



ORDINARY MEETING OF COUNCIL

To be held at 5pm on

Tuesday 24 June 2014

Council Chambers

11 Manning Street, KIAMA NSW 2533

Order of Business

- 1 Apologies
- 2 Welcome to Country
- 3 Confirmation of Minutes of Previous Meeting
- 4 Business Arising from the Minutes
- 5 Public Access Summary
- 6 Mayoral Minute
- 7 Minutes of Committees
- 8 Public Access Reports
- 9 Report of the Director Environmental Services
- 10 Report of the General Manager
- 11 Report of the Director Corporate and Commercial Services
- 12 Report of the Manager Corporate Services
- 13 Report of the Director Engineering And Works
- 14 Report of the Director Community Services
- 15 Reports for Information
- 16 Addendum to Reports
- 17 Notice of Motion
- 18 Questions Without Notice
- 19 Confidential Summary
- 20 Confidential Reports
- 21 Closure

Members

His Worship the Mayor
Councillor B Petschler
Councillor N Reilly
Deputy Mayor
Councillor M Honey
Councillor G McClure
Councillor K Rice
Councillor D Seage
Councillor A Sloan
Councillor W Steel
Councillor M Way

COUNCIL OF THE MUNICIPALITY OF KIAMA

Council Chambers
11 Manning Street
KIAMA NSW 2533

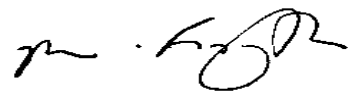
17 June 2014

To the Chairman & Councillors:

NOTICE OF ORDINARY MEETING

You are respectfully requested to attend an **Ordinary Meeting** of the Council of Kiama, to be held in the **Council Chambers** on **Tuesday 24 June 2014** commencing at **5pm** for the consideration of the undermentioned business.

Yours faithfully



Michael Forsyth
General Manager

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**AGENDA FOR THE
ORDINARY MEETING OF KIAMA MUNICIPAL COUNCIL
TUESDAY 24 JUNE 2014**

1 APOLOGIES

2 WELCOME TO COUNTRY

We acknowledge, pay respect to and thank the traditional, historical and current custodians of the land on which this meeting is being held.

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Ordinary Meeting on 20 May 2014

Extraordinary Meeting on 3 June 2014

4 BUSINESS ARISING FROM THE MINUTES

5 PUBLIC ACCESS SUMMARY

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

COMMENCING AT: 5.03pm

PRESENT: His Worship the Mayor Councillor B Petschler, Councillors M Honey, G McClure, N Reilly, K Rice, D Seage, A Sloan, W Steel, and M Way

IN ATTENDANCE: General Manager, Director of Environmental Services, Acting Director of Corporate and Commercial Services, Director of Engineering and Works and Director of Community Services

APOLOGIES: Nil

The Mayor declared the meeting open and acknowledged the traditional custodians:

“On behalf of Kiama Council, I would like to show respect and acknowledge the traditional custodians of this land, of elders past and present, on which this event takes place.”

The Mayor announced that this meeting is an historic meeting being the first live broadcast of a Council meeting in Australia. He thanked Council’s Communications, IT and Corporate Services staff for bringing Kiama Council to this point.

The Mayor presented Certificates of Appreciation to Council staff members Jenene Gilbert and Hannah McInerney, in recognition of their outstanding professionalism and extraordinary personal action to save a life on 4 February 2014 at the Kiama Leisure Centre.

CONFIRMATION OF MINUTES - ORDINARY MEETING – 15 APRIL 2014

The Minutes of the **Ordinary Meeting** of Council held on 15 April 2014 were acknowledged by the Councillors.

Correction:

CR112

The list of Councillors in attendance to be amended to remove the names of the three Councillors who were listed as apologies.

(Councillors Sloan and Way)

Adoption:

MN084

Resolved that the Minutes of the **Ordinary Meeting** of Council held on 15 April 2014 be confirmed and adopted.

(Councillors Sloan and Way)

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

BUSINESS ARISING FROM THE MINUTES:

Nil

PUBLIC ACCESS:

The General Manager outlined public access which was held on Monday 19 May 2014 in the Council Chambers commencing at 5.00pm as follows:-

Mr Yalden – Planning Proposal for Lots 1 and 2 DP797732 and Lots 1, 2, 3 and 4 Sec 67 DP758563 Jamberoo Road Kiama (Item 4, DES)

Mr Unicomb – Planning Proposal for Lots 1 and 2 DP797732 and Lots 1, 2, 3 and 4 Sec 67 DP758563 Jamberoo Road Kiama (Item 4, DES)

Mrs Farrell – Planning Proposal for Lots 1 and 2 DP797732 and Lots 1, 2, 3 and 4 Sec 67 DP758563 Jamberoo Road Kiama (Item 4, DES)

Mr Goldie – Planning Proposal for Lots 1 and 2 DP797732 and Lots 1, 2, 3 and 4 Sec 67 DP758563 Jamberoo Road Kiama (Item 4, DES)

MAYORAL MINUTE:

The Mayoral Minute was acknowledged by the Councillors:

1 Joyce Wheatley Community Centre

MN085

Resolved that Council note the report.

(Councillors Petschler and Way)

REPORTS OF COMMITTEES:

KIAMA TRAFFIC COMMITTEE MEETING – 6 MAY 2014:

The Minutes of the **Kiama Traffic Committee Meeting** held on 6 May 2014 were acknowledged by the Councillors.

CR113

Committee recommendation that determination of the recommendations contained in CR107 of the Traffic Committee Minutes of 6 May 2014 meeting relating to the proposed linkway at Kiama Harbour be deferred.

(Councillors Seage and Reilly)

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

Adoption:

MN086

Resolved that, subject to the foregoing, the Minutes of the Kiama Traffic Committee Meeting held on 6 May 2014 and the recommendations numbered CR105 to CR111 contained therein be approved and adopted.

(Councillors Steel and Way)

COMMITTEE OF THE WHOLE:

MN087

Resolved that at this time, 5.15pm, Council form itself into a Committee of the Whole to deal with matters listed in the reports as set out below:-

Report of the Director of Environment Services
Report of the General Manager
Report of the Acting Director of Corporate and Commercial Services
Report of the Manager Corporate Services
Report of the Director of Engineering and Works
Report of the Director of Community Services
Reports for Information
Addendum to Reports

(Councillors Reilly and Rice)

SENIOR OFFICERS' REPORTS:

MN088

Resolved that at this time, 5.15pm, Council bring forward and deal with the matters pertaining to the Public Access Meeting.

(Councillors Reilly and Rice)

REPORT OF THE DIRECTOR OF ENVIRONMENTAL SERVICES

4 Planning Proposal for Lots 1 and 2 DP 797732, Lot 1, 2, 3 and 4 Sec 67 DP 758563 Jamberoo Road, Kiama.

CR114

Committee recommendation that:

- 1) Council endorse the Planning Proposal submitted for Lots 1 and 2 DP 797732, Lots 1, 2, 3 and 4 Sec 67 DP 758563 Jamberoo Road, Kiama.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

- 2) Council proceed with preparation of the planning proposal documents and maps and upon completion these be forwarded to Parliamentary Counsel's Office for agreement.
- 3) Upon receipt of agreed documentation from Parliamentary Counsels Office, the General Manager or Director of Environmental Services exercise the plan making powers under Section 59 (2) and (3) of the Environmental Planning and Assessment Act, delegated to them by the Minister for Planning, in regard to this Planning Proposal.

(Councillors Honey and Reilly)

For: Councillors Reilly, Honey, Way, Steel, Seage, Rice, Sloan, Petschler and McClure

Against: Nil

CR115

It was **Moved** by Councillor Seage and seconded by Councillor Steel that should the gateway proposal for rezoning be approved, that Council open up communications with the developer for the preferred access to the subdivision Lots 1 and 2 DP 797732, Lots 1, 2, 3 and 4 Sec 67 DP 758563 Jamberoo Road, Kiama.

The **Motion** was put and **Carried**.

For: Councillors Petschler, Reilly, Honey, Way, Steel, Seage and McClure

Against: Councillors Rice and Sloan

RESUMPTION OF ORDINARY BUSINESS:

MN089

Resolved that at this time, 5.35pm, Council resume the Committee of the Whole meeting to deal with matters listed in the reports.

(Councillors Steel and Seage)

REPORT OF THE DIRECTOR OF ENVIRONMENTAL SERVICES

- 1 **Establishment of a Dog on-leash swimming area – Minnamurra River - Question without notice**

CR116

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

It was **Moved** by Councillor Steel and seconded by Councillor Seage that this matter be referred back to staff to consider possible alternative locations along the river.

(Councillors Steel and Seage)

The **Motion** was put and **Carried**.

**2 Lot 1 DP 540376 No 33 Bong Bong Street Kiama
Use of Existing Premises as a Tattoo Studio**

Motion was moved by Councillor Seage and seconded by Councillor Steel that Council refuse Development Application number 10.2014.82.1 on the basis that the proposal will have undesirable and adverse social impacts on the community.

The **Motion** was put and **Lost**.

For: Councillors Seage, Steel, McClure and Honey

Against: Councillors Reilly, Sloan, Rice, Way and Petschler

CR117

Committee recommendation that Council approve Development Application number 10.2014.82.1 pursuant to Section 80 of the Environmental Planning and Assessment Act, 1979, subject to the 'draft' conditions of consent at the end of this report with a variation to item 5 in relation to CCTV with a recording function being installed on the inside and outside of the entrance to the premises and the footage being made available to police when requested.

(Councillors Reilly and Way)

For: Councillors Reilly, Sloan, Rice, Way, Petschler, McClure and Honey

Against: Councillors Seage and Steel

3 Draft Chapter 3 of Kiama Development Control Plan – Preservation and Management of Trees and Vegetation

CR118

Committee recommendation that:

- 1) the attached Chapter 3 - Preservation and Management of Trees and Vegetation be adopted as part of Council's Development Control Plan subject to the words "Council may take into consideration" being changed to "Council must take into consideration" in clause C2 of Section 4 – Controls.
- 2) for clearing of native vegetation within rural or environmental zonings over 10ha applicants should refer to the Native Vegetation Act 2003 as administered by Local Land Services or responsible State government Department/Agency.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

For rural landholdings under 10ha, specific application and permit through Local Land Services is required.

(Councillors Honey and Steel)

For: Councillors Reilly, Honey, Way, Steel, Seage, Rice, Sloan, Petschler and McClure

Against: Nil

REPORT OF THE GENERAL MANAGER

1 Kiama Rugby League Football Club Incorporated

CR119

Committee recommendation that Council make a donation of \$1,000 to the Kiama Rugby League Football Club Incorporated.

2 Kiama Art Society Annual Exhibition

CR120

Committee recommendation that Council again be a sponsor of the Annual Kiama Art Society exhibition by contributing \$1,600 to the prizes for the relevant award categories subject to adoption of Council's Draft 2014/2015 Budget.

3 Illawarra Folk Club

CR121

Committee recommendation that Council advise the Illawarra Folk Club that it would be prepared to provide \$5,000 funding assistance and the provision of the Kiama Pavilion during the festival and Hindmarsh Park for the Sunday free concert subject to adoption of Council's draft 2014/2015 budget.

4 Integrated Planning and Reporting - Operational Plan Quarterly Report for the period ending 31 March 2014

CR122

Committee recommendation that the review of the Operational Plan (Third Quarter ending March 2014) be received and adopted.

5 Australian Aerial Patrol

CR123

Committee recommendation that Council again provide funding assistance of \$2,500 to the Australian Aerial Patrol to ensure the Aerial Patrol beach and community operations over the Kiama Municipality are maintained through the 2014/2015 period subject to the adoption of the Operational Plan and Budget.

REPORT OF THE ACTING DIRECTOR OF CORPORATE AND COMMERCIAL SERVICES

**1 Economic Development
Draft Economic Development Strategy**

CR124

Committee recommendation that:

- 1) the final draft report of the Kiama Economic Development Strategy be placed on public exhibition for a period of 28 days with the inclusion of an Executive Summary that highlights the report's recommendations and action points as detailed in Section 7.
- 2) Councillors be provided with a briefing on this document once the exhibition period is over.

(Councillors Reilly and Honey)

REPORT OF THE MANAGER CORPORATE SERVICES

**1 Investments
Statement of Investments**

CR125

Committee recommendation that the information relating to the Statement of Investments for April 2014 be received and adopted.

**2 Financial Statement
Financial Report for the Period Ending 31 March 2014**

CR126

Committee recommendation that the revised budget for the period ending 31 March 2014 be received and adopted.

REPORT OF THE DIRECTOR OF ENGINEERING AND WORKS

1 Public Exhibition of Spring Creek Flood Study Spring Creek Catchment - Kiama

CR127

Committee recommendation that Council:

- 1) adopt the 'Spring Creek Catchment Flood Study', in relation to flood levels and extents in this catchment
- 2) adopt the Flood Study for use in conjunction with Kiama Development Control Plan 2012: Chapter 29 - Development On Flood Liable Land and
- 3) modify the Section 149 (2) and 149 (5) Planning Certificates issued under the Environmental Planning and Assessment Act 1979, to include a flood notation on all properties identified as being within the 1% Annual Exceedence Probability (1 in 100 year) flood mapped area as included in the Flood Study.

2 Lease Renewal Community Services Occupation of Leased Premises - 33 Manning Street Kiama

CR128

Committee recommendation that Council exercise the option to renew the lease for a further two (2) years for the ground floor office space and car parking area at Lot 1 DP653137, No.33 Manning Street Kiama under the same lease terms and conditions.

3 Review of Community Land Plan of Management Neighbourhood Parks

CR129

Committee recommendation that Council adopt the revised draft plan of management for neighbourhood parks.

**4 Kiama Night Bus Funding
Allocation of Funds**

At this time, 6.40pm, Councillor Gavin McClure declared a significant pecuniary interest in this matter as he is the operator of Kiama Cabs. Councillor McClure left the room and took no part in the discussion thereon. Councillor McClure returned to the meeting at 6.41pm.

CR130

Committee recommendation that Council:

- 1) accept the funding of \$12,000 from the NSW Roads and Maritime Services for the Kiama Night Bus for the 2013/14 financial year and provide this amount to the Kiama Liquor Accord; and
- 2) not proceed with Item 1) of CR453 and continue to provide in-kind (non financial) support to the Kiama Liquor Accord for the night bus service.
- 3) write a formal letter to the Liquor Accord explaining that the \$2,000 that Council resolved at the December meeting to pledge to the Kiama Liquor Accord has been covered by the \$12,000 grant which was back dated to that time.

(Councillors Seage and Steel)

**5 Acquisition of Land Associated with Jamberoo Cycleway
Swamp Road Jamberoo**

At this time, 6.43pm Councillor Mark Honey declared a significant pecuniary interest in this matter as he is the owner of the land affected. Councillor Honey left the room and took no part in the discussion thereon. Councillor Honey returned to the meeting at 6.43pm.

CR131

Committee recommendation that Council:

- 1) acquire part Lot 54 DP751290 as shown on the annexed plan to this report for \$1 and dedicate as public road and further that Council be responsible for all legal, survey, registration and fencing relocation costs associated with this matter.
- 2) write to Councillor Honey to show its appreciation.

(Councillors Way and Sloan)

**6 Lions Club of Gerringong Inc
Gerringong Men's Shed**

CR132

Committee recommendation that Council defer consideration of this matter until the June Extraordinary Meeting at which the 2014/2015 Operational Plan and Budget is to be determined.

(Councillors Reilly and Seage)

**7 Bombo Beach
Sewer Dump Point Investigation**

CR133

Committee recommendation that Council:

- 1) not proceed with the installation of a sewer dump point at north Bombo beach for the reasons outlined in this report;
- 2) investigate suitable locations, removed from the coastal and commercial centres of the municipality, for the provision of a "primitive camping" site; and
- 3) investigate the formalisation of a primitive camping site at Kevin Walsh Oval which is compliant with the relevant legislation.
- 4) look at creating a time limited, free primitive camping site at the carpark adjacent to the start of the Ruth Deveney walk
- 5) investigate the feasibility of installing a sewer dump point at this site.

(Councillors Steel and Seage)

**8 Local Emergency Management Officer
Resignation of John Alexander**

CR134

Committee recommendation that Council:

- 1) accept the resignation of Mr John Alexander from the position of Kiama Local Emergency Management Officer and thank him for his extensive contribution to Local Emergency Management at Kiama and in the Illawarra through both this position and those previously held with various emergency service agencies; and
- 2) appoint Mr Peter Luke to the position of Local Emergency Management Officer for Kiama and Mr John Alexander to the position of Deputy Local Emergency Management Officer.

**9 Kiama Swimming Club
Request for Payment of Lease Preparation Costs**

CR135

Committee recommendation that Council deny the request for payment of the lease preparation costs from the Kiama Swimming Club.

**10 Outdoor Fitness Equipment – Werri Beach
Community Consultation and Site Selection**

CR136

Committee recommendation that Council install the equipment along the pathway adjoining the beach.

(Councillors Way and Steel)

An **Amendment** was moved by Councillor Reilly and seconded by Councillor Rice that Council install one third of the equipment in the reserve adjacent to the Surf Club and monitor the use of these for a 12 month period before deciding on the installation of the other equipment.

The **Amendment** was put and **Lost**.

The original **Motion** was put and **Carried**.

A **Motion** was moved by Councillor Rice and seconded by Councillor Sloan that Council review the type of equipment to be used.

The **Motion** was put and **Lost**.

CR137

A **Motion** was moved by Councillor Seage and seconded by Councillor Way that Council acknowledge Julie Errey's contribution to this initiative and the community consultative process.

The **Motion** was put and **Carried**.

**11 Revenue Sub-Committee
Part Iluka Reserve, Kiama Downs**

CR138

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

Committee recommendation that Council commence the re-classifications/re-zoning process in relation to the subject lands.

REPORT OF THE DIRECTOR OF COMMUNITY SERVICES

**1 Kiama Youth Service
Council Youth Engagement Meeting**

CR139

Committee recommendation that Council agree to support and hold a Youth Engagement meeting, at Kiama High School on 5 August 2014, to provide students from the school the opportunity to raise any issues and/or make submissions on a range of youth specific topics.

**2 National Healthy Cities Conference
7th Making Cities Liveable Conference 2014**

CR140

Committee recommendation that Council endorse Councillor Kathy Rice to attend the National Healthy Cities Conference – *Making Cities Liveable*, to be held at Kingscliff, NSW from the 9th to the 11th of July 2014, and for Councillor Rice to co-present a paper: *Implementing the Illawarra Regional Food Strategy in Kiama*.

**3 Donation Request
Live Music and Dinner Event Gerringong**

A **Motion** was moved by Councillor Way and seconded by Councillor Steel that

- 1) Council provide a once-off payment of \$250 in total for the cost of hiring Gerringong Town Hall to hold a Live Music and Dinner Event on 20 September 2014, as per the donations policy.
- 2) seek a report back from the organisers to Council on how this event has contributed to the goals they wanted to achieve.

An **Amendment** was moved by Councillor Honey and seconded by Councillor Reilly that Council:

- 1) provide a once-off amount of \$500 only
- 2) seek a report back from the organisers to Council on how this event met the goals.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

The **Amendment** was put and **Lost**.

