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1. Acknowledgement to Country

Shellharbour City Council acknowledges the Traditional Owners and Custodians of the Land on which we are meeting and pays its respects to Elders past, present and emerging.

Webcasting Statement

Pre-registered members of the public who address Council at the Addresses to Council Forum and those who attend Council Meetings should be aware that their image, and comments will be recorded, and broadcast live from Council's website.

It should be noted that the Addresses to Council Forum is held prior to the Council Meeting from 4.30pm to 5.30pm.

Council broadcasts live to enhance the accessibility of Council Meetings to the broader Shellharbour City Community. Recordings can be downloaded from Council's website for later viewing, or purchased from Council for viewing on a computer. For further information on Privacy, refer to the Public Gallery Conduct Standards displayed in the Chamber.

Council accepts no responsibility for any defamatory or offensive statements. Members of the gallery should also refer to the Public Gallery Conduct Standards, for appropriate standards of behaviour during Council Meetings.

Should Council need to consider confidential matters during a Council Meeting, invited members of the gallery may address the Council on the reasons why the meeting should not resolve into Committee of the Whole (Confidential Session).

Please ensure that mobile phones and other electronic devices are turned off or are in silent mode for the duration of the meeting.

In the event of an emergency, please evacuate the building using the nearest exit and follow the instructions given by the wardens. Do not use the lifts.

2. Apologies

3. Leave of Absence

4. Confirmation of Minutes**4.1 Ordinary Council Meeting 29 September 2020**

That the Minutes of the Ordinary Council Meeting held on 29 September 2020 as circulated be taken as read and confirmed as a correct record of proceedings.

4.2 Extraordinary Council Meeting 29 September 2020

That the Minutes of the Extraordinary Council Meeting held on 29 September 2020 as circulated be taken as read and confirmed as a correct record of proceedings.

5. Disclosures of Interest

Note: Councillors and staff who declare an Interest at the Council Meeting are also required to complete a Declaration of Interest form.

6. Condolences**7. Mayoral Statements / Reports / Presentations****8. Mayoral Minutes****9. Councillors' Statements / Reports****10. Reports****10.1 Chief Executive Officer**

10.1.1 Disclosure of Interest Returns 2019-20 (11544951)

To the Mayor and Councillors

Directorate: Chief Executive Officer

Group: Council Services

Manager: Flora Lepouras – Executive Manager / Public Officer

Author: Rebecca Kennedy – Governance Manager

Summary

The purpose of this report is to provide to Council the “Disclosure of Interest” returns, for designated staff, Councillors and independent representatives to the Joint Regional Planning Panel and Governance Risk and Audit Committee for the 2019-2020 financial year.

Background

Under the provisions of sections 444 and 445 of the *Local Government Act 1993 (the Act)*, Councillors and "designated persons" must complete a written return of interests and under section 449 of *the Act* this return must be completed annually.

The completed returns are to be kept in a register by the General Manager, and to meet the requirements of section 450A of *the Act*, must be tabled no later than the first meeting after 30 September each year.

Under section 441 of *the Act*, the Council must identify the designated persons for Shellharbour City Council. The names and positions of staff who are the suggested "designated persons" and who have lodged their returns as at the date of this report are shown below.

All Councillors are required under the *Local Government Act*, to complete declarations. The determination of which Council Officers should be nominated as ‘designated persons’ is a matter for the Chief Executive Officer. Shellharbour City Council has defined a list of applicable staff, in the interests of transparency and probity.

This list incorporates Officers with significant delegations, and also those who have significant influence in the framing of recommendations for consideration by Council. The completion and tabling of these returns is a legislative requirement.

Any member of the public is entitled to inspect the returns in accordance with the *Government Information (Public Information) Act 2009*.

Financial / Resources Implications

Nil

Legal and Policy implications

Compliant with Section 441 and 445 of the *Local Government Act 1993* however, to maintain personal privacy, addresses will not be accessible by members of the public.

Public / Social Impact

As a means of transparency for the public, anyone is entitled under the *Government Information (Public Access) Act 2009* to inspect the register of returns on request.

DISCLOSURE OF INTEREST – Designated Persons’ for Year ended 30 June 2020

Mayor, Councillor	Marianne Saliba
Deputy Mayor, Councillor	John Murray
Councillor	Kellie Marsh
Councillor	Robert Petreski
Councillor	Moira Hamilton
Councillor	Peter Moran
General Manager	Carey McIntyre
Director Community and Customers	Melissa Boxall
Director Amenity and Assets	Ben Stewart
Director Council Sustainability	Scott Bridgement
Executive Manager / Public Officer	Flora Lepouras
Chief Financial Officer	Gary Grantham
Manager Financial Services	Paul Henderson
Manager Corporate Procurement and Supply	James Roberts
Group Manager City Planning	Geoff Hoynes
Group Manager City Development	Grant Meredith
Manager Planning	Jasmina Micevski
Senior Development Assessment Officer	James Douglas
Senior Development Assessment Officer	Jennifer Southan
Development Assessment Officer	Andrew McIntosh
Development Assessment Officer	Madeline Cartwright
Development Assessment Officer	Peter Marczuk
Development Assessment Officer	Phab Vetsavong
Manager Building	Gregory Porter
Senior Building Assessment Officer	Greg Moore
Senior Building Assessment Officer	John Mion
Senior Building Assessment Officer	Frank Boom
Manager Regulation and Compliance	Mark Miller
JRPP independent representative	Graham Rollinson
GRAC independent representative	Julie Walton
GRAC independent representative	Yvette Pietsch
GRAC independent representative	Anthony Gearon

Link to Community Strategic Plan

The Annual Disclosure of Interest Returns supports the following objective and strategy of the Community Strategic Plan:

Objective: 4.2 Supported by a Council that is responsive, accountable and financially viable.

Strategy: 4.2.1 Undertake Council activities within a clear framework of strategic planning, policies, procedures and service standards.

Consultations

Internal

Nil

External

Nil

Political Donations Disclosure

Not applicable

Recommendation

That:

- 1. Council note the tabling of the register of Disclosure of Interest returns for 2019-2020 financial year.**
- 2. the names and positions set out in this report be identified as the designated persons for the lodgement of Disclosure of Interest Forms for Shellharbour City Council, for the period 1 July 2019 to 30 June 2020.**

Approved for Council's consideration: Flora Lepouras
Executive Manager / Public Officer

Date of Meeting: 20 October 2020

Attachments

Nil

10.2 Council Sustainability Directorate

10.3 Community and Customers Directorate

10.3.1 Proposed Reserve Name - Albion Park (11541187)

To the Chief Executive Officer

Directorate: Community and Customers

Department: Business Technology and Customer Services

Manager: Marcello Chiodo – Group Manager Business Technology and Customer Services

Author: Sharyn Langford – Senior GIS Officer

Summary

The purpose of this report is to seek Council endorsement of a proposed Reserve Name at Albion Park for submission to the Geographical Names Board of NSW.

A site plan and a description of the land is included in **Attachment 1**.

Background

Council has received an application from Indesco (the developer of Highlands Estate) to name a Reserve in Albion Park. The Reserve covers two parcels of land fronting Crest Road and Upland Chase (refer **Attachment 1**) and spans two subdivisions (Highlands Estate DA0040/2016 and Bella Vista DA0525/2014).

Naming of Reserves is guided by the Council Policy *Naming and Addressing (Roads, Public Reserves, Parks, Sportsfields, Assets)* POL-0108-V01 and is determined by the NSW Geographical Names Board (GNB) under the *Geographical Names Act 1966*.

The Indesco application proposed the name “Johnson Park” which was intended to commemorate Mickey Johnson (1834-1906) who was an Indigenous leader in the Illawarra district of New South Wales during the second half of the nineteenth century.

Section 6.2.1 of Council’s Naming and Addressing Policy states “*Where Aboriginal names of individuals are submitted, Council’s AAC is to be advised and consulted.*” Subsequently, a report was presented to the Aboriginal Advisory Committee (AAC) on the 4 August 2020 seeking their advice. At that meeting, the ACC did not support the name “Johnson Park” and recommended the name **Bubara View Park** (Bubara meaning mountain).

Indesco agreed to the AAC proposed name of **Bubara View Park**.

Submission of a naming proposal to the GNB must be supported by a Council resolution and evidence that Council has sought community feedback. Council has sought community feedback by advertising and inviting comment using local newspapers and the Council website for the period 27 August to 17 September 2020. No submissions were received.

Should Council agree to the proposed Reserve name, Council staff would forward the recommendation to the GNB. The GNB would consider the proposed name and advertise the proposal in the local press, inviting submissions. The GNB would then consider any public submissions and advise Council of the outcome.

If accepted, the GNB would then submit the proposed name to the NSW Government Gazette for gazettal.

Financial/resources implications

All signage costs will be borne by the Applicant as part of its subdivision works.

Legal and policy implications

Compliance with Geographic Names Board of NSW 'Place Naming' Policy and Council 'Naming and Addressing' Policy (POL-0108-V01)

Public/social impact

Council recognises and respects the traditional custodians of this land. Council works together with our Aboriginal community to ensure our local cultural heritage is recognised, protected and celebrated.

The Naming and Addressing Policy encourages and promotes recognition of our Aboriginal cultural heritage by registering place names given by Aboriginal people so that they can be assigned as geographical names alone or used alongside existing non-Aboriginal names.

Geographical Names Board of NSW Policy on Place Naming is committed to recognising our Aboriginal cultural heritage.

Naming a Public Reserve will make identification and location of Council's public land easier for the public, service providers and emergency services.

Link to Community Strategic Plan

This report supports the following objectives and strategies of the Community Strategic Plan:

Objective: 2.3 A City that is connected through places and spaces

Strategy: 2.3.5 Recognise, protect and celebrate our heritage

Objective: 4.1 Led through collaboration

Strategy: 4.1.3 Acknowledge and respect the Aboriginal community as the traditional custodians of the land.

Consultations

Internal

Aboriginal Advisory Committee

External

Public Exhibition 27 August to 17 September 2020

Political Donations Disclosure

Not Applicable

Recommendation

That Council approve the submission of the proposed Reserve Name “Bubara View Park” to the Geographical Names Board for its consideration and subsequent advertising and Gazetting.

Approved for Council's consideration:

Marcello Chiodo
Group Manager Business Technology
and Customer Services

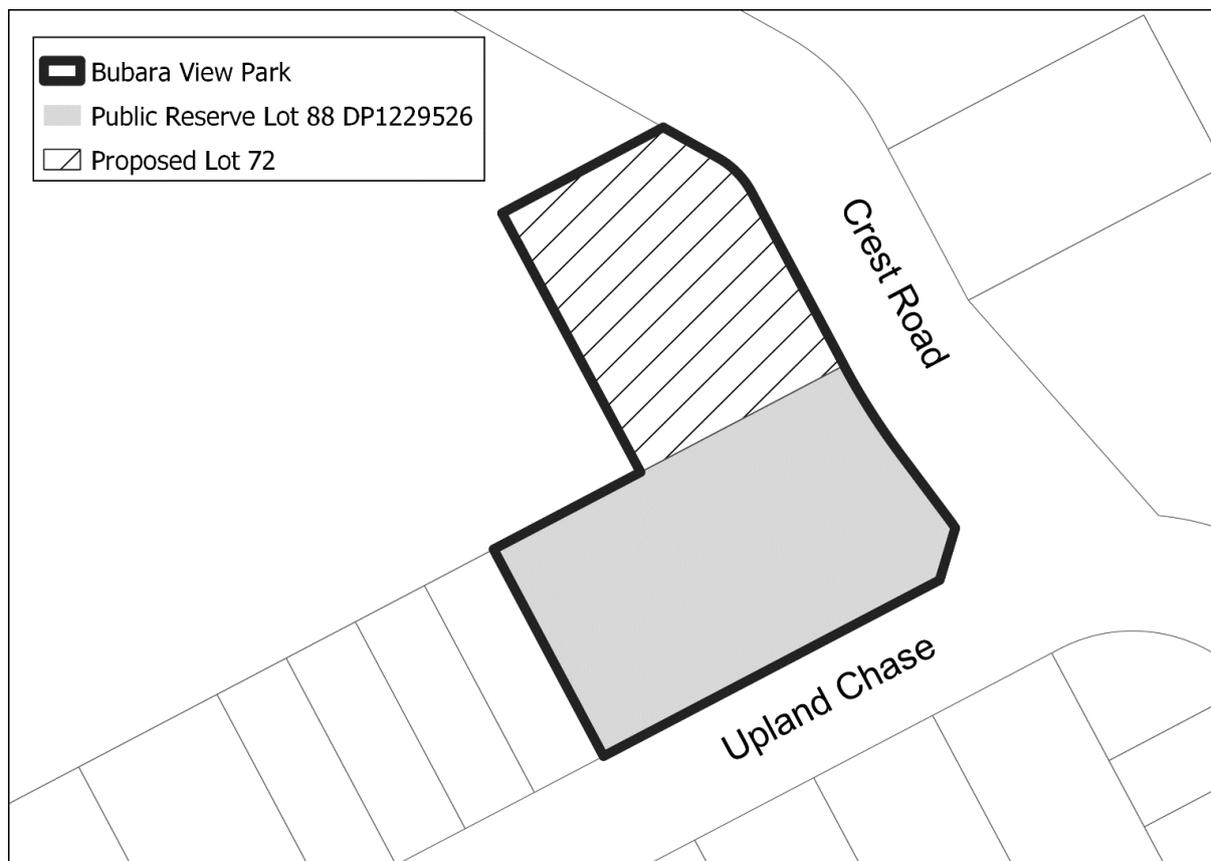
Date of Meeting:

20 October 2020

Attachments

1. Site Plan and Land Description of Reserve – *Page 11*

Attachment 1 – Site Plan and Land Description of Reserve



10.3.2 Draft Business Centres and Surrounding Residential Lands Study (11543295)

To the Chief Executive Officer

Directorate: Community and Customers

Group: City Planning

Manager: Geoff Hoynes – Group Manager City Planning

Author: Michael Tuffy – Senior Strategic Planner

Summary

The purpose of this report is to seek Council's endorsement of the Draft Shellharbour Business Centres and Surrounding Residential Lands Study (the Study) and for it to be placed on public exhibition for 28 days.

The report also outlines the Study's key findings and recommendations and the community engagement that informed its preparation.

The need to prepare the Study is identified in the Shellharbour Local Housing Strategy and supported by the Illawarra Shoalhaven Regional Plan. The Study is contained in **Attachment 1**.

Background

Business centres

Business centres provide access to employment, services and other essential facilities. To help facilitate housing diversity and choice the Study has undertaken a review of the Local Environmental Plan provisions of the current business zones of key centres, as well as the residential areas immediately surrounding some of these centres.

Key findings and recommendations of the Study apply to numerous centres and surrounding residential lands and identify:

- Additional land for proposed R3 Medium Density Residential zonings;
- Increased capacity for apartment development in certain parts of existing business zonings; and
- Increased capacity for mixed residential with commercial/retail development in certain parts of existing business zonings.

The Shellharbour Local Housing Strategy

Following community engagement and consultation with the state government, Council, on 17 December 2019 resolved to adopt the Shellharbour Local Housing Strategy (SLHS).

The SLHS provides for the appropriate provision of all forms of housing for Shellharbour City over the next 25 years. It includes an analysis and response to demographic changes, housing preferences and housing supply/demand issues.

Key findings and recommendations for the SLHS most relevant to the preparation of the Study are:

- The demand for housing in Shellharbour City over the next 25 years can be met by existing residential zoned land through infill and greenfield development.
- There is a need for greater housing diversity and choice.

The Study responds specifically to the following recommendation of the SLHS's Implementation and Delivery Plan:

Council to review the density provisions of the current Business zones of each centre as part of a future LEP amendment process (as well as the residential areas immediately surrounding these zones), to help facilitate the provision of housing diversity and choice within and around key centres that provide access to employment, services and other essential infrastructure and facilities.

The Illawarra Shoalhaven Regional Plan ISRP

The Study responds to the following directions and actions of the ISRP:

Direction 2.2 Support housing opportunities close to existing services, jobs and infrastructure in the region's centres

Action 2.2.1 Investigate the policies, plans and investments that would support greater housing diversity in centres

Direction 3.1 Grow the opportunities for investment and activity in the region's network of centres

It should be noted that the ISRP is currently under review. Consultation has and will continue to occur with the Department of Planning, Industry and Environment (DPIE).

Depending on the timing of any exhibition of a draft reviewed ISRP, any final adopted Study will be compatible with the draft review provisions of the ISRP.

Community engagement to inform the Study's preparation

The preparation of the Study involved a stakeholder workshop held on 21 May 2020. Procuring valuable feedback, the workshop targeted business and housing related agencies and development industry stakeholders. Attendees included representatives of state government agencies, Wollongong Council, Property Council, Urban Development Institute of Australia and the Housing Trust.

Key feedback points included:

- Feasibility of smaller dwelling development becomes less when considering the costs to construct compared with larger dwellings. Council needs to look at financial incentives, as smaller dwellings have similar development charges and open space requirements to larger dwellings.
- Car parking requirements also need to be looked at and applying an approach that is more flexible and responsive to the particular needs of the proposed development.
- Questions were asked of the development industry about reducing parking/open space requirements, in terms of how much that may tip the scale towards being viable.
- If dwellings are near centres then parking and private open space requirements should be able to be reduced.
- Greater flexibility of controls to deliver a variety of housing/development outcomes is needed. Need for something that can work financially and for the end user.
- It is often more expensive to build in or near established town centres, which makes development of greenfield sites more attractive.
- Permissibility issues at Warilla Grove town centre were raised as problematic. Apartments being prohibited (must be developed as shop top housing) stifles residential development.
- It was suggested that the area east of Terry Street at Albion Park (zoned residential, but with numerous commercial uses) should be preserved for commercial uses in the future, if the area is ever to be redeveloped.
- There is a need for a more concentrated approach to shop top housing.

Details of the workshop including feedback, can be found in the Consultation Report which is Appendix 4 of the Study as contained in **Attachment 1**.

Key findings and recommendations of the Study

The Study provides a range of LEP change recommendations tailored to increase housing diversity and mix in and around select centres. These include those as tabulated below in **Table 1: Summary of the Study LEP Recommendations**.

A more detailed list of all proposed LEP changes can be found in **Attachment 2: Study LEP Recommendations**.

Table 1: Summary of Study LEP Recommendations

SHELLHARBOUR CITY CENTRE	
SITE & ZONING	PROPOSED LEP CHANGES
B3 Commercial Core – site bounded by Benson Avenue, Lamerton Crescent and College Avenue – currently used for car park	Increase the building height from 15m and 18 m to 18m and 25m respectively as shown on Attachment 3 .
WARILLA AND WARILLA GROVE/LAKE ILLAWARRA	
SITE & ZONING	PROPOSED LEP CHANGES
B2 Local Centre zoned parcel – the Warilla Grove shopping mall on Shellharbour Road <i>See also commentary directly below this table.</i>	Permit Residential Flat Buildings as an Additional Permitted Use along the Veronica Street frontage and around the corner on the southern end of Woolworths Avenue as well as the western end of the Woolworths Avenue frontage. Introduce an active street frontage requirement for the mixed use development proposed along Shellharbour Road and opposite the new Warilla Library. See Attachment 6 . Increase heights from 12m to between 15m and 21 metres as described in commentary at the end of this table.
B5 Business Development zoned parcels at Warilla and at Lake Illawarra - north of Warilla Grove shopping mall <i>See also commentary directly below this table.</i>	Rezone part of each B5 parcel to B4 Mixed Use. Increase height over entirety of each parcel from 11m to 15m/12m. Increase FSR over entirety of each parcel from .5:1 to 1.8:1. See Attachments 6 & 7 .
OAK FLATS	
SITE AND ZONING	PROPOSED LEP CHANGES
B4 Mixed Use zoned parcel bounded by the rail line/Oak Flats Train Station, Pioneer Drive and New Lake Entrance Road	Increase height from 15m to 29m and FSR from 1:1 to 3.5:1 for parts of the site to be determined, to facilitate mixed residential, retail/commercial development. See Attachment 9 .

ALBION PARK	
SITE AND ZONING	PROPOSED LEP CHANGES
B1 Neighbourhood Centre zoned parcel west side of Terry Street, south of Wiley Street	Increase FSR from 0.5:1 to 0.7:1 Building heights to remain at 9m See Attachment 5 .
VARIOUS LOCALITIES	
SITE AND ZONING	PROPOSED LEP CHANGES
Various R2 Low Density Residential zoned parcels at Oak Flats, Albion Park, Warilla, Lake Illawarra	Rezone from R2 Low Density Residential to R3 Medium Density Residential with associated FSR increase from .5:1 to .7:1 Height remains at 9m. See Attachments 4, 5, 6, 7, 8 .

Two of the proposals are associated with private sector proponent driven concepts which were assessed as part of the Study and are described as follows:

1. For the B2 Local Centre zoned Warilla Grove site, the proponent's concept received June 2020 involves:

- Shop top housing - 4 complexes – two along Shellharbour Road (6 storey and 7 storey) & two opposite new library (6 storey and 7 storey)
- Residential flat buildings - 3 complexes – two along Veronica Street (4 storey and 5 storey) & one north of shopping mall on Woolworths Avenue (7 storey).
- Retain the existing shopping mall in centre

The proponent's concept received June 2020 is generally supported with the exceptions in the following commentary.

Apartment complexes along the Veronica Street frontage, proposed in the concept to be between 4 and 5 storeys with flat roofs, should be limited to no more than 12 to up to 15 metres, so as to be more conducive to 3 or 4 storeys with potentially articulated roofing and generous street setbacks. This would provide more compatibility with the scale of development possible in the R3 residential zoned land on the south side of Veronica Street, i.e. 9 metres and .7:1 floor space ratio.

Note that the concept shows flat roofs for all buildings proposed.

Along Shellharbour Road frontage, the concept proposes up to 7 storey mixed retail/residential. Given the centrality in the town centre, being in front of Warilla Grove mall, and the wide separation to the R2 zoned land (proposed for R3 as part of this study) on the other (west) side of Shellharbour Road, this site has the potential for landmark buildings. These may associate with a limit of up to 6 storeys (up to 21m) with potentially low pitch roof articulation and a higher floor to floor height for retail floors.

Other buildings proposed (on the northern and eastern boundaries) should also be limited to between up to 18 and 21 metres respectively, i.e. up to 6 storeys with the potential for low pitch articulated roofs.

2. B5 Business Development zoned site north of Warilla Grove:

This site was subject to a planning proposal which was not supported by Council in December 2019. The planning proposal proposed a height increase for part of the B5 parcel from 11m to between 26m and 34m with an associated floor space ratio increase from .5:1 to 2.3:1 and zone change to B4 Mixed Use.

Reasons for lack of Council support included the need for a holistic, rather than site specific approach to any LEP changes for town centres. The Study is a holistic approach because it includes the entirety of select business zones and residential lands surrounding some of these.

The Study recommends rezoning part of the B5 parcel to B4 Mixed Use, increasing the height and FSR over all of the B5 parcel from 11m to 15m/12m and .5:1 to 1.8:1 respectively.

The area recommended for B4 is the same as that recommended in the Warilla Town Centres Plan, which also recommended no height increases and an FSR increase to 1.5:1 for all of the B5 parcel.

Public domain

In association with proposed LEP changes, the Study has recommendations on public domain enhancements. These focus on improving pedestrian connectivity and safety to centres and within them and can be considered for inclusion in the Development Control Plan (DCP).

Exhibition

It is proposed to publicly exhibit the Study for 28 days.

This will include:

- Newspaper notice
- Writing to stakeholders invited to the workshop which informed preparation of the Study
- Writing to owners of property recommended for LEP changes
- Writing to owners of property adjoining/in vicinity of property recommended for LEP changes
- Seeking feedback via Let's Chat

Financial / Resources Implications

Consultancy costs are estimated to be \$38,590 GST exclusive in total. Preparation of the Study is also utilising staff time and resources.

Adoption of a final Study will necessitate incorporating its relevant recommendations into Council's business planning.

Legal and Policy implications

The Study is high level acting as a first step towards any related changes to Council's LEP and DCP. Any final adopted Study will form an evidence base on which relevant future planning proposals with more detailed information may be strategically justified.

Public / Social Impact

The Study will lead to positive public/social impacts via facilitating an increase in the supply of more diverse and mixed housing in and close to centres, to cater for the community's changing housing needs and lifestyles.

The Study will also facilitate greater centres' vitality and activity by the additional spending in centres via increased populations living in and around centres.

