

MINUTES

of the
Ordinary Meeting of Council
held in
Council Chambers,
Wingecarribee Shire Council Civic Centre,
68 Elizabeth Street, Moss Vale
on

Wednesday 20 July 2022

The meeting commenced at **3:30 pm**

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**MINUTES OF THE ORDINARY MEETING OF WINGECARRIBEE SHIRE COUNCIL HELD IN
COUNCIL CHAMBERS, CIVIC CENTRE, ELIZABETH STREET, MOSS VALE ON WEDNESDAY 20
JULY 2022 COMMENCING AT 3:30 PM**

Present:	Administrator	Mr Viv May PSM
In Attendance:	General Manager	Ms Lisa Miscamble
	Director Service and Project Delivery	Ms Karin Targa
	Acting Director Corporate Strategy and Resourcing	Mr John Crawford
	Acting Director Communities and Place	Mr John McFadden
	Executive Manager Strategic Outcomes	Mr Michael Park
	Executive Manager People and Culture	Ms Sally Sammut
	Group Manager Corporate and Community	Ms Danielle Lidgard
	Group Manager Capital Projects	Mr Ned Tripkovic
	Manager Assets	Mr Shaun Robinson
	Manager Environment and Sustainability	Mr Barry Arthur
	Acting Manager Business Services	Mr Clinton McAlister
	Deputy Chief Financial Officer	Mr Damien Jenkins
	Coordinator Media and Communications	Mr David Sommers
	Coordinator Property Services	Ms Mandy McCullagh
	Coordinator ICT Operations	Mr Ian Vong
	Governance Officer	Ms Olivia Nettleton
	Governance Officer	Ms Michelle Gordon

1 OPENING OF THE MEETING

The Administrator, Mr Viv May PSM, opened the meeting and welcomed members of the public and the press.

2 ACKNOWLEDGEMENT OF COUNTRY

The Administrator, Mr Viv May PSM acknowledged country:

“Wingecarribee Shire Council acknowledge the Gundungurra and Tharawal people as the traditional custodians of this land we now call the Wingecarribee Shire. I pay my respect to Elders both past, present and emerging. I would also like to extend that respect to all Aboriginal and Torres Strait Islanders present here today or watching .”

3 STATEMENT OF ETHICAL OBLIGATIONS

"As Administrator I will undertake the duties of the Office of Administrator in the best interests of the people of the Wingecarribee Shire Council area and to act faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgement.

I am committed to the declaration of conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting, in accordance with the Code of Conduct and Code of Meeting Practice."

4 APOLOGIES

Nil.

5 ADOPTION OF MINUTES OF PREVIOUS MEETING

MN 2022/141

MOTION moved by the Administrator

THAT the minutes of the Ordinary Meeting of Council held on Wednesday, 15 June 2022 MN2022/118 to MN2022/134 inclusive, be adopted as a correct record of the proceedings of the meeting.

DECLARED CARRIED BY THE ADMINISTRATOR

MN 2022/142

MOTION moved by the Administrator

THAT the minutes of the Extraordinary Meeting of Council held on Wednesday, 29 June 2022 MN2022/135 to MN2022/140 inclusive, be adopted as a correct record of the proceedings of the meeting.

DECLARED CARRIED BY THE ADMINISTRATOR

6 DECLARATIONS OF INTEREST

Nil.

7 ADMINISTRATOR MINUTES

7.1 Community Update

Report Author: Administrator

<https://www.wsc.nsw.gov.au/files/assets/public/council/meeting-minutes/2022-administrator/a-minute-community-update-20-july-2022.pdf>

On Thursday 14 July 2022 the Governor of NSW accepted the recommendation of the Minister for Local Government and declared all Offices in relation to Wingecarribee Shire Council vacant and appointed me as Administrator.

A copy of the Proclamation is attached to this Minute for the record.