A further **Amendment** was **Moved** by Councillor McClure and seconded by Councillor Rice that Council:

- 1) support the recommendation, but for a once-off amount of \$390 in total.
- 2) seek a report back from the organisers to Council on how this event has contributed to the goals they wanted to achieve.

The **Amendment** was put and **Lost**.

The original **Motion** was put and **Lost**.

CR141

Moved by Councillor Seage and seconded by Councillor Steel that Council not support this application.

The **Motion** was put and **Carried**.

REPORTS FOR INFORMATION

14 Roadside Vegetation Crooked River Road (DES)

Moved by Councillor Rice and seconded by Councillor Sloan that Kiama Council recognises the heritage, scenic and habitat values of the Crooked River Road drive in the Kiama Municipality.

The **Motion** was put and **Lost**.

17 Establishment of a dog off-leash area – South Jones Beach (DES)

Moved by Councillor Way and seconded by Councillor Seage that Council formally seek public comment on the proposal to create a dog off-leash area at the southern end of Jones Beach, Kiama Downs subject to the following conditions:

- 1) The off-leash area being limited to the beach area between the rocks at the southern end of the beach and the access from the southern car park.
- 2) Dog off-leash not being permitted in the adjacent public reserve/playground.
- 3) Access to the off-leash area is only via the beach entrance from the southern car park with dogs to be on leash until they reach the beach.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

- 4) Appropriate signage to be installed to enforce the above restrictions.

CR142

An **Amendment** was moved by Councillor Seage and seconded by Councillor Reilly that the above draft motion be referred back to the Companion Animal Management Committee for comment.

The **Amendment** was put and **Carried**.

22 Local Land Services South East (GM)

Moved by Councillor Honey and seconded by Councillor Reilly that Council meet with Local Land Services to investigate how they can work together for catchment management work and land care work.

Adoption

CR143

Committee recommendation that, subject to the foregoing, the Reports for Information listed for the Council's consideration as detailed be received and noted.

(Councillors Steel and Seage)

RESUMPTION OF ORDINARY BUSINESS:

MN090

Resolved that at this time, 7.52 pm, Council resume the ordinary business of the meeting with all Councillors and Staff present at the adjournment of the meeting being present.

(Councillors Steel and Seage)

ADOPTION OF COMMITTEE OF THE WHOLE REPORT:

MN091

Resolved that Council formally confirm, adopt and endorse the Committee recommendations made by Council sitting as a Committee of the Whole as detailed in the Committee recommendations numbered CR112 to CR143 above. Councillor McClure declared a significant pecuniary interest in Item 4 of the Director of Engineering and Works Report and Councillor Honey declared a significant pecuniary interest in item five of the Director of Engineering and Works Report.

(Councillors Seage and Steel)

NOTICE OF MOTION

1 Naming of the Walkway through the Old Bombo Quarry

An **Amendment** was **Moved** by Councillor Rice and seconded by Councillor Sloan to amend the proposed spelling of “Thunda” to “Thunder”.

The **Amendment** was put and **Lost**.

An **Amendment** was **Moved** by Councillor Sloan and seconded by Councillor Rice to refer the matter to the Street and Reserve Naming Committee

The **Amendment** was put and **Lost**.

CR144

Moved by Councillor Steel and seconded by Councillor Seage that the new walkway through the old Bombo Quarry be named the “Thunda Track” in keeping with the aboriginal name for Bombo.

The **Motion** was put and **Carried**

QUESTIONS WITHOUT NOTICE:

1 Kiama Produce Market

Councillor McClure asked for a report to be presented to Council on what effect has the weekly farmers market had on the monthly produce market, effects being stall numbers, expenses and profit. The Mayor referred this matter to the Acting Director of Corporate and Commercial Services for investigation and report.

2 The Pavilion Kiama

Councillor McClure asked for a report to be presented to Council on the approved caterers at the Pavilion Kiama with regard to the number of events each caterer has been engaged to perform, the value of each event and Council’s profit on each. The Mayor referred this matter to the Acting Director of Corporate and Commercial Services for investigation and report.

2 Major works

Councillor Seage asked that at future major works briefings, will the Director, in addition to supplying estimated costs of projects, report on the actual cost of projects once a project is completed to enable comparisons and budget reviews to be made. The Mayor referred this matter to the Acting Director of Engineering and Works for investigation and report.

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

3 Street Parking

The Mayor, Councillor Petschler asked for a report to be presented to Council on the increasing incidence of use of footpaths for the permanent parking of caravans and what action Council can take to prevent that becoming more prevalent. The Mayor referred this matter to the Director of Environmental Services for investigation and report.

4 Street Parking

Councillor Rice asked for a report to be presented to Council on parking restrictions around the streets of Cedar Grove. The Mayor referred this matter to the Director of Environmental Services for investigation and report.

CONFIDENTIAL COMMITTEE OF THE WHOLE:

MN092

Resolved that at this time, 8.07pm, Council form itself into a Confidential Committee of the Whole to deal with matters listed in the recommendations as set out below subject to the consideration of any representations relating to such action.

(Councillors McClure and Seage)

PUBLIC REPRESENTATIONS:

The Mayor called for representations regarding issues which had been proposed to be disclosed in Confidential Committee of the Whole. No such representations were received.

EXCLUSION OF PRESS AND PUBLIC:

MN093

Resolved that in accordance with Sections 10 and 10A of the Local Government Act, 1993 as amended, Council close the meeting of the Confidential Committee of the Whole to the Press and Public on the grounds as detailed in the following recommendations such exclusion to commence as from 8.08pm.

(Councillors McClure and Seage)

CONFIDENTIAL REPORTS

**1 Werri Beach Holiday Park (ADCCS)
Management Contract**

CR145

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

Committee recommendation that Council approves the extension of the contract for the management of Werri Beach Holiday Park to R and L Field Pty Ltd at the percentage detailed in this report.

2 Seven Mile Beach Holiday Park (ADCCS)

CR146

Committee recommendation that the information in this report be noted.

3 Proposed Sale of Council Land at the corner of Shoalhaven and Akuna Streets, Kiama (GM)

CR147

Committee recommendation that Council:-

- 1) enter into a heads of agreement document with a preferred retailer
- 2) sell the site by an expression of interest and tender process to meet the Local Government Act requirements that relate to public/private partnerships
- 3) enter into a sales agreement with Colliers International (Wollongong).

4 Blue Haven Care Residential Redevelopment and Community Care Services (Parts 1 and 2)

CR148

Committee recommendation that Council:

- 1) endorse the continued negotiations with Illawarra Shoalhaven Local Health District (ISLHD) and Infrastructure NSW based on the most recent feedback from ISLHD with consideration of the design proposals developed to date for the site
- 2) endorse option one: Retain Control and Ownership of Blue Haven Care, with the necessary structural and system changes needed for Council to continue delivering these services in a sustainable way.
- 3) endorse Blue Haven Care to investigate appropriate partnerships with other not for profit providers to enable benchmarking, potential shared services and exchange of knowledge.
- 4) seeks assurance from the Illawarra Shoalhaven Local Health District that they will satisfactorily address any issues relating to land contamination.

(Councillors Reilly and Steel)

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

5 NSW Waste Less Recycling More Grants (SC1268) (DES)

CR149

Committee recommendation that Council:

- 1) grant delegation to the General Manager to sign the Deeds of Agreement for the Waste Less Recycle More Community Recycling Centres Grant and the Local Government Organics Collection Grants Program, subject to the EPA agreeing to any modifications to the terms and conditions as specified by Council.
- 2) extend the weekly food /garden organics service, a weekly recycling service and a fortnightly garbage collection service to one additional urban collection zone as soon as practicable.
- 3) advise the EPA that a weekly food and organics waste collection service will be introduced to all other zones in the Kiama Municipality subject to Council securing agreement with a suitably licensed facility or a new organics processing facility is commissioned at Council's Minnamurra Waste Facility.

CLOSE OF CONFIDENTIAL COMMITTEE OF THE WHOLE:

MN093

Resolved that at this time, 8.25 pm, the Confidential Committee of the Whole revert to Open Council.

(Councillors McClure and Way)

Adoption of Report

The General Manager formally reported the recommendations of the Confidential Committee of the Whole more particularly set out above.

MN094

Resolved that the Confidential Committee of the Whole recommendations numbered CR145 to CR149 be confirmed and adopted.

(Councillors Seage and McClure)

There being no further business

MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 20 MAY 2014

the meeting closed at 8.25pm.

These Minutes were confirmed at the Ordinary Meeting of Council held on 24 June 2014

.....
Mayor

.....
General Manager



MINUTES OF THE EXTRAORDINARY MEETING OF COUNCIL

commencing at 5pm on

TUESDAY 3 JUNE 2014

Council Chambers
11 Manning Street, KIAMA NSW 2533

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MINUTES OF THE EXTRAORDINARY MEETING OF THE COUNCIL OF THE MUNICIPALITY OF KIAMA HELD IN THE COUNCIL CHAMBERS, KIAMA, ON TUESDAY 3 JUNE 2014 AT 5.03PM

PRESENT: Mayor – Councillor B Petschler,
Deputy Mayor – Councillor N Reilly
Councillors M Honey, K Rice, D Seage, A Sloan, W Steel, and
M Way

IN ATTENDANCE: General Manager, Director of Environmental Services, Director of Corporate and Commercial Services, Director of Engineering and Works and Director of Community Services

1 APOLOGIES

Councillor G McClure

(Councillor Seage and Councillor Steel)

ACKNOWLEDGEMENT TO COUNTRY

The Mayor declared the meeting open and acknowledged the traditional custodians:

“We acknowledge, pay respect to and thank the traditional, historical and current custodians of the land on which this meeting is being held.”

2 PUBLIC ACCESS SUMMARY

The General Manager outlined public access which was held on Monday 2 June 2014 in the Council Chambers commencing at 5pm as follows:-

Mr Brian Hudson – Draft Operation Plan 2014/2015 (Item 1 – GM)

14/001

Resolved that Council form itself into a Committee of the Whole to deal with matters listed in the Report of the General Manager as set out below:-

(Councillors Steel and Way)

3 REPORT OF THE GENERAL MANAGER

3.1 Draft Operational Plan 2014/2015

14/002

Committee recommendation

- 1) It be noted in accordance with Section 402 to 406 of the Local Government Act, 1993, Council is required to prepare an Integrated Plan with respect to:
 - (a) An Operational Plan for 1 year,
 - (b) A Delivery program for 4 years, and

- (c) A Community Strategic Plan for 10 years

The Community Strategic Plan 2013-2023 and the Delivery Program 2013-2017 were adopted by Council in June 2013.

The Operational Plan 2014/15 was notified to the public through newspaper advertisements and was placed on public exhibition at various locations from 23 April 2014 to 23 May 2014 as required under the Local Government Act.

It was advised to the public that written submissions may be made in accordance with legislation to the Council any time during the period of the exhibition.

- 2) Council adopt its Operational Plan 2014/15 in accordance with Sections 402 to 406 of the Local Government Act, 1993 including the following amendments:
- a) An ordinary rate comprising a base charge of \$675.00 on each separate parcel of land subject to the rate which represents 49.53% of the total amount payable by the levying of the rate and an ad valorem amount of 0.0021045 cents in the dollar on the land value (base date 2012) of all rateable land categorised as Residential be now made for 2014/15 in accordance with the Local Government Act, 1993. This rate will appear on the Rates and Charges Notice as "Residential".
 - b) An ordinary rate comprising a base charge of \$675.00 on each separate parcel of land subject to the rate which represents 24.09% of the total amount payable by the levying of the rate and an ad valorem amount of 0.002215 cents in the dollar on the land value (base date 2012) of all rateable land categorised as Residential-Rural be now made for 2014/15 in accordance with the Local Government Act, 1993. This rate will appear on the Rates and Charges Notice as "Residential-Rural".
 - c) An ordinary rate comprising a base charge of \$675.00 on each separate parcel of land subject to the rate which represents 34.8% of the total amount payable by the levying of the rate and an ad valorem amount 0.00095 cents in the dollar on the land value (base date 2012) on all rateable land categorised as Farmland be now made for 2014/15 in accordance with the Local Government Act, 1993. This rate will appear on the Rates and Charges Notice as "Farmland".
 - d) An ordinary rate of 0.0031 cents in the dollar on the land value (base date 2012) of all rateable land (not being categorised as "Residential" or "Farmland" and not including rateable land used or zoned for commercial, professional, industrial or trade purposes) categorised as Business be now made for 2014/15 in accordance with the Local Government Act, 1993. Nomination rates will apply to this category. This rate will appear on the Rates and Charges Notice as "Business".
 - e) An ordinary rate of 0.00554 cents in the dollar on the land value (base date 2012) of all rateable land in the Kiama Council area determined to be a centre of activity which is used or zoned for commercial, professional, industrial or trade purposes) and sub-categorised as Business –

“Commercial/Industrial” be now made for 2014/15 with a minimum amount of rate which will apply in respect to each parcel of land being \$675.00 in accordance with the Local Government Act, 1993. This rate will appear on the Rates and Charges Notice as “Business - Commercial Industrial”.

- 3) A rate of interest of 8.5% accruing daily on rates and charges that remain unpaid after they become due and payable be now made for 2014/15 in accordance with Section 566 of the Local Government Act, 1993.
- 4) The Fees & Charges Schedule as proposed in Council’s Operational Plan for 2014/15 be adopted.
- 5) That a Domestic Waste Service Annual Charge for areas other than the ‘Organics Kiama’ trial area of:
 - a) \$671.44 for a 240 litre bin and a 240 litre fortnightly recycling bin
 - b) \$502.04 for a 140 litre bin and a 240 litre fortnightly recycling bin
 - c) \$480.31 for a 80 litre bin and a 240 litre fortnightly recycling bin
 - d) \$54.50 for vacant land
 - e) \$90 for additional 240 litre recycling bin serviced fortnightly
 - f) \$90 for additional 240 litre green waste bin serviced fortnightly
 - g) \$502.04 for special needs waste collection to upsize from 140 litre to a 240 litre bin

be now made for the period 1 July 2014 to 30 June 2015 in accordance with Section 496 of the Local Government Act 1993.

- 6) That a Domestic Waste Service Annual Charge for areas within the ‘Organics Kiama’ trial area of:
 - a) \$661.44 for a 240 litre bin and a 240 litre weekly recycling bin
 - b) \$492.04 for a 140 litre bin and a 240 litre weekly recycling bin
 - c) \$470.31 for a 80 litre bin and a 240 litre weekly recycling bin
 - d) \$54.50 for vacant land
 - e) \$90 for additional 240 litre recycling bin serviced fortnightly
 - f) \$90 for additional 240 litre green waste bin serviced fortnightly
 - g) \$502.04 for special needs waste collection to upsize from 140 litre to a 240 litre bin

be now made for the period 1 July 2014 to 30 June 2015 in accordance with Section 496 of the Local Government Act 1993.

- 7) That a Waste Management Service Annual Charge for Tourist Accommodation of:
 - a) \$413.87 for a weekly 80 litre garbage bin and a 240 litre fortnightly recycling bin (suitable for a one bedroom apartment/unit)
 - b) \$435.46 for a weekly 140 litre garbage bin and a 240 litre fortnightly recycling bin of (suitable for a two bedroom tourist apartment/unit)

- c) \$627.98 for a weekly 240 litre garbage bin and a 240 litre fortnightly recycling bin of (suitable for a three bedroom tourist apartment/unit)
be now made for the period 1 July 2014 to 30 June 2015 in accordance with Section 501 of the Local Government Act 1993.
- 8) That a Commercial Waste Service Annual Charge of:
- a) \$655.00 for a 240 litre bin and a 240 litre weekly recycling bin
 - b) \$585.40 for a 240 litre bin and a 240 litre fortnightly recycling bin
- be now made for the period 1 July 2014 to 30 June 2015 in accordance with Section 501 of the Local Government Act 1993.
- 9) That a Rural Waste Service Annual Charge of \$401.91 for the provision of a fortnightly garbage and a fortnightly recycling service using 240L bins be now made for the period 1 July 2014 to 30 June 2015 in accordance with Section 501 of the Local Government Act 1993.
- 10) Council adopt a 2.3% rate increase for the 2014/15 year as approved by the Independent Pricing and Regulatory Tribunal.
- 11) The Mayoral Allowance for 2014/15 be \$23,440 and Councillor's fees be set at \$10,740 for 2014/15 as permitted by the Local Government Remuneration Tribunal.

(Councillors Sloan and Seage)

14/003

Committee recommendation

- 12) In relation to the car park and toilet facility at Loves Bay, Option 2 involving the use of the existing formed driveway access off the end of Elanora Road to access a 5 to 6 space car park on the public reserve be adopted.

(Councillors Way and Seage)

14/004

Committee recommendation

- 13) The allocation to the 2015 Kiama Jazz and Blues Festival be increased to \$14,000.

(Councillors Reilly and Steel)

ADOPTION OF COMMITTEE OF THE WHOLE REPORT -

14/005

Recommended that Council formally confirm, adopt and endorse the Committee recommendations made by Council sitting as a Committee of the Whole as detailed in the Committee recommendations numbered 14/001 to 14/005 above.

(Councillors Reilly and Way)

4 CLOSURE

There being no further business
the meeting closed at 5.27pm

These Minutes were confirmed at the Ordinary Meeting
of Council held on 24 June 2014

.....
Mayor

.....
General Manager

6 MAYORAL MINUTE

6.1 Presentation of Painting to Council's Collection by Mr John Cornwell

Attachments

Nil

Enclosures

Nil

RECOMMENDED

That Council accept with appreciation, the gift of the painting "A View from Saddleback" from Mr John Cornwell, the prominent local artist.

REPORT

I have received the following letter from Mr John Cornwell, who resides in Kiama:-

"I have been living in Kiama and enjoying the pleasures of this wonderful district for 26 years. Our family on my mother's side settled here in 1826. I have been a professional artist for over 30 years, and have become well known in the art world, both here and overseas. I was chosen to represent Australia in a very exclusive Global Art Exhibition in Oman, along with artists from every continent.

I have produced a large number of paintings, murals, sculptures and displays over the years, and I would glad if the council would accept one of my paintings as a gift. It is a view from Saddleback, looking north in the afternoon light, with two of the Clydesdale horses that graze there, in the foreground."

As indicated in his letter, Mr Cornwell has become well known in the art world and his art work has been exhibited and sold at a number of leading galleries around New South Wales and indeed Australia, as well as overseas.

Mr Cornwell was commissioned some years ago by the State Library of NSW to undertake a bronze sculpture of Matthew Flinder's cat "Trim". The sculpture sits on a ledge on the façade of the Mitchell Library Building in Sydney. It is designed to gaze at the statue of Matthew Flinders which is located in the Library forecourt. The official unveiling of the work was accompanied by a presentation by a naval band playing excerpts from the musical "Cats". The Mitchell Library holds a significant collection of Flinders writings.

Mayoral Minute

It is hoped to have the painting from Mr Cornwell on display at the Council meeting and to have Mr Cornwell formally present it to Council at the meeting.