Link to Community Strategic Plan

This report supports the following objectives and strategies of the Community Strategic Plan:

The Study supports the following objectives and strategies of the Community Strategic Plan:

- | | | |
|------------|-------|---|
| Objective: | 1.1 | Our City is vibrant, safe, creative and inclusive |
| Strategy: | 1.1.4 | Provide a liveable community that is accessible and inclusive |
| Objective: | 1.2 | Our City is active and healthy |
| Strategy: | 1.2.1 | Provide access to services and facilities where people can live, learn and play |
| Objective | 2.3 | Our City is connected through places and spaces |
| Strategy | 2.3.1 | Activate a vibrant City Centre |
| Strategy | 2.3.2 | Undertake land use planning in a socially, economically and environmentally responsive manner |

Strategy	2.3.4	Facilitate the development of the built environment to meet community needs
Objective	3.2	Supports and increases employment and business opportunities within a strong local economy
Strategy	3.2.2	Create, promote and maintain local business, job, investment and lifestyle opportunities

Consultations

Internal

Manager Planning

External

A workshop with business and housing related agencies and development industry stakeholders was held to inform the preparation of the Study.

Political Donations Disclosure

Not Applicable

Recommendation

That:

- 1. Council endorse the Draft Shellharbour Business Centres and Surrounding Residential Lands Study (Attachment 1) and it be placed on public exhibition for a period of 28 days calling for submissions.**
- 2. If any opposing submissions are received as a result of the public exhibition process, a further report be provided to Council for consideration.**
- 3. Council adopt the Draft Shellharbour Business Centres and Surrounding Residential Lands Study as attached to this report, if at the conclusion of the exhibition period no opposing submissions are received. Councillors will be informed of submissions for the proposal by memo.**

Approved for Council's consideration: Geoff Hoynes
Group Manager City Planning

Date of Meeting: 20 October 2020

Attachments

1. Draft Shellharbour Business Centres and Surrounding Residential Lands Study – *under separate cover*
2. Study LEP recommendations – *Page 21*
3. Map for Shellharbour City Centre - recommended LEP changes – *Page 25*
4. Map for Albion Park - recommended LEP changes – *Page 26*
5. Map for Albion Park (Terry Street) - recommended LEP changes – *Page 27*
6. Map for Warilla Grove/Lake Illawarra - recommended LEP changes – *Page 28*
7. Map for Warilla - recommended LEP changes – *Page 29*
8. Map for Oak Flats - recommended LEP changes – *Page 30*
9. Map for Oak Flats (adjoining train station) - recommended LEP changes – *Page 31*

Attachment 2 - Study LEP recommendations

STUDY LEP RECOMMENDATIONS	
SHELLHARBOUR CITY CENTRE	
SITE & ZONING	PROPOSED LEP CHANGES
B3 Commercial Core – site bounded by Benson Avenue, Lamerton Crescent and College Avenue – currently used for car park	Increase the building height from 15m and 18 m to 18m and 25m respectively as shown on Attachment 3 .
ALBION PARK	
SITE & ZONING	PROPOSED LEP CHANGES
Two R2 Low Density Residential zoned parcels on east side of Terry Street opposite town centre	Rezone to R3 Medium Density Residential with associated floor space ratio (FSR) increase from .5:1 to .7:1. Height remains at 9m. See Attachment 4 .
ALBION PARK – TERRY STREET	
SITE & ZONING	PROPOSED LEP CHANGES
B1 Neighbourhood Centre zoned parcel west side of Terry Street, south of Wiley Street	Increase FSR from 0.5:1 to 0.7:1 Building heights to remain at 9m See Attachment 5 .
Parcel of R2 Low Density Residential zoned land south of the B1 zoning	Increase FSR from 0.5:1 to 0.7:1 Building heights to remain at 9m See Attachment 5 .
WARILLA AND WARILLA GROVE	
SITE & ZONING	PROPOSED LEP CHANGES
B2 Local Centre zoned parcel – the Warilla Grove shopping mall on Shellharbour Road <i>See also commentary directly below this table.</i>	Permit Residential Flat Buildings as an Additional Permitted Use along the Veronica Street frontage and around the corner on the southern end of Woolworths Avenue as well as the western end of the Woolworths Avenue frontage. Introduce an active street frontage requirement for the mixed use development proposed along Shellharbour Road and opposite the new Warilla Library. See Attachment 6 Increase heights from 12m to between 15m and 21 metres as described in commentary at the end of this table.

<p>B5 Business Development zoned parcel on Shellharbour Road Lake Illawarra - north of the Warilla Grove shopping mall</p> <p><i>See also commentary directly below this table.</i></p>	<p>Rezone part of the B5 parcel to B4 Mixed Use. Increase height over entirety of B5 parcel from 11m to 15m/12m. Increase FSR over entirety of B5 parcel from .5:1 to 1.8:1. See Attachments 6.</p>
<p>B5 Business Development zoned parcel on north – west corner of Shellharbour Road and Lake Entrance Road</p>	<p>Rezone part of the B5 parcel to B4 Mixed Use. Increase height over entirety of B5 parcel from 11m to 15m/12m. Increase FSR over entirety of B5 parcel from .5:1 to 1.8:1. See Attachment 7.</p>
<p>R2 Low Density Residential zoned land at Warilla Grove and Warilla/Lake Illawarra – various parcels from north to south as follows:</p> <ul style="list-style-type: none"> • Three parcels west side of Shellharbour Road between Reddall Parade and Howard Fowles Park • One parcel east side of Shellharbour Road between Reddall Parade and Pur Pur Avenue • One parcel west side of Shellharbour Road between Queen Street and Barnes Street • One parcel east side of Shellharbour Road between Veronica Street and Woodford Avenue • Two parcels on south side of Woodford Avenue between Joan Avenue and Shellharbour Road • One parcel on the east side of Beverley Avenue, north of Shacklock Lane • One parcel on south side of Shellharbour Road between Antrim and Belfast Avenues 	<p>Rezone from R2 Low Density Residential to R3 Medium Density Residential with associated FSR increase from .5:1 to .7:1 Height remains at 9m. See Attachments 6 & 7.</p>

OAK FLATS	
SITE AND ZONING	PROPOSED LEP CHANGES
R2 Low Density Residential zoned parcel on Central Avenue between Wentworth and Parkes Street	Rezone from R2 Low Density Residential to R3 Medium Density Residential with associated FSR increase from .5:1 to .7:1 Height remains at 9m. See Attachment 8.
B4 Mixed Use zoned parcel bounded by the rail line/Oak Flats Train Station, Pioneer Drive and New Lake Entrance Road	Increase height from 15m to 29m and FSR from 1:1 to 3.5:1 for part(s) of the site to be determined, to facilitate mixed residential, retail/commercial development. See Attachment 9.

Two of the proposals are associated with private sector proponent driven concepts which were assessed as part of the Study and are described as follows:

1. For the B2 Local Centre zoned Warilla Grove site, the proponent's concept received June 2020 involves:

- Shop top housing - 4 complexes – two along Shellharbour Road (6 storey and 7 storey) & two opposite new library (6 storey and 7 storey)
- Residential flat buildings - 3 complexes – two along Veronica Street (4 storey and 5 storey) & one north of shopping mall on Woolworths Avenue (7 storey).
- Retain the existing shopping mall in centre

The proponent's concept received June 2020 is generally supported with the exceptions in the following commentary.

Apartment complexes along the Veronica Street frontage, proposed in the concept to be between 4 and 5 storeys with flat roofs, should be limited to no more than 12 to 15 metres, so as to be more conducive to 3 or 4 storeys with potentially articulated roofing and generous street setbacks. This would provide more compatibility with the scale of development possible in the R3 residential zoned land on the south side of Veronica Street, i.e. 9 metres and .7:1 floor space ratio.

Note that the concept shows flat roofs for all buildings proposed.

Along Shellharbour Road frontage, the concept proposes up to 7 storey mixed retail/residential. Given the centrality in the town centre, being in front of Warilla Grove mall, and the wide separation to the R2 zoned land (proposed for R3 as part of this study) on the other (west) side of Shellharbour Road, this site has the potential for landmark buildings. These may associate with a limit of up to 6 storeys (up to 21m) with potentially low pitch roof articulation and a higher floor to floor height for retail floors.

Other buildings proposed (on the northern and eastern boundaries) should also be limited to between up to 18 and 21 metres respectively, i.e. up to 6 storeys with the potential for low pitch articulated roofs.

2. B5 Business Development zoned site north of Warilla Grove:

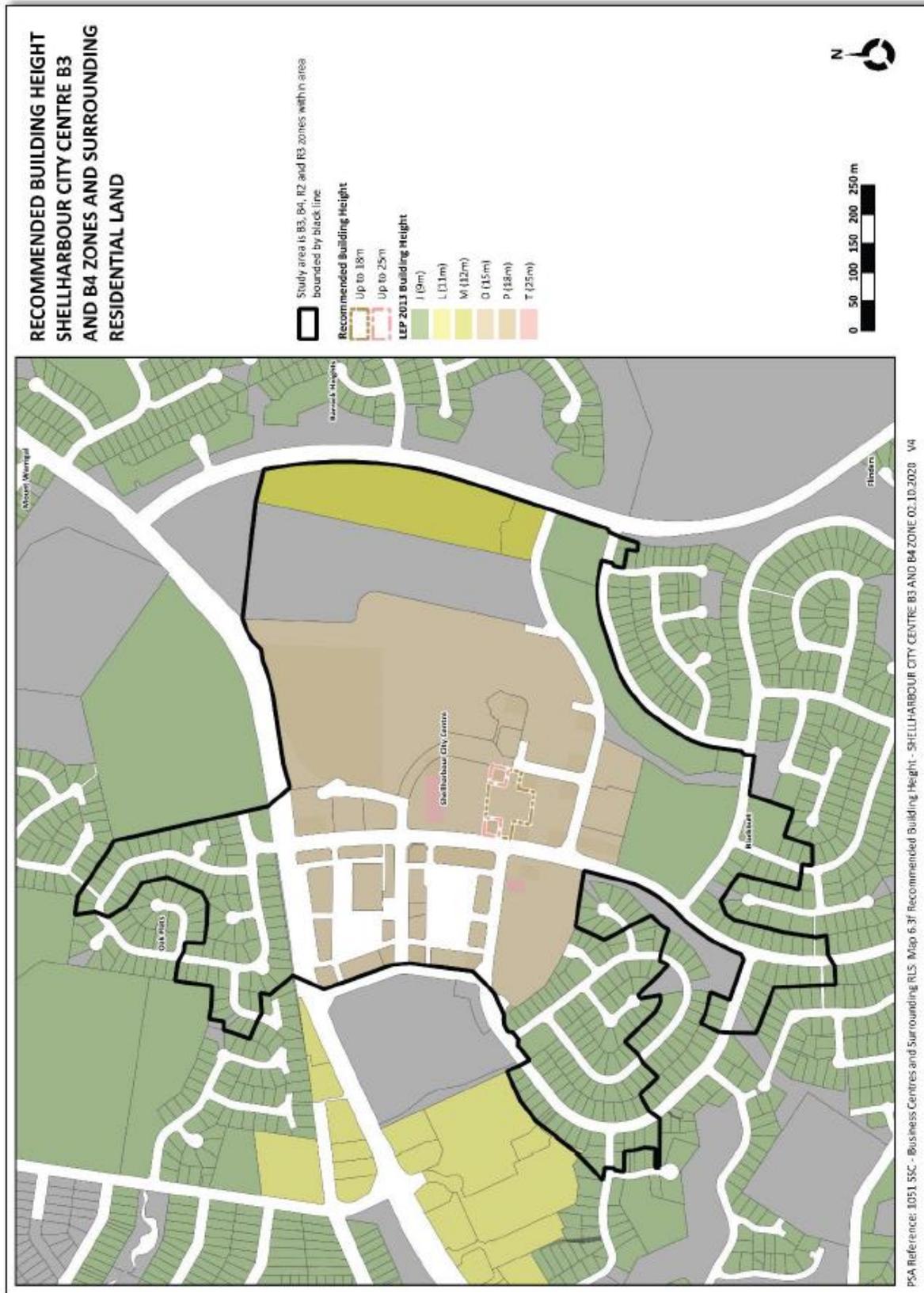
This site was subject to a planning proposal which was not supported by Council in December 2019. The planning proposal proposed a height increase for part of the B5 parcel from 11m to between 26m and 34m with an associated floor space ratio increase from .5:1 to 2.3:1 and zone change to B4 Mixed Use.

Reasons for lack of Council support included the need for a holistic, rather than site specific approach to any LEP changes for town centres. The Study is a holistic approach because it includes the entirety of select business zones and residential lands surrounding some of these.

The Study recommends rezoning part of the B5 parcel to B4 Mixed Use, increasing the height and FSR over all of the B5 parcel from 11m to 15m/12m and .5:1 to 1.8:1 respectively.

The area recommended for B4 is the same as that recommended in the Warilla Town Centres Plan, which also recommended no height increases and an FSR increase to 1.5:1 for all of the B5 parcel.

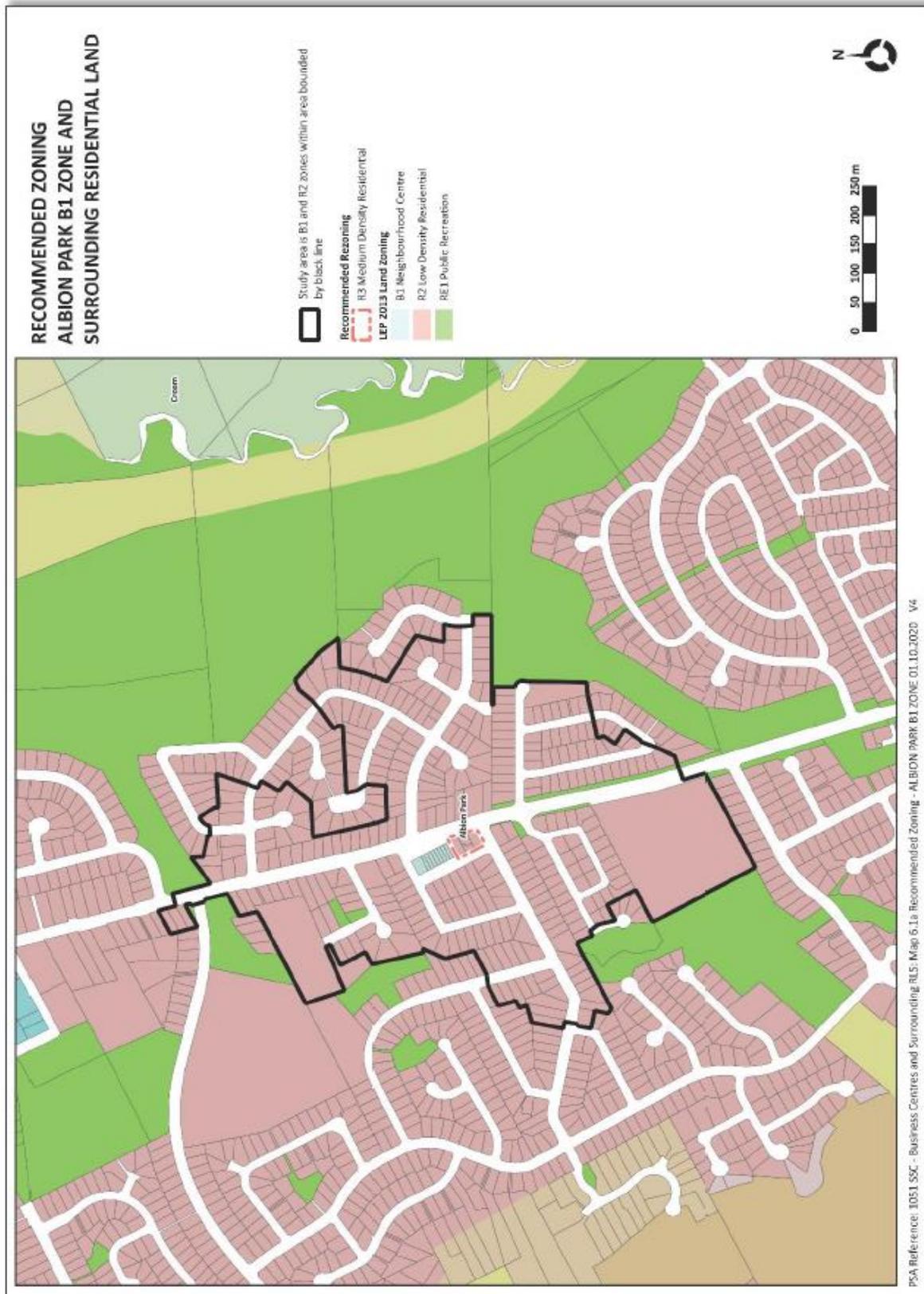
Attachment 3 – Map for Shellharbour City Centre - recommended LEP changes



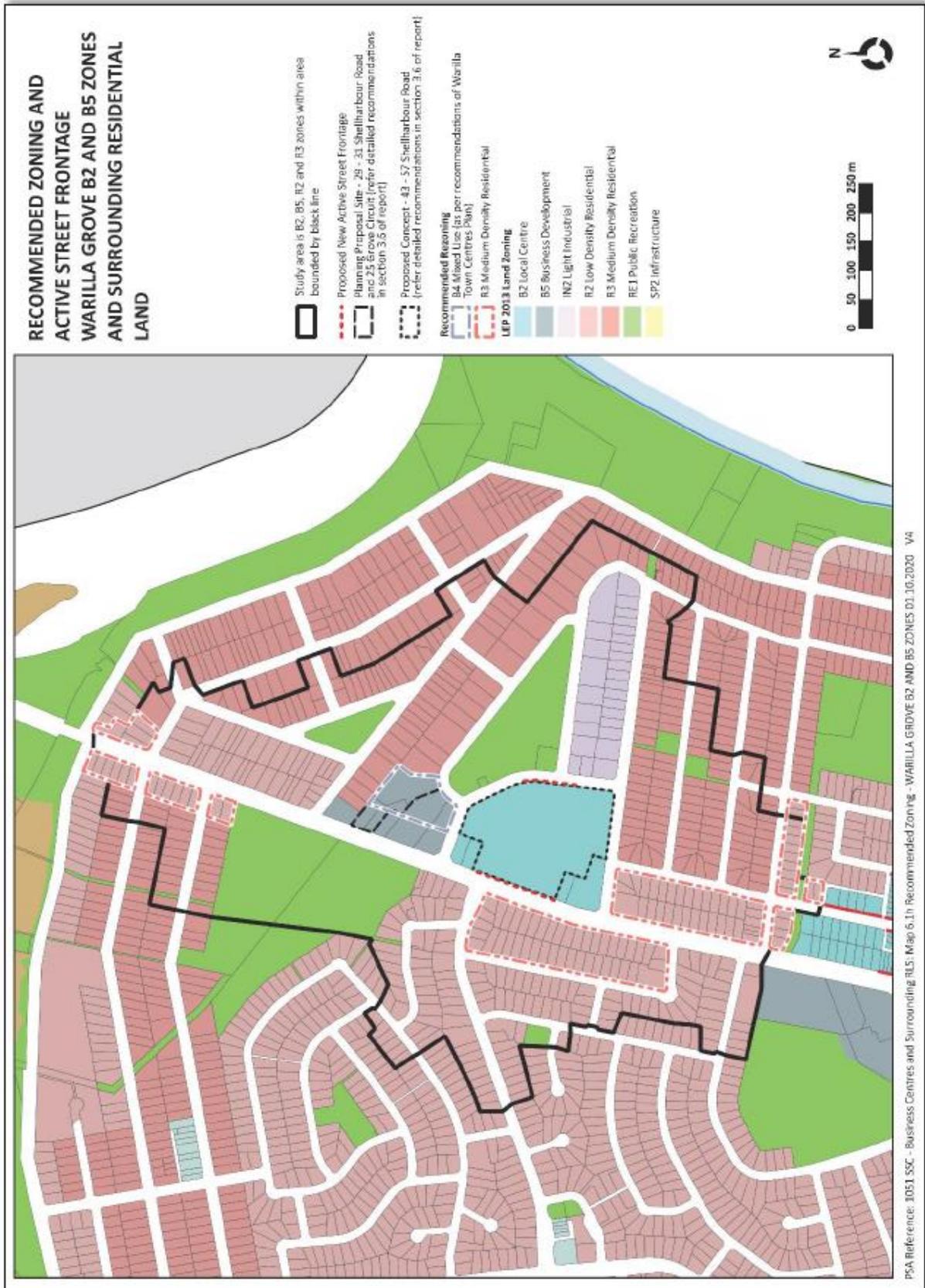
Attachment 4 – Map for Albion Park - recommended LEP changes



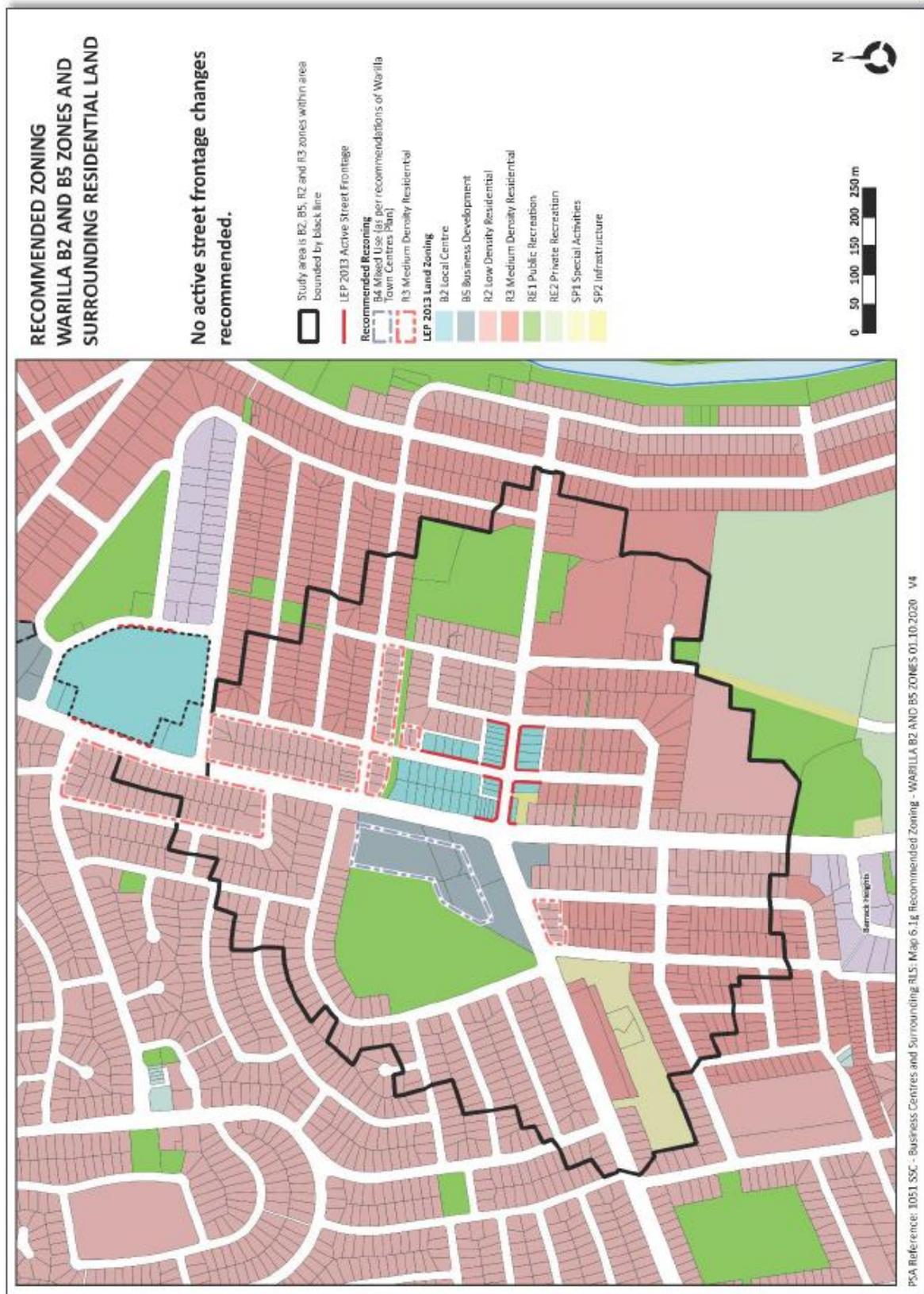
Attachment 5 – Map for Albion Park (Terry Street) - recommended LEP changes



