



# INFRASTRUCTURE AND LIVEABILITY ADVISORY COMMITTEE MEETING

To be held at 5 pm on

**Tuesday 10 October 2023**

Council Chambers, 11 Manning Street, KIAMA NSW 2533

## **Order of Business**

- 1 Apologies
- 2 Acknowledgement of Traditional owners
- 3 Confirmation of Minutes of Previous Meeting
- 4 Business Arising From The Minutes
- 5 Declarations of Interest
- 6 Report of the Director Infrastructure & Liveability
- 7 General Business
- 8 Closure

## **Members**

Cr Mark Croxford  
Cr Stuart Larkins  
Dr Tony Gilmour  
Dr Fiona Mackie  
Roy Rogers  
Jennifer Wulff  
Michael Malone | Director  
Infrastructure and Liveability

5 October 2023

To the Chair and Members:

**NOTICE OF  
INFRASTRUCTURE AND LIVEABILITY ADVISORY COMMITTEE MEETING**

You are respectfully requested to attend an **Infrastructure and Liveability Advisory Committee Meeting**, to be held in the **Council Chambers, 11 Manning Street, KIAMA NSW 2533** on **Tuesday 10 October 2023** commencing at **5 pm** for the consideration of the undermentioned business.

Yours faithfully

Michael Malone

**Director Infrastructure and Liveability**

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**AGENDA FOR THE  
INFRASTRUCTURE AND LIVEABILITY ADVISORY COMMITTEE  
TUESDAY 10 OCTOBER 2023**

**1 APOLOGIES**

**2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

*“I would like to acknowledge the traditional owners of the land on which we meet, the Wadi Wadi people of the Dharawal nation, and pay my respect to Elders past and present.”*

Confirmation of Minutes of Previous Meeting

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**3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**3.1 Confirmation of Minutes of Committee meeting of September 2023**

**Attachments**

- 1 Minutes: Infrastructure and Liveability Advisory Committee - 12/09/2023

**Enclosures**

Nil

***RECOMMENDED***

That the Minutes of the Infrastructure & Liveability Committee meeting held on 12 September 2023 be received and accepted.

**Item 3.1**



**MINUTES OF THE  
INFRASTRUCTURE AND LIVEABILITY  
ADVISORY COMMITTEE MEETING**

commencing at 5pm on

**TUESDAY 12 SEPTEMBER 2023**

Council Chambers, 11 Manning Street, KIAMA NSW 2533

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MINUTES OF THE INFRASTRUCTURE AND LIVEABILITY ADVISORY COMMITTEE

12 SEPTEMBER 2023

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MINUTES OF THE INFRASTRUCTURE AND LIVEABILITY ADVISORY  
COMMITTEE HELD AT KIAMA MUNICIPAL COUNCIL ON TUESDAY  
12 SEPTEMBER 2023 AT 5PM

**PRESENT:** Cr Mark Croxford  
Cr Stuart Larkins  
Dr Tony Gilmour  
Dr Fiona Mackie  
Roy Rogers  
Michael Malone | Director Infrastructure and Liveability

**1 APOLOGIES**

Jennifer Wulff

**2 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

The Director declared the meeting open and acknowledged the traditional owners:

*"I would like to acknowledge the traditional owners of the Land on which we meet, the Wadi Wadi people of the Dharawal nation, and pay my respect to Elders past and present."*

**3 DECLARATIONS OF INTEREST**

Nil

**Action:** Director Malone to arrange for a Dropbox account to be created for the Committee and copies of the Code of Meeting Practice, the Code of Conduct and Declarations of Interest form be made available to members.

**Meeting chair**

**23/002IALAC**

**Resolved** that Councillor Larkins Chair the Septebmer meeting of the Infrastructure and Liveability Advisory Committee.

(Members Mackie and Rogers)

Discussion:

- The preference of the Committee is to select a Chair for 12 months and for a community member to be the Chair and this will be determined at the next meeting.

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MINUTES OF THE INFRASTRUCTURE AND LIVEABILITY ADVISORY COMMITTEE

12 SEPTEMBER 2023

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**4 REPORT OF THE DIRECTOR INFRASTRUCTURE AND LIVEABILITY**

**4.1 Terms of Reference (TOR)**

**23/003IALAC**

**Resolved** that the Infrastructure and Liveability Advisory Committee:

1. adopt the Terms of Reference for the Committee subject to the following changes to the draft –
  - (a) the second dot point of the purpose be amended to read, *“review and monitor, as appropriate, the implementation of actions as outlined in Pillar 4 of the Kiama Community Strategic Plan 2022-2032”*.
  - (b) the meeting schedule be amended to read, *“Meetings are held every month on the second Tuesday of the month.”*
  - (c) the number of community representatives changed to 4.
  - (d) the meeting quorum be amended to read at point 1, *“minimum of 50% of the voting members...”*
2. note that the Committee consider changing the term of membership to a maximum of two, 4-year terms, if this complies with Council's policies.
3. defer to the Code of Meeting Practice to determine voting delegations for Committee members.

(Members Croxford and Mackie)

Discussion:

- **Action:** Director Malone to arrange for the Committee meeting invite to include a Teams link to enable members to attend online.

**5 REPORTS FOR INFORMATION**

The following Report for Information listed for the Committee's consideration is received and noted.