I extend Council's warmest appreciation to Mr Cornwell for this gift.

6.2 Possible Site for Service Station Complex - RailCorp Land at Cnr North Kiama Bypass and Riverside Drive, Bombo**Attachments**

- 1 Martin Morris & Jones (MMJ) Development Concept Plan for Lot 101 Riverside Drive, Bombo - Service Station (Plan 1)

Enclosures

Nil

RECOMMENDED

That Council:

- 1) note the information in the report
- 2) seek RailCorp permission to undertake a geotechnical assessment of the land to determine the economic feasibility of constructing underground tanks.
- 3) Investigate a possible site for a petrol station on the south western (Quarry) side of the Bombo overpass.

REPORT

Council has considered a number of reports in relation to the possible development of another service station in the Kiama area. The development of a second permanent fuel outlet has been seen to be an economic imperative and public benefit. A number of optional sites have been identified including RailCorp land at the corner of North Kiama Bypass and Riverside Drive, Bombo. A concept plan for a service station at that site is attached. A second concept plan showing a small fast food outlet is not under consideration.

Councillors will be aware that, prior to the current Council taking office, an IRIS report noted that the provision of another permanent petrol station was a major objective by local residents.

Council has over the past two years had discussions with several independent petrol retailers, who have investigated various sites. A site adjacent to the Bombo overpass has been identified as a preferred location arising from those investigations.

At the meeting on 15 April 2014 Council resolved to endorse the forwarding of a concept plan to Property NSW which suggests that the subject land at Bombo can be physically developed for a service station, with Property NSW being requested to consider the sale of the land to Council for this purpose.

Mayoral Minute

The report recognised that any sale of the site would be subject to an appropriate contract for sale, appropriate rezoning and geotechnical assessment. The report also indicated that if Council eventually acquires the site it is intended to on-sell the land conditional to it being used for service station purposes.

On Monday 26 May 2014, the General Manager and I had a meeting with a delegation of North Kiama residents who are opposed to the possibility of a service station being developed on the subject land. In the group were Mrs N Allan, Miss M Voyer, Mr N Hartgerink, Mr C O'Hara, Mrs J O'Hara and Mr R King.

During the meeting the residents voiced a number of concerns in relation to the proposal including the following:-

- ▲ Impact on local residential amenity and the introduction of traffic onto Riverside Drive.
- ▲ The possibility of the service station having a number of impacts including noise, light spill and rubbish.
- ▲ The impact of the service station on local businesses including the local IGA and corner stores.
- ▲ The hours of operation.
- ▲ The possibility of a fast food outlet also being developed on the site.

The meeting was advised that as indicated above:-

- (i) a number of optional sites were being investigated by Council and that those sites had been identified based on adjoining traffic flow, ease of vehicle access while minimising impact on residents;
- (ii) only preliminary investigations have been carried out to date and preliminary discussion had been held with the NSW Government as stated earlier in this report;
- (iii) Council had not sought a fast food operator to be located on the subject land nor on any of the other sites; and
- (iv) any proposed service station would require rezoning with appropriate community consultation to be undertaken prior to any such rezoning and development application processes.

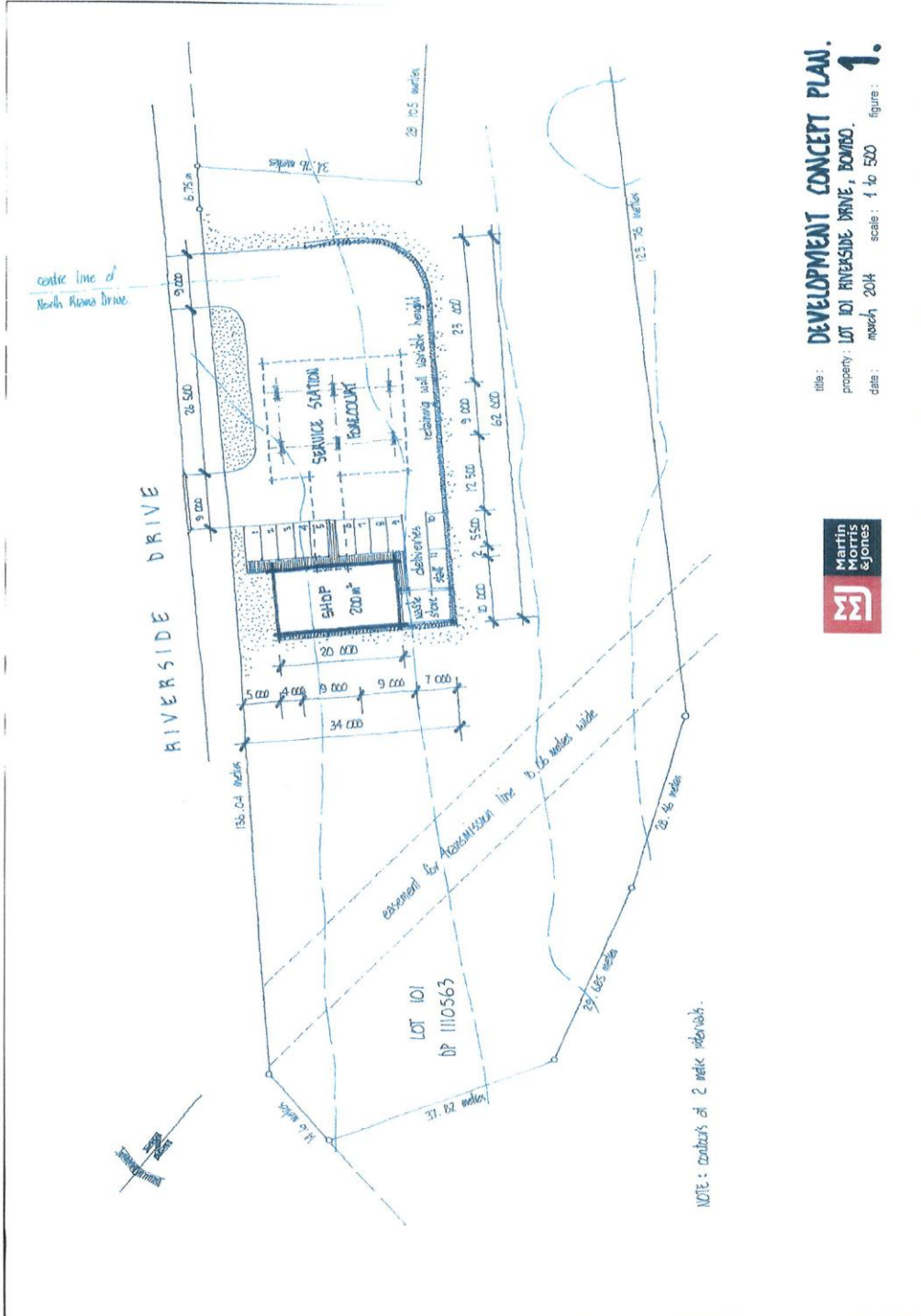
The meeting was also advised that Council's negotiation with the petrol retailers and the NSW Government will be dependent on a geotechnical report being carried out on the site to determine whether the installation of fuel tanks could be achieved without excessive cost.

Mayoral Minute

The residents raised the possibility of using land also presently owned by RailCorp on the south-western side of the on/off ramps at the North Kama Bypass. The meeting was advised that crushing activities are likely to continue for some time before rehabilitation can be carried out and then be followed by a master plan for the whole quarry site redevelopment. A service station site could be considered as part of that redevelopment.

The concerned residents have had subsequent meetings with the majority of Councillors, either on site or at the Council Chambers.

As the geotechnical report will be a factor in determining the future use of the subject land at Bombo it is proposed that Council request RailCorp permission to undertake geotechnical assessment of the land as soon as possible to determine the economic feasibility of constructing underground fuel tanks. Preliminary investigations should also be commenced (with RailCorp consent) for a possible site for a petrol station on the Quarry side of the Bombo overpass.



6.3 Federal Budget

Attachments

Nil

Enclosures

Nil

RECOMMENDED

That Council write to the Federal Member for Gilmore, Ms Ann Sudmalis MP and the Federal Minister responsible for Local Government expressing strong concerns regarding the freezing of Financial Assistance Grants

REPORT

The Presidents of the Australia Local Government Association and Local Government NSW have written to Council stating strong concern in relation to the Australian Government's decision not to increase financial grants in line with the CPI and population increases.

The President of Local Government NSW, Cr Keith Rhoades AFSM has advised that if no change is made to the Australian Government's calculations for Financial Assistance Grants, the shortfall for NSW councils in 2014/2015 will be \$29.9 million, \$62.2 million in 2015/2016, \$95.8 million in 2016/2017 and \$99.8 million in 2017/2018.

These grants are used to maintain a wide range of infrastructure including local roads, bridges, recreational facilities, libraries, cultural facilities, neighbourhood centres and a variety of services to children, young people, the elderly and people with a disability.

Cr Rhoades states that while it is relieving to hear that the Australian Government is maintaining the Roads to Recovery funding and is investing in our bridge network, these grants are tied to that funding and councils will now need to consider how to fill the funding void left by the indexation freeze on Financial Assistance Grants.

Council's Manager of Corporate Services has estimated that over the next three years the loss to this Council will be in the order of \$90,000. It is further estimated that over the life of the Long Term Financial Plan being the next 10 years, there will be an accumulative impact of more than \$600,000.

It would be very appropriate for Council to write to the Federal Member for Gilmore, Ms Ann Sudmalis MP and the Federal Minister responsible for Local Government expressing strong concerns regarding the freezing of Financial Assistance Grants which exacerbates the impacts of Financial Assistance Grants not keeping pace in the past with the CPI increases and continually falling as a percentage of federal taxation revenue.

6.4 The Australian Water Association - National Program Innovation Award – 2014
Councillor Andrew Sloan – Morton Bay Total Water Cycle Management Plan

Attachments

Nil

Enclosures

Nil

RECOMMENDED

That Council extend its congratulations to Councillor Andrew Sloan on his winning of the Australian Water Association National Program Innovation Award for 2014 for the Moreton Bay Total Water Cycle Management Plan.

REPORT

I was delighted to read of Councillor Sloan's achievement in winning this prestigious award, which was presented at the Ozwater Conference/Exhibition held in Brisbane at the end of April this year. This is one of the leading international water conferences held in Australia. The award is presented annually to the initiative that demonstrates the most significant and innovative means of improving sustainability within the Australian water industry.

The Morton Bay Total Water Cycling Plan was developed in partnership with the Morton Bay Council and the area's water utility. Its aim is to improve the amenity for the residents of the area (currently in the order of 350,000), to determine an effective way to plan water services to cope with growth and to protect the health of the area's waterways. The plan draws together all agencies involved in water planning and management and establishes strategies to secure water sustainability for the future. I understand it has broken new ground, being the first such 'global plan' for water in Queensland.

While unaware before the newspaper report of the award being made to Councillor Sloan, I was delighted to read that he saw it as a highlight of his career and I know that all Councillors and staff will join with me in extending our congratulations to him on his achieving this honour.

**6.5 Australian Honour – Australian Fire Service Medal
Mr Malcolm Connellan, Fire and Rescue NSW****Attachments**

Nil

Enclosures

Nil

RECOMMENDED

That Council extend the congratulations to Mr Malcolm Connellan on the award of the Australian Fire Service Medal under the Queen's Birthday Honours List.

REPORT

I am delighted to advise Council that Mr Malcolm Connellan of Kiama Downs was awarded the Australian Fire Service Medal in the recently announced 2014 Queen's Birthday Honours List. The award recognizes Mr Connellan's more than 30 years service to the Fire and Rescue Service in NSW (FRNSW), particularly for his work in the professional standards and human resources in the Service. This is one of the highest awards for an Australian firefighter.

Mr Connellan started his service with the then NSW Fire Brigade Service in 1983, serving firstly in several Sydney fire stations before assuming the role of Wollongong Fire Station Officer in 1997. During 6 years in that role, he worked with the Illawarra Area Health Service and the area's Lions Clubs encouraging the installation of household smoke detectors, particularly for the elderly and underprivileged in the community. Mr Connellan is the father of three and has a strong community connection as a member of the Minnamurra Lions Club

During his career, he has assisted in organising responses to a number of natural disasters, including the Japanese earthquake and tsunami, the New Zealand earthquake in Christchurch and more recently, the Hazelwood mine fire in Victoria. Mr Connellan was awarded the Unit Commendation for Meritorious Service in 1994.

Mr Connellan currently serves as the Chief of Staff to the FRNSW Commissioner, Mr Greg Mullins, and I extend congratulations to Mr Connellan on behalf of the Council and the Community.



Brian Petschler
Mayor

7 MINUTES OF COMMITTEES

7.1 Kiama Local Traffic Committee - Minutes - June 2014

Responsible Director: Engineering and Works

Attachments

1 June 2014 - Minutes - Traffic Committee meeting - 03/06/2014 (electronic)

Enclosures

Nil

RECOMMENDED

That the Minutes of the Kiama Local Traffic Committee Meeting held on 3 June 2014, CR150 to CR151 be received and accepted.

BACKGROUND

The Minutes of the Kiama Local Traffic Committee meeting of 3 June 2014 are attached for information.

COMMENCING AT: The meeting was conducted electronically.

PRESENT: N/A

APOLOGIES: Nil

1 Minutes of Previous Meetings (C11.002.000)

The minutes of 6 May 2014 were adopted by Council at its meeting of 20 May 2014.

CR150

Committee recommendation that the minutes from the 6 May 2014 meeting be received and accepted.

FORMAL ITEMS (UNDER RTA DELEGATIONS)

**2 Weston Place, Kiama
Cul-de-sac Parking Restriction**

CR151

Committee recommendation that:

- 1) no changes to the currently timed parking restrictions in Weston and Tanner Places, Kiama, are required; and
 - 2) Council notify the resident(s) of the Committee's recommendation.
-

INFORMAL ITEMS (TRAFFIC ENGINEERING ADVICE)

**1 Riverside Drive Kiama Downs
No Parking Zone**

Nil

The next meeting of the Committee will be held on Tuesday 1 July 2014.

7.2 Kiama Council Streets and Reserves Naming Committee Meeting - Minutes - June 2014

Responsible Director: Engineering and Works

Attachments

- 1 June 2014 - Minutes - Streets and Reserves Naming Committee meeting - 04/06/2014

Enclosures

Nil

RECOMMENDED

That the Minutes of the Kiama Council Streets and Reserves Naming Committee Meeting held on 4 June 2014, CR152 To CR160, be received and accepted.

BACKGROUND

The Minutes of the Kiama Council Streets and Reserves Naming Committee meeting held on Wednesday 4 June 2014 are attached for information.

Present: Councillor D Seage (Chair), Councillor K Rice, Fran Whalan, Margaret Sharpe, Sue Lark, Gordon Bell, Christine Gallagher and Bryan Whittaker

Apologies: Nil

1 Minutes of Previous Meeting – 27 August 2013

CR152

Committee recommendation that the minutes of the meeting held on 27 August 2013 and adopted by Council at its meeting of 17 September 2013 be approved and accepted.

(Sue Lark/Fran Whalan)

Matters Arising from the Minutes

- 1 Gazettal of Taballa Road and Glenbrook Drive.
- 2 Naming of Surfleet Place.
- 3 Naming of Joyce Wheatley Community Centre.

CR153

Committee recommendation that the information be noted.

(Sue Lark/Fran Whalan)

2 Renaming of Wilsons Road Saddleback Mountain

The Committee expressed concern regarding the potential loss of the historic link to the Wilson family with any renaming proposal. It was also considered that the names Wilson and Williams were sufficiently dissimilar to avoid confusion, noting numerous examples of similar situations.

CR154

Committee recommendation that Council not support the renaming proposal for Wilsons Road and that those who made submissions be advised accordingly.

(Sue Lark/Fran Whalan)

3 New South Wales - Road Naming Policy

CR155

Committee recommendation that the information be noted.

(Margaret Sharpe/Sue Lark)

4 Naming of New Bridge over Omega Level Crossing Gerringong

CR156

Committee recommendation that the new bridge over the Omega level crossing be named the "Omega Bridge" and that the RMS and Geographical Names Board be advised accordingly.

(Margaret Sharpe/Sue Lark)

SUBSEQUENT MOTION

That Council be requested to consider the installation of a suitable memorial acknowledging those who have lost their lives at the Omega level crossing and Princes Highway intersection.

(Christine Gallagher/Kathie Rice)

5 New Subdivision Road Name off Riverside Drive Bombo

Mr Terry Gallagher, the developer of the subdivision attended the meeting to discuss the proposed name.

CR157

Committee recommendation that the new subdivision road be named Northpoint Place and that the proposal be advertised and submitted to the Geographical Names Board.

(Sue Lark/Gordon Bell)

6 Naming of New Streets – Chapel Hill Estate Jamberoo

CR158

Committee recommendation that

- 1) the link road from Chapel Lane to the new cul-de-sac be named Chapel Lane;
-

- 2) the new cul-de-sac be named O'Mara Chase; and
- 3) the proposed names be advertised and submitted to the Geographical Names Board.

(Gordon Bell/Sue Lark)

7 Naming of Road Bombo Interchange

The Committee considered options for the naming of the road over the Princes Highway at the Bombo Interchange, which runs between the RailCorp boundary and Riverside Drive. The Committee had regard to the quarrying history of the area.

CR159

Committee recommendation that:

- 1) the road at the Bombo Interchange between the RailCorp boundary and Riverside Drive be named Quarryman Road; and
- 2) the name be advertised and submitted to the Geographical Names Board.

(Margaret Sharpe/Sue Lark)

8 WW1 Veterans Naming List

Sue Lark presented a list of WWI veterans from the local area killed in action.

CR160

Committee recommendation that the list of WWI veterans from the local area killed in action be endorsed and included for consideration in future naming proposals.

(Sue Lark/Margaret Sharpe)

The next meeting of the Committee will be advised.

There being no further business, the meeting closed at 10.50am.

7.3 Blue Haven Retirement Village Board Meeting - Minutes - June 2014

Responsible Director: Office of the General Manager

Attachments

1 June 2014 - Blue Haven Retirement Village Board Meeting - Minutes - 4/06/14

Enclosures

Nil

RECOMMENDED

That the Minutes of the Blue Haven Retirement Village Committee Meeting held on 4 June 2014, CR161 to CR169 be received and accepted.

BACKGROUND

The Minutes of the Blue Haven Retirement Village Committee Meeting held on 4 June 2014 are attached for information.

COMMENCING AT: 6:00pm

PRESENT: Clr B Petschler (Mayor), Clr K Rice, Clr N Reilly, Mr I Pullar, Mr A Fowlie, Mrs J Bartlett, Mr B Wilson, Mrs F Whittaker, Mrs L Humphries, Mrs A Elliott, Mrs C Crowe- Maxwell, Mr M Forsyth, Mr I Wilson, Mrs C Rogers, Mrs N Brennan, Mrs S McCarthy, Mr S Dawson, Mrs P Walters

APOLOGIES: Nil

1 Minutes of Previous Meeting (SC657)

CR 161

Committee Recommendation that:

1. the information be noted, and
 2. in respect of item one, the reference to the Aged Care Association be amended to the Aged Care Association NSW & ACT
-

2 Residents' Discussion Forum (SC657)

CR 162

Committee Recommendation that the information be noted.