Residents will be aware that the former Minister for Local Government on 1 September 2021 outlined a terms of reference and ordered a Public Inquiry into the Council and appointed Mr Ross Glover as Commissioner. The Public Hearings were all conducted in these Chambers and webcasted in March and April this year.

Commissioner Glover's Report, dated 30 June 2022, was recently received by the Minister and has been tabled in the NSW Parliament and will be attached to this Minute for the record.

In accepting the key recommendation that all Civic Offices be declared vacant, the Minister also notified that elections for the new Wingecarribee Shire Councillors will be held on 14 September 2024 aligning with the next Ordinary Council Elections of New South Wales.

A number of recommendations in Mr Glover's Report are industry based, with the Minister indicating she will consider them in due course.

Excepting that it is very comprehensive, I have no further comment to offer on the Report but would urge residents to take the time to review its content, which clearly outlines the reasoning behind the Minister's decision.

The time has now come for us to all move forward for the sake of the future of this Shire.

Community engagement is core to rebuilding of trust and connections in our community and with other key stakeholders. Council has already conducted a range of consultations, most notably my visits to the Villages and Towns, the Executive Listening Tours; consultations associated with the Moss Vale By-Pass, Plasrefine and the Robertson Place Plan. There is a need to provide an ongoing structure for the community to participate in local decision making and be engaged with projects in their place. I have asked the General Manager to bring back to Council, a report no later than the September meeting cycle, on structures that can be put in place to enable this.

Council is presently playing what I can best describe as "catch up" in the strategic land use area planning area and endeavouring to making it easier for residents to deal with Council when they seek alterations or want to build a new home on their land. Residents should not have to fight their

neighbours and battle the Council for approvals. Council staff are working very hard with consultants to provide better guidelines in effect, development control plans to assist. Consistency in outcome is required and too much money is wasted in ambit claims and we need a system that in short – follow the rules and get approval. There will be considerable consultations with residents with both highlevel land use planning and what I call “mum and dad” applications to ensure that the community expectations are both heard and acknowledged.

In addition to this, the Council’s forward financial plan provides expenditure for both new and the renewal of existing infrastructure of half billion dollars over the next 10 years and we must have the mechanism in place to ensure residents get both value for money and what they actually need and want.

It is my view that the voice of the community must be heard both at the Councillor level (Administrator) and by the professional officers who actually do the hard yards in preparing the policies and reports for the governing body’s consideration.

The Community Strategic Plan is the guiding document for Council and drives the priorities of the Council. The review of this strategic document will be one of the first actions of the incoming Council post the 2024 elections. However, I am mindful that the current document is dated and will need to be refreshed to ensure it is fit for purpose over the 2023 – 2024 financial year. As such, I have asked the General Manager to provide a report to the September meeting outlining an approach that would facilitate this.

Together with the General Manager, I joined over 1,000 Delegates from across the Nation to attend the National Assembly of Local Government in Canberra from the 19 – 22 June. Sunday commenced with the Regional Forum with speakers from the Minderoo Foundation speaking on fire and flood resilience initiatives, as well as a range of other speakers in topics such as leadership during an uncertain climate, regional housing and population challenges and regional tourism post-pandemic.

All of these topics are very relevant to the Southern Highlands. Both the content and calibre of speakers at the Forum and Assembly were first class.

A key area of advocacy raised at the National General Assembly, was the importance of the Federal Government’s Local Roads and Community Infrastructure Program. Since its inception, the Program has provided over \$3.8M to our Shire and delivered the following works:

- Phase 1 - \$1,184,041
 - o Church Road Oval Amenities - \$241,000
 - o Mittagong SES Refurbishment - \$542,000
 - o Eridge Park Netball Court Upgrade - \$80,000
 - o Road Resealing Program - \$321,041
- Phase 2 - \$2,133,512
 - o Road Resealing Program - \$1,383,512
 - o Colo St & Range Rd Upgrade - \$750,000
- Phase 3 - \$2,368,082
 - o Old South Road Upgrade - \$2,368,082
- Phase 3 Extension - \$1,184,041
 - o Road Rehabilitation Program - \$1,184,041

I have asked the General Manager to write to the Minister for Infrastructure, Transport, Regional Development and Local Government, The Hon. Catherine King MP and both Federal Members highlighting the significant benefits delivered to local communities through this program and to advocate for its continuation.