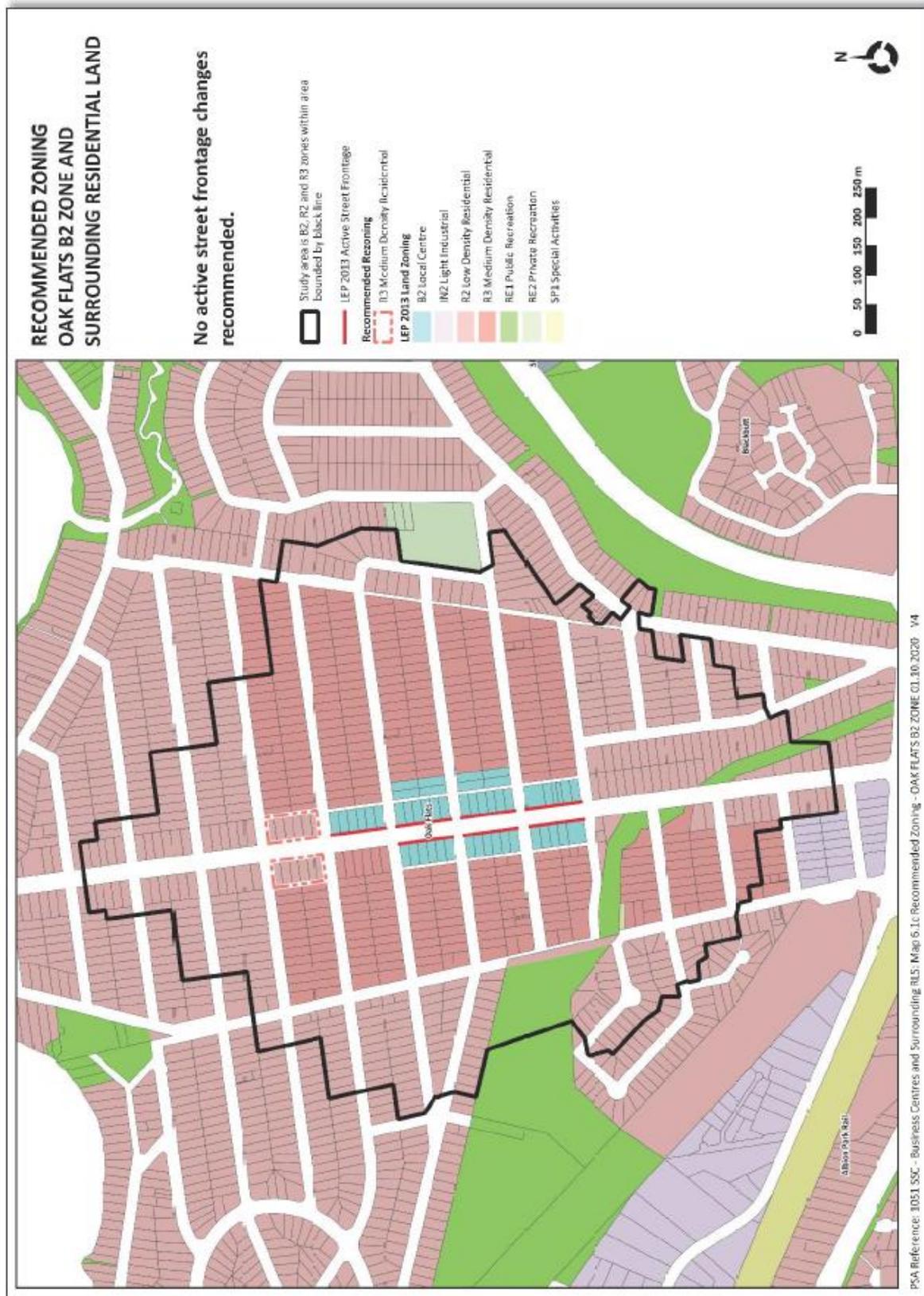
Attachment 6 - Map for Warilla Grove/Lake Illawarra - recommended LEP changes



Attachment 7 - Map for Warilla - recommended LEP changes



Attachment 8 - Map for Oak Flats - recommended LEP changes



Attachment 9 - Map for Oak Flats (adjoining train station) - recommended LEP changes



10.4 Amenity and Assets Directorate

10.4.1 Shellharbour City Council's Shellharbour Cemetery Master Plan (11545109)

To the Chief Executive Officer

Directorate: Amenity and Assets
Group: Services

Manager: Rosemary Crowhurst – Group Manager Services
Author: Ben Rawson – Construction and Maintenance Manager

Summary

The purpose of this report is to provide information to Council in relation to the draft Master Plan for Council's Shellharbour cemetery. This report requests endorsement of the draft Master Plan in order to enable it to be placed on public exhibition for a period of 28 days.

Background

Council has recently been undertaking a strategic planning project for the currently operating cemeteries. The process to date has included creation of a Cemetery Operations Policy in late 2018. Following this, Council developed a Strategic Plan which is being utilised to guide the management and development of the cemetery, the details of this plan were reported to Council in a briefing on 2 June 2020. A key recommendation of this Strategic Plan was to draft a new Master Plan (the plan) for Council's Shellharbour Cemetery (see Location Plan – **Attachment 1**).

This plan has been drafted following consultation with community and industry on the strategic direction of the cemetery industry and the community needs for this service. This plan will review what existing facilities are available and potential upgrades. The plan will balance the needs of the community and the business of supplying services related to interment and memorialisation within the cemetery.

Consultation

Consultation was undertaken during the development of the Strategic Plan with both the cemetery industry and the local community. A survey was undertaken in late 2019 through a Let's Chat engagement.

Council received 39 contributions to the survey, the majority through Let's Chat with written copies also accepted and entered by Council officers into Let's Chat to provide a combined result (**Attachment 2**). The survey asked seven questions including questions in relation to what improvements the public would like to see at the cemetery.

Staff also attended an event at the Civic Centre held to discuss the bereavement process. Staff consulted with attendees at a stall with information on the cemetery operations and also encouraged the public that attended to provide feedback via the Let's Chat page on the strategic planning.

In addition to this consultation it is proposed that the draft Master Plan for Shellharbour cemetery be placed on public exhibition for 28 days following endorsement by Council.

Master Plan

As recommended in Council's Cemetery Strategic Plan Council officers engaged a specialist cemetery planner and design consultant to undertake a master planning project for Shellharbour City Council's Shellharbour Cemetery location on Shellharbour Road in Shellharbour.

The plan will also include a review and recommendations on various issues that have been previously raised including memorial gardens, natural burials, unmarked graves, public shelters, staff facilities, access and parking.

The plan aims to provide a scenic and contemplative setting for bereaved visitors as well as the wider community over the many decades. It is designed as a park, capitalising on views and history, offering walking paths, respite areas, toilet and shelter facilities amongst a wider choice of interments. The proposed Master Plan offers a range of new non-denominational memorialisation options amongst the existing ones, utilising the site to its fullest and therefore, lengthening the life of the cemetery.

The overall objective of the master planning exercise at Shellharbour Cemetery is to:

- Improve amenity for members of the public.
- Identify and incorporate a location for possible natural burials.
- Identify and develop way finding signage.
- Identify and develop additional locations for cremated remains.
- Include within the plan the replacement of the existing toilet block.
- Include within the plan the inclusion of a memorial rock and plaque.
- Provide disabled access provisions to the higher memorial section of the cemetery.
- Develop a Map which is suitable for public use.
- Release of new lawn & monumental graves.
- Development of a new high quality memorial gardens on the upper section of the site (subject to further geotechnical investigations).
- Introduction of artwork to be memorialised.
- New children & natural burial sections.

- Improved amenities for staff and visitors.

Each of these items have been addressed in the draft Shellharbour Cemetery Master Plan report (**Attachment 3 – under separate cover**) and the draft Shellharbour Master Plan (**Attachment 4**).

The key inclusions and recommendations within the draft Shellharbour Cemetery Master Plan are:

- Creating a meandering pathway for memorialisation options at the south west end or upper end of the site. This would include disabled access through car parking at the rear of the site and a path at the front of the site, new gardens and niche walls, sculptures and future crypts.
- Create additional parking within the existing roundabout utilising reinforced grass and provide an open shelter for the public to use.
- Open new ground for burials as identified within the plan
- Create a children's section as shown on plan.
- Provides location for possible natural burials and RSL memorial.
- Includes replacement public toilets, relocated staff facilities and storage bays.
- As plots are not currently available at Shellharbour the yield of the cemetery cannot be calculated, however, it is estimated these changes will provide potentially 390 additional graves. This will need to be managed sensitively and requires consultation.

Signage Strategy

In addition to the Master Plan a signage strategy (**Attachment 5**) has been developed. The strategy breaks the signage down into the following categories:

- Information signage
- Directional wayfinding signage
- Regulatory Signage
- Events Information signage

The Strategy provides types and signs and proposed locations for each. The information and contents contained within each sign would need to be confirmed and approved prior to final design and installation.

Financial / Resources Implications

Creating a Master Plan will help the council better understand the long-term impacts of the management of the cemetery, including future maintenance of the land, capital outlay and potential income.

Works recommended in the plan will be considered against other priorities in the long term financial plan. This will also be informed by a business plan to be created later in the 2020/21 calendar year.

Other funding options will also be considered during implementation of the plan. This may include grant funding, crown reserve and developer contribution funds.

A concept estimate undertaken by a Quantity Surveyor can be seen in the Appendices of the Master Plan report. The total cost to implement the recommendations and infrastructure outlined within the plan across the life of the cemetery can be seen in **Table 1** below.

Table 1: Estimated Construction Costs over total life of cemetery

Cemetery	Indicative Estimated Construction Cost Across the Life of the Cemetery (Ex GST)
Shellharbour	\$2,064,000

Legal and Policy implications

Native title will be investigated as part of detailed design for specific projects, however, it is not envisioned that this process will prevent the works being undertaken.

A Heritage Conservation Management Plan will be completed following approval of this plan.

Developments outlined within the plan will be assessed during the detailed design of specific projects against relevant planning controls. These will further take into consideration various controls such as heritage and environment.

Public / Social Impact

The aim of the plan is to assist Council to improve the bereavement services that it provides to the community, this includes not only interments but also creates an open space that provides a welcoming place for the community to remember those we have lost.

A key outcome of the plan is changing the layout of the cemetery from denominational to interment style. This will see the cemetery with three main sections being lawn section, headstone section and monument section. This will improve the efficiency operation and visual amenity as the cemetery would be occupied in a much more structured approach.

The plan will assist council to establish a cemetery that is financially more sustainable and will ensure customers will have access to the highest quality of service and have confidence in Council's ability to manage cemetery services.

Link to Community Strategic Plan

This report supports the following objectives and strategies of the Community Strategic Plan:

- Objective: 2.3 A city that is connected through places and spaces
- Strategy: 2.3.6 Deliver sustainable whole of life asset management for the community
- Objective: 4.2 Supported by a Council that is responsive, accountable and financially viable
- Strategy: 4.2.5 Minimise risk, ensure continuity of critical business functions and assist in the delivery of service for emergency events including flooding, coastal/oceanic, bushfire and other events.

Consultations

Internal

Manager Asset Planning
Acting Chief Financial Officer
Manager Financial Services
Corporate Accountant
Group Manger City Planning
Senior Strategic Planner
Recreation Planner
Business Performance and Development Manager

External

Changing Places
Virtus Heritage
Florence Jaquet Landscape Architect

Political Donations Disclosure

Not Applicable

Recommendation

That:

- 1. Council endorse the draft Master Plan for Shellharbour cemetery to be placed on public exhibition for a period of 28 days calling for submissions.**
- 2. If any opposing submissions are received as a result of the public exhibition process, a further report be provided to Council for consideration.**
- 3. Council adopt the draft Master Plan for Shellharbour cemetery as attached to this report, if at the conclusion of the exhibition period no opposing submissions are received. Councillors will be informed of submissions for the proposal by memo.**

Approved for Council's consideration:

Rosemary Crowhurst
Group Manager Services

Date of Meeting:

20 October 2020

Attachments

1. Location Plan – Shellharbour Cemetery, Shellharbour Road – *Page 38*
2. Let's Chat Summary Cemetery Strategic Plan – *Page 39*
3. Shellharbour Cemetery Draft Master Plan Report – *under separate cover*
4. Shellharbour Cemetery Draft Master Plan – *Page 46*
5. Cemeteries Signage Strategy – *Page 50*

Attachment 1 – Location Plan – Shellharbour Cemetery, Shellharbour Road



Attachment 2 – Lets Chat Summary Cemetery Strategic Plan

Lets Chat Shellharbour

Report Type: Form Results Summary
 Date Range: 18-07-2019 - 04-09-2019
 Exported: 10-09-2019 12:13:13

Closed

Thank you for leaving your feedback, we will go over the information and get back to you soon.
 Albion Park Cemetery

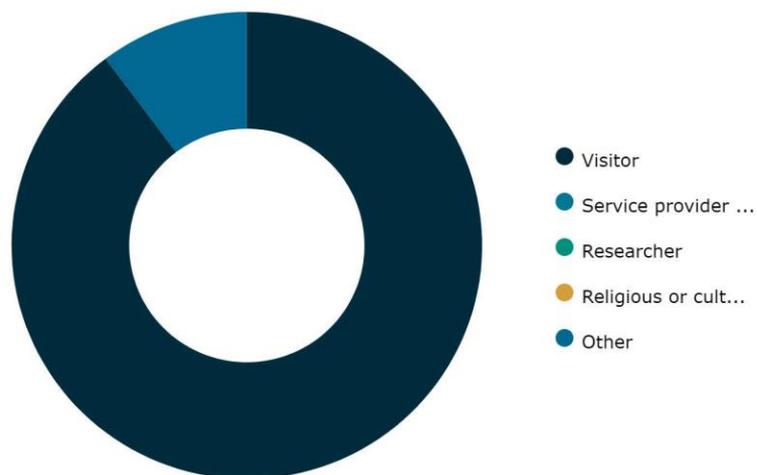
21
Contributors

39
Contributions

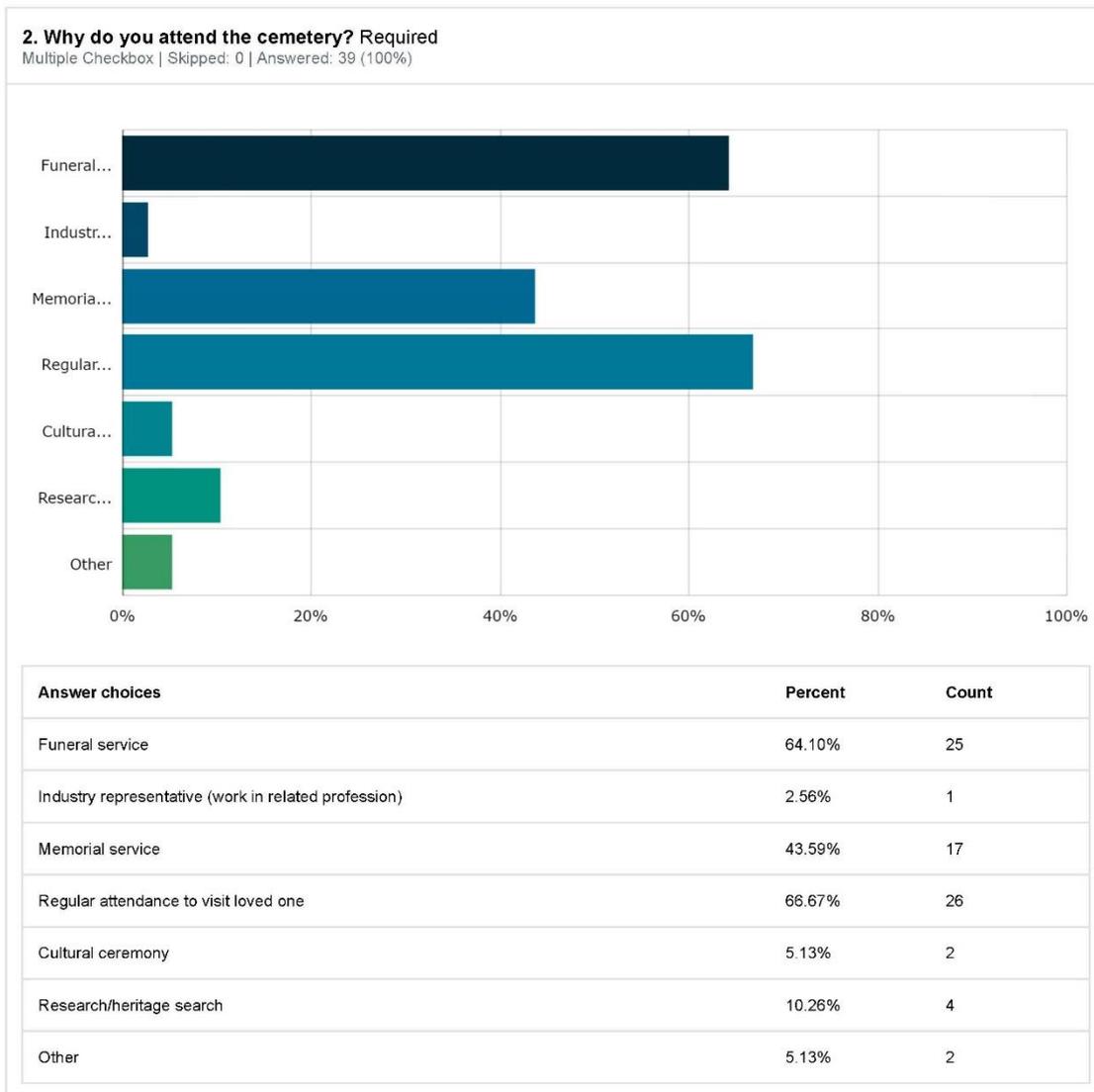
Contribution Summary

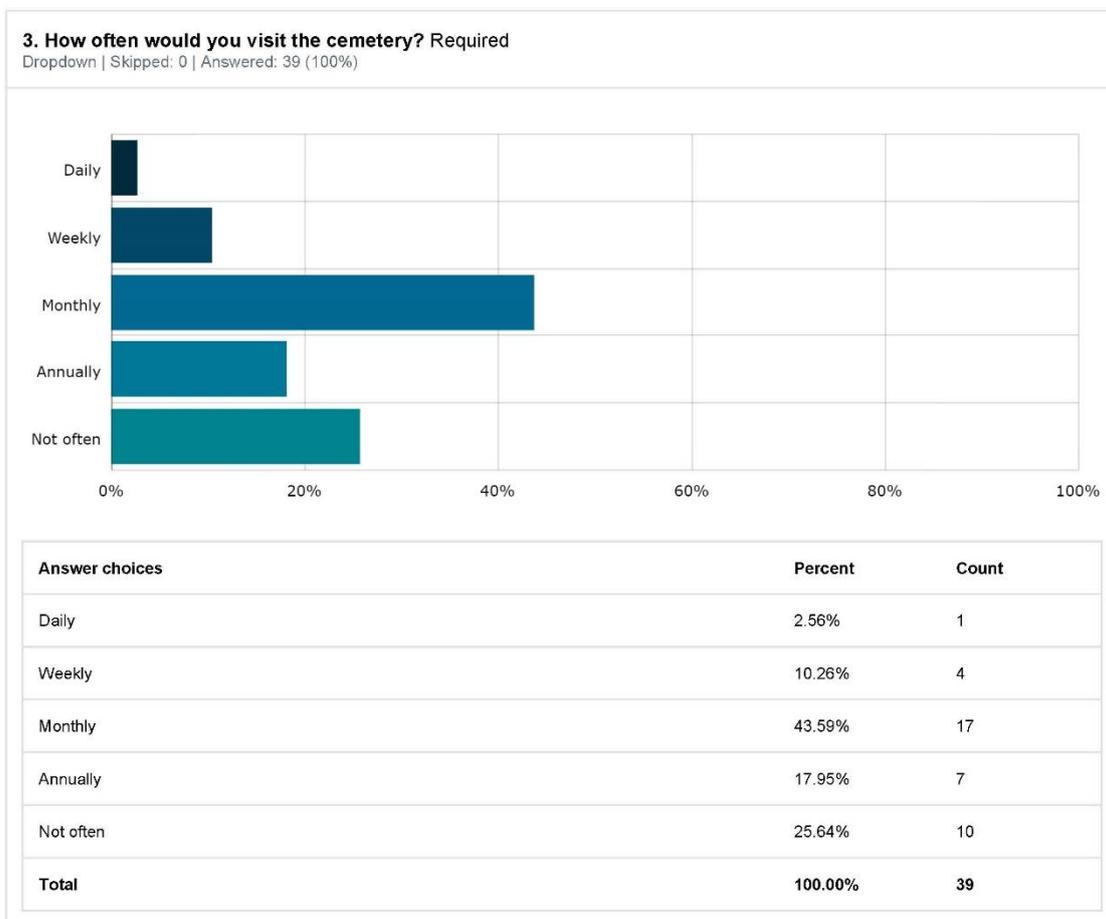
1. What user group best describes you Required

Radio Buttons | Skipped: 0 | Answered: 39 (100%)

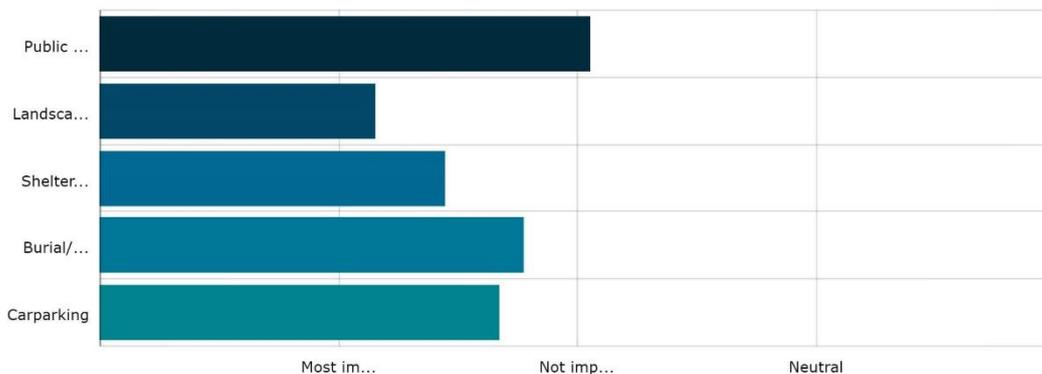


Answer choices	Percent	Count
Visitor	89.74%	35
Service provider (Funeral Home, Monumental Mason, Florist etc)	0.00%	0
Researcher	0.00%	0
Religious or cultural group	0.00%	0
Other	10.26%	4
Total	100.00%	39





4. Tell us what improvements are most important for Albion Park Cemetery Required
 Likert-scale | Skipped: 0 | Answered: 39 (100%)



	Most important	Not important	Neutral	Count	Score
Public toilet - provide updated accessible toilets.	43.59% 17	7.69% 3	48.72% 19	39	2.05
Landscaping - provide further embellishment including seating and further planting.	92.31% 36	0.00% 0	7.69% 3	39	1.15
Shelter - public seating and overhead weather protection.	74.36% 29	7.69% 3	17.95% 7	39	1.44
Burial/cremation memorial options	46.15% 18	30.77% 12	23.08% 9	39	1.77
Carparking	53.85% 21	25.64% 10	20.51% 8	39	1.67

5. Are there any other improvements you would like to see?

Long Text | Skipped: 30 | Answered: 9 (23.1%)

Seating and a shaded structure for visitors and service attendees to gather. I have family whom attend weekly, as do many others. They now interact and share food and drinks there. Facilitate a celebration of life and social interaction in memory of lost ...
Contribution 9 of 9 | 23 August, 2019

a work area for the workers to retreat to and to lock away materials
Contribution 8 of 9 | 22 August, 2019

Keep in maintained weekly it is so run down and looks terrible majority of the time
Contribution 7 of 9 | 13 August, 2019

Not really, its a nice place now, I hope it stays that way.
Contribution 6 of 9 | 12 August, 2019

Improved security. Recycling
Contribution 5 of 9 | 12 August, 2019

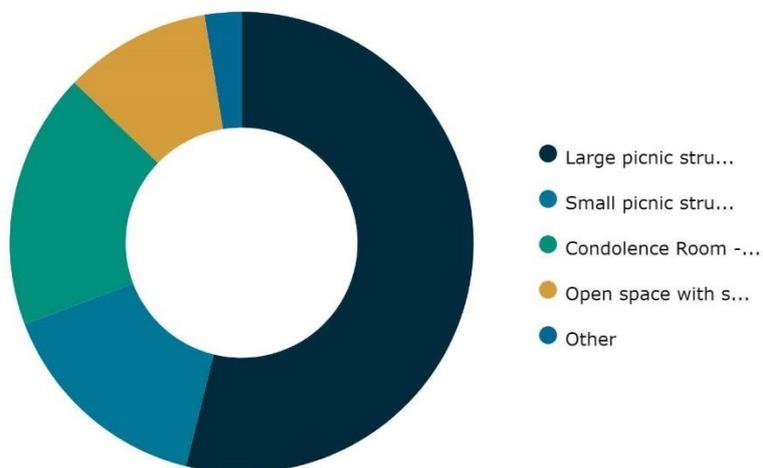
Wind breaks
Contribution 4 of 9 | 11 August, 2019