3 ILU Maintenance Levy (SC657)

CR 163

Committee Recommendation that the proposed maintenance levy structure for 2014/2015 be adopted.

4 Nursing Home and Hostel Budget 2014-2015 (SC657)

CR 164

Committee Recommendation that the 2014/2015 budget be endorsed.

5 Accommodation Pricing for Illawarra Aged Care Facilities (SC657)

CR 165

Committee Recommendation that the information be noted.

Director of Nursing and Hostel Supervisor's Report

- 1 Staffing Students & Training
- 2 Occupancy/Vacancies
- 3 Electronic Rostering/Payroll

CR 166

Committee Recommendation that Items 1- 3 be noted.

CHIEF EXECUTIVE OFFICER'S CONFIDENTIAL REPORT

- 1 **Blue Haven Village (SC658)**
Independent Living Units

CR 167

Committee Recommendation that the information be noted.

- 2 **Contract Caretakers – All Stages (SC658)**

CR 168

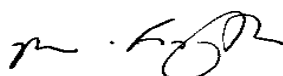
Committee Recommendation that the changes to the contract caretaking function, as described in the report, be endorsed.

- 3 **Blue Haven Village – Redevelopment Update (SC658)**

CR 169

Committee Recommendation that the information be noted.

There being no further business
the meeting closed at 7:40pm



Michael Forsyth
General Manager

8 PUBLIC ACCESS REPORTS

Committee Of The Whole

RECOMMENDATION

That Council form itself into a Committee of the Whole to deal with matters listed in the reports as set out below:

- Report of the Director Environmental Services
- Report of the General Manager
- Report of the Director Corporate and Commercial Services
- Report of the Manager Corporate Services
- Report of the Director Engineering and Works
- Report of the Director Community Services
- Reports for Information
- Addendum to Reports

9 REPORT OF THE DIRECTOR ENVIRONMENTAL SERVICES

9.1 Southern Councils Group (SCG) - Draft Regional Waste Avoidance and Recovery Strategy

CSP Objective: 2 Well Planned and Managed Spaces, Places and Environment

CSP Strategy: 2.14 Minimise waste and manage it in an efficient and environmentally sensitive manner

Delivery Program: 2.14.1 Manage waste and recycling in accordance with adopted plans

Summary

This report recommends that Council endorse the draft Regional Waste Avoidance and Recovery Strategy prepared by SCG and that it be submitted to the NSW Environment Protection Authority (EPA) for approval.

Finance

The cost of developing the Strategy and the appointment of a Regional Waste Coordinator until June 2017, have been fully funded by the EPA. The Strategy contains an action plan that sets out a range of issues for further investigation and consideration by SCG and member Councils. The results of these investigations and any recommendations that may require a financial commitment will be brought forward for consideration by Council in the budget process.

The adoption of this strategy will support regional projects submitted to the EPA for grant funding under the NSW *Waste Less, Recycle More* program.

Policy

The requirement to develop a Regional Waste Avoidance Strategy was identified as an action in the NSW 2021 Illawarra/South Coast Regional Action Plan.

Attachments

Nil

Enclosures

1 SCG Regional Waste Avoidance and Recovery Strategy - 22 May 2014

RECOMMENDATION

That Council endorse the draft Regional Waste Avoidance and Recovery Strategy prepared by the Southern Councils Group.

Report of the Director Environmental Services

9.1 Southern Councils Group (SCG) - Draft Regional Waste Avoidance and Recovery Strategy (cont)

Background

The SCG is a peak organisation of Councils in the Illawarra and South Coast Regions of NSW. The SCG works collaboratively for better regional outcomes in waste management and various other service areas, and leads several regional programs to improve waste management and resource recovery activities in the region.

SCG has developed a *Regional Waste Avoidance and Recovery Strategy* in consultation with the Councils of Wollongong, Shellharbour, Kiama, Shoalhaven, and Wingecarribee. This work is funded by the NSW EPA under a deed of agreement with the SCG for a *Regional Coordination Support Package* on behalf of the above Councils.

The EPA support package allows SCG to develop the Regional Waste Strategy, deliver important waste management programs, and maximise opportunities to gain grant funding under the NSW Government *Waste Less, Recycle More* initiative.

Proposal

The draft *Regional Waste Avoidance and Recovery Strategy* has been prepared by officers of the SCG and participating Councils and was considered at the May 2014 Southern Council Group Board meeting.

At this meeting the draft Strategy was endorsed in principle by the Board of SCG subject to the following inclusion:

“Looking beyond the region, SCG will collaborate with other similar organisations with a view to lobbying Governments to introduce new product stewardship arrangements and further regulate industry, producers and importers to ensure industry increases recycling and/or reduce levels of unnecessary packaging and contributes to the cost of waste management.”

The general principle of the Strategy is based on the idea of extending regional collaboration to address whole-of-region waste management and resource recovery issues – particularly where there is potential for co-funding grants available through the NSW *Waste Less, Recycle More* initiative. The Strategy recognises that each SCG member Council is independently implementing its own over-riding Waste Strategy. Thus the *Regional Waste Avoidance and Recovery Strategy* does not have any over-arching position.

The main strategic themes in the Strategy, as summarised below, are aligned to the NSW *Waste Avoidance and Recovery Strategy 2013-21* (WARR Strategy).

Report of the Director Environmental Services

9.1 Southern Councils Group (SCG) - Draft Regional Waste Avoidance and Recovery Strategy (cont)

Theme 1 - Avoid and Reduce Waste Generation

The progressive increase in waste generated over many years is generally regarded as a function of three main influences: population increase, product quality, and economic conditions. The growth rate of waste generation has generally been higher than average population growth. This Theme seeks to build on broad state-wide initiatives to reduce the rate of waste generation, including reducing food waste, promoting home composting, and supporting local reuse of discarded products to reduce entry to the waste stream of reusable materials.

Theme 2 - Increase Recycling

The draft WARR Strategy sets a target of 70% for municipal recycling by 2021; a 19 percentage point increase on the current average regional recycling level. With garden waste recovery and processing already in place, the next logical step in the recycling agenda is to focus on the red residual waste bin. These garbage bins contain a high proportion of food waste, and a substantial proportion of recyclable materials which could have been discarded to the kerbside recycling bin.

This theme describes regional initiatives to complement established local Council strategies e.g. the introduction of a food organic service, weekly recycling service and community education promoting correct methods of source separation.

Theme 3 - Increase Community Reuse and Recycling and Improve Household Problem Waste Collection

Community drop-off centres can be used to collect problem wastes, including low level household toxic wastes such as paint, batteries, smoke alarms etc; recyclable materials such as e-waste, paper/cardboard, beverage containers, and metals; and some products suitable for reuse.

Most regional Councils across NSW already operate facilities equipped to receive these sorts of wastes. The EPA has further developed the community drop-off centre concept and proposes uniform branding and accessibility to generate patronage. Grant funding is available through the Local Government Waste and Resource Recovery Program.

Some SCG Councils have already submitted grant applications and been successful and will receive funding in 2014/15. Scope exists for sub-regional collaboration to extend the network of drop-off centres. Kiama Council's new facility to be built at the Minnamurra Recycling Centre will be incorporated into any regional community education program.

Report of the Director Environmental Services

9.1 Southern Councils Group (SCG) - Draft Regional Waste Avoidance and Recovery Strategy (cont)

Theme 4 - Reduce Littering and Increase Public Place Recycling

SCG and participating Councils have prepared complimentary applications to draw on funding support to establish integrated litter reduction programs. The regional component focuses on community education and enforcement activity. Council applications include litter counts, bin infrastructure, and clean-up activity.

An enlarged network of attractive public place waste and recycling bins throughout the region could contribute to both reduced litter and improved public place recycling opportunities to further develop a recycling culture across the region.

Theme 5 - Reduce Illegal Dumping

A Regional Illegal Dumping Prevention Strategy has been prepared and a Regional Illegal Dumping Coordinator has been appointed to assist with the implementation of the Strategy. A series of television advertisements have been aired across the region to raise community awareness of the problem, penalties for illegal dumping, and options for lawful disposal.

SCG and member Councils propose to extend the current Illegal Dumping Program and have requested additional funding under the NSW Government Waste Less, Recycle More Initiative – Combating Illegal Dumping.

Theme 6 - Increase Regional Collaboration

With a Regional Waste Coordinator recently appointed, the SCG secretariat is now able to coordinate nominated waste programs and provide a single point for development of region-wide project funding applications. With further strengthening of capacity, the SCG secretariat could increase the strategic capability of the region and play a wider, more effective role in coordinating regional action for improved waste management and resource recovery. EPA funding has been provided to employ a Regional Waste/Recycling Education Coordinator to work with member Councils to develop and implement a coordinated approach.

Consultation and Communication

SCG commissioned Wright Corporate Strategy to develop the draft Regional Waste Avoidance and Recovery Strategy. The Strategy was prepared under the general direction of SCG in close consultation and collaboration with participating Councils waste management representatives.

Relevant stakeholder consultation will be undertaken as part of the development of specific actions.

The EPA requires a copy of the Strategy to be submitted by 30 June 2014 and proposes ultimately to publish all regional Waste Strategies on its website.

Report of the Director Environmental Services

9.1 Southern Councils Group (SCG) - Draft Regional Waste Avoidance and Recovery Strategy (cont)

Planning and Policy Impact

The implementation of the Strategy and associated programs and budget will be considered by Council as part of its annual Management Plan and budget process. No regional initiatives have been included in the 2014/15 budget as the Strategy has not yet been endorsed by the EPA.

10 REPORT OF THE GENERAL MANAGER

10.1 Minnamurra Lions Club - Autumn Fest

CSP Objective: 1 A Healthy, Safe and Inclusive Community

CSP Strategy: 1.2 Promote and support a range of social, cultural and artistic activities, practices and programs for creating sustainable health and well being

Delivery Program: 1.2.4 Implement and support community, cultural and artistic activities and development programs

Summary

This report advises a request for a donation to assist with the AutumnFest 2015 to be organized by the Minnamurra Lions Club.

Finance

It is proposed that Council supports the event by donating the reserve hire fee and waste and recycling service and cleaning fees which will be approximately \$1,700 (excluding a \$600 bond).

Policy

Council's Community Donations Policy and Events Policy is relevant.

Attachments

Nil

Enclosures

Nil

RECOMMENDATION

That Council make a donation to the Minnamurra Lions Club equivalent to the hire of Black Beach Reserve and the provision of waste and cleaning services for the 2015 Autumn Fest to be run by the Minnamurra Lions Club.

BACKGROUND

The Minnamurra Lions Club have written to Council seeking the use of Black Beach, Kiama on Sunday 24 May 2015 to hold another Autumn Fest.

An extract from their letter is as follows:-

"Minnamurra Lions Club are seeking the use of Black Beach Reserve on Sunday, May 24, 2015 on which day the Club is planning to hold AutumnFest 15.

Report of the General Manager

10.1 Minnamurra Lions Club - Autumn Fest (cont)

AutumnFest will be a day of fun and entertainment, designed to cater for all age groups and all families, similar to AutumnFest 14 held on March 23 this year.

As in 2014, entertainment will be provided by local schools, musicians, dancers, and buskers.

In 2015 we will be seeking amateurs who can impersonate artists such as Elvis, The Big O, Dusty Springfield, Johnny Cash, etc. Joyland Amusements will be asked to supply carnival rides, laughing clowns, etc.

Approximately 40 carefully selected market stalls will be invited, along with Lions barbeques, soft drinks and ice creams. A few other food vendors will also be considered, along with 2 coffee vans and the CWA cake stall.

Mini Jeeps, Classic Car and Motorbike Display plus Emergency Services. Next year we are considering a Pet Show, where certificates will awarded for various categories of pets (this will be discussed by the AutumnFest committee later on this year.)

Thought has also been given to the increase in visitors to the town of Kiama, which in turn, should bolster the economy on the day.

We are asking Council to allow us the use of Black Beach at no cost to Minnamurra Lions Club, and in addition would like extra red and yellow bins supplied (free of charge) as well as the toilets cleaned during the day. If approved, we would like access on Saturday afternoon for setting up.

It is proposed that Council support the event by donating the hire fee for Black Beach and the relevant waste and toilet facilities. The event is being carried out by a not-for-profit service club and is consistent with a number of Council's Community Strategic Plan strategies.



Michael Forsyth
General Manager

11 REPORT OF THE DIRECTOR CORPORATE AND COMMERCIAL SERVICES

11.1 Kiama Produce Market - Question Without Notice

CSP Objective: 3 A Diverse, Thriving Economy

CSP Strategy: 3.2 Develop opportunities to increase the economic output of rural lands

Delivery Program: 3.2.1 Support and promote the productive use of local rural land

Summary

This report responds to the question without notice posed at the May 2014 meeting by Councillor McClure regarding the effect on the monthly Produce Market of the weekly Farmers Market. It also considers the ongoing management of the Produce Market.

Finance

Kiama Produce Market budget 2013/2014 and 2014/2015

Policy

n/a

Attachments

Nil

Enclosures

Nil

RECOMMENDATION

That Council seeks expressions of interest from interested commercial market operators to manage the Kiama Produce Market on the fourth Saturday of each month. The applicants will be required to adhere to Council's guiding principles which are to:-

- encourage community involvement in growing produce and supplying value added and further processed products
- provide the opportunity for the dairy farming community to grow agri-produce and secure secondary income, value adding their existing business
- support special interest groups with a retailing outlet for their products
- enable promotion of the local produce to restaurants and food outlets
- increase tourism with the produce market being a "destination event"
- establish "Farm Gate" supplies being a key feature in the future development of "Rural Tourism"
- supply surplus produce to other regional markets securing additional community income
- reduce escape spending due to the ability to buy fresh produce locally.

Report of the Director Corporate and Commercial Services

11.1 Kiama Produce Market - Question Without Notice (cont)

BACKGROUND

At the May 2014 council meeting Councillor McClure asked for a report to be presented on the effect that the weekly farmers market has had on the monthly produce market. The question was very timely as council has been undertaking a review of the produce market over recent months to evaluate:-

- the market's ability to meet community needs
- if there is sufficient demand for a Saturday produce market
- the effect of the weekly farmers market on the produce market
- the need to rebrand and reinvigorate the produce market
- the original goals to ensure that the reasons for establishing the market are still valid
- if there are any other groups capable of operating the market more effectively and efficiently.

At the council meeting of February 2002, council voted to establish a food and produce market for a trial period of twelve months and subsequently appointed managers on a contract basis to manage the market on council's behalf.

The benefits of the proposed produce market were many and varied and at that time council recognised the community and economic benefits of operating such a market in Kiama. Benefits identified included:

- community involvement in growing produce and supplying value added and further processed products
- opportunity for the dairy farming community to grow agriproduce and secure secondary income, value adding their existing business
- supporting special interest groups with a retailing outlet for their products
- providing restaurants and food service outlets for their products
- enabling aged care facilities to access local produce
- encouraging increased tourism with a produce market being a "destination event"
- establishment of "Farm Gate" supplies being a key feature in the future development of "Rural Tourism"
- surplus produce being supplied to other regional markets securing additional community income
- reduction in escape spending due to the ability to buy fresh produce locally.

The produce market has continued to operate in the same manner with minor variations until the present time and numbers of stall holders have fluctuated over this period, ranging from 30-55. Since 2010, the market has been managed "in house" by council staff and stall holder numbers have varied from between 30 to 42 during this time.

Report of the Director Corporate and Commercial Services

11.1 Kiama Produce Market - Question Without Notice (cont)

The composition of the stalls however, has gradually changed, and the variety of goods and products on sale range from fresh food and produce, locally baked goods, locally grown produce and ready to eat cooked foods. The market still provides the opportunity and experience of purchasing locally produced goods directly from the grower/maker.

Financially, the produce market has been operating with a small profit to council (see table 1). It is estimated that the income for this financial year will be almost the same as for the previous financial year. The operating costs for the current financial year are slightly higher due to the increased marketing and promotional activities that Council has undertaken since April 2014, as it has tripled advertising to attract more stallholders and weekend visitors.

Table 1 – Income and Expenditure of the Kiama Produce Market for the period 1 July 2012 to 31 May 14

Period	Income	Expenditure
1 July 2012 to 30 June 2013	\$16,800	\$12,667
1 July 2013 to 31 May 2014 (not a full year)	\$15,223	\$13,649

In February 2014, The Kiama Farmers Market Inc. commenced the operation of a weekly farmers' market on Wednesday afternoons from 3pm-6pm (2pm-5pm in winter).

The produce market has been incredibly successful in terms of visitor numbers with an average of 27 stallholders per market. The majority of the stallholders are food producers and those offering value adding products that are produced locally, as well as some organic produce. The income that council receives from all market stallholders is \$6.00 per stall and this applies to every market in the municipality, which is a fee set through council's fees and charges.

It is difficult to gauge the level of patronage and the effect of visitor numbers at the produce market, and whether some, if any, decrease in visitors can be directly attributed to the weekly farmers market. Based on the information contained in Table 2 it would be reasonable to conclude that the mid-week market has had no real impact upon the weekend produce market stallholder numbers. Table 2 below is a summary of the number of produce market stallholders over the past 15 markets. Whilst the number of stallholders at the last market was slightly lower than the corresponding period the previous year, this has been attributed to the fact that some stallholders did not have adequate insurances in place and therefore were unable to trade at the market.

Table 2- Number of Produce Market Stallholders from March 2013 to May 2014

Market	Number of stalls
March 2013	30
April 2013	27
May 2013	32
June 2013	27
July 2013	31
August 2013	31
September 2013	32
October 2013	31
November 2013	34
December 2013	No market
January 2014	28
February 2014	30
March 2014	33
April 2014	28
May 2014	27

In May 2014, the Produce Market DA was modified for a period of 12 months to allow council to undertake a review of the produce market and to evaluate its current operations.

The importance to the region in the food and wine tourism sector cannot be understated and this has been clearly identified in the Destination NSW's, South Coast Tourism and Kiama Tourism's Destination Management Plans. There is a growing demand for food related tourism and for visitor experiences focusing on food and wine and locally produced goods. This is evident with the number of visitors that such events as the weekly farmers market and the Made in Kiama events attract.

The region is synonymous with quality seafood and dairy products. These traditional products are now complemented by a vibrant and growing agribusiness sector, with many new and emerging agribusiness producers now taking part in the South Coast Harvest Farm Gate Trail. The more attractions and activities that the region has to offer has a major influence on trip behavior, providing additional reasons for people to visit and stay in the region. Weekend events such as the produce market add to the visitor experience and packaged with other events and activities, would encourage visitors to stay longer and spend more money in the community. The fact that the produce market is held on a Saturday targets a different market to the mid week farmers market, and also allows additional activities and events to be held at the same time and as such should remain in place.

However, the question that needs to be answered is whether Council should remain as the operator of the produce market, or whether it should call for expressions of interest to operate the market.