I have been approached by a local resident about the possible renaming of the Bowral Memorial Hall. To date approximately \$3.93M has been spent on the project, with Council receiving a Commonwealth Grant through the Building Better Regions Fund of \$2.8M.

Users of the facility were recently given a site inspection of the work carried out to date and I recently joined the Member for Wollondilly, project staff and the contractor for a viewing.

While I am loath to become involved in a possible renaming of the facility (as I do not know the origins of the current name), I have asked the General Manager to approach users and residents to see if there is any appetite for a change.

Unfortunately, I must report that Council has been unsuccessful in its endeavours to obtain a \$5M grant from State Government towards the upgrade (internal reconstruction) of the Mittagong Playhouse. That's the bad news, but the good news is that there will be other grant opportunities that Council Officers will continue to pursue.

Finally, I would like to acknowledge the work of Marissa Racomelara in her time at the Council. Marissa answered my call for assistance for three months and ended up staying over a year. Her contribution with getting this Council back on track and dealing with legacy issues, in a fair and reasonable way has been acknowledged to me by a number of residents. Marissa acted as the liaison between the Public Inquiry, undertaken by Commissioner Glover, and the Council and this assistance has been acknowledged in the final report.

The assistance of Messrs Ian Vong and John Crawford is also acknowledged by Commissioner Glover. These gentlemen were behind the technology that allowed a flawless livestreaming of the public hearings, which the report notes had almost 12,000 views across 15 days.

Viv May PSM
Administrator

<https://www.wsc.nsw.gov.au/files/assets/public/council/meeting-minutes/2022-administrator/government-gazette-1.pdf>

<https://www.wsc.nsw.gov.au/files/assets/public/council/meeting-minutes/2022-administrator/wingecarribee-shire-council-public-inquiry-commissioners-report.pdf>

MN 2022/143

MOTION *moved by the Administrator*

THAT *the minute be received and noted.*

DECLARED CARRIED BY THE ADMINISTRATOR

The General Manager addressed the meeting.

I would like to note due to the timing of finalising the business paper and the announcement of the Minister last Thursday in the reports you will note there is still references to the Interim Administrator and post the decision of the Minister that should now read Administrator.

I would also like to advise we have COVID-19 and the flu running through our organisation at the moment so we have staff here today in an acting capacity to introduce items.

8 GENERAL MANAGER

8.1 Planning Proposal for Land at Yarrowa Road Moss Vale

Report Author: Senior Strategic Land Use Planner

Authoriser: General Manager

OFFICER'S RECOMMENDATION

1. **THAT** the Planning Proposal to rezone land at Yarrowa Road Moss Vale to part R2 Low Density Residential and part RE1 Public Recreation be supported, and
2. **THAT** a concept masterplan be prepared that demonstrates how the Planning Proposal land will be integrated with the broader Chelsea Gardens Coomungie Urban Release Area in terms of water, sewer, roads, drainage, landscape design, open space, pedestrian networks and character. The concept Masterplan should also address retention of significant vegetation, access to Yarrowa Road and show an indicative layout, and
3. **THAT** the Planning Proposal and concept master plan be submitted to the NSW Department of Planning & Environment for a Gateway determination in accordance with section 3.34 of *Environmental Planning & Assessment Act 1979*.

The Executive Manager Strategic Outcomes introduced the item.