I would like to see those who have buried loved ones have a small plaque of the persons name etc...that way I who has a plot already there and for whatever reason my kids dont put my name there...the cemetery will.I...think when someone buys there shou...
Contribution 3 of 9 | 11 August, 2019

A rose garden with seating and shade. More beautification of the grounds. Restore old monuments
Contribution 2 of 9 | 11 August, 2019

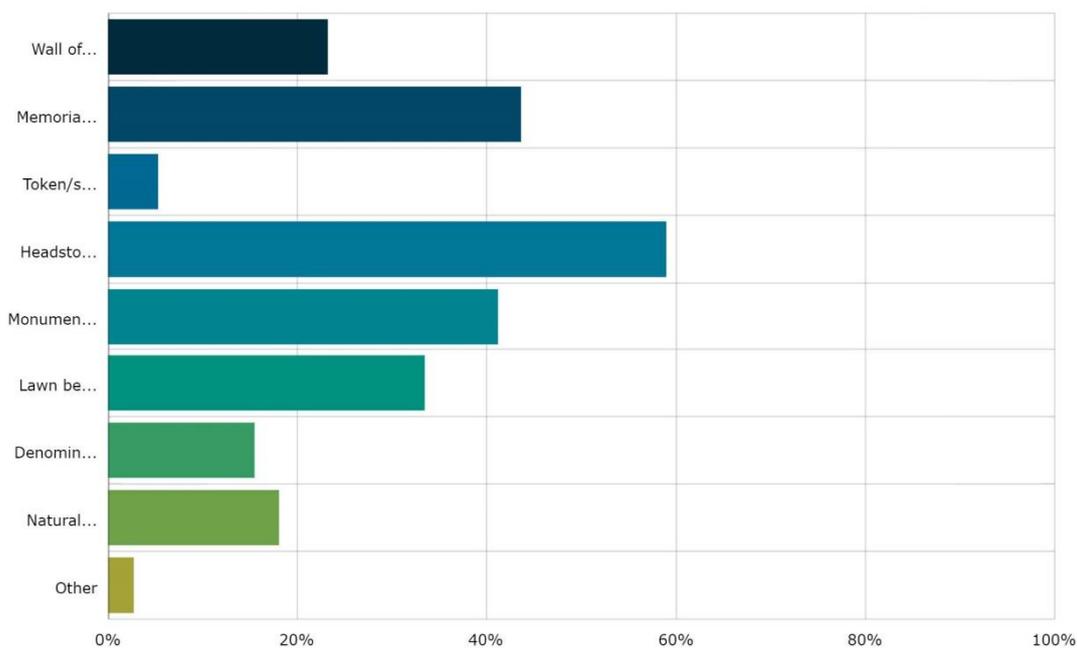
An on site Chapel and condolence room
Contribution 1 of 9 | 19 July, 2019

6. If a shelter structure was available, which type would be most useful? Required
 Radio Buttons | Skipped: 0 | Answered: 39 (100%)



Answer choices	Percent	Count
Large picnic structure (open sided, simple structure) - free of charge	53.85%	21
Small picnic structure (open sided, simple structure) - free of charge	15.38%	6
Condolence Room - Hireable with associated fees applicable	17.95%	7
Open space with seating options	10.26%	4
Other	2.56%	1
Total	100.00%	39

7. What options should be available for burial or cremation options? Required
 Multiple Checkbox | Skipped: 0 | Answered: 39 (100%)



Answer choices	Percent	Count
Wall of niches - cremation memorial	23.08%	9
Memorial garden - cremation memorial	43.59%	17
Token/scatter memorial (plaque or inscriptions) - cremated remains	5.13%	2
Headstone - burial	58.97%	23
Monument - burial	41.03%	16
Lawn beam with plaque - burial	33.33%	13
Denominational sections	15.38%	6
Natural 'bushland' burial (where interment are marked with a plant or similar. Please note: this could not happen on current cemetery grounds)	17.95%	7
Other	2.56%	1

Attachment 4 - Shellharbour Cemetery Draft Master Plan

Shellharbour Cemetery Master Plan

Introduction

Shellharbour Cemetery was dedicated on 23 April 1895 after the land was donated by George Laurence Fuller of 'Dunmore House'.

Shellharbour Cemetery has not provided for sale of burial plots for a number of years. Currently, the cemetery only accommodates interments for previously reserved burial sites and ashes placements in memorial gardens and niche walls.

The implementation of the Master Plan seeks to improve the amenity of the site for members of the public so that it is an inviting space, improve functionality of the cemetery through layout, car parking and access, increase the range of offerings and services provided and therefore increase the revenue generated by the site.

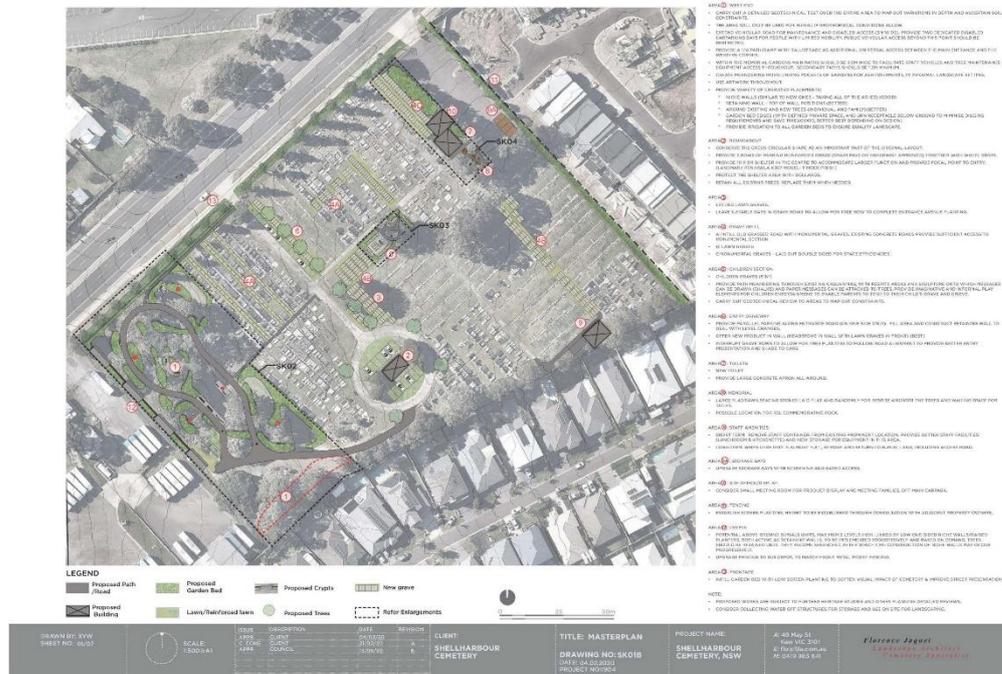
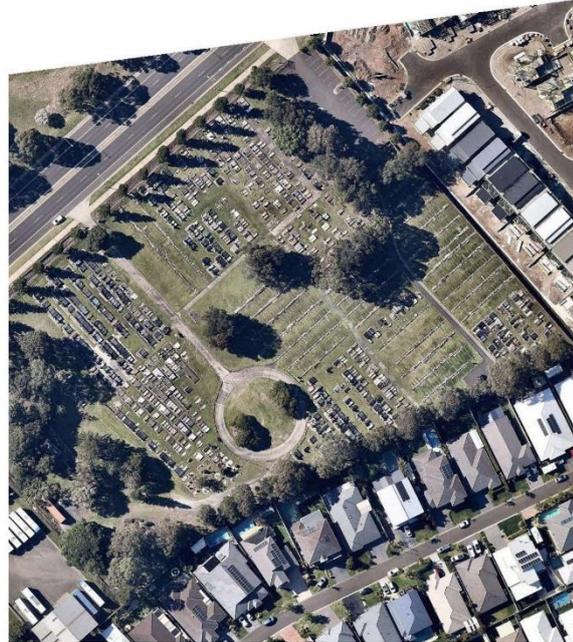
The Master Plan will inform the development of the site over the next many decades. It also needs to recognise current trends in terms of burials and associated bereavement services. Over time, these trends can change, so the Master Plan may need to be reviewed at regular intervals.

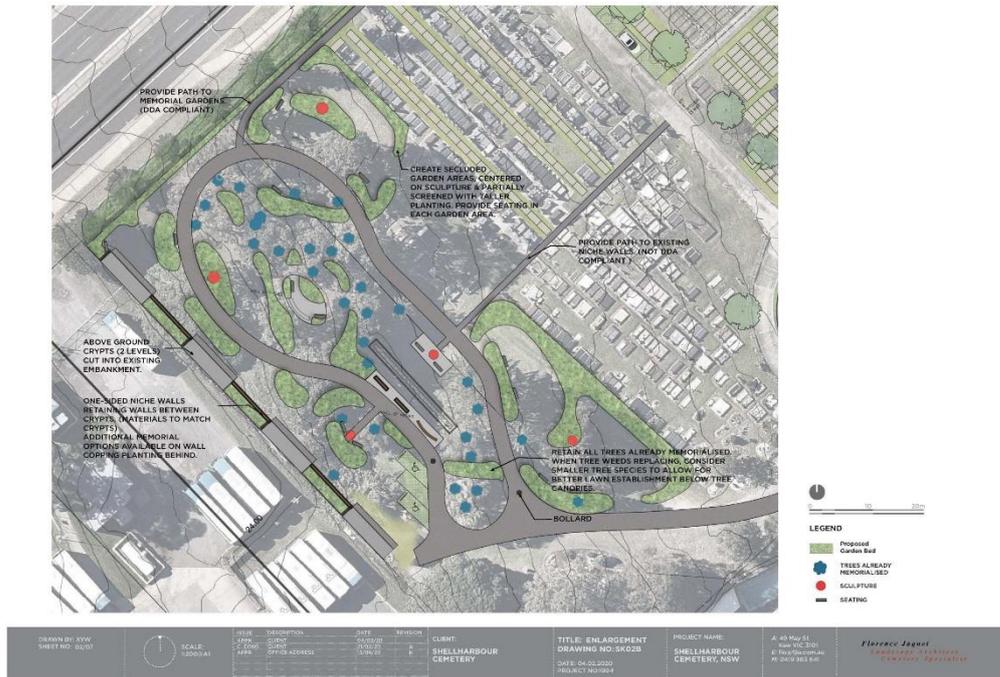
Development Controls

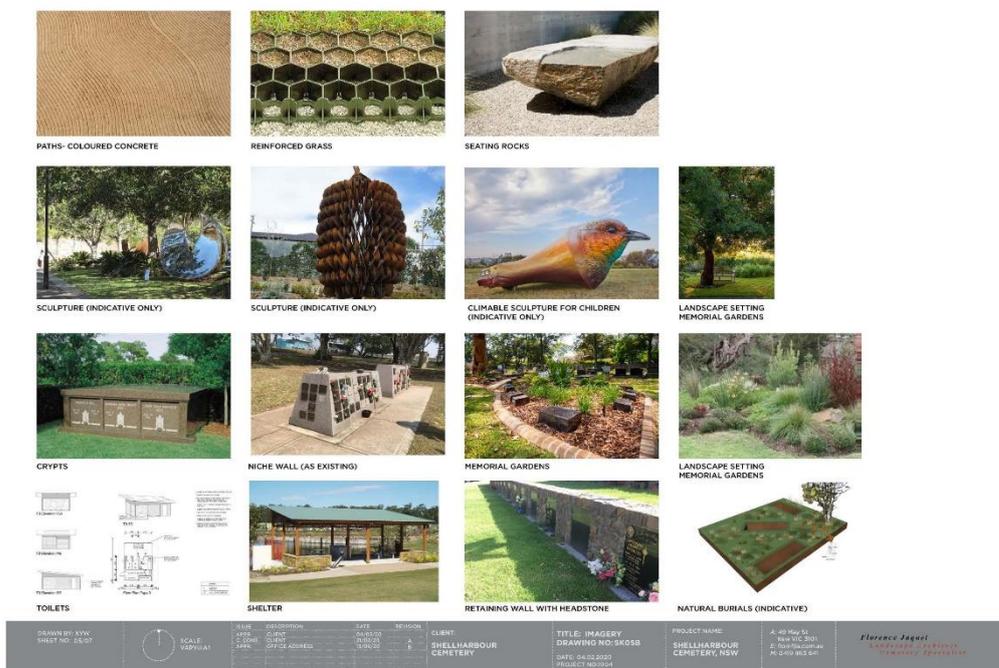
It should be noted that the delivery of the proposed works are subject to further heritage studies and other detailed planning reviews.

As per the Shellharbour Heritage Inventory for Shellharbour Cemetery the site is listed as locally significant within the Local Environment Plan (LEP). The recommended management of the site is through a Conservation Management Plan (CMP). This CMP is to be created following the adoption of this Master Plan and prior to works taking place to inform any detailed design.

Developments outlined within the Master Plans will be assessed during the detailed design of specific projects against relevant planning controls. These will further take into consideration various controls such as heritage and environment.







PLANT SCHEDULE
Indicative Species

KEY	BOTANICAL NAME	COMMON NAME	MATURE HT
SMALLER AVENUE TREES			
BA	Brachycthon acerifolius	Ilawarra Flame	8M
HYF	Hymenoporum flavum	Native Frangipani	5-8M
LIN	Lagerstroemia indica 'Natchez'	White Crepe Myrtle	6M
MLG	Magnolia 'Little Gem'	Magnolia Little Gem	6M
SPECIMEN TREES FOR SHADE			
AS	Acmena smithii	Lilly Pilly	8M
EA	Elaeodendron australe	Red Fruit Olive Plum	6-8M
ES	Eucalyptus sideroxylon Rosea	Pink Flowered Ironbark	15M
JM	Jacaranda mimosifolia	Jacaranda	10M
LIN	Lagerstroemia indica 'Natchez'	White Crepe Myrtle	6M
TL	Tristanopsis laurina	Water Gum	6-8M
SCREEN SHRUBS			
AS	Acmena smithii	Lilly Pilly	3-4M
CE	Callistemon citrinus	Crimson "Endeavour"	2M
BM	Backhousia myrtifolia	Grey Myrtle	2-3M
DV	Dodonaea viscosa	Hop Bush	2-3M
HS	Hakea salicifolia	Willow Hakea	3-4M
MV	Melaleuca hypericifolia	Red Flowered Paperbark	2M
SC	Syzygium "Cascade"	Cascade Brush Cherry	2-3M
SHRUBS AND FEATURE PLANTS			
BV	Babingtonia 'Howies Midgee'	Dwarf Heath Myrtle	0.7M
CA	Correa alba	White Correa	1M
CAW	Callistemon Anzac white	'Anzac White'	1M
CAW	Callistemon 'Great Balls of Fire'	'Great Balls of Fire'	2M
DE	Doronicum excolta	Gymea Lily	1.5M
GF	Gardenia augusta 'Florida'	Fragrant Gardenia	0.7M
GHG	Grevillea Ned Kelly	Ned Kelly	1M
GO	Goodenia ovata	Hop Goodenia	1M
IA	Indigofera australis	Australian Indigo	1M
WF	Westringia fruticosa "Smookey"	Coastal Rosemary	1M

KEY	BOTANICAL NAME	COMMON NAME	MATURE HT
GRASSES & GROUNDCOVERS			
CM	Convolvulus mauritonicus		0.5M
GBR	Grevillea Bronze Rambler	Bronze Rambler	0.2M
GMT	Grevillea Mount Tamboritha	Mount Tamboritha	0.5M
IC	Imperata cylindrica 'Rubra'	Japanese Blood Grass	0.7M
LL	Lomandra longifolia	Native Matt rush	1.0M
LI	Liriope 'Isabella'	Isabella	0.4M
TJ	Trochilospermum jasminoides	Star Jasmine	0.3M
VH	Viola hederacea	Native Violet	0.3M



Brachycthon acerifolius



Acmena smithii



Hymenoporum flavum



Eucalyptus sideroxylon Rosea

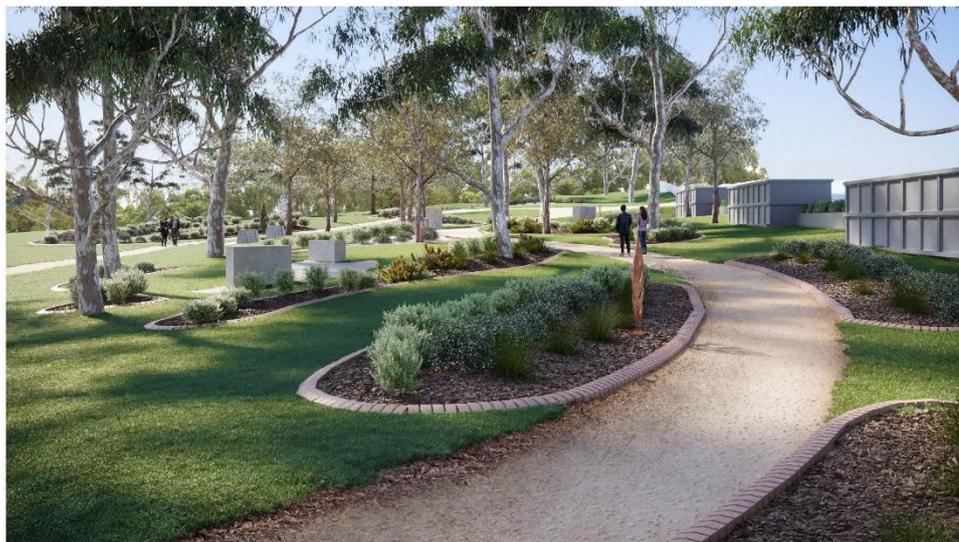


Jacaranda mimosifolia



Lagerstroemia indica 'Natchez'

DRAWN BY: EVM SHEET NO: 06/07	SCALE: VARYING	REV. DESCRIPTION DATE REVISION 01/01/2020 02/01/2020 03/01/2020	CLIENT: SHELLHARBOUR CEMETERY	TITLE: INDICATIVE PLANT LIST DRAWING NO: 06/06B DATE: 04/02/2020 PROJECT NO: 0004	PROJECT NAME: SHELLHARBOUR CEMETERY, NSW	A 49 May 20 Rev: 02/200 P: 001/04/06/06 W: 04/05/193/641 Florence Inquet Landscape Architect Creative Specialist
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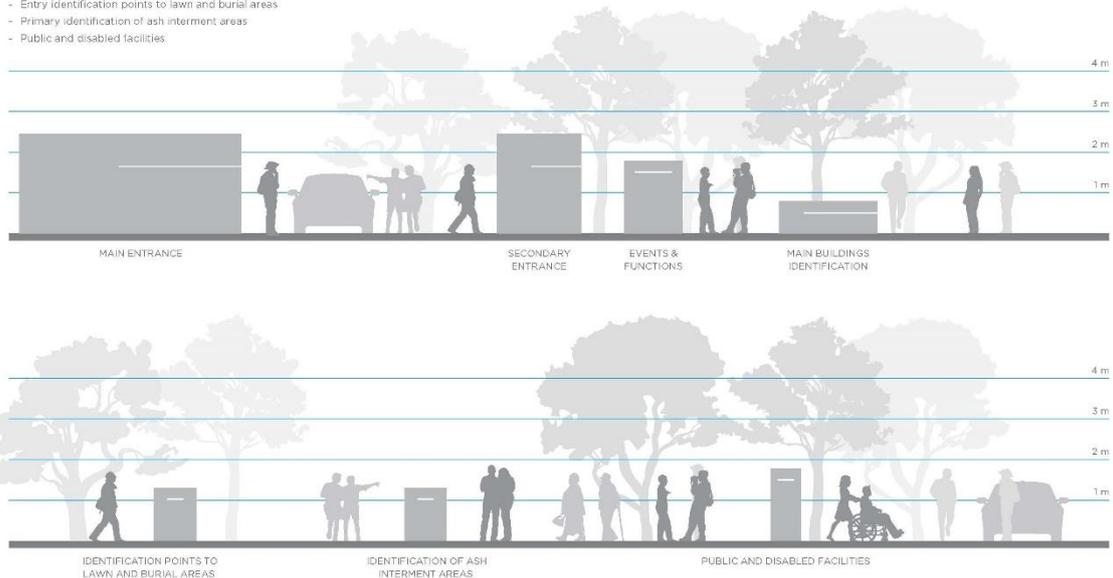


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IDENTIFICATION

Identification of places, functions & destinations

- Primary identification at main entrance
- Identification at secondary entrances
- Identification of events and functions
- Primary identification of main buildings
- Entry identification points to lawn and burial areas
- Primary identification of ash interment areas
- Public and disabled facilities



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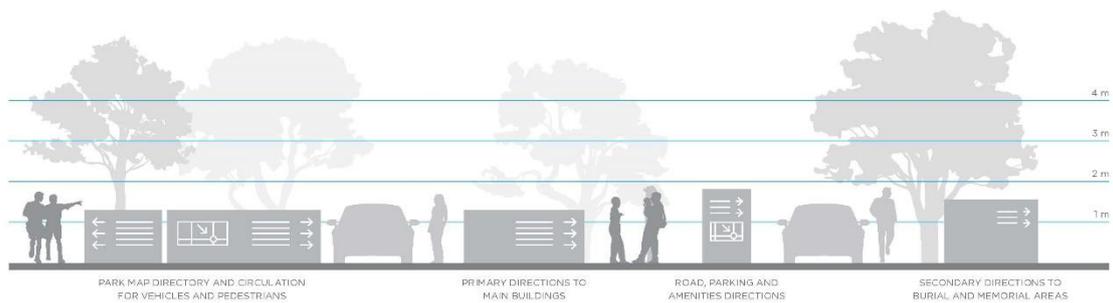
dpdcreative.com.au | T +61 3 9592 9044 | E info@dpdcreative.com.au

020_1020_01_L1_Fac 0001 | Shellharbour Cemetery & Ashes Park Cemetery Upgrade Strategy | 3 of 33

CIRCULATION: DIRECTIONAL / WAYFINDING SIGNAGE

Directions to and from places and destinations

- Park map directory and circulation for vehicles and pedestrians
- Primary directions to main buildings
- Road, parking and amenities directions
- Secondary directions to burial and memorial areas



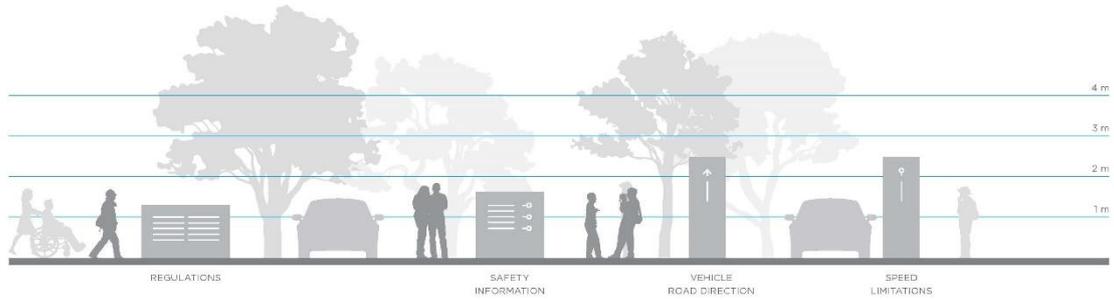
DPD creative | 0818 987 020 | 100 Bosc Road | North Bosc | VIC 3106

dpdcreative.com.au | T +61 3 9592 9044 | E info@dpdcreative.com.au

020_1020_01_L1_Fac 0001 | Shellharbour Cemetery & Ashes Park Cemetery Upgrade Strategy | 4 of 33

REGULATORY
 Public safety

- Regulations and safety information
- Vehicle road direction and speed limitations



DFD creative | 0800 00 100 100
 100 Boscawen Road, Boscawen, Victoria 3108

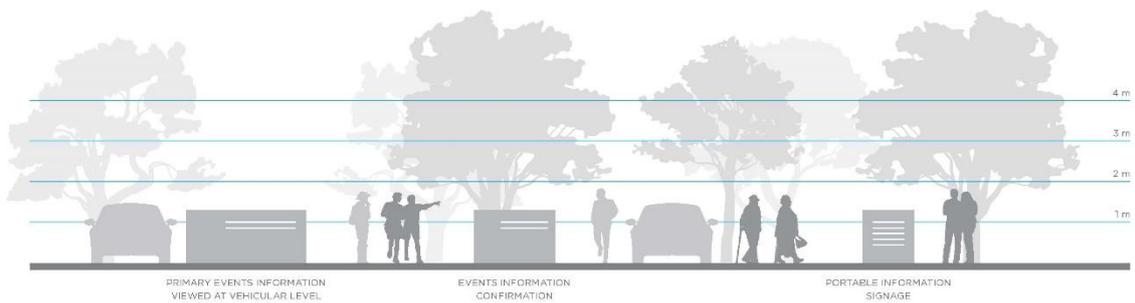
Information Services
 T +61 3 9592 3044 | E info@shellharbourcouncil.vic.gov.au

0070 1247 011 (Aus) 0030 | Shellharbour Councilway 5, Shellharbour Councilway, Shellharbour, New South Wales 2515 | 5 of 55

EVENTS INFORMATION

Sign structures, incorporating electronic LED screens, with changeable events information

- Primary events information
- Events information confirmation
- Portable information signage



DFD creative | 0800 00 100 100
 100 Boscawen Road, Boscawen, Victoria 3108

Information Services
 T +61 3 9592 3044 | E info@shellharbourcouncil.vic.gov.au

0070 1247 011 (Aus) 0030 | Shellharbour Councilway 5, Shellharbour Councilway, Shellharbour, New South Wales 2515 | 6 of 55

MATERIALS AND FINISHES

Material selection plays an important part within a cemetery signage strategy. The following points should be considered carefully in signage specification:

- Longevity of materials used to construct the signage system
- Simplicity of installation
- Ease of maintenance
- Minimal maintenance costs
- Vandal / anti-graffiti resistant finishes
- The impact of the harsh Australian climate and UV radiation
- Aesthetics and how materials reinforce the cemetery's brand and wayfinding concept

IDENTITY / BRAND

Create a consistent brand and aesthetic appearance, in harmony with the cemetery's architectural structures and surrounding natural environment.