Report of the Director Corporate and Commercial Services

11.1 Kiama Produce Market - Question Without Notice (cont)

The growth of the agribusiness sector and the emergence of passionate and capable leaders in this sector, indicates that it may be good timing to gauge the level of interest of commercial market operators to run this established market, in line with the principles that council has previously established. The essence of the market should be a healthy, entertaining and informative shopping experience for the residents of and visitors to the municipality. It would be envisaged that the market would be operated independently and that council would revert back to being the trustee of the reserve and collecting the reserve hire fee per stall.

12 REPORT OF THE MANAGER CORPORATE SERVICES

12.1 Investments Statement of Investments

CSP Objective: 4 Responsible Civic Leadership that is Transparent, Innovative and Accessible

CSP Strategy: 4.2 Ensure finances are managed responsibly to meet the goals of the Community Strategic Plan and to protect financial investments and assets

Delivery Program: 4.2.3 Ensure maximum revenue return is achieved

Summary

This report recommends receipt and adoption of the Statement of Investments for May 2014.

Finance

Not Applicable

Policy

Requirement of the Local Government (General) Regulation 2005.

Attachments

- 1 Statement of Investments May 2014 Part b
- 2 Statement of Investments May 2014 Part c & d

Enclosures

Nil

RECOMMENDATION

That the information relating to the Statement of Investments for May 2014 be received and adopted.

BACKGROUND

Attached is a copy of the Statement of Investments for May 2014.

Report of the Manager Corporate Services

12.1 Investments
Statement of Investments (cont)**a) Investment Commentary**

The total investment portfolio increased by \$1.7M during May 2014. Various revenue was received totalling \$6.8M, including rate payments amounting to \$2.0M, grants and contributions of \$1.0M, user fees and charges and other revenue of \$1.0M, Blue Haven ILU unit sales of \$1.1M, Elambra land sales of \$200K, Investment maturity of \$1.0M and Debtor receipts of \$500K. Payments to suppliers of \$2.7M, investment lodgement of \$1M and employee wages of \$0.9M amounted to total expenditure of \$4.6M.

Note that the Westpac Bank Account balance shown in (a) of \$2.189M includes deposits at month-end not processed to Council's financial system and cheques that have not been presented. The interest to 31 May 2014 is \$1.2M with an annual budget estimate for 2013/2014 of \$1.3M. Included in the actual interest income figure is interest income on Section 94, Blue Haven ILU & Hostel Restricted Assets.

Council's direct investments are often rolled over on maturity with the same financial institution, if competitive, and based on whether funds are required for operations. The investment portfolio is regularly reviewed in order to maximise investment performance and minimise risk. Comparisons are made between existing investments with available products that are not part of Council's portfolio. Independent advice is sought on new investment opportunities. Interest rates have been dropping for a number of years with average interest rates on Council's Direct Investment portfolio dropping by 0.6% over the last 12 months. With the Reserve Bank cash rate at 2.5%, and on hold, there does not appear to be any likelihood of any change in rates upward. The current 90 day investment rate quoted by National Australia Bank on 30 May was 3.46%. The previous month's was 3.51% with May 2013 rate being 4.07%. Council's interest on investment budget estimate has been conservative based on the trend with interest rates. Council has been able to consistently perform above the Reserve Bank 90 day bank bill index.

Certification – Responsible Accounting Officer

I hereby certify that the investments listed in this report have been made in accordance with Section 625 of the Local Government Act 1993, clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

**Phil Mison**Responsible Accounting Officer
Manager Corporate Services

(b) Council Investments as at 31 May, 2014

DIRECT INVESTMENTS:		S & P RATING	MARKET VALUE \$	INVESTMENT TYPE	DATE LODGED	MATURITY DATE	TERM (DAYS)	RATE %
INSTITUTION								
ANZ		AA-	1,000,000.00	Term Deposit	15/01/14	18/06/14	154	3.55
ANZ		AA-	1,000,000.00	Term Deposit	15/04/14	11/11/14	210	3.60
Bankwest		AA-	1,000,000.00	Term Deposit	13/03/14	04/06/14	83	3.50
Bankwest		AA-	500,000.00	Term Deposit	13/05/14	10/09/14	120	3.50
Bankwest		AA-	1,000,000.00	Term Deposit	10/04/14	03/09/14	146	3.50
Bank of Qld		A-	1,000,000.00	Term Deposit	04/02/14	05/11/14	274	3.70
Bank of Qld		A-	1,000,000.00	Term Deposit	13/05/14	09/10/14	149	3.65
Bank of Qld		A-	1,500,000.00	Term Deposit	12/02/14	13/08/14	182	3.70
Bank of Qld		A-	1,000,000.00	Term Deposit	11/03/14	14/07/14	125	3.65
Bank of Qld		A-	1,000,000.00	Term Deposit	23/04/14	21/10/14	181	3.65
Bendigo		A-	1,000,000.00	Term Deposit	07/05/14	09/09/14	125	3.60
Bendigo		A-	1,000,000.00	Term Deposit	17/02/14	19/06/14	122	3.35
Commonwealth Bank		AA-	500,000.00	Term Deposit	29/01/14	30/07/14	182	3.40
Macquarie		A	500,000.00	Term Deposit	20/03/14	18/06/14	90	3.65
ME Bank		BBB+	1,000,000.00	Term Deposit	13/02/14	09/07/14	146	3.58
ME Bank		BBB+	1,500,000.00	Term Deposit	12/02/14	19/11/14	280	3.68
ME Bank		BBB+	1,000,000.00	Term Deposit	09/04/14	15/10/14	189	3.66
NAB		AA-	1,000,000.00	Term Deposit	27/02/14	27/08/14	181	3.75
NAB		AA-	1,470,000.00	Term Deposit	02/04/14	08/10/14	189	3.77
NAB		AA-	1,000,000.00	Term Deposit	14/05/14	12/11/14	182	3.70
NAB		AA-	1,000,000.00	Term Deposit	14/11/13	14/11/14	365	3.67
NAB		AA-	1,000,000.00	Term Deposit	09/04/14	22/10/14	196	3.77
NAB		AA-	1,000,000.00	Term Deposit	27/05/14	26/11/14	183	3.70
NAB		AA-	1,000,000.00	Term Deposit	27/02/14	20/08/14	174	3.75
Newcastle B/S		BBB+	1,000,000.00	Term Deposit	22/04/14	21/07/14	90	3.50
Newcastle B/S		BBB+	1,000,000.00	Term Deposit	12/03/14	12/06/14	92	3.50
IMB Society		BBB	1,000,000.00	Term Deposit	12/05/14	14/08/14	94	3.50
IMB Society		BBB	1,000,000.00	Term Deposit	07/05/14	10/09/14	126	3.50
ING Bank		A-	1,000,000.00	Term Deposit	23/01/14	25/06/14	153	3.49
ING Bank		A-	1,000,000.00	Term Deposit	22/01/14	23/07/14	182	3.61
ING Bank		A-	1,000,000.00	Term Deposit	12/03/14	15/09/14	187	3.80
ING Bank		A-	1,000,000.00	Term Deposit	06/02/14	06/08/14	181	3.66
Rural Bank		A-	1,000,000.00	Term Deposit	28/02/14	03/09/14	187	3.79
Rural Bank		A-	1,000,000.00	Term Deposit	03/04/14	01/10/14	181	3.70
Suncorp		A+	500,000.00	Term Deposit	19/02/14	16/07/14	147	3.55
Westpac		AA	1,000,000.00	Term Deposit	05/12/13	11/06/14	188	3.58
Westpac		AA	1,000,000.00	Term Deposit	05/02/14	04/02/15	364	3.70
Westpac		AA	2,189,206.85	Bank Account	-	AT CALL		0.84
Westpac		AA	1,948,000.22	Maxi Account	-	AT CALL		3.05
TOTAL DIRECT INVESTMENTS			40,607,207.07		Average Rate-May 2014			3.53
					Average Rate-May 2013			4.16

MANAGED FUNDS:		MARKET VALUE \$	INVESTMENT TYPE	DATE LODGED	MATURITY DATE	TERM (DAYS)	RATE %
INSTITUTION							
Lehman Brothers	-See Note 1 below	1,327,940.60	Managed	09/12/05	VARIOUS		2.43
TOTAL MANAGED FUNDS		1,327,940.60		Average Rate-May 2014			2.43
				Average Rate-May 2013			2.35

TOTAL INVESTMENTS	41,935,147.67
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TOTAL INVESTMENTS APRIL 2014	40,212,661.19	4.11%	Change in total investment over prev 1 mth
TOTAL INVESTMENTS APRIL 2013	35,040,625.67	19.68%	Change in total investment over prev 12 mths

MANAGED FUNDS

Note 1:-Total Lehman Managed Funds above are subject to market value fluctuations. Council obtains monthly independent market valuations from Australia and New Zealand Banking Group Limited (ANZ).

(c) Application of Invested Funds

Restricted Funds:	Description	Value (\$)
Externally Restricted	S94 Developer Contributions	3,116,588.19
	Grants	339,680.00
	Domestic Waste	840,154.00
	Waste & Sustainability	212,925.14
	Southern Council's Group	2,969,393.43
Internally Restricted	Blue Haven ILU	4,052,873.49
	Blue Haven Hostel & Nursing Home	7,411,095.19
	Land Development	4,012,626.71
	Waste Business Unit (Plant Replacement)	1,025,057.00
	Plant Replacement - Engineers	651,214.00
	Employee Leave Entitlements	697,603.00
	Carry-over works	1,732,143.00
	Holiday Parks (incl crown reserves)	794,825.00
	Other	591,935.01
Loan Funds	Local Infrastructure Renewal Scheme	430,389.00
Unrestricted Funds:	Funds to meet current budgeted expenditure	13,056,645.51
TOTAL INVESTMENTS		41,935,147.67

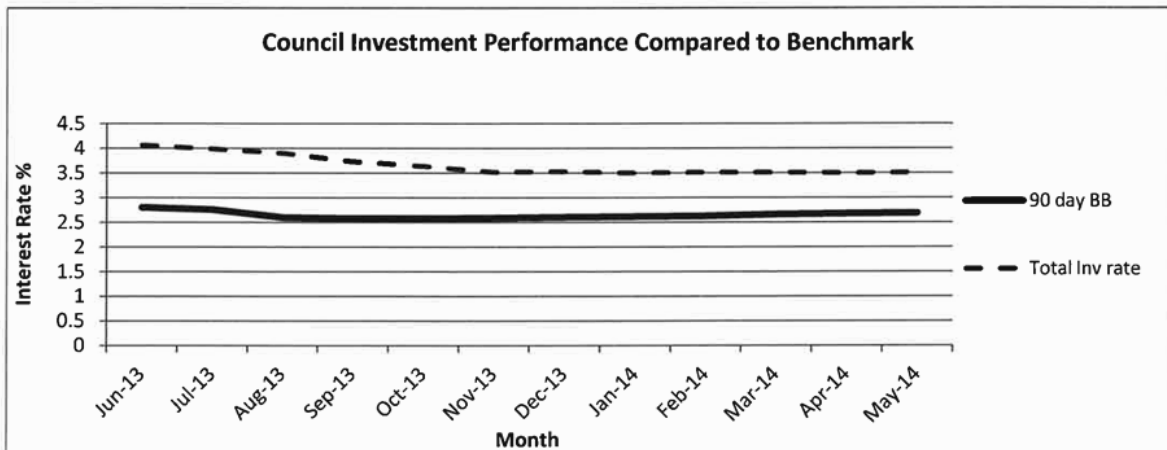
Note:

The above Application of Invested Funds reflects audited balances as at 30 June 2013. Actual movement in these balances are recorded at the end of the financial year. Loan fund balances show progressive use of funds. Southern Council's Group balance shown includes a progressive balance. The Unrestricted Funds balance forms available cash to fund Council's ongoing budget operations.

(d) Investment Portfolio Performance

Investment Performance vs Benchmark

	Investment Portfolio Return (%pa)	Benchmark: BBSW 90 day Bank Bill Index (source RBA)
1 month	3.51	2.69
3 months	3.51	2.68
6 months	3.51	2.65
12 Months	3.66	2.65



13 REPORT OF THE DIRECTOR ENGINEERING AND WORKS

13.1 New Lease - Gasworks site, 105-109 Shoalhaven Street, Kiama

CSP Objective: 4 Responsible Civic Leadership that is Transparent, Innovative and Accessible

CSP Strategy: 4.11 Ensure Council owned buildings and infrastructure are planned and maintained with consideration to both current and future generations

Delivery Program: 4.11.1 Ensure the Strategic Asset Management Plan is maintained and funded in the 10 year financial plan

Summary

The former Gasworks site in Shoalhaven Street Kiama has been vacant for a considerable period of time. Interest received from a potential service station operator following Expression of Interest process in 2013 has not progressed and now there is an opportunity to lease the site for a depot usage associated with a landscaping/site maintenance business consistent with the land zoning. The proposed use of the site has a short term and long term lease potential subject to site clean-up and this report recommends initially entering into a short term lease of the site with the potential to enter into a future long term arrangement.

Finance

Rental will be paid by the tenant for the initial 6 month lease period at a nominal rate of \$200 per month and thereafter following future negotiations at a new rate.

Site cleanup and fencing will be funded from Reserves.

Policy

Local Government Act 1993

Attachments

1 Gasworks site plan for Council Report - June 2014

Enclosures

Nil

RECOMMENDATION

That Council enter into a lease agreement with South Coast Gardens and Lawns for the use of part of Lot 102 DP775450, 105-109 Shoalhaven Street as a storage depot subject to the following:

- 1) Initial lease term of 6 months and negotiation with the lessee for further lease terms beyond this term.

Report of the Director Engineering and Works

13.1 New Lease - Gasworks site, 105-109 Shoalhaven Street, Kiama (cont)

-
- 2) A 2 month initial rent free period and thereafter monthly rental of \$200 (excluding GST) for the period of the initial lease term.
 - 3) Lessee to be responsible for outgoings including water use and electricity consumption for the leased site during the lease term.
 - 4) The General Manager and Mayor be authorised to sign under all documentation relating to this lease agreement.

BACKGROUND

The Gasworks site has been the subject of an Expression of Interest process in the last 12 months. Council has previously resolved to pursue negotiations with a service station operator to enter into a lease and thereby develop the site for that purpose. However, that particular party has not pursued the service station concept.

In this instance it is appropriate to look for other options for the use of the site. It needs to be borne in mind that any potential use of the site such as a service station requires considerable lead time due to the need to negotiate and formalise lease negotiations and seek relevant approvals for the land use. Taking this into account, there is minimal risk in entering an alternative lease arrangement as proposed in this report.

The prospective new lessee is an established lawn/garden and property maintenance business in Kiama seeking to relocate their operations to a suitable site to operate the business in the short term and with further site investment as a longer term occupation. In the short term the lessee would be undertaking site tidying up and operating the site as a depot for vehicles and machinery (i.e., a transit depot). The gasworks site is overgrown with unsafe structures requiring extensive site clean up before a lessee can operate from the site. The lessee has committed to vegetation clean up including weed control/removal and this has been taken into account in the recommendation for a rent free period.

In the longer term and subject to new lease negotiations, the lessee would be seeking to operate the business permanently from the site including office related work and staff amenities. The current structures on the site, with the exception of a heritage building and a separate brick structure at the front of the property which has re-use potential, would need to be demolished. The condition of these structures is such that Council would need to remove the structures before any short term leasing/occupation of the site occurs, due to safety concerns. Removing them has the added benefit of creating more useable space and Council will have to take action to remove these structures at some point in the future anyway. The lessee would potentially invest capital into the site at this point in the form of building fit-outs/new structures to house machinery and equipment for weather protection and security, as part of a longer term lease arrangement.

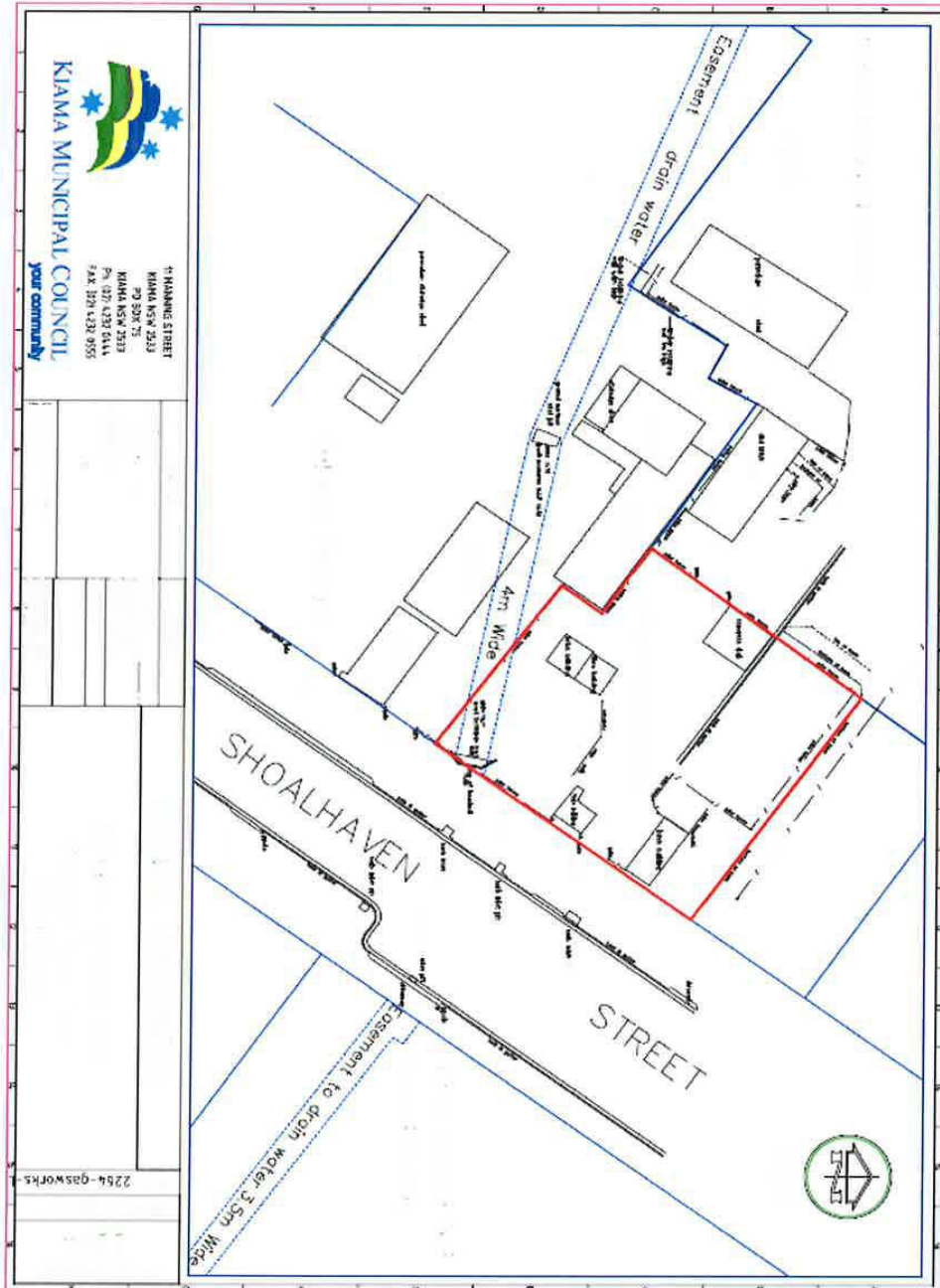
Report of the Director Engineering and Works

13.1 New Lease - Gasworks site, 105-109 Shoalhaven Street, Kiama (cont)

Council has also been requested to replace the chain wire fence along the front property boundary with a higher fence up-front. This is a reasonable request and can be done in association with the structure removals as outlined above. The site requires an extensive clean-up and the current proposal will achieve this outcome for Council, although Council needs to be responsible for a large part of this work to make the property useable/habitable.

