Batemans Bay Tennis Club (BBTC) proposing Council issue a lease for the ongoing management of the Batemans Bay Tennis courts to the Club, a cross functional staff working group reviewed various management models to determine which option/s would best suit the needs of the Precinct and community.

As part of this process the following occurred:

- Multiple meetings and discussions with the BBTC, where they have presented draft a Business Plan and Financial model. Council staff discussed different management models and also raised with the BBTC the possibility of a tender for the management and lease of the Precinct from the wider community;
- Meetings and discussions with Tennis NSW re: the various management models in place across the State, including their recommended management model;
- Conversations with multiple tennis clubs, centre operators and other Councils with similar sized tennis facilities and demographics;
- Preparation of a Management Model Report for the Batemans Bay facility, by Profit Primers (PP), an independent consultancy firm that works with clubs, centre operators, coaches and Councils to develop efficient and profitable tennis centres;
- Preparation of an Asset Management Report by PP, outlining asset maintenance and renewal costs for the next 15 years;
- Meetings with the Centre coach;
- Multiple working party meetings to discuss the positives and negatives of the various models, and the impact each model might have on the club, coach, community, and Council.



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**CAR16/004 BATEMANS BAY TENNIS PRECINCT MANAGEMENT**

**E12.6337**

**PROPOSED MANAGEMENT MODEL**

The focus of the proposal is to ensure an appropriate, functional management model is in place for all components of the Precinct, including the Club House, pro-shop, coaching program and courts, with due consideration of community benefit and ongoing community involvement.

Based on the review undertaken by staff, including detailed research and consultation, the preferred option is for Council to call for public tenders for the management of the Precinct, including the Club House, courts, pro-shop and coaching services, with key service delivery requirements built into the conditions of the lease.

A tender process would ensure all interested individuals and organisations are afforded the opportunity to apply, including the two current licence holders, and other parties.

Key service requirements may include (for example):

- maintaining a price structure that ensures the courts are affordable to all community members,
- managing court timetabling to ensure there are opportunities for casual hire
- delivering coaching services that meet the needs of a wide range of players and potential players, e.g. junior development, teens, adults, beginners, intermediate, advanced
- ensuring court time available to the BBTC for competition and social games, and support of the BBTC
- financial capacity to maintain all asset maintenance and renewals as per asset management plan
- increase the number of people playing tennis at the facility
- required to pay a lease fee commensurate with the use/value of the facility.

**Legal**

The facility is located on Council owned land, classified as 'Operational'. Under this classification, council is not legally required to put the management of the facility out to public tender.

**Policy**

The tender process will comply 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.

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**CAR16/004 BATEMANS BAY TENNIS PRECINCT MANAGEMENT**

**E12.6337**

**Asset**

The asset will be maintained and renewed in line with Council's asset management plans and the information provided by the Profit Primers Asset Management model report. Clear asset management requirements will be included in the proposed lease.

**Social Impact**

The new lease will require the development of strong partnerships between the lessee and community, resulting in more community events and programs to encourage tennis participation. Council will work with the lessee to add value to existing programs, such as youth player development and *get-active* promotions, as well as supporting the tennis club.

**Economic Development Employment Potential**

The lease arrangement will provide employment for tennis coaches as a requirement of the lease. The lease will also require the development of more programs, and in particular, events from the 12 court facility, bringing increased visitation to the shire at key times.

**Financial**

By managing the Batemans Bay tennis precinct via a lease, the lessee will be required to maintain the tennis precinct (courts, clubhouse, pro-shop and coaching) and pay a lease fee.

This presents great benefit to both the lessee, Council and the community given that Council will not need to allocate a renewal or maintenance budget for the precinct courts, as a percentage of income received under the lease will need to be directed to this purpose.

**Community Engagement**

We will inform the community through providing information on Council's website, advising stakeholders; advertising on Council's noticeboard page in two local newspapers and distributing a media release.

**CONCLUSION**

Communications with Tennis NSW and information gathered from the research and consultation process indicate that a Precinct such as Batemans Bay has the potential to generate greater participation and income under a more structured management model.

The BBTC play a positive role at the facility and have contributed significantly to the value and amenity of the asset. Any lease agreement would be designed to support this, with a clear focus on community benefit and value for money as a key performance outcome.

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**CAR16/005 STATE LIBRARY OF NSW INFRASTRUCTURE FUNDING FOR  
NAROOMA LIBRARY**

**E99.3143**

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

Attachments: Nil

Focus Area: Liveable Communities

Delivery Program Link: L3.1 provide quality library services, programs and resources

Operational Plan Link: L3.1.3 Maintain and improve library infrastructure including buildings and collections

**EXECUTIVE SUMMARY**

Funding of \$55,000 has been offered to Council via the State Library of NSW Public Infrastructure Funding program to support the creation of a refreshed, dynamic community facility.