Apply the identity across different applications, equally but different. Important considerations:

- Identity design elements - restrained approach
- Etchings, embossments and other treatments - subtle
- Forms, shapes - minimal
- Textures, materials - in harmony

COLOUR, TYPOGRAPHY AND GRAPHICS

Consider colours, graphics or symbols which are easy to recognise and read.

- Legibility from a distance
- Legibility from inside a car
- Contrast colours between materials, messages and landscape
- Keep in harmony with buildings and surrounding natural environment.
- Readability in different weather conditions



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DPD 3023_V11_Feb 2020 - Shellharbour Cemetery & Alton Park Cemetery_Signage Strategy | 7 of 18

SHELLHARBOUR CEMETERY - SITE VISIT 15 JAN 2020, OVERVIEW

In general, the Shellharbour Cemetery currently provides minimal signage

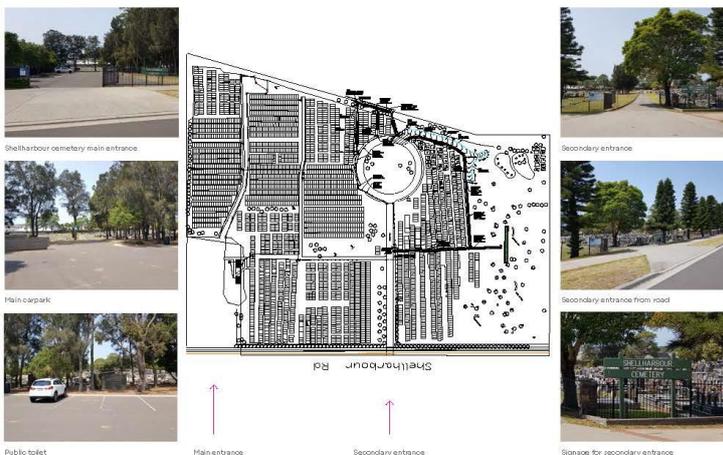
- Main entrance on Shellharbour Rd - current sign is too small and difficult to see from a moving vehicle withing the required distance
- Second entrance sign is also difficult to see from a moving vehicle
- Both entrance signs do not detail parking information eg. Disabled Parking
- Aged timber signs on poles identify sections and burial types
- Regulatory information is signed and positioned near rubbish bins
- Map sign for cemetery is non-existent
- Lawn burial rows and grave numbers are not signed



Main entrance from Shellharbour Road

Key recommendations:

- Develop main entrance signage for traffic travelling in both directions on Shellharbour Road
- Provide smaller secondary entrance sign to encourage parking in the main entrance
- Provide directions to parking on entrance signs as no parking is allowed on Shellharbour Road due to a bike lane
- Identify parking areas throughout the cemetery
- Provide wayfinding map sign of Shellharbour Cemetery for visitors to view in suitable pedestrian access locations eg. close to amenities and disabled parking
- Include regulatory information on map signs to reduce number of signs and clutter
- Develop an Interpretive Sign to convey the history of Shellharbour and possible notable burials
- Change burial type information on signs to section identification only
- Burial sections and Ash Interment areas to be signed and named after local historical places / people and native flora in the Illawarra region eg. Chisholm - Section 4A & 4B, Bush Lawn - Section 6
- Naming of sections will promote product choice to the public and provide marketing opportunities
- Section names within Shellharbour Cemetery will also create a sense of history and place for visitors to reflect
- Develop discreet signs to identify lawn burial rows and enable visitors to easily find lawn burial positions
- New signage to present a cohesive range of products, branding elements plus directional and regulatory information across both cemetery sites



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SHELLHARBOUR CEMETERY - SITE VISIT 15 JAN 2020, OVERVIEW



Main carpark



Public toilets next to main carpark – pedestrian path (see 1) on left



Lawn burials



Standard timber sign and regulatory sign found throughout site



Second carpark in roundabout



Second carpark in roundabout

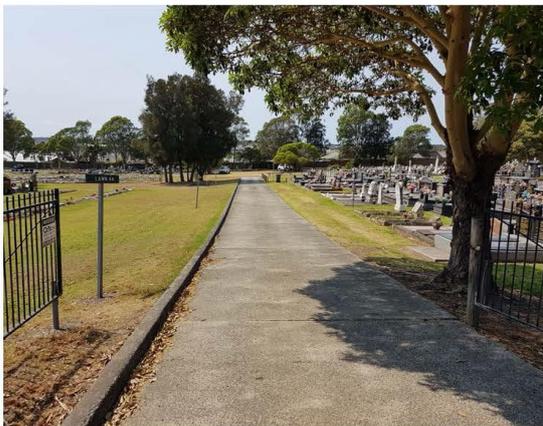


Timber signs on steel posts identify sections

DPD creative 08460 015 104 104
 1406 Burke Road Haverly East Victoria 3145
 @dpdcreative
 T: +61 3 9066 2644 E: info@dpdcreative.com.au

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SHELLHARBOUR CEMETERY - SITE VISIT 15 JAN 2020, OVERVIEW



Lawn signs from secondary entrance



No standing sign along secondary entrance



Regulatory sign at secondary entrance



Path leading to west end



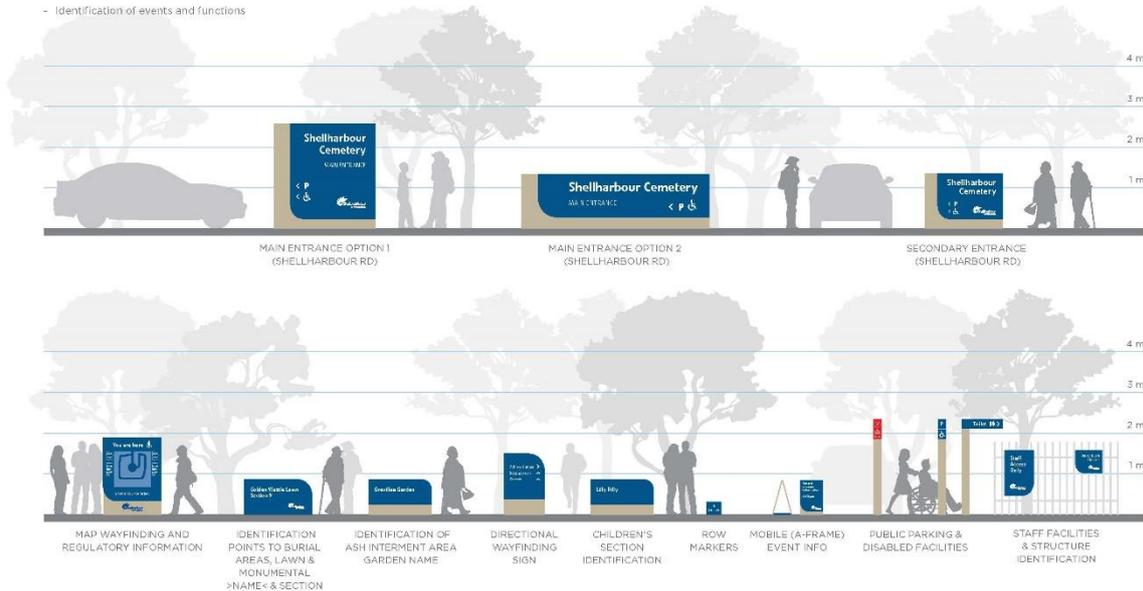
West end of cemetery – family rooferies

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 1406 Burke Road Haverly East Victoria 3145
 @dpdcreative
 T: +61 3 9066 2644 E: info@dpdcreative.com.au

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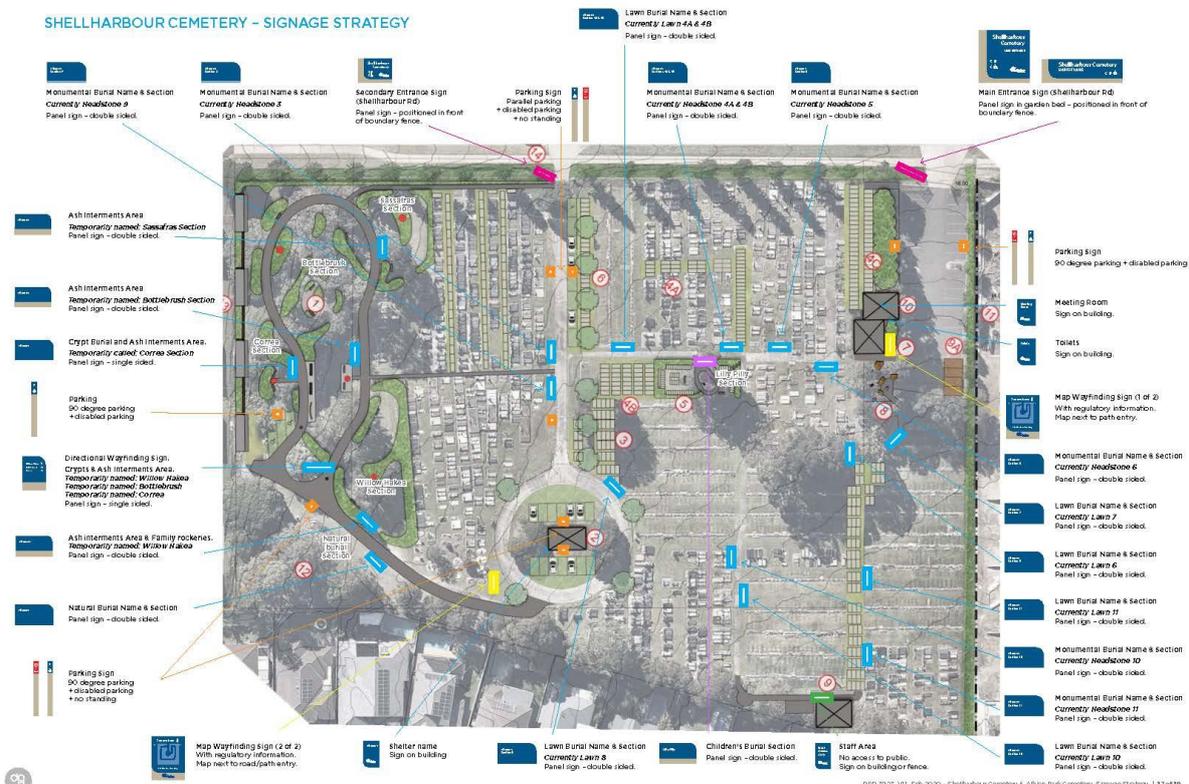
SHELLHARBOUR CEMETERY - SIGNAGE STRATEGY

- Primary identification at main entrance
- Identification at secondary entrance
- Map wayfinding & regulatory information
- Identification of amenities
- Entry identification points to lawn and burial areas
- Entry identification to ash interment areas
- Public and disabled facilities
- Identification of events and functions



DDP Executive - 14/09/2020 (1) 100 Bourke Road Shellharbour NSW 2528 1-92-3-0692 3044 & 1-92-3-0692 3045
 DDP-2020_V1_Feb-2020 - Shellharbour Cemetery & A&B Park Cemetery_Signage Strategy 16 of 18

SHELLHARBOUR CEMETERY - SIGNAGE STRATEGY



DDP-2020_V1_Feb-2020 - Shellharbour Cemetery & A&B Park Cemetery_Signage Strategy 17 of 18



10.4.2 Shellharbour City Council's Albion Park Cemetery Master Plan (11547158)

To the Chief Executive Officer

Directorate: Amenity and Assets
Group: Services

Manager: Rosemary Crowhurst – Group Manager Services
Author: Ben Rawson – Construction and Maintenance Manager

Summary

The purpose of this report is to provide information to Council in relation to draft Master Plan for Council's Albion Park cemetery. This report requests endorsement of the draft Master Plan in order to enable it to be placed on public exhibition for a period of 28 days.

Background

Council has recently been undertaking a strategic planning project for the currently operating cemeteries. The process to date has included creation of a Cemetery Operations Policy in late 2018. Following this, Council developed a Strategic Plan which is being utilised to guide the management and development of the cemetery, the details of this plan were reported to Council in a briefing on 2 June 2020. A key recommendation of this Strategic Plan was to draft a new Master Plan (the plan) for Council's Albion Park cemetery (see location plan – **Attachment 1**).

This plan has been drafted following consultation with community and industry on the strategic direction of the cemetery industry and the community needs for this service. This plan will review what existing facilities are available and potential upgrades. The plan will balance the needs of the community and the business of supplying services related to interment and memorialisation within the cemetery.

Consultation

Consultation was undertaken during the development of the Strategic Plan with both the cemetery industry and the local community. A survey was undertaken in late 2019 through a Let's Chat engagement.

Council received 39 contributions to the survey, the majority through Let's Chat with written copies also accepted and entered by Council officers into Let's Chat to provide a combined result (**Attachment 2**). The survey asked seven questions including questions in relation to what improvements the public would like to see at the cemetery.

Staff also attended an event at the Civic Centre held to discuss the bereavement process. Staff consulted with attendees at a stall with information on the cemetery operations and also encouraged the public that attended to provide feedback via the Let's Chat page on the strategic planning.

In addition to this consultation it is proposed that the draft Master Plan for Albion Park cemetery be placed on public exhibition for 28 days following endorsement by Council.

Master Plan

As recommended in Council's Cemetery Strategic Plan Council officers engaged a specialist cemetery planner and design consultant to undertake a master planning project for Shellharbour City Council's Albion Park Cemetery located on Croom Road in Albion Park Rail.

The plan will also include a review and recommendations on various issues that have been previously raised including memorial gardens, natural burials, unmarked graves, public shelters, staff facilities, access and parking.

The plan aims to provide a scenic and contemplative setting for bereaved visitors as well as the wider community over the many decades. It is designed as a park, capitalising on views and history, offering walking paths, respite areas, toilet and shelter facilities amongst a wider choice of interments. The proposed plan offers a range of new non-denominational memorialisation options amongst the existing ones, utilising the site to its fullest and therefore, lengthening the life of the cemetery.

The overall objective of the master planning exercise at Albion Park Cemetery is to:

- Improve amenity for members of the public.
- Identify and incorporate a location for possible natural burials.
- Identify and develop way finding signage.
- Identify and develop additional locations for cremated remains.
- Inclusion of a garden bed area in close proximity to the Albion Park niche walls so to create in ground cremated remains interment opportunities.
- Incorporate a small rose bed comprised of native, low maintenance rose species.
- Include within the plan the replacement of the existing toilet Block.
- Include within the plan the inclusion of a shade structure (works complete).
- Include within the plan the inclusion of a staff change room/lunch room.
- Inclusion of 45 degree parking within the Albion Park Master Plan.
- Inclusion of garden edging within the Albion Park Master Plan.
- Incorporate an open space area which can be utilised by the community and creatively incorporates cremated remains interment positions along Albion Parks eastern cemetery boundary.

- Inclusion of material storage bin within the Master Plan.
- Develop a map which is suitable for public use.
- Protection of the original road layout.
- Improved drainage and flood protection.
- Rainwater harvesting and re-use.
- Improved entrance, car parking and amenities for visitors.
- Improved staff amenities and secure compound.
- Improved efficiencies in burial land usage.
- Introduction of children sections (subject to demand).
- Develop the remainder of the cemetery as a non-denominational cemetery.
- Introduce an area with swales, bridges, meandering paths and cremated remains positions in a landscape setting.
- Develop the area of suspected unmarked graves as a memorial garden and public open space, marking suspected graves with a tree where possible.
- Create a Heritage walk in the vicinity of the John Fraser monument.

Each of these items have been addressed in the draft Albion Park Cemetery Master Plan report (**Attachment 3 – under separate cover**) and the draft Albion Park Master Plan (**Attachment 4**).

The key inclusions and recommendations within the draft Albion Park Cemetery Master Plan are:

- Update the entry with signage, flanking garden beds and formalised parking.
- Construction of a staff area which is fenced off and out of the vision of visitors. The area includes shed for equipment, lunchroom, storage bays and parking.
- Replacement of existing toilet block to current design.
- Create a landscaped swale to convey run-off from the entrance road, included within this section is a meandering path, landscaped gardens, large open shelter, relocation of the niche walls and a link to the playground on Cedar St.
- New parking lot proposed within adjacent reserve.
- In the areas of probable unmarked graves it is proposed to develop a pedestrian link between the two open space reserves and gardens to protect these sites. This space will be utilised for further memorialisation options.
- Proposed heritage walk to further identify the John Fraser Monument as a focal point of the cemetery, subject to further heritage studies.
- Improved access to the cemetery from the bus stop by renewing and upgrading the existing path along Croome Road.
- Provides location for possible natural burials and children's section.

- Update the layout of the grave grid to be based on interment style rather than denomination. This will allow for a much more structured and continuous approach to cemetery operations and will greatly improve the amenity of the cemetery.
- The yield of the cemetery following implementation of the plan has been calculated to be 102 years based on current interment trends with a potential 3,771 graves available.

Signage Strategy

In addition to the plan a signage strategy (**Attachment 5**) has been developed. The strategy breaks the signage down into the following categories:

- Information signage
- Directional wayfinding signage
- Regulatory Signage
- Events Information signage

The Strategy provides types and signs and proposed locations for each. The information and contents contained within each sign would need to be confirmed and approved prior to final design and installation.

Financial / Resources Implications

Creating a Master Plan will help the council better understand the long-term impacts of the management of the cemetery, including future maintenance of the land, capital outlay and potential income.

Works recommended in the plan will be considered against other priorities in the long term financial plan. This will also be informed by a business plan to be created later in the 2020/21 calendar year.

Other funding options will also be considered during implementation of the plan. These may include grant funding, crown reserve and developer contribution funds.

A concept estimate undertaken by a Quantity Surveyor can be seen in the Appendices of the Master Plan report. The total cost to implement the recommendations and infrastructure outlined within the plan across the life of each cemetery can be seen in **Table 1** below.

Table 1: Estimated Construction Costs over total life of cemetery

Cemetery	Indicative Estimated Construction Cost Across the Life of the Cemetery (Ex GST)
Albion Park	\$2,951,000

Legal and Policy implications

Native title will be investigated as part of detailed design for specific projects, however, it is not envisioned that this process will prevent the works being undertaken.

A Heritage Conservation Management Plan will be completed following approval of this plan.

Developments outlined within the plan will be assessed during the detailed design of specific projects against relevant planning controls. These will further take into consideration various controls such as heritage and environment.

Public / Social Impact

The aim of the plan is to assist Council to improve the bereavement services that it provides to the community this includes not only interments but also creates an open space that provides a welcoming place for the community to remember those we have lost.

A key outcome of the plan is changing the layout of the cemetery from denominational to interment style. This will see the cemetery with three main sections being lawn section, headstone section and monument section. This will improve the efficiency operation and visual amenity as the cemetery would be occupied in a much more structured approach.

The plan will assist council to establish a cemetery that is financially more sustainable and will ensure customers will have access to the highest quality of service and have confidence in Council's ability to manage cemetery services.

Link to Community Strategic Plan

This report supports the following objectives and strategies of the Community Strategic Plan:

- | | | |
|------------|-------|--|
| Objective: | 2.3 | A city that is connected through places and spaces |
| Strategy: | 2.3.6 | Deliver sustainable whole of life asset management for the community |
| Objective: | 4.2 | Supported by a Council that is responsive, accountable and financially viable |
| Strategy: | 4.2.5 | Minimise risk, ensure continuity of critical business functions and assist in the delivery of service for emergency events including flooding, coastal/oceanic, bushfire and other events. |

Consultations

Internal

Manager Asset Planning
Acting Chief Financial Officer
Manager Financial Services
Corporate Accountant
Group Manger City Planning
Senior Strategic Planner
Recreation Planner
Business Performance and Development Manager

External

Changing Places
Virtus Heritage
Florence Jaquet Landscape Architect

Political Donations Disclosure

Not Applicable

Recommendation

That:

- 1. Council endorse the draft Master Plan for Albion Park cemetery to be placed on public exhibition for a period of 28 days calling for submissions.**
- 2. If any opposing submissions are received as a result of the public exhibition process, a further report be provided to Council for consideration.**
- 3. Council adopt the draft Master Plan for Albion Park cemetery as attached to this report, if at the conclusion of the exhibition period no opposing submissions are received. Councillors will be informed of submissions for the proposal by memo.**

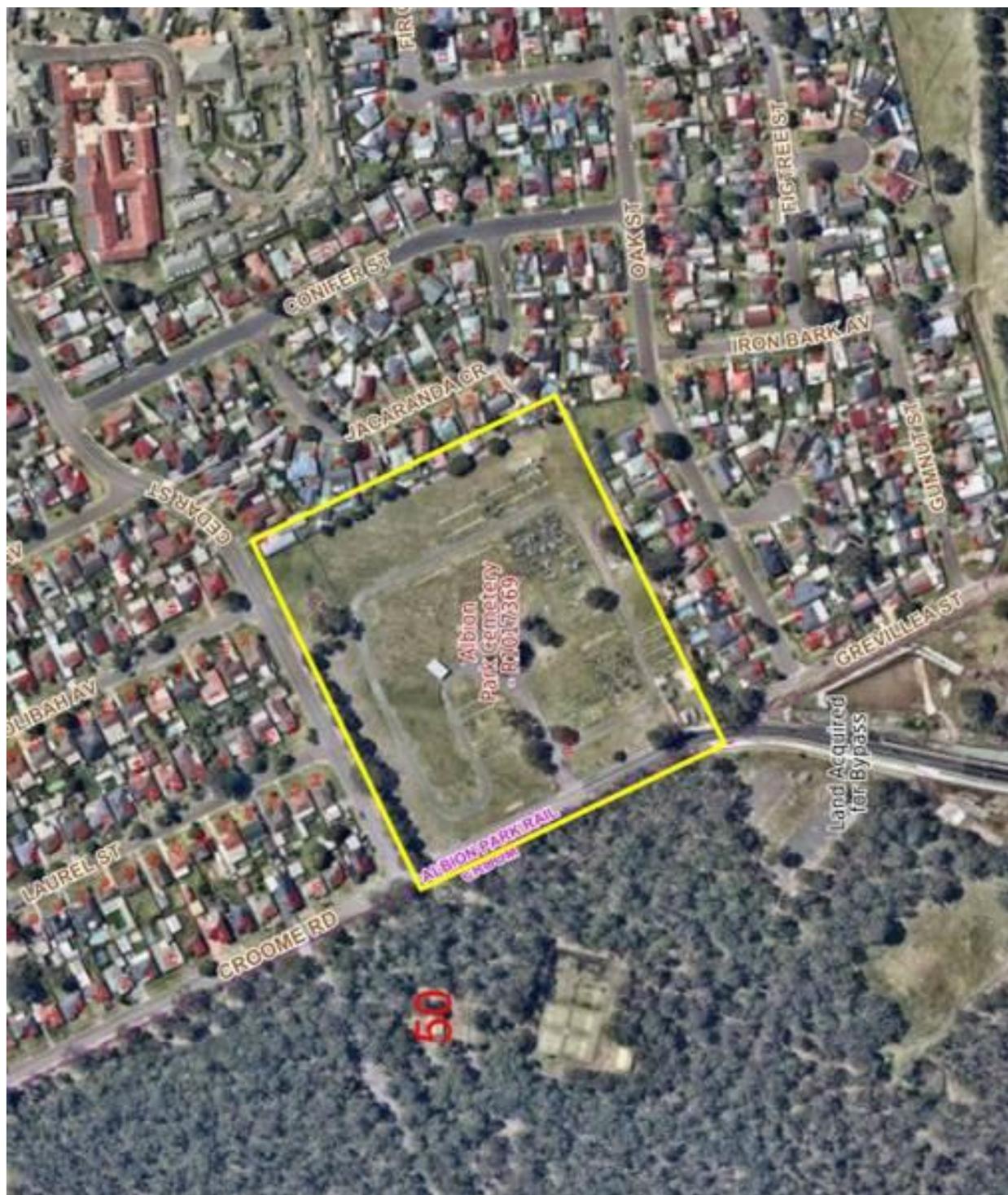
Approved for Council's consideration: Rosemary Crowhurst
Group Manager Services