The proposal also provides the opportunity in the future for Council to secure a long term use of this site under lease arrangement. If a long term lease is not achieved or unable to be negotiated with the lessee, Council will have been successful in converting the site to a useable state for potential use by other parties. In its present state the site will not result in any gain for Council.

The property is classified as operational land under the Local Government Act 1993 and there are no specific requirements for Council in relation to the leasing or licensing of the land.



13.2 New Licence - Gerringong Town Hall - Office Suite

CSP Objective: 4 Responsible Civic Leadership that is Transparent, Innovative and Accessible

CSP Strategy: 4.11 Ensure Council owned buildings and infrastructure are planned and maintained with consideration to both current and future generations

Delivery Program: 4.11.1 Ensure the Strategic Asset Management Plan is maintained and funded in the 10 year financial plan

Summary

In the Gerringong Town Hall there are three (3) small office suites on the first floor which Council leases to separate businesses. Suite A has become vacant.

This report recommends that a new licence agreement to Primal Foods Group Pty Ltd commence after the Gerringong Town Hall roof replacement works are complete. The licensee will use the premises for office purposes associated with the trading of alternative and organic grains and foodstuffs.

Finance

Rental will be paid by the tenant as a gross rental amount based on market valuation advice.

Policy

Local Government Act 1993

Attachments

1 Gerringong Town Hall - Office Suite

Enclosures

Nil

RECOMMENDATION

That Council enter into a new monthly licence agreement for Suite A of the Gerringong Town Hall with Primal Foods Group Pty Ltd as follows:

- 1) The licence agreement to commence after Gerringong Town Hall roof replacement project and ancillary works are complete.
- 2) Rental of \$800 (excluding GST) per month.
- 3) That new occupation agreement negotiations take place under a lease following a continued occupancy of six months from the commencement of the monthly licence agreement and the lessee to be responsible for lease preparation costs at that time.

Report of the Director Engineering and Works

13.2 New Licence - Gerringong Town Hall - Office Suite (cont)

- 4) [The General Manager be authorised to sign under all documentation relating to this licence agreement.](#)

BACKGROUND

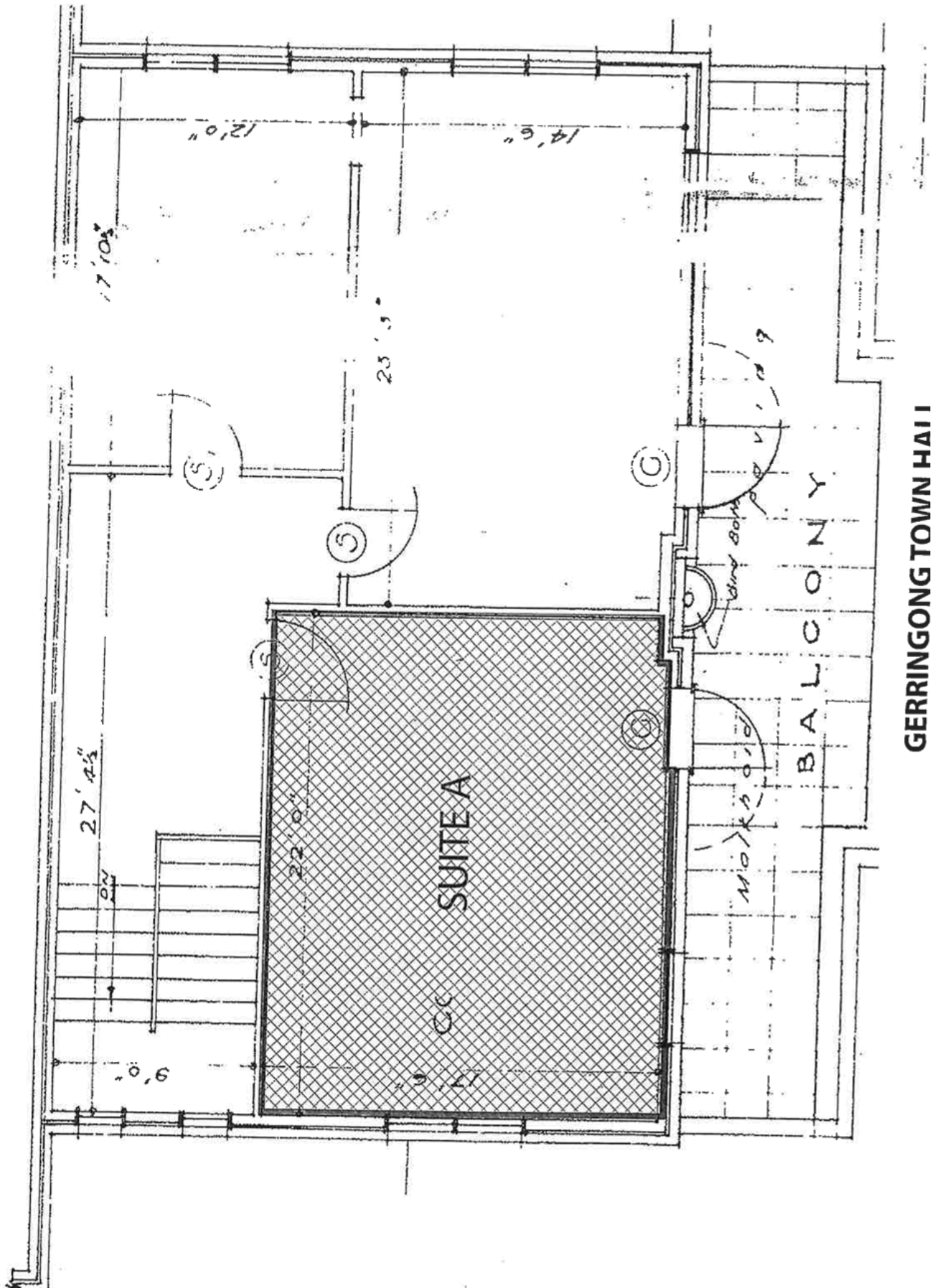
The most recent tenant of Suite A in the Gerringong Town Hall elected not to enter into a new lease following the Gerringong Town Hall roof replacement works. The roof replacement works were completed on June 10 with Council undertaking additional minor works to the premises after that date whilst the property is vacant. It is expected that these works will be completed by the end of June.

An Expression of Interest for the lease of Suite A was advertised and Council received interest from only one party.

The prospective new tenant is a small business operator dealing with organic food/grains distribution and the Gerringong Town Hall suites are ideal for this type of low impact office use.

A short term occupation of Suite A under a licence agreement is acceptable as Council will continue to receive maximum rental income after the Town Hall refurbishments are complete. The proposed licensee may evolve into a longer term tenant or at the relevant time, Council will have to secure an alternate lessee for the premises.

The Gerringong Town Hall property is classified as operational land under the Local Government Act 1993 and there are no specific requirements for Council in relation to the leasing or licensing of the premises.



GERRINGONG TOWN HALL

13.3 Plant Replacement

CSP Objective: 4 Responsible Civic Leadership that is Transparent, Innovative and Accessible

CSP Strategy: 4.12 Effectively manage Plant Assets to meet Community Strategic Plan requirements

Delivery Program: 4.12.1 Manage Council Plant by the creation and implementation of the Plant Asset Management Plan actions.

Summary

This report advises Council of the plant selection process for a number of large plant items and recommends their purchase from the preferred tenderer.

Finance

The total capital expenditure for the items referred to in the report is included in Councils Plant Replacement Program and is funded from the Plant Reserve Fund.

Policy

The Request for Quotation has been undertaken in accordance with the Local Government Tender Regulations.

Attachments

Nil

Enclosures

Nil

RECOMMENDATION

That Council:

- 1) purchase two (2) Hino FD1124 cab chassis vehicles from Illawarra Hino & Berry Howe Industries tipper bodies at a total cost of \$231,140 plus GST.
- 2) purchase a Barker Walking Floor Trailer from Barker at a total cost of \$172,584 plus GST; and
- 3) purchase a John Deere 6105R Tractor and implements from Agriquip Machinery at a total cost of \$171,588 plus GST.

BACKGROUND

Council has established a Plant Replacement Program and corresponding Plant Reserve Fund for the ongoing management of its Plant fleet. As part of the 2014/15 program a number of major plant items have been included for replacement. These include a new tractor with slope mower attachment, two new cab chassis trucks and a new Walking floor trailer.

Report of the Director Engineering and Works

13.3 Plant Replacement (cont)

These particular items are referred to Council for consideration as their individual contract prices are in excess of the \$150,000 maximum value set by the Local Government Tendering Regulations before being required to go to tender. The two Hino Trucks although individually under the \$150,000 limit cannot be separated for the purposes of meeting the requirements of the regulations to go to tender.

Specifications for each were developed by the Plant Manager in consultation with stakeholders to ensure the plant items meet the operational needs of the Council. A request for quotation was then placed with the Local Government Procurement (LGP) Vendor Panel for each and sent to all panel members.

All submissions were evaluated having regard to price, specification compliance, warranty, after sales support, Australian content and operator assessment. The combined scores for each criteria were then logged into the LGP evaluation matrix producing an overall ranking and recommendation for the plant items.

Three (3) submissions were received for the two (2) trucks with tipper bodies at an average cost of \$235,185 plus GST. The Hino FD1124 cab chassis from Illawarra Hino & Berry Howe Industries tipper bodies ranked number one (1) after completion of the evaluation at a total cost of \$231,140 plus GST and are recommended for purchase.

Two (2) submissions were received for the Walking Floor Trailer at an average cost of \$177,677 plus GST. The Barker Walking Floor Trailer from Barker ranked number one (1) after completion of the evaluation at a total cost of \$172,584 and is recommended for purchase.

Four (4) submissions were received for the Tractor and Outreach Mower Implement at an average cost of \$165,772. The John Deere Tractor and Agriquip Machinery Co. Outreach Mower implement ranked number one (1) after completion of the evaluation at a total cost of \$171,588 and is recommended for purchase. The John Deere Tractor tendered is approximately one (1) tonne heavier than the others tendered which has increased the cost of this option. However the additional weight is considered to provide a critical operational advantage with the use of the outreach mower implement.

13.4 Jamberoo CBD Streetscape Development Plan

CSP Objective: 3 A Diverse, Thriving Economy

CSP Strategy: 3.1 Promote and encourage business development and employment based on the local area's unique and distinctive characteristics

Delivery Program: 3.1.1 Undertake initiatives to promote and support business development and growth in the local area

Summary

This report outlines the development of the draft Jamberoo CBD Streetscape redevelopment plan and recommends placing the plan on public exhibition.

Finance

The Jamberoo CBD Streetscape re-development has been funded over two financial years in the 2014/15 and 2015/16 Delivery Programs at a total value of \$300,000

Policy

N/A

Attachments

Nil

Enclosures

1 Jamberoo Street Upgrade - Drawings

RECOMMENDATION

[That Council publicly exhibits the Draft Jamberoo Streetscape re-development plan for a period of 28 days and that a subsequent report on the submissions received be submitted to Council for endorsement of the plan.](#)

BACKGROUND

Council has allocated \$150,000 in each of the 2014/15 and 2015/16 financial years for the re-development of the Jamberoo CBD Streetscape. The works will be planned to commence towards the end of the 2014/15 financial year and flow through to the 2015/16 year so that the project can be managed seamlessly between the two budgets. Certain elements including the construction of a marked pedestrian crossing could occur earlier if considered a priority.

A working party of staff, local residents and business representatives was formed to assist in the development of a draft plan for the project. Three separate meetings were held by the working party and a concept plan has now been developed to a stage where it can be placed on public exhibition.

Report of the Director Engineering and Works

13.4 Jamberoo CBD
Streetscape Development Plan (cont)

The plan covers the length of Allowrie Street between Minnamurra Lane and Churchill Street. It includes the implementation of traffic management device, landscaped garden beds with sandstone edging, selected footpath paving, new street furniture, pedestrian crossing and hedging around Reid park. The colour scheme selected for the project has been taken from the Jamberoo School of Arts building. In developing the draft plan the working party were conscious of the need to have regard to the rural character of Jamberoo and not overdevelop so as to destroy the existing rural charm of the streetscape. Traffic management devices including the new pedestrian crossing have been approved by the Local Traffic Committee and the Roads and Maritime Services.

The concept plan is now prepared to a level of detail that it can now be placed on public exhibition for comment. More detailed construction plans and cost estimates will be prepared following any amendments to the plan which may occur as a result of the public exhibition process with a final report to be presented to Council for adoption.

It is proposed to place the draft concept plan on public exhibition for a period of 28 days. The plan will be placed on Councils website, advertised in the local media, displayed in the Council Foyer and at Fredericks IGA and be forwarded to the Jamberoo Residents and Ratepayers Association for feedback.

Copies of the draft plans are included in Councillors' envelopes.

13.5 Sydney Water Road Restoration Memorandum of Understanding

CSP Objective: 2 Well Planned and Managed Spaces, Places and Environment

CSP Strategy: 2.10 Effectively manage the transport network of roads, footpaths and cycleways to cater for current and future generations

Delivery Program: 2.10.1 Manage the road infrastructure for the community by the implementation of the Road Asset Management Plan actions

Summary

This report seeks Council resolution to enter into a Memorandum of Understanding with Sydney Water for road reserve restoration work.

Finance

N/A

Policy

N/A

Attachments

Nil

Enclosures

- 1 Memorandum of Understanding - Road Reserve Restoration Work - Sydney Water and Kiama Council

RECOMMENDATION

[That the General Manager be given delegated authority to sign the Memorandum of Understanding \(Road Reserve Restoration Work\) with Sydney Water.](#)

BACKGROUND

Earlier this year, Council were contacted by the NSW Division of Local Government (DLG) regarding a draft Memorandum of Understanding (MOU) between Local Government and Sydney Water.

Although Councils are the Road Authority for local roads and are generally responsible for access, condition and maintenance of its roads, Sydney Water has legislative powers under their Act to access, construct and maintain their water and sewer infrastructure which is often within the road reserve.

Report of the Director Engineering and Works

13.5 Sydney Water Road Restoration
Memorandum of Understanding
(cont)

There has often been disagreement between Sydney Water and its contractors and Councils on the timeliness and quality expectations of restorations following works within the road reserves. The purpose of the MOU is to provide more clarity in road restoration arrangements and ensure that work is carried out in a timely and cost effective manner, to the required standards.

Randwick and Campbelltown Councils initially led the project and after a number of iterations based on feedback received from Sydney Water and the Councils, a final draft of the MOU had been prepared (see enclosure). Given that the MOU would provide benefit to other councils, the DLG has circulated the document to all Council's within Sydney Water's service area for consideration, with the view to having all Council's enter into the MOU agreement.

To date 34 councils have signed the MOU, with another 5 councils committed to signing the MOU following the resolution of their Council.

Council Engineering and Works staff have reviewed the MOU and consider it beneficial for Council as it clearly delineates the responsibility, timeframes and quality standards for all parties. It is therefore recommended that Council enter into the MOU agreement with Sydney Water.

13.6 North Bombo Quarry Walking Track

CSP Objective: 2 Well Planned and Managed Spaces, Places and Environment

CSP Strategy: 2.8 Provide supportive environments that encourage a healthy and sustainable lifestyle

Delivery Program: 2.8.1 Develop, implement and promote infrastructure, policies and programs that support a healthy and sustainable lifestyle

Summary

Council at its meeting of 20th May 2014 resolved to name the new walking track through the north Bombo quarry as the “Thunda” track in keeping with the aboriginal name for Bombo. A signage scheme is to be developed for the walk and a proposal has been submitted by Councillor Steel to use a “mascot” character image to promote the walk.

This report seeks Councils direction on the use of the image and also raises concerns which have since been expressed to Council regarding the name “Thunda” track.

Finance

N/A

Policy

N/A

Attachments

Nil

Enclosures

1 Thunda Track Image - Council Report - June 2014

RECOMMENDATION

That Council determine if the “mascot” image proposed in this report is to be used in the signage scheme and marketing of the track.

BACKGROUND

At Councils meeting of 20th May 2014 Councillor Steel presented a Notice of Motion in relation to the naming of the newly marked walkway through the north Bombo quarry. Council resolved to name the walkway the “Thunda” track.

Report of the Director Engineering and Works

13.6 North Bombo Quarry
Walking Track (cont)

It is proposed to develop an interpretive signage scheme for the walk which would not only direct visitors but provide some history of the area and geological information regarding the site. Councillor Steel has proposed the use of a "mascot" character to be incorporated in the signage scheme and for the marketing of the track. An image prepared by Councillor Steel is included in Councillors envelopes, however this or other images may be considered.

This report seeks Councils determination of the use of the "mascot" character image in the proposed signage scheme and future marketing of the walk.

Since Councils resolution to name the track "Thunda" track concerns have been raised in writing by a member of the local community who is an indigenous Australian. The writer states that they find the name "Thunda" track offensive and insulting. They have also questioned the reference which verifies that Bombo is the Dharawal word for thunder.

13.7 Walking Tracks & Cycleways Committee - Committee Member Appointment

CSP Objective: 2 Well Planned and Managed Spaces, Places and Environment
CSP Strategy: 2.10 Effectively manage the transport network of roads, footpaths and cycleways to cater for current and future generations
Delivery Program: 2.10.2 Manage footpaths and cycleway infrastructure for the community by the implementation of the Shared Pathway Asset Management Plan actions

Summary

This report seeks Council resolution to appoint a replacement for the Walking Tracks and Cycleways Committee.

Finance

N/A

Policy

N/A

Attachments

Nil

Enclosures

- 1 Expression of Interest - Member of Walking Tracks & Cycleways Committee - Barry Booth
- 2 Kiama Walking Tracks and Cycleway Committee - Expression of Interest - Council Report - June 2014
- 3 Expression of Interest - Walking Tracks and Cycleways Committee - Barry Mann - Council Meeting - June 2014

RECOMMENDATION

That:

- 1) Council approve the appointment of Mr Barry Booth as the new member Kiama Walking Tracks and Cycleways Committee to fill the vacancy created by the resignation of a Committee member; and
- 2) letters be sent to the other unsuccessful candidates thanking them for their interest in the position.

Report of the Director Engineering and Works

13.7 Walking Tracks & Cycleways Committee - Committee Member Appointment
(cont)

BACKGROUND

Following the resignation earlier this year of Mr John Tomlinson from the Kiama Walking Tracks and Cycleways Committee, an expression of interest was advertised seeking a replacement committee member. Three submissions were received from Kiama residents:

- Mr Barry Booth
- Mr Barry Mann
- Mr Larry Parkes

A copy of their submissions are included in Councillors' envelopes.