MN 2022/144

MOTION moved by the Administrator

1. ***THAT the Planning Proposal to rezone land at Yarrowa Road Moss Vale to part R2 Low Density Residential and part RE1 Public Recreation be supported, and***
2. ***THAT a concept masterplan be prepared that demonstrates how the Planning Proposal land will be integrated with the broader Chelsea Gardens Coomungie Urban Release Area in terms of water, sewer, roads, drainage, landscape design, open space, pedestrian networks and character. The concept Masterplan should also address retention of significant vegetation, access to Yarrowa Road and show an indicative layout, and***
3. ***THAT the Planning Proposal and concept master plan be submitted to the NSW Department of Planning & Environment for a Gateway determination in accordance with section 3.34 of Environmental Planning & Assessment Act 1979.***

DECLARED CARRIED BY THE ADMINISTRATOR

9 REPORTS

9.1 Adoption of Draft Agency Information Guide

Report Author: Corporate Strategy and Governance Officer

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council adopts the Agency Information Guide at Attachment 1 to the report.
2. The Guide is uploaded to Council's website.

The Group Manager Corporate & Community introduced the item.

MN 2022/145

MOTION *moved by the Administrator*

THAT:

1. Council adopts the Agency Information Guide at Attachment 1 to the report.
2. The Guide is uploaded to Council's website.
3. The Guide be updated to accord with the Governor's proclamation dated 13 July 2022.

DECLARED CARRIED BY THE ADMINISTRATOR

9.2 Draft Grants, Donations and Sponsorships Policy for Public Exhibition

Report Author: Corporate Strategy and Governance Officer

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. The draft Grants, Donations and Sponsorships Policy be placed on public exhibition for a period of twenty eight (28) days and submissions be invited from the public.
2. A further report be submitted to Council following the conclusion of the public exhibition period.

The Group Manager Corporate & Community introduced the item.

MN 2022/146

MOTION *moved by the Administrator*

THAT:

1. *The draft Grants, Donations and Sponsorships Policy be placed on public exhibition for a period of twenty eight (28) days and submissions be invited from the public.*
2. *A further report be submitted to Council following the conclusion of the public exhibition period.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.3 WSC Animal Shelter Bequest

Report Author: Corporate Strategy and Governance Officer

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. The gift from the estate of the late Audrey Prangnell is acknowledged and accepted.
2. Council resolve to apply the gift for the specified purpose of the Wingecarribee Shire Council Animal Shelter.
3. That Council write to the family of Audrey Prangnell to express its appreciation for the generous donation.

The Group Manager Corporate & Community introduced the item.

MN 2022/147

MOTION moved by the Administrator

THAT:

1. *The gift from the estate of the late Audrey Prangnell is acknowledged and accepted.*
2. *Council resolve to apply the gift for the specified purpose of the Wingecarribee Shire Council Animal Shelter.*
3. *That Council write to the family of Audrey Prangnell to express its appreciation for the generous donation.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.4 Support for Fire Impacted Businesses in Bowral

Report Author: Economic Development Coordinator

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Fees be waived for outdoor dining and product display from 1 July 2022 to 30 June 2024 for businesses on Bong Bong Street between Wingecaribee Street and Merrigang Street, east side; and Wingecaribee Street between Bong Bong Street and Station Street, north side.
2. Council write to the impacted businesses to advise of the outcome of this report.

The Acting Director Corporate Strategy and Resourcing introduced the item.

The Acting Director Communities and Place addressed the meeting on the item.

MN 2022/148

MOTION moved by the Administrator

THAT:

1. *Fees be waived for outdoor dining and product display from 1 July 2022 to 30 June 2024 for businesses on Bong Bong Street between Wingecaribee Street and Merrigang Street, east side; and Wingecaribee Street between Bong Bong Street and Station Street, north side.*
2. *Council write to the impacted businesses to advise of the outcome of this report.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.5 Desktop Review of Council's Special Rate Variation

Report Author: Chief Financial Officer

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council notes the observations outlined as a part of this desktop review.
2. Council endorses the following recommendations as outlined in this report:
 - a. Council officers update the asset related Operational Management Standards.
 - b. Council officers provide a further report on the costings and procurement options for an integrated financial and asset management system.
 - c. Council officers provide a further report on the costings and procurement options for a strategic asset reporting system.