Date of Meeting: 20 October 2020

Attachments

1. Location Plan – Albion Park Cemetery, Croome Road – *Page 63*
2. Let's Chat Summary Cemetery Strategic Plan – *Page 64*
3. Albion Park Cemetery Draft Master Plan Report – *under separate cover*
4. Albion Park Cemetery Draft Master Plan – *Page 71*
5. Cemeteries Signage Strategy – *Page 76*

Attachment 1 – Location Plan – Albion Park Cemetery, Croome Road



Attachment 2 – Lets Chat Summary Cemetery Strategic Plan

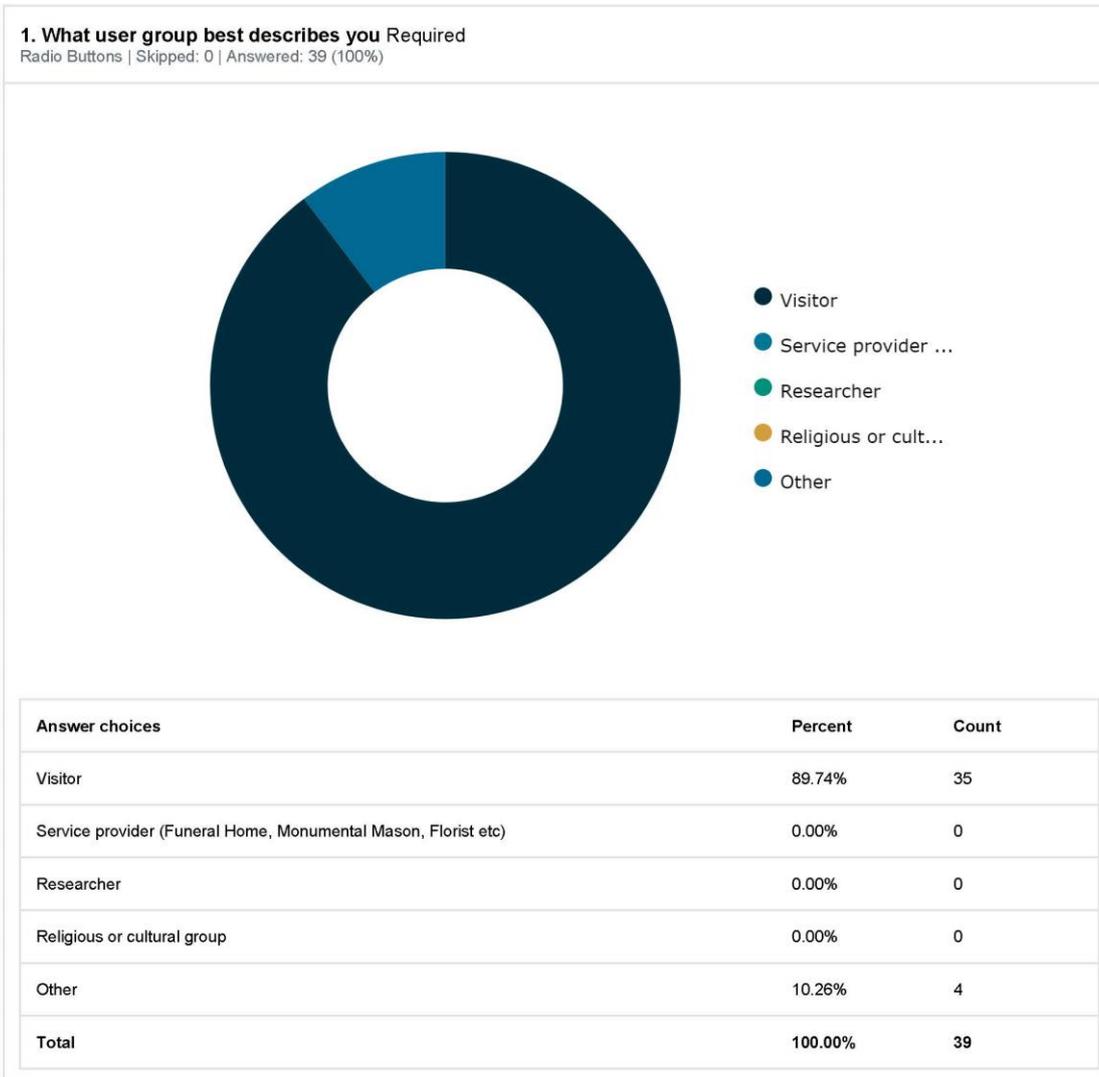
Lets Chat Shellharbour
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 Date Range: 18-07-2019 - 04-09-2019
 Exported: 10-09-2019 12:13:13

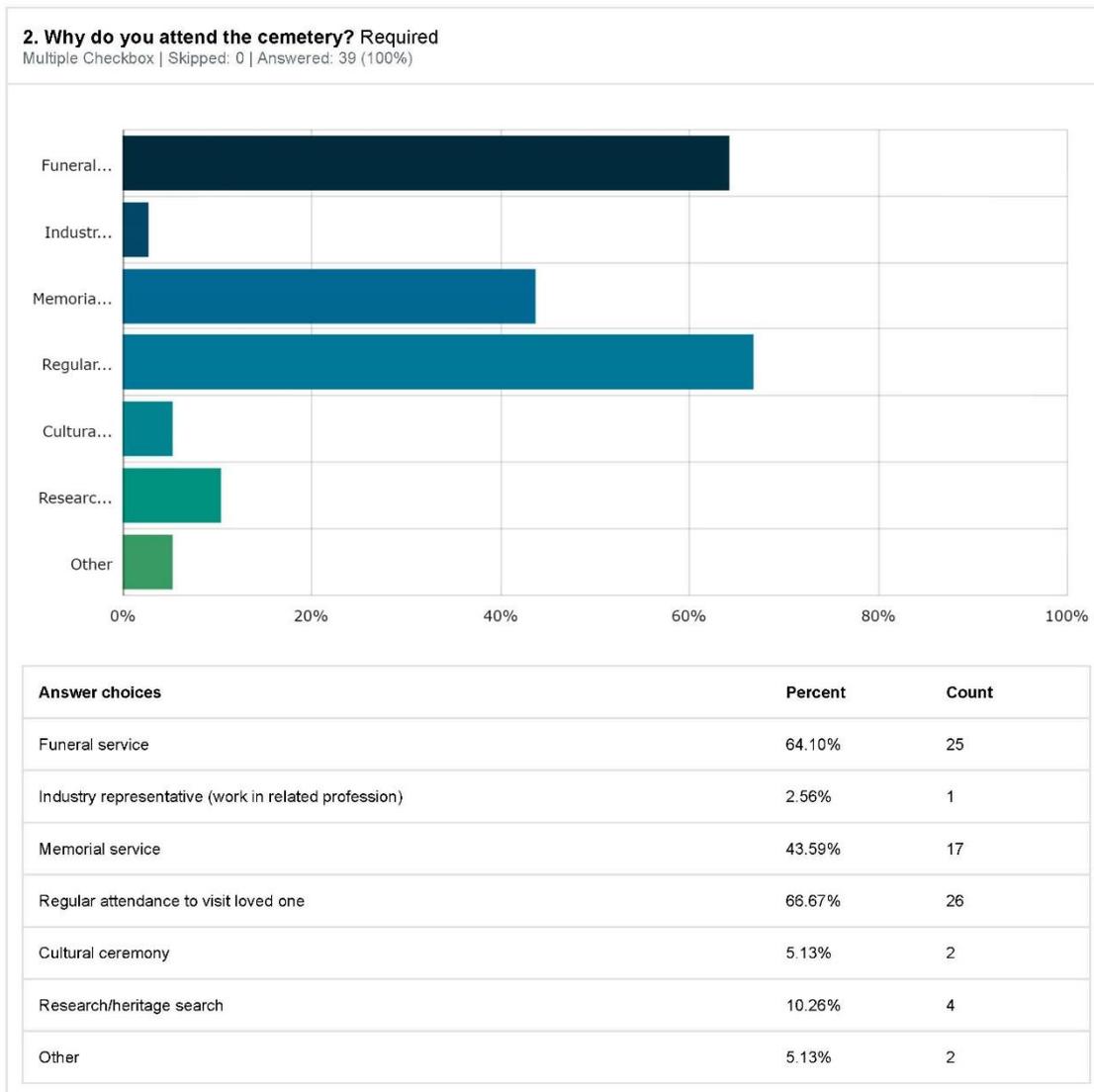
Closed

Thank you for leaving your feedback, we will go over the information and get back to you soon.
 Albion Park Cemetery

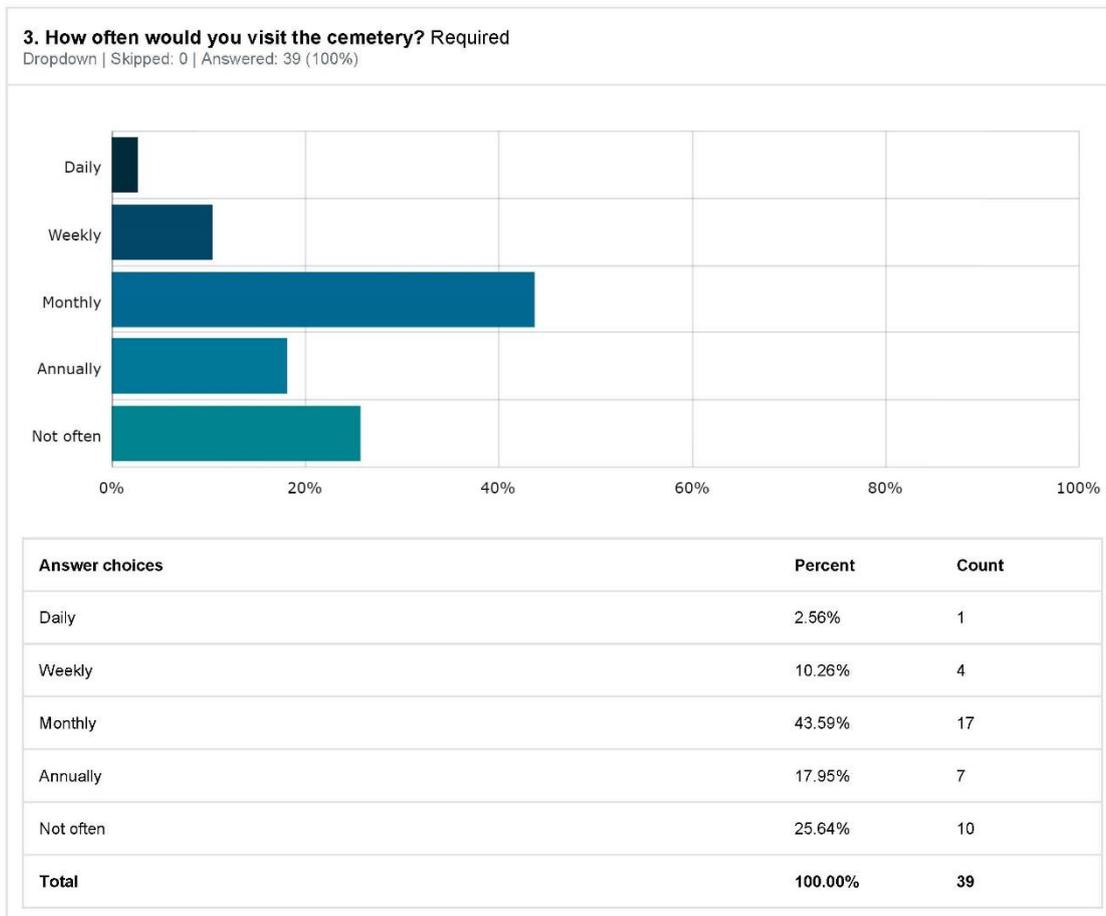
21 Contributors | 39 Contributions

Contribution Summary

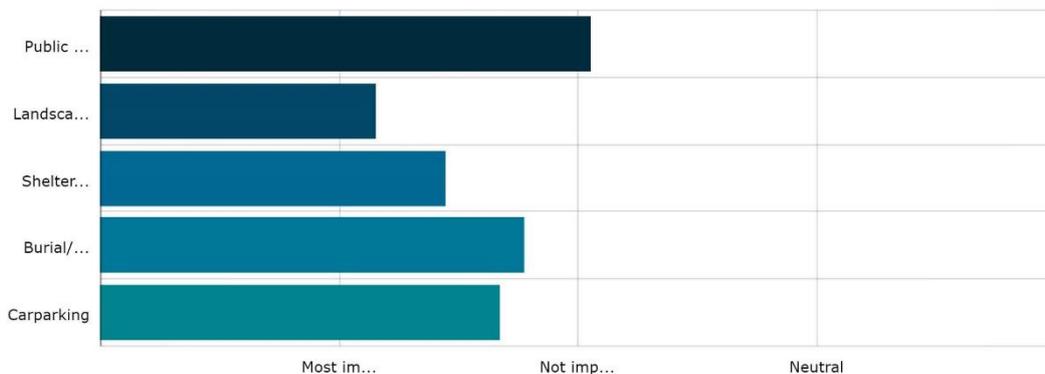




2.



4. Tell us what improvements are most important for Albion Park Cemetery Required
 Likert-scale | Skipped: 0 | Answered: 39 (100%)



	Most important	Not important	Neutral	Count	Score
Public toilet - provide updated accessible toilets.	43.59% 17	7.69% 3	48.72% 19	39	2.05
Landscaping - provide further embellishment including seating and further planting.	92.31% 36	0.00% 0	7.69% 3	39	1.15
Shelter - public seating and overhead weather protection.	74.36% 29	7.69% 3	17.95% 7	39	1.44
Burial/cremation memorial options	46.15% 18	30.77% 12	23.08% 9	39	1.77
Carparking	53.85% 21	25.64% 10	20.51% 8	39	1.67

5. Are there any other improvements you would like to see?

Long Text | Skipped: 30 | Answered: 9 (23.1%)

Seating and a shaded structure for visitors and service attendees to gather. I have family whom attend weekly, as do many others. They now interact and share food and drinks there. Facilitate a celebration of life and social interaction in memory of lost ...
Contribution 9 of 9 | 23 August, 2019

a work area for the workers to retreat to and to lock away materials
Contribution 8 of 9 | 22 August, 2019

Keep in maintained weekly it is so run down and looks terrible majority of the time
Contribution 7 of 9 | 13 August, 2019

Not really, its a nice place now, I hope it stays that way.
Contribution 6 of 9 | 12 August, 2019

Improved security. Recycling
Contribution 5 of 9 | 12 August, 2019

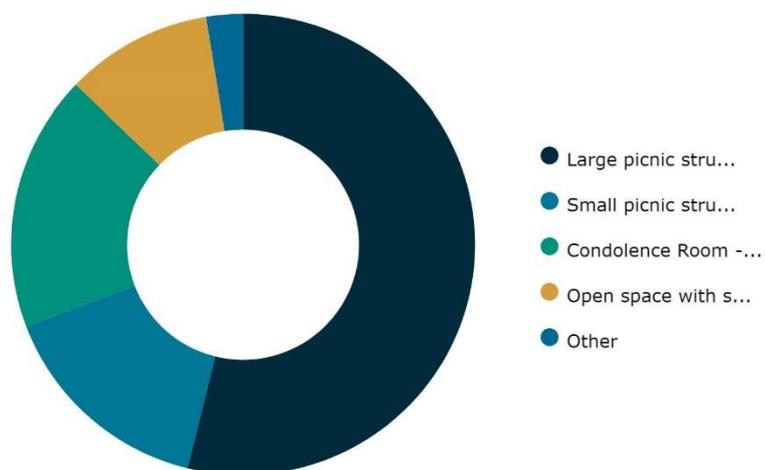
Wind breaks
Contribution 4 of 9 | 11 August, 2019

I would like to see those who have buried loved ones have a small plaque of the persons name etc...that way I who has a plot already there and for whatever reason my kids dont put my name there...the cemetery will.I ..think when someone buys there shou...
Contribution 3 of 9 | 11 August, 2019

A rose garden with seating and shade. More beautification of the grounds. Restore old monuments
Contribution 2 of 9 | 11 August, 2019

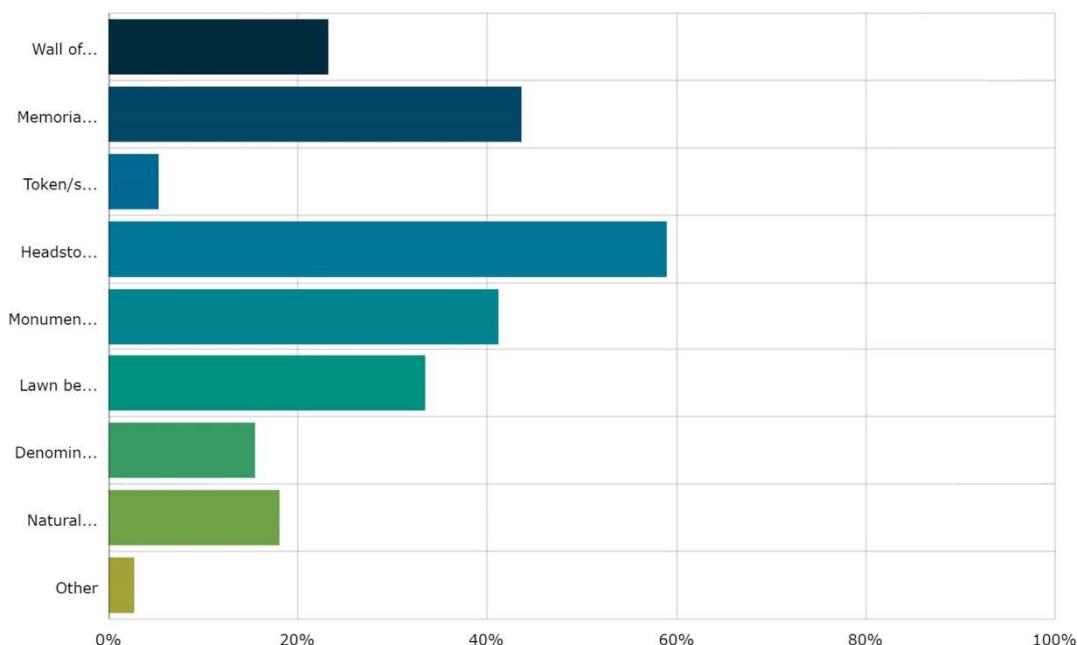
An on site Chapel and condolence room
Contribution 1 of 9 | 19 July, 2019

6. If a shelter structure was available, which type would be most useful? Required
 Radio Buttons | Skipped: 0 | Answered: 39 (100%)



Answer choices	Percent	Count
Large picnic structure (open sided, simple structure) - free of charge	53.85%	21
Small picnic structure (open sided, simple structure) - free of charge	15.38%	6
Condolence Room - Hireable with associated fees applicable	17.95%	7
Open space with seating options	10.26%	4
Other	2.56%	1
Total	100.00%	39

7. What options should be available for burial or cremation options? Required
 Multiple Checkbox | Skipped: 0 | Answered: 39 (100%)



Answer choices	Percent	Count
Wall of niches - cremation memorial	23.08%	9
Memorial garden - cremation memorial	43.59%	17
Token/scatter memorial (plaque or inscriptions) - cremated remains	5.13%	2
Headstone - burial	58.97%	23
Monument - burial	41.03%	16
Lawn beam with plaque - burial	33.33%	13
Denominational sections	15.38%	6
Natural 'bushland' burial (where interment are marked with a plant or similar. Please note: this could not happen on current cemetery grounds)	17.95%	7
Other	2.56%	1

Attachment 4 - Albion Park Cemetery Draft Master Plan

Albion Park Cemetery Master Plan

Introduction

The land onto which the cemetery currently sits was set aside for cemetery use in 1895, dedicated in 1900 and the first interment (John Fraser) took place in 1901.

Albion Park Cemetery provides for most new burials in the city and has done so for a number of years as a result of Shellharbour Cemetery being deemed sold out. There are limited cremated remains options (niche walls only) and these are stark and uninviting and have not sold.

The implementation of the Master Plan seeks to improve the amenity of the site for members of the public so that it is an inviting space, improve functionality of the cemetery through layout, car parking and access, increase the range of offerings and services provided and therefore increase the revenue generated by the site.

The Master Plan will inform the development of the site over the next many decades. It also needs to recognise current trends in terms of burials and associated bereavement services. Over time, these trends can change, so the Master Plan may need to be reviewed at regular intervals.

Development Controls

It should be noted that the delivery of the proposed works are subject to further heritage studies and other detailed planning reviews.

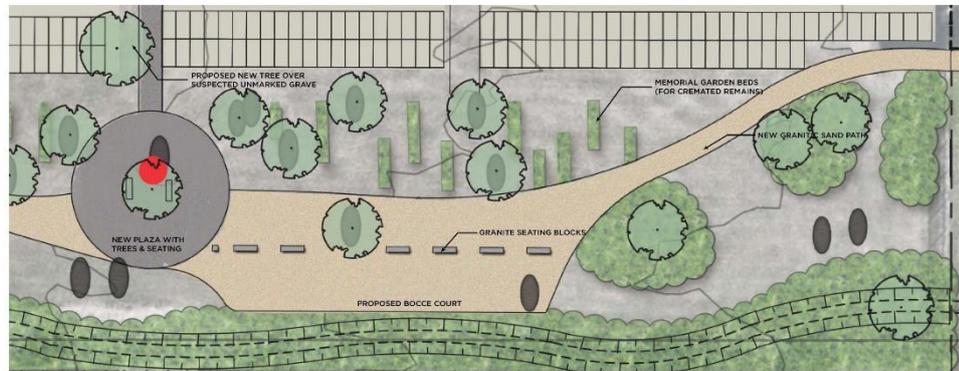
As per the Shellharbour Heritage Inventory for Albion Park Cemetery the site is listed as locally significant within the Local Environment Plan (LEP). The recommended management of the site is through a Conservation Management Plan (CMP). This CMP is to be created following the adoption of this Master Plan and prior to works taking place to inform any detailed design.

Developments outlined within the Master Plans will be assessed during the detailed design of specific projects against relevant planning controls. These will further take into consideration various controls such as heritage and environment.



4.