The submissions were reviewed at the 14 May meeting of the Walking Tracks and Cycleways Committee where it was recommended that My Barry Booth be appointment as the replacement member to the Committee.



Director Engineering and Works

14 REPORT OF THE DIRECTOR COMMUNITY SERVICES

14.1 Planning and Implementing an Age Friendly Kiama - New

CSP Objective: 1 A Healthy, Safe and Inclusive Community

CSP Strategy: 1.4 Plan for and support our Ageing Population

Delivery Program: 1.4.5 Incorporate Age Friendly principles across Council planning and service delivery

Summary

This report presents the findings of consultations on age friendliness undertaken with Kiama Council, the Kiama community, local organisations and service delivery agencies. It outlines opportunities for each Department of Council to further integrate age friendly approaches and initiatives across Council's planning and service delivery.

Finance

Fixed term project funding of \$21,500 was provided by NSW Department of Family and Community Services through Local Government and Shires Association.

Policy

N/A

Attachments

Nil

Enclosures

Nil

RECOMMENDATION

1. Endorse the report, Planning and Implementing an Age Friendly Kiama
2. Support the implementation of the recommendations contained within the report.

REPORT

Background

An age friendly community encourages and supports residents of all ages, including older people, to be active and engaged. In 2002 the World Health Organisation (WHO) defined active ageing as 'the process of optimising opportunities for health, participation and security in order to enhance quality of life as people age.' An age friendly community therefore works to continually improve its services to support these mainstays of life quality for current and future older residents. The *Planning and Implementing an Age Friendly Kiama* project has been undertaken to guide Council's services toward becoming more age friendly for residents, customers and staff.

Report of the Director Community Services

14.1 Planning and Implementing an Age Friendly Kiama - New (cont)

The focus on age friendliness in Kiama local government area (LGA) is important as world population ageing is affecting our local community sooner and at a higher level than for the Australian and NSW populations as a whole. This is illustrated in the table below.

Projected Populations in 2025²				
	Kiama	NSW	Australia	World
0-14 yos	5.8%	17.4%	18%	15.8%
65+ yos	26.9%	18.9%	18.4%	26.9%

By 2025, it is expected that 26.9% of Kiama LGA residents will be 65 years or older¹ which will present a range of opportunities and challenges to local government, the economy, the business sector and service providers.

Planning and Implementing an Age Friendly Kiama objectives were:

1. To engage with current and future older residents of the Kiama Municipality, Council staff, government and non-government agencies to identify issues and strategies to address the needs of our ageing population.
2. To revise Council's Community Strategic Plan 2013-2023 to include a whole of Council approach to population ageing.

Broad consultation with the community and service organisations has provided a breadth of knowledge on the community's assessment of age friendliness and its future priorities for the age friendly enhancement of Council's services. Surveys and consultations were undertaken with:

- Kiama community residents who were 65 years or more of age,
- Kiama community residents who were 50 to 64 years of age,
- Residents 50 or more years of age, to conduct an on-site physical review of local main streets,
- Council staff, and
- Local organisations, government agencies and service providers in an active ageing forum.

Those consultation findings are summarised here and are also presented separately in more detail in Councillors' envelopes.

Local priorities from consultations are presented in alignment with the WHO age friendly focus areas. These were developed, based on WHO consultation with older people in 33 cities across 23 countries between 2006 and 2010. The WHO focus areas are now internationally used in age friendly initiatives and are:

- Design and maintenance of public spaces and buildings

¹ Dept Health Aust *Social Health Atlas Australia 2011*

Report of the Director Community Services

14.1 Planning and Implementing an Age Friendly Kiama - New (cont)

-
- Transport
 - Housing
 - Social participation
 - Respect and social inclusion
 - Civic participation and employment
 - Communication and information
 - Community support and health services

Council has a certain level of responsibility or influence in all of these WHO focus areas – some more significantly than others. Consultation in the Kiama community has demonstrated that there are opportunities for ‘fine tuning’ to improve the age friendliness of services and operations across all of Council’s areas of responsibility.

The three focus areas of greatest local significance for consultation respondents, in order are:

1. Transport
2. Design and maintenance of public spaces and buildings
3. Communication and information

Each of these is elaborated below in key findings, with an initial reflection on the community’s perceptions of the steps that Kiama has already made toward age friendliness.

Key findings**1. Kiama has already made steps toward being age friendly**

The assessment of age friendliness is a process of continuous improvement. It is therefore valuable to note that 24 of the 63 general comments offered by survey respondents in the 65+ year old group, were positive about the age friendliness of the community and Council. Some of those comments were:

- *I think that Kiama is well set up for aged persons. I have recently come to live here with my wife and I find this area just wonderful. I believe Council and local groups have done a great job - I couldn't be happier. Thank you.*
- *Kiama Council supports its senior citizens very well.*
- *I think it's a great place to live in.*
- *On the whole this is a very pleasant and caring area to live in and most are thankful for it.*
- *We really think this is a great place to live and often receive comments from people - particularly people who only visit this area - "What a great friendly place to live - how lucky you are". We agree with this.*
- *I have lived in Kiama for 62 years since I got married. I have seen a lot of changes over that time. I find Kiama is the best town and very attractive with the gardens and parks - more family friendly. I would not wish to live anywhere else. Our Council is to be congratulated.*

Report of the Director Community Services

14.1 Planning and Implementing an Age Friendly Kiama - New (cont)

-
- *This is a very friendly community aware place to live. Congratulations to all service providers.*

For future older residents (50 – 64 years), the most age friendly of Council's services were:

- Blue Haven retirement facility
- Illawarra In Home Services
- Kiama Library Services
- The Leisure Centre
- Walking and bike paths, and
- Parks and public toilets

The least age friendly aspects identified were:

- Public bus service inadequacies
- Parking for the aged
- Supermarket car parks, and
- Uneven pathways and dangerous main street pedestrian crossings

These responses indicate a positive base from which Council can build a more age friendly operational model and promote age friendliness through the local business and service sectors.

2. The greatest priority for improved age friendliness for the Kiama community is transport

Consultations elicited more comments about transport than any other issue, reflecting its importance in affecting the quality of life and health of older residents. For example, over 25% of 'top three issues' comments offered by respondents of the 65+ year old resident survey, were transport issues. Other consultation respondents – the future older residents and service providers, also identified access to affordable, safe and reliable transport as most critical and most needing of improvement.

Respondents over 65 years nominated five general areas of priority for transport improvement:

- Public buses: more local services that are more frequent, reliable and that cover more streets within and between local towns, especially steep streets.
- Shuttle bus: a frequent, free service linking rail, medical and retail centres and coordinated with other bus and rail services
- Bus stops: bus shelters in Jamberoo and bus stops closer to the main shops in each town
- Bus services: a direct bus service to Wollongong
- Community bus: more information on eligibility, how to book, specific routes and cost

Report of the Director Community Services

14.1 Planning and Implementing an Age Friendly Kiama - New (cont)

These priorities reflect the difficulties specified by these older residents and demonstrate the importance of an accessible, affordable and flexible public transport service for maintaining activity and engagement for older residents, especially when driving is no longer possible.

Future older people, the 50 -64 year olds, reflect very similar transport-related priorities with over half of their suggestions for change relating to transport, including:

- A better public transport system
- A shuttle service between towns and rural areas
- Bus services to new and unserved suburbs
- Better public transport within LGA and to attractions, locations and events outside the LGA

Participants in the Active Ageing Forum also presented similar transport priorities and, through the forum process, developed specific response possibilities for future consideration:

- each town centre have a free bus coordinated with other public transport i.e. better linkages
- free bus service
- trains free for first 5 stations
- increase after hours and weekend transport with more flexibility of routes and times
- adequate parking – spaces, time allocated, cost
- more community transport
- car-pooling (official, unofficial)
- travel clubs – free buses, day out
- Kiama is hilly so develop 'Drive – Park – walk' options
- Transport to varied free activities to promote positive active ageing (bingo, rock climbing at quarry, interest groups, walking groups)

3. The age friendliness of outdoor spaces and facilities is the second priority for supporting a more active and engaged lifestyle for older people

Consultation respondents gave the second highest priority to issues around footpaths, walkways, cycleways, public seating and public toilets. This reflects both the criticality of the age friendly qualities of these facilities and the high vulnerability of less mobile and more fragile people for whom a fall can have significant medical and independence implications. Essentially respondents want older residents and visitors to feel safe, not at risk from trips or from other footpath users and being able to find resting and comfort stops when required. Age friendly improvements in outdoor facilities can support residents to be more confident in getting out and being more regularly active and independent.

Report of the Director Community Services

14.1 Planning and Implementing an Age Friendly Kiama - New (cont)

Commonly repeated themes across all consultations, relating to outdoor space included:

- Footpaths – more paved paths that are level, unobstructed, with safer gradients and handrails; more paved paths, cycleways and gopher-friendly paths in residential areas; better visual and tactile aids on crossings
- Seating – more seating with arms; shelter and shading of seating in parks, playgrounds, sports and community facilities
- Public toilets – convenient, well signed and close to business areas.

This age friendly project was able to trial an innovative iPad-based application developed by the Faculty of Built Environment, University of NSW, to further review the outdoor spaces and facilities in the community. The software program was used by small groups of residents to review, record, classify and assess the age friendliness of physical outdoor aspects of main streets in Kiama, Gerringong and Jamberoo. This process successfully identified 84 objects that were graded on their age friendliness and a detailed report on this liveability process was completed by a University of Wollongong Public Health student on placement with Kiama Council.

Positive aspects identified through the liveability tool included pedestrian crossings, wide footpaths, pedestrian refuges, ramps, tactile surface indicators, benches and trees.

Just over 25% of identified items were classified as 'neutral' which in part reflects the recognition of both positives and negatives of these objects, depending on the users' abilities and circumstances.

The main concerns included footpaths with steep gradients, narrow walkways, uneven path surfaces and edges, slip and trip hazards, restricted business access ways and impediments to safe pathway use e.g. retail A-frame signs, street furniture.

4. Access to information is critical for ongoing social participation

Communication technology continues to develop rapidly and there is a pressure to keep up to date, engaged and confident in its use. The Kiama community has been fortunate to have additional internet training availability through NBN rollout and many older residents have benefited greatly from this. However, two core communication challenges have been clearly defined by the survey respondents over 65 years of age:

1. The timely distribution of useful, accessible, clear-format information for older people, especially those who are isolated socially or physically
2. The need for age-friendly face to face information sources.

While 36% of older residents surveyed used internet as an information source, home-delivered print media was substantially preferred for the majority, for both Council and community information. 97% relied on the Kiama Independent newspaper and Council's Kimunico newsletter for Council information. For general information the most-used sources, in order, were: phone book, newspaper, public library, internet and radio.

Report of the Director Community Services

14.1 Planning and Implementing an Age Friendly Kiama - New (cont)

It is clear that, despite increasing skill levels of older residents, the growing complexity of internet and telephonic equipment, applications and presentation styles work against the needs of users who require simpler, clearer, easier to use, reliable, localised and affordable methods of acquiring information. Specific communication priorities offered by a local vision impaired group highlight this need, especially when it is considered that a third of this group lives alone. They were:

- The need for a phone number for all businesses and services, not just a web address
- Radio and phone announcements of phone numbers, website addresses or emails, to be given more clearly and slowly
- Centralisation of the diverse information into a single, reliable, updateable source for those with communication challenges.

These and similar communication needs for others with sensory, physical or health-related limitations further emphasise the importance of training in age friendly communication for all Council, business and service staff that engage with the public.

Age friendly print materials and well trained face to face information providers continue to be the major effective paths for communication for both present and future older residents.

Summary of all consultation priorities

The above highest priorities represent only three of the eight WHO focus areas and all of these areas attracted comment and suggestions through the Kiama consultation processes. A table is included in the final report that outlines the main community priorities of each consultation process against each of the WHO focus areas. It is entitled, *Priorities and Recommendations of all Kiama Age Friendly Consultations*. For further detail, the *Planning and Implementing an Age Friendly Kiama* report is available in Councillors' envelopes.

Age Friendly Review of Council's CSP

The *Planning and Implementing an Age Friendly Kiama* project findings are now provided to support a whole-of-Council review of strategic and operational plans to further improve the way Council services support active ageing in the Kiama local government area.

A review working guide has been developed to assist staff to assess their responsibility areas of Council's CSP. This guide connects the findings of this project with the operational strategies through the annotation of stimulus questions that relate to the priority findings of the age friendly project.

Financial

As the goal of the project is for adaption of Council's planning and service delivery strategies to be more inclusive of age friendly approaches, it is expected that this is largely achievable within existing financial commitments.

Report of the Director Community Services

14.1 Planning and Implementing an Age Friendly Kiama - New (cont)

Legislation and Development Approval

Age friendly initiatives are not specified in legislation but are supported and promoted through the Australian National Strategy for an Ageing Australia and the NSW Ageing Strategy.

Promotion of age friendly planning and design through the development approval process is not an immediate focus of this project though it has potential as a future outcome.

**14.2 Live Music & Dinner Event Gerringong
Request for Reconsideration of Donation**

CSP Objective: 1 A Healthy, Safe and Inclusive Community

CSP Strategy: 1.2 Promote and support a range of social, cultural and artistic activities, practices and programs for creating sustainable health and well being

Delivery Program: 1.2.4 Implement and support community, cultural and artistic activities and development programs

Summary

This report requests that Council reconsiders its decision from the May meeting when it was determined not to support the live music and dinner event being organised for September 2014. Further information is provided to support this request.

Finance

\$390

Policy

N/A

Attachments

Nil

Enclosures

1 Gerringong Live Music and Dinner Event - request for reconsideration

RECOMMENDATION

That Council agree to donate \$390 for the cost of hiring Gerringong Town Hall to hold a Live Music and Dinner Event on 20 September 2014.

BACKGROUND

At the May meeting of Council a request for support for this event was declined, with a number of concerns raised by Councillors about the event. The key organiser of the event, Rachel Jackson, has written to Council with additional information, and would like Council to reconsider its previous decision. A copy of Rachel's letter is contained in Councillor envelopes.

Key concerns raised by Councillors and addressed by Rachel include:

- 1) The group arranging the event is a newly formed not for profit organisation 'Gerringong Live Incorporated'. Therefore, while the group is not well established, they represent members of the community coming together to improve the cultural life of the Gerringong community.
- 2) Unlike more established groups, the members of Gerringong Live Inc. have not had previous experience within the local government context and are

Report of the Director Community Services

14.2 Live Music & Dinner Event Gerringong
Request for Reconsideration of Donation (cont)

learning as they go. Since the May meeting, Rachel has been placed in contact with Louise Croker, Community and Cultural Development Officer, who is assisting with advice and guidance to organise the event. Louise feels very positively about the goals of the group and agrees that this type of event is very needed in Gerringong. Louise also notes that this event has a similarity to events now being held successfully at Jamberoo Pub, where live music and food are showcased regularly. Rachel has been very grateful for the support and information provided by Louise.

- 3) Should the group not continue with future events as planned, it was unclear what would happen to any profit that may be generated by the initial event. Rachel has now indicated in her letter that the group would donate any funds raised to the local Children's Medical Research Institute. In addition, in discussion with Rachel, she has indicated that the group would agree to reimburse Council any funds donated toward hall hire costs if so required, if a profit was made and no further events were to be planned.

In order to support a motivated community group wishing to provide an additional social event in Gerringong, which draws on local community, business and artist support, it is now recommended to Council to provide a donation to Gerringong Live Inc.

14.3 6th Global Conference for the Alliance of Healthy Cities

CSP Objective: 1 A Healthy, Safe and Inclusive Community

CSP Strategy: 1.3 Develop and implement services and programs that promote health and active lifestyle for residents of all ages, abilities and interests

Delivery Program: 1.3.4 Ensure membership of the World Health Organisation's (WHO) Healthy Cities Program is maintained

Summary

This report advises Council of the International Healthy Cities Conference to be held in November 2014 and requests that Council nominate a delegate to attend.

Finance

Early bird registration \$800 HK (approx \$110 Aust) prior to 30 August. Plus airfares and accommodation costs.

Policy

N/A

Attachments

Nil

Enclosures

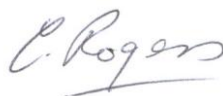
Nil

RECOMMENDATION

That Council nominate a delegate to attend the 6th Global Conference for the Alliance of Healthy Cities

BACKGROUND

Kiama Council is a member of the Alliance of Healthy Cities. As part of the commitment of membership, it is expected that the Mayor or a delegate will attend the Global conference that occurs every two years. This year the conference will be held in Hong Kong on 29 Oct – 1 Nov. A detailed program is not yet available, however, a brief program outline and further information about the conference is available from the website: <http://www.afhc2014.org.hk/index.php?id=main>.



Clare Rogers

Director of Community Services

15 REPORTS FOR INFORMATION

15.1 Kiama Walking Tracks and Cycleway Committee - Minutes

Responsible Director: Engineering and Works

The minutes of the Kiama Walking Tracks and Cycleway Committee meeting held on Wednesday 14 May 2014 are enclosed in Councillors' envelopes.

Enclosures

- 1 May 2014 - Minutes - Kiama Walking Tracks and Cycleways Committee meeting - 14/05/2014
-

15.2 Council Footpaths - Parking of Caravans and Trailers

Responsible Director: Environmental Services

At the Council meeting held on 20 May 2014, the Mayor, Councillor Petschler asked for a report to be presented to Council on the increasing incidence of the use of footpaths for the parking of caravans and what action Council can take to prevent that becoming more prevalent.

Parking on footways is not an uncommon practice in the Kiama LGA and can be attributed to a number of reasons e.g. size of vehicle such as boats and caravans, number of vehicles attributed to a single property, popularity of tourist locations. The practice may cause hazard to pedestrians, especially the sight impaired, and those using mobility devices.

Vehicles parked fully or partly on footpaths can also damage kerbs and paved surfaces or lead to higher maintenance costs of unpaved surfaces especially after heavy rain.

The relevant legislation states that a driver must not stop on a bicycle path, shared path or dividing strip, or a nature strip adjacent to a length of road in a built up area (penalty \$101).

Council's Rangers are responsible for enforcing the subject legislation, however, having regard to the various scenarios that arise, are inclined to issue a Notice to Comply in the first instance. These notices are a recorded, written Notice with a similar appearance to a Penalty Infringement Notice and have proven to be very effective. In cases where Notices are not complied with, Penalty Infringements are issued.

Reports for Information

15.5 Cleary Bros Community Consultative Group - Minutes 13 May 2014 (cont)

Council's Rangers respond to complaints in regard to such matters, however will issue Notices where significant obstructions are noted in the course of normal duties.

15.3 Kiama CBD Liquor Accord - Minutes

Responsible Director: Engineering and Works

The Kiama Liquor Accord Ordinary Meeting was held at the Kiama Golf Club, Kiama Downs on Tuesday 13 May 2014. The Minutes from the meeting are enclosed in Councillors' envelopes.