The Deputy Chief Financial Officer introduced the item.

MN 2022/149

MOTION moved by the Administrator

THAT:

1. *Council notes the observations outlined as a part of this desktop review.*
2. *Council endorses the following recommendations as outlined in this report:*
 - a. Council officers update the asset related Operational Management Standards.*
 - b. Council officers provide a further report on the costings and procurement options for an integrated financial and asset management system.*
 - c. Council officers provide a further report on the costings and procurement options for a strategic asset reporting system.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.6 Investment Report

Report Author: Accounting Officer - Banking and Investments

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT the information on Council's Investments as at 30 June 2022 be received and noted.

The Deputy Chief Financial Officer introduced the item.

MN 2022/150

MOTION *moved by the Administrator*

THAT *the information on Council's Investments as at 30 June 2022 be received and noted.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.7 Resilience Grant Application

Report Author: Risk Management Officer
Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council supports the grant application for a multi-purpose community outreach vehicle and the development and delivery of a risk-reduction program for outlying villages through the Disaster Risk Reduction Fund – Local and Regional Risk Reduction Stream.

The Group Manager Corporate & Community introduced the item.

MN 2022/151

MOTION moved by the Administrator

THAT Council supports the grant application for a multi-purpose community outreach vehicle and the development and delivery of a risk-reduction program for outlying villages through the Disaster Risk Reduction Fund – Local and Regional Risk Reduction Stream.

DECLARED CARRIED BY THE ADMINISTRATOR

9.8 Proposed Lease of Road Reserve - Cnr Kangaloon Road and Horderns Road, Bowral

Report Author: Property and Project Officer

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Authority be delegated to the General Manager to negotiate the terms and conditions of a short term road Lease of the area shown in Attachment 1 to this report being part road reserve, corner Kangaloon Road and Horderns Road, Bowral to 'Milton Park Country House Hotel and Spa' for a maximum period of five (5) years for an amount of \$640 + GST with annual CPI increases.
2. Council place on public exhibition for a minimum of twenty eight (28) days the proposal to enter into the road Lease referred to in Resolution 1 above.
3. If there are no objections received during the period of public exhibition, the General Manager and Interim Administrator/Mayor be delegated authority to execute the road Lease referred to in Resolution 1 above AND THAT if any objections are received, a further report be submitted to a future meeting of Council.

The Coordinator Property Services introduced the item.

MN 2022/152

MOTION moved by the Administrator

THAT:

1. *Authority be delegated to the General Manager to negotiate the terms and conditions of a short term road Lease of the area shown in Attachment 1 to this report being part road reserve, corner Kangaloon Road and Horderns Road, Bowral to 'Milton Park Country House Hotel and Spa' for a maximum period of five (5) years for an amount of \$640 + GST with annual CPI increases.*
2. *Council place on public exhibition for a minimum of twenty eight (28) days the proposal to enter into the road Lease referred to in Resolution 1 above.*
3. *If there are no objections received during the period of public exhibition, the General Manager and Interim Administrator/Mayor be delegated authority to execute the road Lease referred to in Resolution 1 above AND THAT if any objections are received, a further report be submitted to a future meeting of Council.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.9 Renewal of Lease Agreement Resource Recovery Centre, 205 Berrima Road, Moss Vale

Report Author: Property and Project Officer

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council enter into a one (1) year Lease (terminating in 2024) with Resource Recovery Australia for occupation of the 'Reviva Centre' located within the Resource Recovery Centre, 205 Berrima Road, Moss Vale.
2. The General Manager and Mayor/Interim Administrator be delegated authority to execute the one (1) year Lease referred to in Resolution 1 above and to affix the Common Seal of the Council to the Lease and any supporting documents, if required.

The Coordinator Property Services introduced the item.