**6.1 Operational Plan – Discussion.**

Discussion:

- The Committee will request to review the Housing Strategy at an appropriate stage.
- The Committee should aim to maximise the expertise of each Committee member.
- Some of the larger projects contained within the Operational Plan have progressed to a stage that any input from the Committee would be ineffective, some projects have been delayed and others require budget.
- **Action:** Director Malone to re-circulate the Operational Plan summary spreadsheet with additional commentary/background on the actions, for Committee members to prioritise 10 possible project areas prior to the next meeting.
- **Action:** Director Malone to arrange for the following documents to be made available to the Committee: Footpath and Cycleway renewal and upgrade schedule (Capex); Kiama Traffic and Parking Study; and actions from the Gerringong and Jamberoo Flood Study.



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MINUTES OF THE INFRASTRUCTURE AND LIVEABILITY ADVISORY COMMITTEE

12 SEPTEMBER 2023

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- Areas of interest to the Committee include: Bombo Quarry (driving the agenda), Housing Strategy, future employment lands, Jerrara Dam options, Disability Inclusion Action Plan.

**6 GENERAL BUSINESS**

- 6.1 **Bombo Quarry** – although a State project, Council could take the lead in managing the process and drive the agenda.
- 6.2 **National Traffic Expo** – Cr Croxford advised the Committee that this Expo will be held in Sydney on 11-12 October 2023 and Committee members could attend, however it was felt that the timing was not right.
- 6.3 **Illegal waste** – Cr Croxford questioned if the Municipality had a problem with illegal dumping and was advised the problem was manageable. Director Malone suggested that the Waste Depot Masterplan or the region's Waste Strategy may be of interest to the Committee.

**7 CLOSURE**

There being no further business the meeting closed at 6.31pm.

These Minutes were confirmed at the Ordinary Meeting of Council  
held on 19 September 2023.

.....  
Chair



**4 BUSINESS ARISING FROM THE MINUTES**

**5 DECLARATIONS OF INTEREST**

## **6 REPORT OF THE DIRECTOR INFRASTRUCTURE & LIVEABILITY**

### **6.1 Election of a Committee Chair for the Initial Term of the Committee**

CSP Objective: Outcome 4.3: Our built environment is safe and inclusive; our infrastructure is well planned and well managed.

CSP Strategy: 4.3.2 Actively plan how we travel and create safe travel routes whether we are walking, cycling, driving or accessing public transport.

Delivery Program: 4.3.2.5 Deliver major capital works and projects utilising external funding opportunities.

#### **Summary**

At its meeting of 12 September 2023, the Committee noted the preference to “select a Chair for 12 months and for a community member to be the Chair and this will be determined at the next meeting”.

The report allows the Committee to select the Chair for this period of operation.

#### **Financial implication**

No additional financial implications.

#### **Risk implication**

Appropriate chairing an advisory committee of council is good governance and will ensure timely and appropriate advice being available to Council.

#### **Policy**

The adopted Terms of Reference for the Committee

#### **Consultation (internal)**

Not applicable

#### **Communication/Community engagement**

Not applicable

#### **Attachments**

Nil

#### **Enclosures**

Nil

### **RECOMMENDATION**

That the Committee select a Chair for the next 12 months.

Report of the Director Infrastructure & Liveability

6.1 Election of a Committee Chair for the Initial Term of the Committee  
(cont)

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**Background**

At the Committee meeting of 12 September 2023, the Committee discussed the draft Terms of Reference for the Committee which includes the requirement to select a Chair.

The Minutes of the Committee meeting and draft Terms of Reference were reported to Councils ordinary Meeting of 19 September 2023 and with the Minutes received and the Terms of Reference being adopted with the recommended changes.

Accordingly, it is appropriate for the Committee to select the Chair for the period up to the end of the current term of Council in September 2024.

## **6.2 Possible Project areas for the Committee**

CSP Objective: Outcome 4.3: Our built environment is safe and inclusive; our infrastructure is well planned and well managed.

CSP Strategy: 4.3.1 Create a regional network of interconnected roads, shared pathways and cycleways to maximise access to key destinations and facilities.

Delivery Program: 4.3.1.1 Manage recreation and open space infrastructure to cater for current and future generations

### **Summary**

At the Committee Meeting of 12 September 2023, the possible project areas for the Committee from the 2023/24 Operational Plan and specific Resolution of council were discussed and an action recorded for the potential project areas to be redistributed to the Committee members for individual prioritisation of the top 10 areas where the Committee could provide advice to Council.

This report enables discussion and agreement on the top 10 project areas.

### **Financial implication**

There are no direct financial implications for this report.

### **Risk implication**

The report seeks to enable the operation of the advisory committee as resolved by the Council.

### **Policy**

Terms of Reference of the Infrastructure & Liveability Committee.

### **Consultation (internal)**

Not applicable.

### **Communication/Community engagement**

The report is seeking engagement with the Advisory Committee.

### **Attachments**

Nil

### **Enclosures**

Nil

## **RECOMMENDATION**

That Committee adopt the top 10 project areas that it will seek to provide advice to Council on.

Report of the Director Infrastructure & Liveability

6.2 Possible Project areas for the Committee (cont)

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### **Background**

At the Committee Meeting of 12 September 2023, the possible project areas for the Committee from the 2023/24 Operational Plan and specific Resolution of council were discussed and an action recorded for the potential project areas to be redistributed to the Committee members for individual prioritisation of the top 10 areas where the Committee could provide advice to Council.

This report enables discussion and agreement on the top 10 project areas.

The potential projects list has been resent to Committee members under separate cover requesting individual rankings of up to 10 items. A collated version of the responses will be tabled for discussion to enable a final list of project areas to be adopted and enable focusing on delivering advice to council on priority areas.

**Item 6.2**

**7 GENERAL BUSINESS**

**8 CLOSURE**