Enclosures

1 May 2014 - Minutes - Kiama Liquor Accord meeting - 13/05/2014

15.4 Jamberoo Celebrations

Responsible Director: Office of the General Manager

The Secretary of the Jamberoo Ratepayers & Residents Association has written thanking Council for the support of the Jamberoo Celebration event which included the re-opening of the Fredericks IGA Store.

An extract from the letter is as follows:-

"On behalf of the people of Jamberoo many thanks to the Council for their involvement on this day, with traffic control and the road closure.

Please also pass on our gratitude to Davina Abela for her hard work on the day, and Mayor Brian Petschler for the Official Opening."

15.5 Cleary Bros Community Consultative Group - Minutes 13 May 2014

Responsible Director: Environmental Services

The Minutes of the Cleary Bros Community Consultative Group meeting held on 13 May 2014 are enclosed in Councillors envelopes for information.

Enclosures

1 Gerroa Sand Resource Quarry - Minutes Held 13/5/2014 - Cleary Bros

15.6 Starting a Backyard Vegie Patch WorkshopResponsible Director: Community Services

On Saturday, 10 May 2014, Council hosted a *Starting A Backyard Vegie Patch* workshop at Kiama Community Garden. Maria Ellson, supported by four Kiama Community Gardeners, facilitated the session. Participant numbers were lower than usual with twelve participants; perhaps due to the fact that the workshop has had to be postponed twice because of bad weather. This was a four hour workshop and participants were charged \$10 per head to participate.

At the workshop participants learnt about the elements in planning a new vegetable garden (location, materials needed, and where these were able to be sourced, and the No –Dig method).

One hundred percent of participants were either very satisfied or satisfied with the workshop, 66% of the participants were somewhat familiar with the topic, and all participants said that after the workshop they now felt confident to use the skills and knowledge they learnt in the workshop. The age distribution of participants was 20% aged 18-34, 50% aged 35-54, and 30% over 55. Two children also participated with their parent, with 33% of participants having attended a health or sustainability workshop conducted by Council previously.

Participant suggestions for future workshops were: cheese making; fruit tree pruning; and advance vegetable gardening.

15.7 Youth Advisory Committee MinutesResponsible Director: Community Services

The minutes of the Youth Advisory Committee meeting held on 4 June 2014 are included in Councillors' envelopes.

Enclosures

1 Minutes Youth Advisory Committee 140604

15.8 Kiama Youth Centre and Bunnings Warehouse Partnership

Responsible Director: Community Services

The partnership between Kiama Youth Centre and Bunnings Warehouse was initiated in 2013 by Kiama Rotary who had written to the Shellharbour Bunnings Community Team for assistance in providing paints and materials as a form of sponsorship for the Youth Centre refurbishment.

Rotarian Mal Bracken, president of the club in 2012, has been working closely with the Youth Centre since 2002 on various projects, lending invaluable support, resources and funds. Mal was instrumental in contacting Bunnings and identifying ways in which Bunnings could assist.

Senior Youth Worker Andrew Chatfield then met with the Activities Organiser at Bunnings, Ana Macedo, along with Malcolm Bracken to decide how Bunnings and Kiama Rotary could help repaint the Top Cottage of the Youth Centre and essentially turn the space from a rustic multipurpose area into a comfortable, private meeting room and office. It was identified that new paint and materials including brushes, rollers, along with new blinds, ceiling fans and a ladder were required. Ana informed us that Dulux paint would be sponsoring all paints and materials and that Bunnings would provide everything else including labour on the day. Ana also reiterated that they did not need any formal exposure through media for their in-kind donation, as they just wanted to support the Youth Centre through their Communities Activities program.

Andrew Chatfield and Mal Bracken identified a day for the painting to commence and Kiama Rotary provided five fantastic, enthusiastic volunteers along with Bunnings who brought down a team of three; and even morning tea!



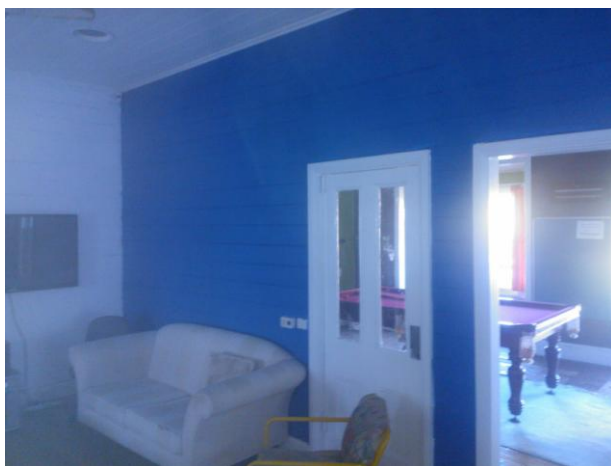
On Saturday 15th June 2013, a working bee was held at the Youth Centre where the painting was completed, entirely re-inventing the space, all for zero cost. Since then the ceiling fans and blinds have been fitted.

With work continuing with the refurbishment during 2014, Bunnings asked if any further assistance was required to paint the Bottom Cottage. Andrew Chatfield, with the assistance of Ana Macedo, identified colours and materials for the painting and was able to request ceiling fans and a food storage pantry which Bunnings agreeing to provide all free of charge. Again Bunnings, as part of the Community Activities program, were more than happy to provide the donations, labour and expertise to the Youth Centre.

Most recently on Saturday 19th April, Andrew Chatfield with assistance from Ana and Sarah from Bunnings, started the painting on the Bottom Cottage. Currently there is still work to be done, but with the assistance of Bunnings, it has made the exercise cost effective and continued to build on the partnerships originally created by Kiama Rotary in 2013.



Bottom Cottage – Kiama Youth Centre before shot



Bottom Cottage – Kiama Youth Centre after shot

15.9 Local Government NSW Annual ConferenceResponsible Director: Office of the General Manager

Local Government NSW has written to Council advising that the Local Government NSW Annual Conference is to be held at Coffs Harbour from Sunday 19 October to Tuesday 21 October 2014.

Local Government NSW has advised that following the feedback from delegates in 2013 in Sydney where some delegates requested the discussion of specific motions and other requested the discussion of consolidated overarching issues, the Board has decided to try to balance both. The Board has set the first day of business as the primary time to discuss all issues and motions, and a session time will be put aside to ask Councils how they wish to deal with motions and issues into the future.

The Association would now like to receive input from Councils to guide the contents of the business sessions. Councils are requested to identify the most important issues which they believe are causing concern to the Council and/or the local community and provide these details to the Association prior to Friday 1 August 2014.

Local Government NSW advises that Councils should identify issues or motions relating to the following overall categories:-

- 1) Industrial relations and employment
- 2) Economic
- 3) Environmental
- 4) Governance/Civic leadership
- 5) Social Policy

Details of what functions or issues fall in each category are set out in the LGNSW Conference Business Sessions Submission Form, and a guide attached to the LGNSW letter has been circulated to Councillors.

In addition to identifying an issue, Councils are encouraged to suggest an appropriate solution by including either a motion which could be considered by the Conference or notes which might guide delegates to an agreed position.

The Association will review all responses received and then identify the top issues as identified overall by member councils. These issues will then be put to the Conference for debate and deliberation as part of the business sessions.

Issues identified by Councils which fall outside of the issues will be considered by the Board prior to the Conference and the relevant Council will be informed by the President of the outcome of these deliberations. A copy of the Draft Program has been circulated to Councillors.

Enclosures

- 1 LGNSW Conference 2014 Categories for Motions and Draft Program
-

15.10 2014 Local Government Arts and Culture AwardsResponsible Director: Environmental Services

At the 2014 Local Government Arts and Culture Awards held on the 27 May 2014 at NSW Parliament House, the *“Aboriginal Culture & Heritage Development Assessment Toolkit”* (*Toolkit*) was awarded the winner of the category "Leading Arts and Culture: Cultural Planning and Policy".

The *Toolkit* was prepared for Shellharbour City Council, in collaboration with partners Wollongong City Council and Kiama Municipal Council, and working with a steering committee comprising representatives from all three councils and other stakeholders. It sets out an improved approach for the three participating councils to ensure that Aboriginal cultural heritage matters are better addressed in the development assessment and approval processes. This includes the greater involvement of Aboriginal people and organisations in undertaking these assessments.

The *Toolkit* has also previously been awarded:

- a commendation in the “Improving Planning Processes and Practices” category at the Planning Institute of Australia’s 2014 National Planning Awards;
 - the 2013 NSW Planning Award for Excellence in its category, before going on to be judged at the national level; and
 - a highly commended award in the 2013 NSW National Trust Heritage Awards, in the “Research and Investigation/Analysis” category.
-

15.11 Dog On-Leash Swimming Area - Minnamurra RiverResponsible Director: Environmental Services

At its meeting held on 20 May 2014 Council resolved that the establishment of a dog on-leash swimming area at Minnamurra River be referred back to staff to consider possible alternative locations along the River.

A site audit of possible locations along the Minnamurra River has been undertaken by Council’s Ranger Services and Risk Management staff. This audit, together with a report will be submitted to the Companion Animals Management Committee meeting to be held in June for its consideration.

This matter will then be referred to Council for consideration.

15.12 South Precinct Meeting MinutesResponsible Director: Office of the General Manager

The minutes of the South Precinct meeting held on 15 May 2014 are enclosed in Councillors' envelopes.

Enclosures

- 1 South Precinct AGM Minutes - May 2014
-

15.13 Kiama Road Safety Steering Committee - MinutesResponsible Director: Engineering and Works

The Minutes of the Kiama Road Safety Steering Committee meeting held on Wednesday 11 June 2014 are enclosed in Councillors' envelopes.

Enclosures

- 1 June 2014 - Minutes - Kiama Road Safety Steering Committee meeting - 11/06/2014
-

15.14 Illawarra In Home Support Reform Ready Review Final ReportResponsible Director: Community Services

Illawarra in Home Support (IIHS) participated in a Reform Ready Review (RRR) conducted by the Workforce Innovation Network (WIN) and funded by the Australian Government in October 2013. IIHS was one of the early reviews to be undertaken. A final report has now been issued reflecting the data of the full 202 reviews that have been completed nationally. This provides a benchmark for Illawarra in Home Support against all of the services that participated in the review. The 3 areas providing this benchmark are:

1. Preparedness for change
 2. Workforce
 3. Sustainability
-

The results for each area follow:

1. Preparedness for Change

RRR Index Summary	IIHS	*Same size Organisation	**Home care Provider Organisation	***Aged Care WIN National Average
Governance	15%	39%	59%	63%
Organisation Vision and values	40%	47%	69%	72%
Strategy and Direction	56%	35%	52%	54%
Senior Leadership	70%	50%	71%	76%
Middle Management	50%	41%	64%	62%
Quality Systems and Processes	35%	40%	58%	60%
Business development and Communication	67%	43%	66%	66%

* Based on 40 inputs

** Based on 69 inputs

***Based on 202 inputs

2. Workforce

RRR Index Summary	IIHS	*Same size Organisation	**Home care Provider Organisation	***Aged Care WIN National Average
Workforce Plan	20%	15%	27%	28%
Workforce Mix and Capability	70%	36%	56%	56%
Recruitment and Retention	73%	44%	66%	68%
Learning and Development	66%	43%	64%	66%
Culture	100%	42%	66%	64%

* Based on 40 inputs

** Based on 69 inputs

***Based on 202 inputs

3. Sustainability

RRR Index Summary	IIHS	*Same size Organisation	**Home care Provider Organisation	***Aged Care WIN National Average
Risk and Financial Management	33%	30%	43%	50%

* Based on 40 inputs

** Based on 69 inputs

***Based on 202 inputs

The full Reform Ready Review Final Report can be found in the Councillor envelopes.

Illawarra in Home Support is participating in a follow up Reform Ready Review in July 2014 in order to assess the progress that has been made in each of the abovementioned areas since undertaking the first review. These results will be reported to Council when finalised.

15.15 Blue Haven Redevelopment timeline

Responsible Director: Community Services

At the Blue Haven Advisory Committee meeting held on 4 June, Cllr Reilly asked for information in regard to the timeline and critical dates relating to the Blue Haven redevelopment. This report provides that information for all Councillors.

A draft timeline for the redevelopment of the site was prepared as part of the Business Case submission prepared jointly with Illawarra Shoalhaven Local Health District. This timeline is available in Councillor envelopes. This version of the timeline will require adjustment, given that negotiations for the purchase of the land have delayed some of the start dates, however, the timeframe for components of the project remain relevant.

The most recent financial analysis provided by Premier Consulting utilises the following key dates for the construction of the aged care facility:

1 July 14	Start Preconstruction
25 Feb 2015	End Pre construction
1 Mar 16	Start Construction
1 Oct 17	Start Operation

Other dates that are critical to the redevelopment relate to the additional 52 bed licences and the sprinkler legislation. In relation to the additional bed licences Council has received a twelve month extension until 21 January 2015, on the provision of meeting various milestones as identified in the business case provided to Infrastructure NSW for the Restart Illawarra Funding. Correspondence from the Department of Social Services is contained in Councillor envelopes. Council provides a quarterly report to the Department to advise on progress and indicate if there has been any change to meeting designated deadlines.

In this way the Department is kept informed of the progress Council is making toward the implementation of the licences.

In relation to the sprinkler legislation, Blue Haven is due to have a sprinkler system installed by 1 March 2016. An extension may be granted until 1 March 2017 and applications must be submitted by 1 March 2015. Information from the NSW Department of Planning and Environment states:

Postponement criteria for facilities with a required completion date of 1 March 2016

1. (a) Evidence that exceptional circumstances have arisen since the facility nominated its deadline that prevent this deadline being achieved.

OR

1. (b) Evidence that compliance with the original deadline would create such a significant financial burden that it would result in adverse residential care outcomes (Clause 186L(6)(b) of the EP & A Regulation).

AND

2. Evidence that the applicant has substantially complied with the implementation plan for the facility. Substantial compliance includes substantial progress in complying with the intent and milestones of the plan to install a compliant fire sprinkler system (Clause 186L(6)(a) of the EP & A Regulation).

AND

3. A report by a competent person on the fire safety status of the facility(s) including recommendations (if any) concerning interim safety measures which could form conditions of any approval to postpone. This must include evidence of compliance with the Commonwealth's accreditation requirements for fire safety.

AND

4. A detailed project plan (including key milestones and dates) demonstrating how the new required completion date being sought, if granted, will be complied with.

Given the delayed start to the project and the likelihood that the new aged care facility will not be operational ahead of the deadline for the sprinkler legislation, it may be necessary for Council to consider retrofitting the area of the facility that does not currently have a sprinkler system.

Enclosures

- 1 Timeline prepared Jointly with Illawarra Shoalhaven LHD
- 2 Reconsideration of a Reviewable Decision - Section 85-5 of the Aged Care Act 1997 - Blue Haven Retirement Village - Reply to Council Letter of 16/12/13 - Roserina Murace - Department of Social Services

15.16 Illawarra Academy of Sport Independent Review of the Regional Academies of Sport

Responsible Director: Community Services

This report provides Councillors with a summary of the findings of a recent independent review undertaken of the Illawarra Academy of Sport as part of an overall review of all NSW Academies of Sport. Kiama Council is one of five Councils that provide annual sponsorship to the Illawarra Academy, while the Mayor (or delegate) also holds a position on the Board.

As the main funder of the academies, the NSW Office of Communities Sport and Recreation (SR) engaged O'Connor Marsden & Associates (OCM) to undertake an independent review into the operations of the 10 independent Regional Academies of Sport (RAS) together with the overarching network body, the Regional Academies of Sport Incorporated (RASi).

The scope of the independent review covered the following areas:

- Governance:** corporate governance oversight at a strategic leadership level
- Performance:** capacity to achieve its strategic goals and;
- Funding and Financials:** financial stewardship and financial sustainability.

The areas of the organisation that were analysed were given a ranking as follows:

- 1) Satisfactory. No remarked issues. Conforms with generally accepted benchmarks/guides
- 2) Satisfactory and some opportunity for improvement to enhance conformance with generally accepted benchmarks/guides
- 3) Improvement is required to conform with generally accepted benchmarks/guides

Generally the Illawarra performed well, with no areas identified as a 3) Requiring Improvement. The following areas were assessed and scored for each academy overall and individually:

Observation	Overall	Illawarra
Governance		
Board Structure	3	2
Adopts Appropriate governance Practices	2	1
Attendance and other related meeting protocols	1	1
Meeting Papers	2	2
Evaluate Board Performance	3	2
Operating Practices	1	1

	Overall	Illawarra
Performance		
Strategy Planning	2	1
Performance Management Systems	3	2
Stakeholder Engagement	2	1
Participation in Programs	3	1
Compliance Matters	2	1
Funding and Financials		
Acquittal of SR fund payments	2	1
Access to non SR Funding Sources	3	1
Operating Expenses	1	1
Solvency and Financial Sustainability	3	1

In addition a new Performance Evaluation and Reporting Framework has been proposed to replace the Department of Sport & Recreation's current reporting requirements.

The Executive Summary of the report can be made available to any Councillors requiring additional information.

15.17 Southern Councils Group

Responsible Director: Office of the General Manager

On Thursday 29 May 2014, the Southern Councils Group second business meeting for 2014 was held at Bega and hosted by Bega Valley Shire Council.

The Agenda for the business meeting covered a range of issues including waste management and resource recovery, the formation of joint organisation of Councils, the establishment of local land services and community advisory groups, NSW Public Library funding and Crown Lands management.

The Draft Waste Management Resource Recovery considered by the Southern Councils Group Board is the subject of a report by the Director of Environmental Services.

The next meeting of the Southern Councils Group is to be held at Wollongong on 18 July 2014 and will include a workshop on sea level rise and coastal hazard management.

A copy of the Minutes of the meeting has been circulated to Councillors.

Enclosures

1 Southern Councils Group (SCG) Draft Minutes 29/05/14

15.18 Economic Development Committee Minutes

Responsible Director: Corporate and Commercial Services

The minutes of the Economic Development Committee held on 27 May 2014 are included in the Councillors' envelopes.

Enclosures

- 1 Minutes of the Kiama Municipal Council Economic Development Committee meeting held on Tuesday 27 May 2014



Michael Forsyth
General Manager

16 ADDENDUM TO REPORTS**17 NOTICE OF MOTION****18 QUESTIONS WITHOUT NOTICE****19 CONFIDENTIAL COMMITTEE OF THE WHOLE****PROCEDURE**

- Recommendation to go into Closed Committee.
- Mayoral call for Public Representations.
- Consideration of Representations and issues to be removed from Closed Committee.
- Recommendation to exclude Press and Public if required.
- Closed Committee discussions if required.

20 CONFIDENTIAL REPORTS**20.1 The Pavilion Kiama - Catering**

CSP Objective: 2 Well Planned and Managed Spaces, Places and Environment

CSP Strategy: 2.15 Ensure the maximum multi-purpose use of our community's buildings and facilities

Delivery Program: 2.15.1 Provide equitable access to Council halls and the Community Centre

Reason for Confidentiality: This matter deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business as per Section 10A(2)(c) of the Local Government Act.

21 CLOSURE