MN 2022/153

MOTION moved by the Administrator

THAT:

1. *Council enter into a one (1) year Lease (terminating in 2024) with Resource Recovery Australia for occupation of the 'Reviva Centre' located within the Resource Recovery Centre, 205 Berrima Road, Moss Vale.*
2. *The General Manager and Mayor/Interim Administrator be delegated authority to execute the one (1) year Lease referred to in Resolution 1 above and to affix the Common Seal of the Council to the Lease and any supporting documents, if required.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.10 Penrose Community Hall - Governance and Funding Arrangements

Report Author: Acting Manager Business Services

Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council note the Project Governance arrangements for the delivery of the new Penrose Village Hall.
2. Council endorse the proposed Funding Arrangement.

The Acting Manager Business Services introduced the Item.

MN 2022/154

MOTION moved by the Administrator

THAT:

1. Council note the Project Governance arrangements for the delivery of the new Penrose Village Hall.
2. Council endorse the proposed Funding Arrangement.

DECLARED CARRIED BY THE ADMINISTRATOR

9.11 Penrose Community Hall - Tender Evaluation Report and Recommendation

Report Author: Acting Manager Business Services

Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the recommendation from the Tender Evaluation Report by Public Works Advisory on behalf of the Penrose Community Association (PCA) for the PCA to decline to accept any of the tenders as per section 178 Local Government (General) Regulation 2021;
2. Council endorse for the Penrose Community Association to enter into direct negotiations with the two preferred tenders as determined by the non-price evaluations for the purpose of design and construction of the Penrose Community Hall;
3. Council notes that the reasons for not inviting fresh tenders or applications as referred to in subsection (3)(b)–(d) Section 178 Local Government (General) Regulation 2021 are:
 - a. A detailed and lengthy procurement process has been undertaken to date;
 - b. A new tender process is not anticipated to generate additional tenderers;
 - c. A new tender process is not anticipated to generate tenders more advantageous to the community; and
 - d. A new tender process would increase the implications to the grant funding timeline for the Penrose Community Association.
4. The reasons for determining to enter into negotiations with the person or persons referred to in subsection (3)(e) Section 178 Local Government (General) Regulation 2021 are:
 - a. Two tenderers were considered to represent equal value for money;
 - b. The process is anticipated to facilitate a reduction in scope to ensure the project is delivered within the available budget;
 - c. Direct Negotiations with the tenders are anticipated to generate tenders more advantageous to the community; and
 - d. The negotiation process reduces the potential implications to the grant funding timeline for the Penrose Community Association.

The Acting Manager Business Services introduced the item.

MN 2022/155

MOTION *moved by the Administrator*

THAT:

1. *Council endorse the recommendation from the Tender Evaluation Report by Public Works Advisory on behalf of the Penrose Community Association (PCA) for the PCA to decline to accept any of the tenders as per section 178 Local Government (General) Regulation 2021;*
2. *Council endorse for the Penrose Community Association to enter into direct negotiations with the two preferred tenders as determined by the non-price evaluations for the purpose of design and construction of the Penrose Community Hall;*
3. *Council notes that the reasons for not inviting fresh tenders or applications as referred to in subsection (3)(b)–(d) Section 178 Local Government (General) Regulation 2021 are:*
 - a. A detailed and lengthy procurement process has been undertaken to date;*
 - b. A new tender process is not anticipated to generate additional tenderers;*
 - c. A new tender process is not anticipated to generate tenders more advantageous to the community; and*
 - d. A new tender process would increase the implications to the grant funding timeline for the Penrose Community Association.*
4. *The reasons for determining to enter into negotiations with the person or persons referred to in subsection (3)(e) Section 178 Local Government (General) Regulation 2021 are:*
 - a. Two tenderers were considered to represent equal value for money;*
 - b. The process is anticipated to facilitate a reduction in scope to ensure the project is delivered within the available budget;*
 - c. Direct Negotiations with the tenders are anticipated to generate tenders more advantageous to the community; and*
 - d. The negotiation process reduces the potential implications to the grant funding timeline for the Penrose Community Association.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.12 Bulky Waste Review