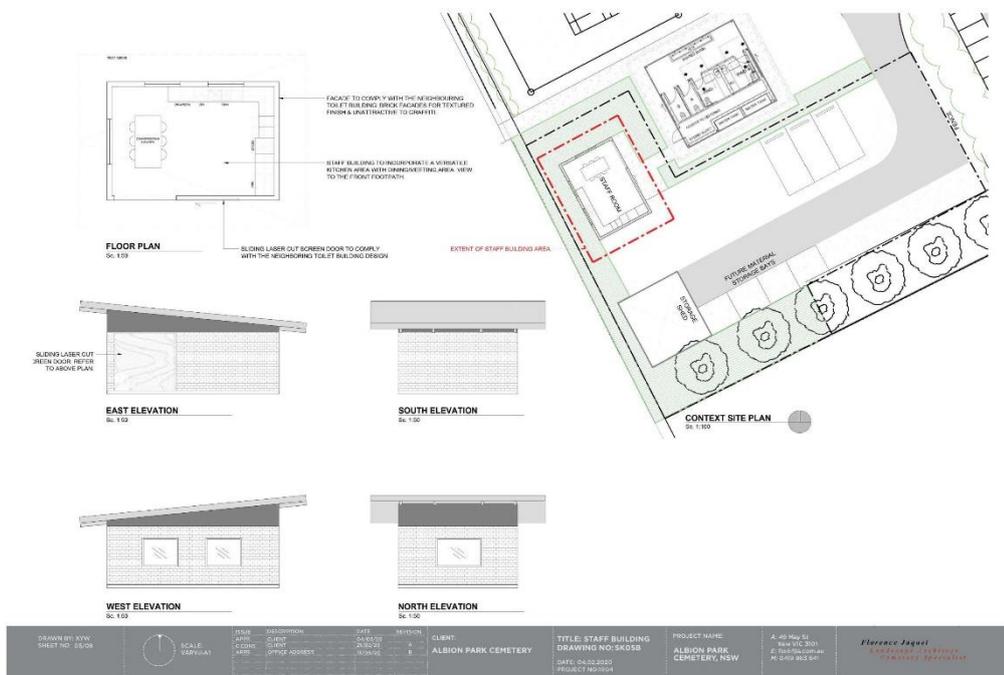


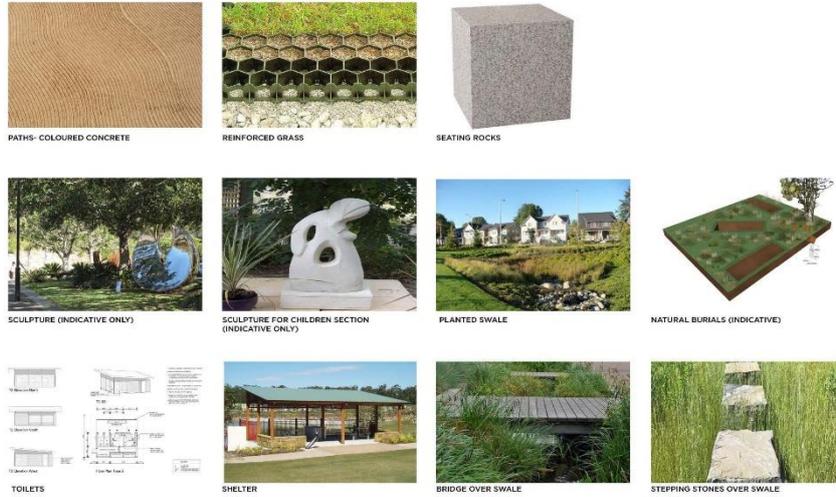
ITEM	DESCRIPTION	DATE	REVISION	CLIENT	TITLE	PROJECT NAME	DATE
1	ISSUE	04/01/2020	1	ALIBON PARK CEMETERY	ENLARGEMENT DRAWING NO: SK02B	ALIBON PARK CEMETERY, NSW	04/01/2020

DRAWN BY: KYM SHEET NO: 04/08 SCALE: 1:100 (A1) DATE: 04/01/2020	PROJECT NO: 19004 PROJECT NAME: ALIBON PARK CEMETERY, NSW DATE: 04/01/2020 PROJECT NO: 19004	A 40 May 20 Issue No: 200 E Plan No: 19004-01 P Date: 04/01/2020	Florence Jagout Landscape Architect 1/100-110/111/112/113/114/115/116/117/118/119/120/121/122/123/124/125/126/127/128/129/130/131/132/133/134/135/136/137/138/139/140/141/142/143/144/145/146/147/148/149/150/151/152/153/154/155/156/157/158/159/160/161/162/163/164/165/166/167/168/169/170/171/172/173/174/175/176/177/178/179/180/181/182/183/184/185/186/187/188/189/190/191/192/193/194/195/196/197/198/199/200/201/202/203/204/205/206/207/208/209/210/211/212/213/214/215/216/217/218/219/220/221/222/223/224/225/226/227/228/229/230/231/232/233/234/235/236/237/238/239/240/241/242/243/244/245/246/247/248/249/250/251/252/253/254/255/256/257/258/259/260/261/262/263/264/265/266/267/268/269/270/271/272/273/274/275/276/277/278/279/280/281/282/283/284/285/286/287/288/289/290/291/292/293/294/295/296/297/298/299/300/301/302/303/304/305/306/307/308/309/310/311/312/313/314/315/316/317/318/319/320/321/322/323/324/325/326/327/328/329/330/331/332/333/334/335/336/337/338/339/340/341/342/343/344/345/346/347/348/349/350/351/352/353/354/355/356/357/358/359/360/361/362/363/364/365/366/367/368/369/370/371/372/373/374/375/376/377/378/379/380/381/382/383/384/385/386/387/388/389/390/391/392/393/394/395/396/397/398/399/400/401/402/403/404/405/406/407/408/409/410/411/412/413/414/415/416/417/418/419/420/421/422/423/424/425/426/427/428/429/430/431/432/433/434/435/436/437/438/439/440/441/442/443/444/445/446/447/448/449/450/451/452/453/454/455/456/457/458/459/460/461/462/463/464/465/466/467/468/469/470/471/472/473/474/475/476/477/478/479/480/481/482/483/484/485/486/487/488/489/490/491/492/493/494/495/496/497/498/499/500/501/502/503/504/505/506/507/508/509/510/511/512/513/514/515/516/517/518/519/520/521/522/523/524/525/526/527/528/529/530/531/532/533/534/535/536/537/538/539/540/541/542/543/544/545/546/547/548/549/550/551/552/553/554/555/556/557/558/559/560/561/562/563/564/565/566/567/568/569/570/571/572/573/574/575/576/577/578/579/580/581/582/583/584/585/586/587/588/589/590/591/592/593/594/595/596/597/598/599/600/601/602/603/604/605/606/607/608/609/610/611/612/613/614/615/616/617/618/619/620/621/622/623/624/625/626/627/628/629/630/631/632/633/634/635/636/637/638/639/640/641/642/643/644/645/646/647/648/649/650/651/652/653/654/655/656/657/658/659/660/661/662/663/664/665/666/667/668/669/670/671/672/673/674/675/676/677/678/679/680/681/682/683/684/685/686/687/688/689/690/691/692/693/694/695/696/697/698/699/700/701/702/703/704/705/706/707/708/709/710/711/712/713/714/715/716/717/718/719/720/721/722/723/724/725/726/727/728/729/730/731/732/733/734/735/736/737/738/739/740/741/742/743/744/745/746/747/748/749/750/751/752/753/754/755/756/757/758/759/760/761/762/763/764/765/766/767/768/769/770/771/772/773/774/775/776/777/778/779/780/781/782/783/784/785/786/787/788/789/790/791/792/793/794/795/796/797/798/799/800/801/802/803/804/805/806/807/808/809/810/811/812/813/814/815/816/817/818/819/820/821/822/823/824/825/826/827/828/829/830/831/832/833/834/835/836/837/838/839/840/841/842/843/844/845/846/847/848/849/850/851/852/853/854/855/856/857/858/859/860/861/862/863/864/865/866/867/868/869/870/871/872/873/874/875/876/877/878/879/880/881/882/883/884/885/886/887/888/889/890/891/892/893/894/895/896/897/898/899/900/901/902/903/904/905/906/907/908/909/910/911/912/913/914/915/916/917/918/919/920/921/922/923/924/925/926/927/928/929/930/931/932/933/934/935/936/937/938/939/940/941/942/943/944/945/946/947/948/949/950/951/952/953/954/955/956/957/958/959/960/961/962/963/964/965/966/967/968/969/970/971/972/973/974/975/976/977/978/979/980/981/982/983/984/985/986/987/988/989/990/991/992/993/994/995/996/997/998/999/1000
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DRAWN BY: KYM SHEET NO: 04/08 SCALE: 1:100 (A1) DATE: 04/01/2020	PROJECT NO: 19004 PROJECT NAME: ALIBON PARK CEMETERY, NSW DATE: 04/01/2020 PROJECT NO: 19004	A 40 May 20 Issue No: 200 E Plan No: 19004-01 P Date: 04/01/2020	Florence Jagout Landscape Architect 1/100-110/111/112/113/114/115/116/117/118/119/120/121/122/123/124/125/126/127/128/129/130/131/132/133/134/135/136/137/138/139/140/141/142/143/144/145/146/147/148/149/150/151/152/153/154/155/156/157/158/159/160/161/162/163/164/165/166/167/168/169/170/171/172/173/174/175/176/177/178/179/180/181/182/183/184/185/186/187/188/189/190/191/192/193/194/195/196/197/198/199/200/201/202/203/204/205/206/207/208/209/210/211/212/213/214/215/216/217/218/219/220/221/222/223/224/225/226/227/228/229/230/231/232/233/234/235/236/237/238/239/240/241/242/243/244/245/246/247/248/249/250/251/252/253/254/255/256/257/258/259/260/261/262/263/264/265/266/267/268/269/270/271/272/273/274/275/276/277/278/279/280/281/282/283/284/285/286/287/288/289/290/291/292/293/294/295/296/297/298/299/300/301/302/303/304/305/306/307/308/309/310/311/312/313/314/315/316/317/318/319/320/321/322/323/324/325/326/327/328/329/330/331/332/333/334/335/336/337/338/339/340/341/342/343/344/345/346/347/348/349/350/351/352/353/354/355/356/357/358/359/360/361/362/363/364/365/366/367/368/369/370/371/372/373/374/375/376/377/378/379/380/381/382/383/384/385/386/387/388/389/390/391/392/393/394/395/396/397/398/399/400/401/402/403/404/405/406/407/408/409/410/411/412/413/414/415/416/417/418/419/420/421/422/423/424/425/426/427/428/429/430/431/432/433/434/435/436/437/438/439/440/441/442/443/444/445/446/447/448/449/450/451/452/453/454/455/456/457/458/459/460/461/462/463/464/465/466/467/468/469/470/471/472/473/474/475/476/477/478/479/480/481/482/483/484/485/486/487/488/489/490/491/492/493/494/495/496/497/498/499/500/501/502/503/504/505/506/507/508/509/510/511/512/513/514/515/516/517/518/519/520/521/522/523/524/525/526/527/528/529/530/531/532/533/534/535/536/537/538/539/540/541/542/543/544/545/546/547/548/549/550/551/552/553/554/555/556/557/558/559/560/561/562/563/564/565/566/567/568/569/570/571/572/573/574/575/576/577/578/579/580/581/582/583/584/585/586/587/588/589/590/591/592/593/594/595/596/597/598/599/600/601/602/603/604/605/606/607/608/609/610/611/612/613/614/615/616/617/618/619/620/621/622/623/624/625/626/627/628/629/630/631/632/633/634/635/636/637/638/639/640/641/642/643/644/645/646/647/648/649/650/651/652/653/654/655/656/657/658/659/660/661/662/663/664/665/666/667/668/669/670/671/672/673/674/675/676/677/678/679/680/681/682/683/684/685/686/687/688/689/690/691/692/693/694/695/696/697/698/699/700/701/702/703/704/705/706/707/708/709/710/711/712/713/714/715/716/717/718/719/720/721/722/723/724/725/726/727/728/729/730/731/732/733/734/735/736/737/738/739/740/741/742/743/744/745/746/747/748/749/750/751/752/753/754/755/756/757/758/759/760/761/762/763/764/765/766/767/768/769/770/771/772/773/774/775/776/777/778/779/780/781/782/783/784/785/786/787/788/789/790/791/792/793/794/795/796/797/798/799/800/801/802/803/804/805/806/807/808/809/810/811/812/813/814/815/816/817/818/819/820/821/822/823/824/825/826/827/828/829/830/831/832/833/834/835/836/837/838/839/840/841/842/843/844/845/846/847/848/849/850/851/852/853/854/855/856/857/858/859/860/861/862/863/864/865/866/867/868/869/870/871/872/873/874/875/876/877/878/879/880/881/882/883/884/885/886/887/888/889/890/891/892/893/894/895/896/897/898/899/900/901/902/903/904/905/906/907/908/909/910/911/912/913/914/915/916/917/918/919/920/921/922/923/924/925/926/927/928/929/930/931/932/933/934/935/936/937/938/939/940/941/942/943/944/945/946/947/948/949/950/951/952/953/954/955/956/957/958/959/960/961/962/963/964/965/966/967/968/969/970/971/972/973/974/975/976/977/978/979/980/981/982/983/984/985/986/987/988/989/990/991/992/993/994/995/996/997/998/999/1000
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DRAWN BY: XVM SHEET NO: 06/06	SCALE: VARY/AT	DATE: 24/10/20 REVISION: 1	CLIENT: ALBION PARK CEMETERY	TITLE: IMAGERY DRAWING NO: SK06B DATE: 06/10/2020 PROJECT NO: 19/04	PROJECT NAME: ALBION PARK CEMETERY, NSW	A 40 May 20 New WC 201 E: 200/1000 P: 0410 383 642	<i>Florence Jagout</i> Landscape Architect Landscape Architecture
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PLANT SCHEDULE
Indicative Species

KEY	BOTANICAL NAME	COMMON NAME	MATURE HT
LARGER AVENUE TREES			
EP	<i>Eucalyptus punctata</i>	Sydney Grey Gum	15M
ES	<i>Eucalyptus sideroxylon Rosea</i>	Pink Flowered Ironbark	15M
LC	<i>Lophostemon confertus</i>	Brush Box	15M
SMALLER AVENUE TREES			
BA	<i>Brachycton acerifolius</i>	Etawarna Flame	8M
HYF	<i>Hymenoposporum flavum</i>	Native Frangipani	6-8M
LIN	<i>Lagerstroemia indica 'Natchez'</i>	White Crepe Myrtle	6M
MLG	<i>Magnolia 'Little Gem'</i>	Magnolia Little Gem	6M
SPECIES TREES FOR SHADE			
AF	<i>Angophora floribunda</i>	Rough Barbed Apple	10M
EA	<i>Elaeodendron australe</i>	Red Fruit Olive Plum	6-8M
EP	<i>Eucalyptus punctata</i>	Sydney Grey Gum	15M
ES	<i>Eucalyptus sideroxylon Rosea</i>	Pink Flowered Ironbark	15M
JM	<i>Jacaranda mimosifolia</i>	Jacaranda	10M
LC	<i>Lophostemon confertus</i>	Brush Box	15M
LIN	<i>Lagerstroemia indica 'Natchez'</i>	White Crepe Myrtle	6M
ML	<i>Melaleuca linariifolia</i>	Snow in Summer	8-10M
TL	<i>Tristanopsis laurina</i>	Water Gum	6-8M
SCREEN SHRUBS			
AS	<i>Acmena smithii</i>	Lily Pilly	3-4M
ASS	<i>Acmena smithii 'Sublime'</i>	Sublime Lily Pilly	4-5M
CE	<i>Callistemon citrinus</i>	Crimson 'Endeavour'	2M
BM	<i>Backhousia myrtifolia</i>	Grey Myrtle	2-3M
HS	<i>Hakea saicifolia</i>	Willow Hakea	3-4M
HV	<i>Melaleuca hypericifolia</i>	Red Flowered Paperbark	2M
SC	<i>Syzygium 'Cascade'</i>	Cascade Brush Cherry	2-3M
SHRUBS AND FEATURE PLANTS			
BV	<i>Babingtonia virgata</i>	Heath Myrtle	2M
CA	<i>Correa alba</i>	White Correa	3M
CAW	<i>Callistemon Anzac white</i>	'Anzac White'	3M
DE	<i>Doryanthes excelsa</i>	Gymea Lily	1.5M
GF	<i>Gardenia augusta 'Florida'</i>	Fragrant Gardenia	0.7M

KEY	BOTANICAL NAME	COMMON NAME	MATURE HT
SHRUBS AND FEATURE PLANTS			
GHG	<i>Grevillea Ned Kelly</i>	Ned Kelly	1M
GO	<i>Goodenia ovata</i>	Hop Goodenia	1M
IA	<i>Indigofera australis</i>	Australian Indigo	1M
MCT	<i>Melaleuca 'Claret Tops'</i>	'Claret Tops'	1M
PTA	<i>Phormium tenax atropurpureum</i>	Red Flax	1.5M
WF	<i>Westringia fruticosa 'Smookey'</i>	Coastal Rosemary	1M
GRASSES & GROUNDCOVERS			
CM	<i>Convolvulus mauritanica</i>		0.5M
MT	<i>Grevillea Mount Tamboritha</i>	Mount Tamboritha	0.5M
IC	<i>Imperata cylindrica 'Rubra'</i>	Japanese Blood Grass	0.7M
LL	<i>Lomandra longifolia</i>	Native Matt rush	1.0M
LI	<i>Liriope 'Isabella'</i>	Isabella	0.4M
TJ	<i>Trachelospermum jasminoides</i>	Star Jasmine	0.3M



DRAWN BY: XVM SHEET NO: 06/06	SCALE: VARY/AT	DATE: 24/10/20 REVISION: 1	CLIENT: ALBION PARK CEMETERY	TITLE: INDICATIVE PLANT LIST DRAWING NO: SK07B DATE: 06/10/2020 PROJECT NO: 19/04	PROJECT NAME: ALBION PARK CEMETERY, NSW	A 40 May 20 New WC 201 E: 200/1000 P: 0410 383 642	<i>Florence Jagout</i> Landscape Architect Landscape Architecture
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DESIGNED BY: XYX SHEET NO: 01/01	SCALE: 1:500	DATE: 14/10/20 DRAWN BY: XYX CHECKED BY: XYX	DATE: 14/10/20 REVISION: 1	CLIENT: ALBION PARK CEMETERY	TITLE: INDICATIVE PERSPECTIVE MINORIAL GARDENS	PROJECT NAME: ALBION PARK CEMETERY, NSW	A-49 Proj. 04 Rev. 01/20 P. WORK BY: XYX P. DRAWN BY: XYX	<i>Florence Inayat</i> Landscape Architecture Creative Specialists
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Attachment 5 - Cemetery Signage Strategy

SIGNAGE DESIGN PRINCIPLES FOR A CEMETERY

The quality of visitor experience depends, in large part, on people's ability to understand their surroundings, orientate themselves, and find their way within a Cemetery. Signage plays a vital role in enhancing the legibility of a Cemetery and Memorial Park site.

Signs should help to reinforce an appropriate and unique Cemetery identity.

The signage and graphics should operate throughout the park as a coherent layer of elements, enhancing the landscape architectural design while fulfilling the essential task of providing clear, legible and unambiguous public information.

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194/11 Macquarie Parkway, Suite 101
481 Sandstone | 08 9350 9414 | info@dpocreative.com.au
08 9350 9414 | 194/11 Macquarie Parkway, Suite 101 Sandstone WA 6150

IDENTITY, BRANDING, ADVERTISING, SIGNAGE, WEBSITE, MARKETING,
VIDEO, PRINT, PACKAGING, POS, EXHIBITION DISPLAY, PHOTOGRAPHY

194/11 Macquarie Parkway, Suite 101 Sandstone WA 6150 | Attachment 5 - Shellharbour Cemetery Signage Strategy | 1 of 8

RELATIONSHIP WITH VISITORS

The cemetery's services must sensitively cater to the needs of all people and in particular demonstrate a special care for the aged and infirm.

Visitors attending the park for the first time may be grieving or distressed. The provision of wayfinding information, identification of facilities and areas, and notification of events will provide necessary assistance and help decrease visitor anxiety.

Visitors will be seeking easily read and straight forward information. Effective communication should be achieved through a system of innovative and dignified signage elements to guide and inform people.

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SIGNAGE CATEGORIES

A Cemetery and Memorial Park signage system will typically include the following categories and information hierarchies.

- | | | |
|--|---|--|
| <p>IDENTIFICATION SIGNAGE</p> <ul style="list-style-type: none"> - Primary identification at main entrance - Identification at secondary entrances - Identification of events and functions - Primary identification of main buildings - Entry identification points to lawn and burial areas - Primary identification of ash interment areas - Public and disabled facilities | <p>DIRECTIONAL WAYFINDING SIGNAGE</p> <ul style="list-style-type: none"> - Park map directory and circulation for vehicles and pedestrians - Primary directions to main buildings - Road, parking and amenities directions - Secondary directions to burial and memorial areas | <p>REGULATORY SIGNAGE</p> <ul style="list-style-type: none"> - Regulations and safety information - Vehicle road direction and speed limitations <p>EVENTS INFORMATION SIGNAGE</p> <ul style="list-style-type: none"> - Primary events information - Events confirmation - Portable information signage |
|--|---|--|

DESIGN & STRUCTURE

As a principle, signs should appear conspicuous and distinct from their surroundings, yet harmonise with the overall landscape context.

Sign structures should be robust, weatherproof and display maximum longevity in the exposed environment. Signage indicator panels should be manufactured from materials that are in constant supply in Australia, finished to the highest quality, and comparable to the architectural and environmental standards.

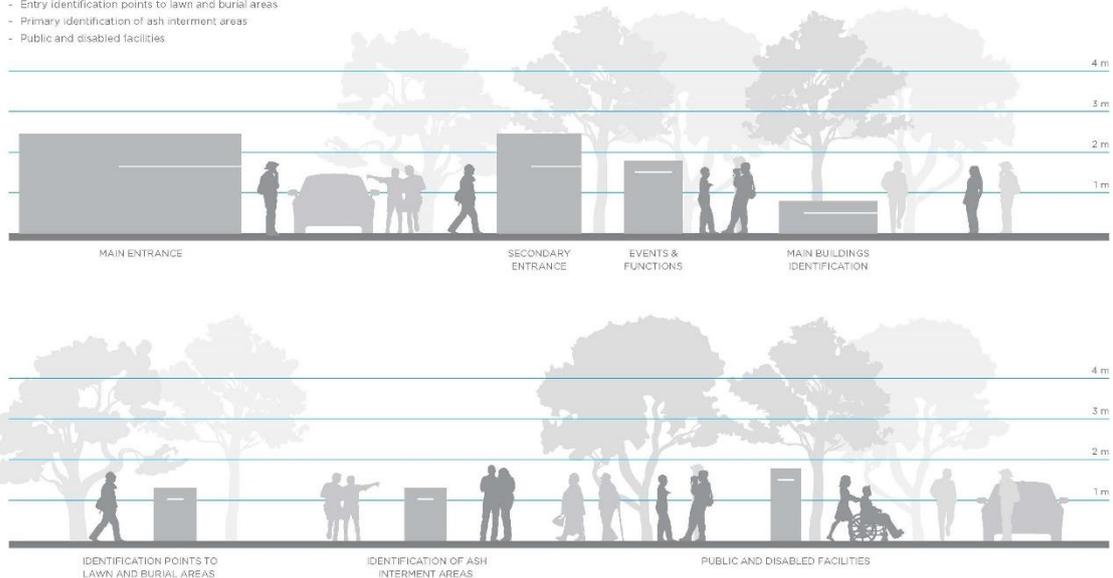
Each cemetery and memorial park has a unique identity, range of services, topography and environment to consider in the design stages of a signage system.

Please note: the following signage examples reference typical sign categories and information hierarchies.