The 2015-16 capital program includes \$29,000 to replace the carpet and repaint the Narooma library. With this in mind, a grant application was submitted to the NSW government to add value to the works, seeking an additional \$55,000 to revitalise facilities, fittings and furniture inside the library.

The project seeks to expand the number of shelving bays on wheels in order to extend possible event space (as shelves can be pushed back when required), change the configuration of the collections to improve community access, create updated lounge room spaces amongst the collection for reading, browsing and computing needs, improve the children's area, install professional gallery hanging system and create adequate signage for ease of use.

**RECOMMENDATION**

THAT Council endorse the use of the Mayor's executive powers under Section 226 of the Local Government Act to approve acceptance of \$55,000 Public Infrastructure funding from the NSW government.

**BACKGROUND**

Narooma Library has been operating in the Field Street venue since 2003 after relocating from the Narooma Kinema building. The planned refurbishment represents the first internal renewal of the facility since opening.

Narooma is home to a large number of artists who have staged limited exhibitions in the library via the Springboard Promote Unveil Reveal (SPUR) program. The project also seeks to extend the library's ability to showcase both local and regional artists through the installation of a gallery hanging system, effectively value-adding to current public programs and meeting community needs.

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**CAR16/005 STATE LIBRARY OF NSW INFRASTRUCTURE FUNDING FOR  
NAROOMA LIBRARY**

**E99.3143**

**CONSIDERATIONS**

The library plays a key role in supporting literacy through story time, specialised reading collections and electronic resources. The project, in developing the children's area, will provide a comfortable and welcoming place for junior readers and ease of access to resources. This will build on established partnerships and the early literacy focus already operating successfully in the library.

The library currently partners with several community groups, offering computer instruction and legal services, as well as Eurobodalla Family Day Care to deliver playgroup and literacy support. The refurbishment will extend the library's capacity to partner with, and deliver events and programs for these and other community groups.

**Social Impact**

This project is aimed at providing future planning for Narooma Library. In the terms of *People Places: A guide for public library buildings in NSW (Library Council of NSW, 2012)*, the project will increase the capacity to provide a cultural and literacy hub and a focal point for the community, add functionality and multipurpose usage and attract a wider range of users to the Library.

Meeting in a comfortable space, whether for a programmed event or for conversation can contribute to the social capital of a community and libraries are uniquely placed to facilitate this. The project embraces the idea of 'community living rooms' as laid out in *People Places* where people feel most relaxed and open to ideas and creativity.

**Economic Development Employment Potential**

The project will also give creative people in diverse areas of the arts an opportunity to display and create public discussion about their works. In addition to providing access to technology the library can participate in the cultural and economic development of the area by providing a dynamic art and community space that connects people locally as well as the broader community.

**Community Engagement**

We will inform the community through providing information on Council's website, Facebook and Online News regarding planned closures and the progress of the project, as well as fact sheets available at each library. We will be advertising on Council's noticeboard page in two local newspapers and distributing a media release.

**CONCLUSION**

The project will create an overall look and feel for the library that will be welcoming and comfortable, refreshing the facility significantly. A more open plan, comfortable furniture, coordination of style and efficient signage will allow easier use of, and access to, collections and services. The refurbishment will also specifically address the needs of children, seniors and people with disabilities.

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## 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.

### RECOMMENDATION

THAT pursuant to Section 10A of the Local Government Act, 1993 the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

#### **CON16/008 Property Matter**

Item CON16/008 is confidential in accordance with s10(A)(2)(c) of the Local Government Act because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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## 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<br>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<br>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.                  |

| <b>Acronym</b> | <b>Meaning</b>  | <b>Description</b>   |
|----------------|---|--|
| 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.                      |



| <b>Acronym</b> | <b>Meaning</b>  | <b>Description</b>   |
|----------------|---|--|
| 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.   |

| <b>Acronym</b> | <b>Meaning</b>                                       | <b>Description</b>   |
|----------------|--|--|
| 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.   |

| <b>Acronym</b> | <b>Meaning</b>   | <b>Description</b>   |
|----------------|--|--|
| 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<br>S94A    | S94 Contributions Plan<br>S94A Contributions Plan<br>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.  |

| <b>Acronym</b> | <b>Meaning</b>                                 | <b>Description</b>   |
|----------------|--|--|
| SEA            | Strategic Environment Assessment               | Spatial assessment of environmental constraints of land considered in design and assessment of subdivision and infrastructure.<br><br>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.  |

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| <b>Acronym</b> | <b>Meaning</b>               | <b>Description</b>  |
|----------------|------------------------------|---|
| 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. |