Report Author: Resource Recovery Centre Officer

Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council receives and notes the report;
2. Council adopt Option 1 for the bulky waste service in 2023 incorporating the following recommendations for improvement:
 - a. Reduction of the size of the collection areas thereby increasing the number of different collection areas;
 - b. Reduction of the time available to place items out for collection;
 - c. Enforcement of strict adherence to the 2 cubic meters per household;
 - d. Limiting mattress collection to one per household;
 - e. Communication of the changes to residents effectively through Council's communication channels, focusing on mail outs and social media in line with the bulky waste survey results;
 - f. Improvement of contractor reporting and technology; and
 - g. Improvement of the customer service reporting through the new CRM system.

The Acting Manager Business Services introduced the item.

MN 2022/156

MOTION *moved by the Administrator*

THAT:

1. *Council receives and notes the report;*
2. *Council adopt Option 1 for the bulky waste service in 2023 incorporating the following recommendations for improvement:*
 - a. Reduction of the size of the collection areas thereby increasing the number of different collection areas;*
 - b. Reduction of the time available to place items out for collection*
 - c. Enforcement of strict adherence to the 2 cubic meters per household;*
 - d. Limiting mattress collection to one per household;*
 - e. Communication of the changes to residents effectively through Council's communication channels, focusing on mail outs and social media in line with the bulky waste survey results;*

- f. Improvement of contractor reporting and technology; and*
- g. Improvement of the customer service reporting through the new CRM system.*

3. All staff involved in the planning and contractors be thanked.

DECLARED CARRIED BY THE ADMINISTRATOR

9.13 Transport and Disposal of Shredded Organic Waste

Report Author: Acting Manager Business Services

Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council approve the extension option within Contract 6330/20.12 with Australian Native Landscapes Pty Ltd for the term of 2 years, that is commencing on 7 December 2022 until 7 December 2024.

The Acting Manager Business Services introduced the item.

MN 2022/157

MOTION moved by the Administrator

THAT Council approve the extension option within Contract 6330/20.12 with Australian Native Landscapes Pty Ltd for the term of 2 years, that is commencing on 7 December 2022 until 7 December 2024.

DECLARED CARRIED BY THE ADMINISTRATOR

9.14 Desktop Review of JR Richards Kerbside Waste Collections Contract

Report Author: Resource Recovery Centre Officer

Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council note the report.
2. Council implement the opportunities for improvement with JR Richards.
3. Council consider further opportunities for improvement that can be included in the tender specifications for the new kerbside collection contract.

The Acting Manager Business Services introduced the item.

MN 2022/158

MOTION moved by the Administrator

THAT:

1. *Council note the report.*
2. *Council implement the opportunities for improvement with JR Richards.*
3. *Council consider further opportunities for improvement that can be included in the tender specifications for the new kerbside collection contract.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.15 Tender Evaluation: T-2022-11 Removal and Disposal of Non-Putrescible General Waste Soil

Report Author: Acting Manager Business Services

Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council Accepts the Tender from Landtrak NSW Pty Ltd for value of \$263,500 for the removal of waste soil classified as General Waste non-Putrescible.
2. Council note the compliant tenders received ranged from \$263,500 to \$682,000, and
3. Council delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.

The Acting Manager Business Services introduced the item.

MN 2022/159

MOTION *moved by the Administrator*

THAT:

1. *Council Accepts the Tender from Landtrak NSW Pty Ltd for value of \$263,500 for the removal of waste soil classified as General Waste non-Putrescible.*
2. *Council note the compliant tenders received ranged from \$263,500 to \$682,000, and*
3. *Council delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.16 Rural Fire Service Water Storage Tank Program

Report Author: Manager Assets

Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council receive and notes this report; and
2. Council endorse the three stage implementation strategy for the Rural Fire Service Water Storage Tank Program:
 - a. Penrose RFS Water Storage Tank will be delivered as part of Stage 1;
 - b. Canyonleigh, High Range and Penrose (south of railway) RFS Water Storage Tanks will be delivered as part of Stage 2 without provision of water bore
 - c. Construction of the Wingello, Balmoral and Bullio RFS Water Storage Tanks will be delivered as part of Stage 3;
3. Grant funding opportunities are sought and applied for all Stage 3 projects.