IDENTIFICATION

Identification of places, functions & destinations

- Primary identification at main entrance
- Identification at secondary entrances
- Identification of events and functions
- Primary identification of main buildings
- Entry identification points to lawn and burial areas
- Primary identification of ash interment areas
- Public and disabled facilities



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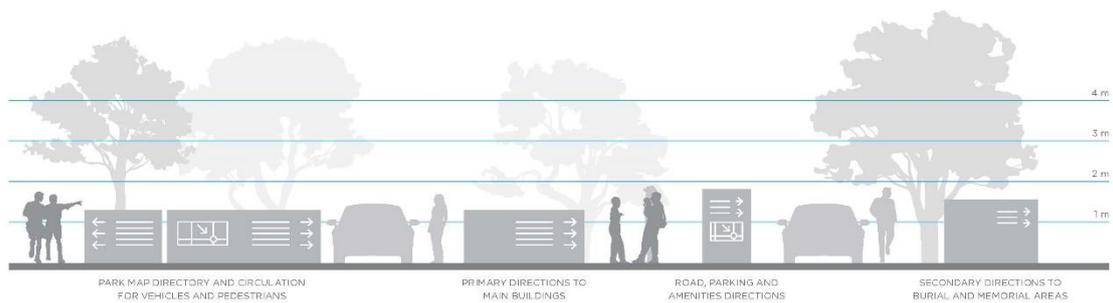
dpdcreative.com.au | P.O. Box 9044 | Melbourne VIC 3001

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CIRCULATION: DIRECTIONAL / WAYFINDING SIGNAGE

Directions to and from places and destinations

- Park map directory and circulation for vehicles and pedestrians
- Primary directions to main buildings
- Road, parking and amenities directions
- Secondary directions to burial and memorial areas



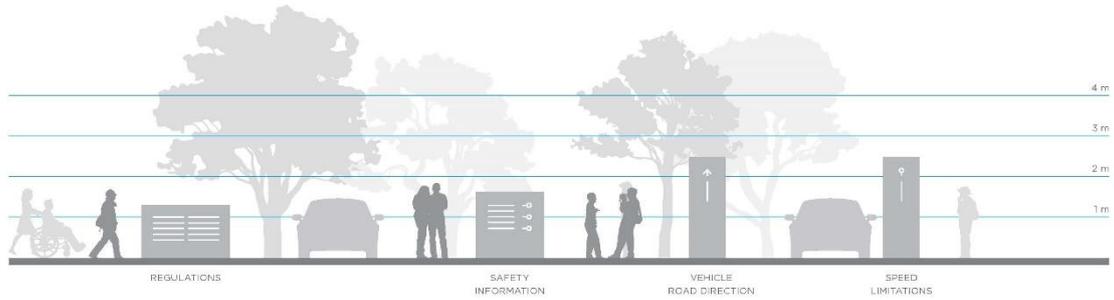
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REGULATORY
 Public safety

- Regulations and safety information
- Vehicle road direction and speed limitations



City of Shellharbour
 100 Boscawen Street, Shellharbour NSW 2528

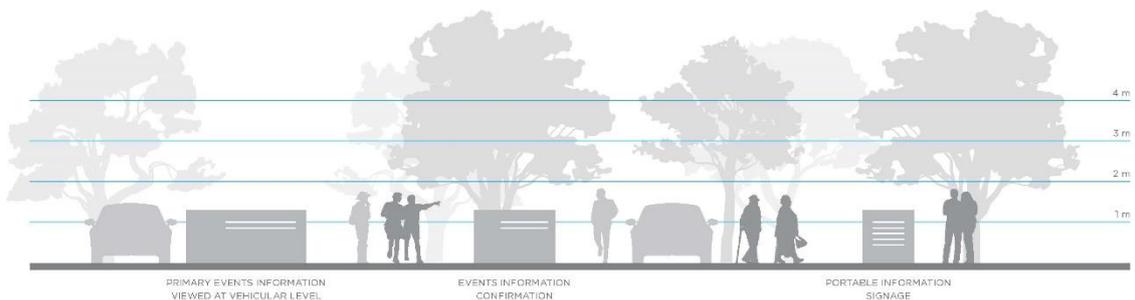
Phone: (02) 4436 2000
 Fax: (02) 4436 2001
 Email: info@shellharbour.nsw.gov.au

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EVENTS INFORMATION

Sign structures, incorporating electronic LED screens, with changeable events information

- Primary events information
- Events information confirmation
- Portable information signage



City of Shellharbour
 100 Boscawen Street, Shellharbour NSW 2528

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MATERIALS AND FINISHES

Material selection plays an important part within a cemetery signage strategy. The following points should be considered carefully in signage specification:

- Longevity of materials used to construct the signage system
- Simplicity of installation
- Ease of maintenance
- Minimal maintenance costs
- Vandal / anti-graffiti resistant finishes
- The impact of the harsh Australian climate and UV radiation
- Aesthetics and how materials reinforce the cemetery's brand and wayfinding concept

IDENTITY / BRAND

Create a consistent brand and aesthetic appearance, in harmony with the cemetery's architectural structures and surrounding natural environment.

Apply the identity across different applications, equally but different. Important considerations:

- Identity design elements - restrained approach
- Etchings, embossments and other treatments - subtle
- Forms, shapes - minimal
- Textures, materials - in harmony

COLOUR, TYPOGRAPHY AND GRAPHICS

Consider colours, graphics or symbols which are easy to recognise and read.

- Legibility from a distance
- Legibility from inside a car
- Contrast colours between materials, messages and landscape
- Keep in harmony with buildings and surrounding natural environment.
- Readability in different weather conditions



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DPD 3023_V11_Feb 21/20 - Shellharbour Cemetery & Albion Park Cemetery_Signage Strategy | 7 of 18

ALBION PARK CEMETERY - SITE VISIT 15 JAN 2020, OVERVIEW

In general, Albion Park Cemetery is under signed.

- Main entrance on Croome Rd is not signed - current sign is behind boundary fence
- Small Regulatory sign only on drive entrance fence
- Aged timber signs identify denominational areas
- John Fraser Monument is not signed
- Map sign for cemetery is non-existent
- Lawn burial rows and grave numbers are not signed

Key recommendations:

- Develop main entrance signage for traffic travelling in both directions on Croome Road, north & south
- Provide secondary entrance signs for Cedar Street and Oak Street
- Provide directions to parking on entrance signs as no parking is allowed on Croome Road
- Provide wayfinding map sign of Albion Park for visitors to view in suitable access locations eg. along pedestrian path
- Include regulatory information on map signs to reduce number of signs and clutter
- Develop an Interpretive Sign for the John Fraser Monument to inform visitors and add historical value to the site
- Update denominational areas to burial sections
- Burial sections and Ash Interment areas to be named after historical local figures and / or native flora in the Illawarra region eg. Fraser Lawn, Grevillea Garden
- Burial sections to be increased in number to enable further choice for the public and to provide product marketing opportunities
- Develop discreet signs to identify lawn burial rows easily and enable visitors to find lawn burial positions
- New signage to present a cohesive range of products, graphic elements plus directional and regulatory information across both cemetery sites



Main entrance (Croome Rd)



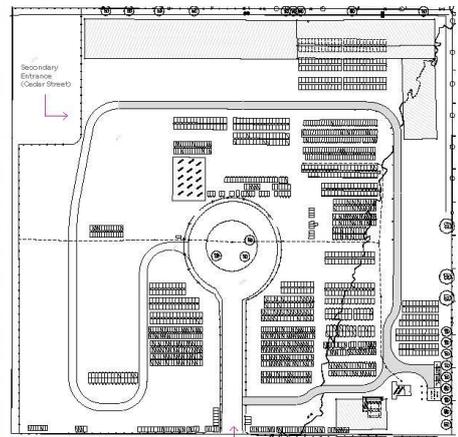
Main entrance sign (Croome Rd)



Main entrance regulatory sign



Timber signs identify denominational areas



Main entrance (Croome Rd)



Secondary entrance



John Fraser Monument



Lawn burial rows

DPD creative 039 401 001 334 1454 Burke Road Traralgon East, Victoria 3345 dpc@dpdcreative.com.au T +61 3 9386 3644 E. info@dpdcreative.com.au

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ALBION PARK CEMETERY - SITE VISIT 15 JAN 2020, OVERVIEW



Roundsabout with John Fraser monument central in background.



South bound on Coomee Rd to main entrance



John Fraser Monument



Timber sign: Identify discominational areas



Public facilities and staff amenities at rear



North bound on Coomee Rd to main entrance



Regulatory sign



New beam - non-bored

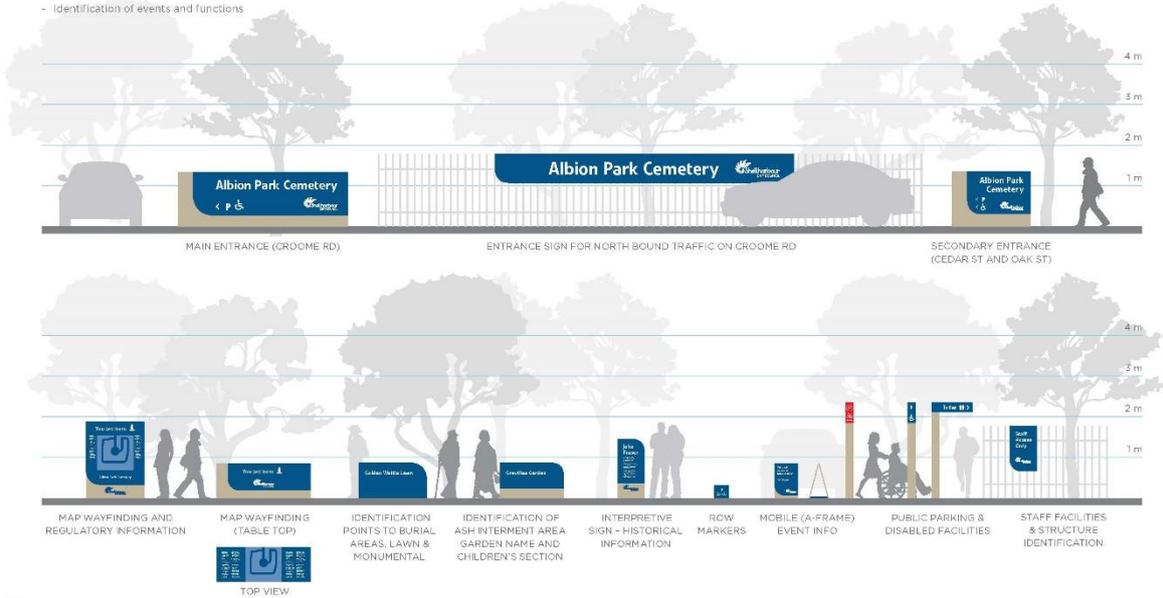
ALBION PARK CEMETERY - SITE VISIT 15 JAN 2020, OVERVIEW

New section and names to be defined



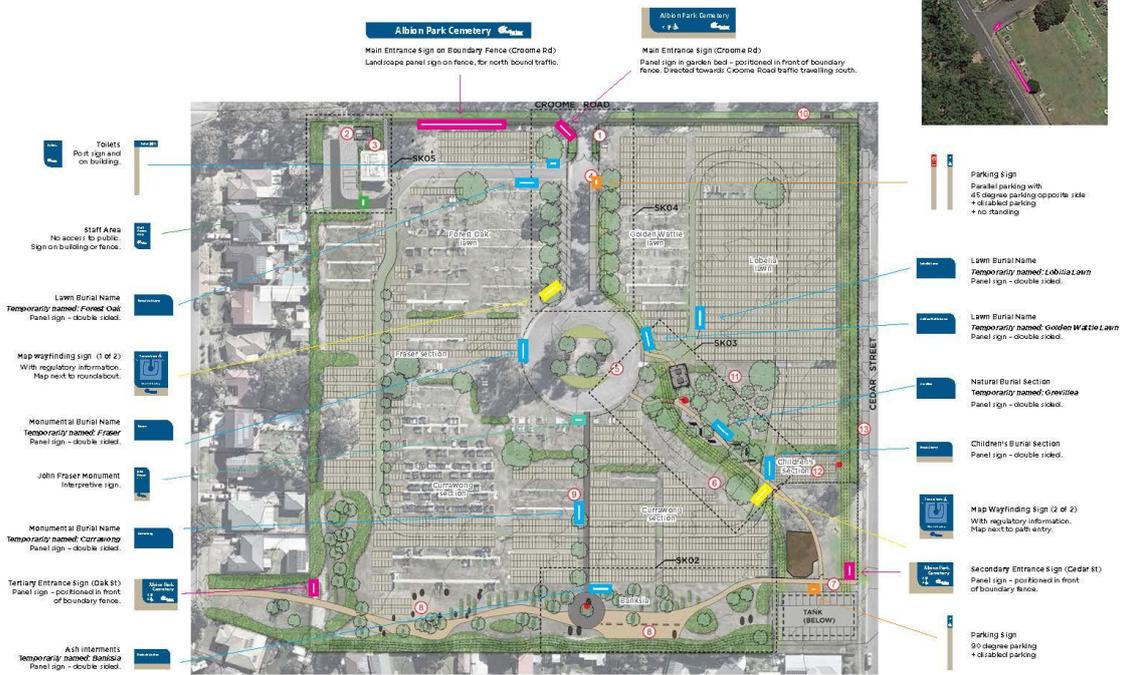
ALBION PARK CEMETERY - SIGNAGE STRATEGY

- Primary identification at main entrance
- Identification at secondary entrances
- Map wayfinding & regulatory information
- Identification of amenities
- Entry identification points to lawn and burial areas
- Entry identification to ash interment areas
- Public and disabled facilities
- Identification of events and functions



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ALBION PARK CEMETERY - SIGNAGE STRATEGY



DFD creative 488140 010 300 314 info@shellharbourcity.vic.gov.au | 1-800-369826 | info@dfdcreative.com.au | 10/03/2019 11:24 AM | Shellharbour Cemetery & Albion Park Cemetery_Signage Strategy | 12 of 31



10.4.3 Tender 2020/34 Carrington and Kingston Street Pavement Rehabilitation (11545898)

To the Chief Executive Officer

Directorate: Amenity and Assets

Group: Asset Strategy

Manager: Wayde Peterson – Group Manager Asset Strategy

Author: Nathan McColl – Project Delivery Officer

Summary

The purpose of this report is to inform Council of the tender process for Contract 2020/34 for the Carrington and Kingston Street pavement rehabilitation and seek a resolution to award contract 2020/34 to Tenderer 'A'. Additionally, this report requests that Council authorises the Chief Executive Officer or his delegate to sign the Letter of Award and execute the contract and associated documents.

In accordance with Section 10A (2)(d)(i) of the Local Government Act 1993, some information will remain confidential as it would, if disclosed, prejudice the commercial position of the person who supplied it. This information will be considered in a separate confidential attachment. **(Attachment 1)**.

Background

As part of the 2020/21 Capital Works Program the road pavements at Carrington Street, Barrack Heights (**Attachment 2**) and Kingston Street, Oak Flats (**Attachment 3**) have been identified for renewal. The tendered work includes reconstruction of the road pavements utilising sustainable reconstruction practices that reuse and improve existing pavement material. The work also involves new asphalt surfacing of the roads. The work will provide a renewed asset with an expected useable lifespan of up to 40 years. This will allow both Carrington Street and Kingston Street to service the community at expected levels well into the future.

The extent of pavement reconstruction work on Carrington Street will be between Wattle Road and Loftus Drive, Barrack Heights. The extent of reconstruction work on Kingston Street will be between Hopetoun Lane and Devonshire Crescent, Oak Flats.

Both projects are expected to be completed during the summer months subject to Sydney Water approvals being received. The contractor and Council staff will be working to minimise the impact the work will have on local residents, businesses and road users.

Tender 2020/34 was advertised on 11 August 2020 via open tender and closed on 1 September 2020.

Five tender submissions were received and reviewed by the Tender Assessment Panel (TAP) in accordance with Councils Procurement Policies and Procedures. The tender submissions were received from the companies outlined in **Table 1**.

Table 1: Tender submissions received (in alphabetical order)

Received Tenders
Denrith Pty Ltd Trading as Divall's Earthmoving and Bulk Haulage
North Shore Paving Co. Pty Ltd
Roadworx Surfacing Pty Ltd
Stabilised Pavement of Australia Pty Ltd
Stabilised Pavement of Australia Pty Ltd – Alternative Tender Submission

Confidential information relating to the assessment of the supplied tenders is contained within **Attachment 1**, including:

1. Non-Price Ranking of Tenders
2. Financial (Price) Ranking of Tenders
3. Final Combined Ranking of Tenders
4. Financial Capacity Assessment

The TAP reviewed the submitted tenders and determined the preferred contractor, Tenderer 'A', was the highest ranked overall and whose offer was considered to be value for money, as outlined in **Attachment 1**.

The preferred contractor, Tenderer 'A' has satisfied the TAP that it can undertake the scope of works described in Contract 2020/34. It is recommended that Council accept the tender and award Contract 2020/34 to Tenderer 'A'. Should Council resolve to accept the recommendations of this report the contractor's name and the contract sum will be made public through Council's contract register.

Alternatively, under Clause 178(3) of the Local Government (General) Regulations 2005, Council can decide not to accept any of the supplied tenders and therefore must, by resolution do one of the following:

- a. Postpone or cancel the proposal for the contract.
- b. Invite, in accordance with clause 167, 168 or 169, fresh tenders based on the same or different details.
- c. Invite, in accordance with clause 168, fresh applications from persons interested in tendering for the proposed contract,
- d. Invite, in accordance with clause 169, fresh applications from persons interested in tendering for contracts of the same kind as the proposed contract,
- e. Enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender, Carry out the requirements of the proposed contract itself.

If Council resolves to enter into negotiations, the resolution must state:

- a. The Council's reasons for declining to invite fresh tenders.
- b. The Council's reasons for determining to enter into negotiations.

Financial / Resources Implications

The projects are funded from the Capital Works Program for 2020/21 budget. A program level budget of Roads and Carparks provides a total budget of approximately \$2.4M for 2020/21, which also includes other works on road renewals and carparks.

A detailed breakdown of the tender prices and available budget has been included in the confidential **Attachment 1**.

Legal and Policy implications

The Tender process has been undertaken in accordance with the Local Government Act, Local Government (General) Regulation 2005 (NSW), Part 7 Tendering and Council's Procurement Policy.

The project itself is planned to be carried out within the road corridor by Council as permitted by Division 17 of *NSW State Environmental Planning Policy (Infrastructure) 2007* relating to development without the requirement of consent (as described by the Environmental Planning and Assessment Act 1979) of roads and road infrastructure facilities.

The contract proposed is based on the NSW Government's MW21 standard contract. The MW21 draft contract is designed for government agencies to manage construction contracts valued at up to \$1 million. The relevant contract was provided publicly on Tenderlink when calling for tenders and is also accessible on the NSW Government 'buy' website. The proposed contract conditions contains no confidential conditions that prohibit release of information relating to the contract with Council.

Public / Social Impact

The renewal of Carrington and Kingston Street will maintain the city's assets, improve the useability of the roads and ensure their continued function into the future.

The project will have direct impact on adjacent residents with disruption to traffic and access to residential properties. Provisions have been made within the contact to ensure access to properties are maintained. Traffic delays will be minimised as much as possible however are likely due to the nature of the works.

Additionally, the earthworks required for this project are likely to generate dust, noise and vibrations that may reduce the amenity of nearby residents for a finite period of time.

Tenderer 'A' has demonstrated an ability to undertake the work in an efficient manner to minimise traffic impacts. Additionally, Tenderer 'A' will be required to utilise mitigation strategies to reduce dust, noise and vibrations as far as practicable.

Link to Community Strategic Plan

This report supports the following objectives and strategies of the Community Strategic Plan:

Objective: 3.1 Plans, builds and manages infrastructure for the community

Strategy: 3.1.1 Provide the community with a range of infrastructure delivered in a sustainable manner

Strategy 3.1.2 Maintain the City's assets to meet community needs and the delivery of services

Consultations

Internal

Senior Asset Officer

External

Illion Australia Pty Ltd (Financial Capacity Assessor)

Political Donations Disclosure

Not Applicable

Recommendation

That Council:

- 1. In accordance with Clause 178 of the Local Government (General) Regulation 2005 (NSW), accept the tender offer for Contract 2020/34 from Tenderer 'A' for Carrington and Kingston Street Rehabilitation.**
- 2. Authorise the Chief Executive Officer or his nominated delegate to sign the Letter of Award, execute the contract, approve variations and any associated documents for the contract.**
- 3. Note that in accordance with the Government Information (Public Access) Act 2009 the name of the successful contractor and amount payable under the contract be added to the contracts register.**

Attachment 2 – Location Plan – Carrington Street Road Rehabilitation 2020



Attachment 3 – Location Plan – Kingston Street Road Rehabilitation 2020



11. Committee Recommendations**11.1 Recommendations from the Traffic Committee Meeting held 7 October 2020 recommended for adoption.**

That the Recommendations from the Traffic Committee Meeting held 7 October 2020 be adopted.

12. Items for Information**12.1 Item for Information – Responses to Questions Taken on Notice (11543302)**

12.1.1 Question on Notice

At the Extraordinary Council Meeting dated 29 September 2020, Councillor Marsh referred to the Shellharbour City Hall of Fame and stated that she was aware that the recipients were chosen by a Committee. She asked how this Committee was formed and whether this Committee can include Councillors and community representatives to be part of the process. The Chief Executive Officer took the Question on Notice.

Response

Council does not have a Committee or a Working Party for Hall of Fame.

Hall of Fame nominations are called for every four years with submissions considered for eligibility by an Assessment Panel consisting of Council's Chief Executive Officer, Mayor and industry experts if required.

Nominations are assessed using the selection criteria outlined in the Hall of Fame Guidelines and recommended nominees are reported to Council for endorsement.

The current round of nominations closed on Friday 9 October 2020.

Changes to the current process would need to be the subject of a resolution of the elected Council.

Responsible Manager: Kathryn Baget-Juleff
Group Manager Community Connections

Date of Meeting: 20 October 2020

12.1.2 Question on Notice

At the Council Meeting dated 1 September 2020, Councillor Marsh asked about the public information on why the water in the harbour (caused by rainfall) needs to be removed and cannot be there. The Chief Executive Officer took the Question on Notice.

Response

The public information is contained in the 1 September 2020 report to Open Council titled '10.2.7 Shell Cove Progress Report to 23 August 2020'. The following sections of the report are reproduced.

Summary

Key activities and highlights were:

- D. Following significant rainfall events in late July and then early August, the inner and outer harbours were filled with stormwater to levels above the typical high tide levels. With the approval of the EPA, the harbours' waters were treated and large silenced pumps deployed to pump out the water. After the harbours are pumped dry, construction works can resume but the development program has been affected by up to 10 weeks, with the permanent harbour flooding now targeted for late December 2020.
- E. The Harbour construction works were limited over the last 3 months because the contractor was waiting on the removal of the eastern surcharge mounds – now completed. The wet weather impacts have delayed the final excavation of the outer harbour basin and the completion of the outer harbour facilities (the heavy duty platform and travel lift rails at the harbour edge).

The removal of the sand plug across the entrance channel is expected to occur in March 2021, subject to satisfaction of the requirements in the Environmental Protection Licence (EPL).

Boat Harbour & Marina

Extreme Weather Impacts on Harbour

Following significant rainfall events in late July and then early August, the inner and outer harbours were filled with stormwater to levels above the normal high tide levels. The observed water levels at the top of the timber boardwalks – in technical language, RL1.8m. With the approval of the EPA, the harbour waters were treated with flocculant (to allow the sediment to drop to the bottom) and large silenced pumps deployed to pump out the water. The EPA approval allows the pumps to run 24 hours a day, 7 days a week.

The public were informed of these actions through letterbox drops, The Waterfront facebook page and the Project's website.

When the harbours are pumped dry, constructions works can resume but the development program has been affected. A thorough review is underway, but the current understanding is an extension to the program of up to 10 weeks, with the permanent harbour flooding now targeted for late December 2020.

Harbour

The construction works by Coastwide Civil involve:

- construction of the harbour edges, including concrete walls and rock revetment;
- removal of the access bund separating the inner and outer harbours; and
- timber piling for the jetty and boardwalk.

There are approximately 96% of these works completed.

The extreme weather impacts have delayed the final excavation of the outer harbour basin and the completion of the outer harbour facilities works (the heavy duty platform and travel lift rails at the harbour edge).

The removal of the sand plug across the entrance channel is expected to occur in March 2021, subject to satisfaction of the requirements in the Environmental Protection Licence (EPL).

The construction works to be undertaken in the dry are:

- those noted and highlighted above;
- construction of the final sections of the harbour edges;
- removal of the gravel platforms on the inner harbour floor; and
- removal of the access bund separating the inner and outer harbours.

Please note that, as at 29 September, the harbours have been pumped dry and the constructions works (noted above) have commenced.

Responsible Manager: Kevin James
Manager Shell Cove

Date of Meeting: 20 October 2020

13. Notices of Rescission/Alteration Motions

Nil

14. Notices of Motion

14.1 Notice of Motion submitted by Cr Peter Moran: Cockle Collecting on Lake Illawarra (11550464)

Notice of Motion

That Council write to Minister for Agriculture Adam Marshall thanking him for listening to the community's concerns in reducing the bag limit for cockle collecting in Lake Illawarra from 50 to 20.

Furthermore, Council requests the Minister commission a study which would identify the likely current population of cockles in the Lake, a sustainable level of collection and appropriate bag limits.

Cr Peter Moran

Date of Meeting: 20 October 2020

15. Questions on Notice (must be submitted in writing)

15.1 Question on Notice submitted by Cr Peter Moran: Benson Basin Land (11550465)

Could Council officers inform the community of:

- a) The status of any Development Application covering the Benson's Basin land sold by Council and
- b) Any potential timeframe as to when the community may be advised how much that land was sold for?

Cr Peter Moran

Date of Meeting: 20 October 2020

16. Urgent Business

17. Confidential Business (Committee of the Whole in Closed Session)

18. Committee of the Whole in Closed Session (Closed to the Public): Adjournment

19. Committee of the Whole in Closed Session: Consideration of Adoption of Decisions Reached in Closed Session

20. Consideration of Motions to Declassify Reports Considered in Closed Session