The Manager Assets introduced the item.

MN 2022/160

MOTION *moved by the Administrator*

THAT:

1. *Council receive and notes this report; and*
2. *Council endorse the three stage implementation strategy for the Rural Fire Service Water Storage Tank Program:*
 - a. Penrose RFS Water Storage Tank will be delivered as part of Stage 1;*
 - b. Canyonleigh, High Range and Penrose (south of railway) RFS Water Storage Tanks will be delivered as part of Stage 2 without provision of water bore*
 - c. Construction of the Wingello, Balmoral and Bullio RFS Water Storage Tanks will be delivered as part of Stage 3;*
3. *Grant funding opportunities are sought and applied for all Stage 3 projects.*
4. *It be noted the advice in relation to the provision of a Water Storage Tank at Medway is subject to agreement being reached with the Medway Residents Association.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.17 Review of the Wingecarribee River Flood Study

Report Author: **Drainage Engineer**

Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council adopts the final report on the Review of the Wingecarribee River Flood Study.

The Manager Assets introduced the item.

MN 2022/161

MOTION moved by the Administrator

THAT Council adopts the final report on the Review of the Wingecarribee River Flood Study.

DECLARED CARRIED BY THE ADMINISTRATOR

9.18 Balmoral Village Geographic Names Board Submission

Report Author: Public Domain Asset Officer
Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. Council support the proposal to change the locality name from Balmoral to Balmoral Village.
2. Council submit the proposal to the Geographic Names Board (GNB) for consideration.

The Manager Assets introduced the item.

MN 2022/162

MOTION moved by the Administrator

THAT:

1. *Council support the proposal to change the locality name from Balmoral to Balmoral Village.*
2. *Council submit the proposal to the Geographic Names Board (GNB) for consideration.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.19 Stormwater Management Policy

Report Author: **Manager Assets**
Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT the Stormwater Management Policy is adopted.

The Manager Assets introduced the item.

MN 2022/163

MOTION *moved by the Administrator*

THAT *the Stormwater Management Policy be placed on public exhibition for 28 days.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.20 Environmental Program Update

Report Author: **Manager Environment and Sustainability**
Authoriser: Director Communities and Place

OFFICER'S RECOMMENDATION

THAT the information provided on the Environment program update be noted.

The Manager Environment & Sustainability introduced the item.

MN 2022/164

MOTION *moved by the Administrator*

THAT *the information provided on the Environment program update be noted.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.21 Audit, Risk and Improvement Committee Minutes

Report Author: Governance Officer

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT the Minutes of the Audit, Risk and Improvement Committee Meeting held on Thursday, 9 June 2022 be received and noted.

MN 2022/165

MOTION moved by the Administrator

THAT the Minutes of the Audit, Risk and Improvement Committee Meeting held on Thursday, 9 June 2022 be received and noted.

DECLARED CARRIED BY THE ADMINISTRATOR

9.22 Traffic Committee Meeting Minutes held on 12 May 2022

Report Author: Administration Officer
Authoriser: Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT:

1. The Minutes of the Traffic Committee Meeting held on Thursday 12 May 2022 are received and noted.
2. Council adopts recommendation TC 2022/12 of the Minutes, that the upgrades to Station Street, Bowral which include pedestrian refuges, turning lanes and parking layout changes designed by Wingecarribee Shire Council are supported.
3. Council adopts recommendation TC 2022/14 of the Minutes, that the proposed roundabout at the Intersection of Kirkham Street and Mack Street, Moss Vale is supported for construction.

The Director Service and Project Delivery addressed the meeting on the item.

The Manager Assets addressed the meeting on the item.

The General Manager addressed the meeting on the item.

MN 2022/166

MOTION moved by the Administrator

THAT:

1. *The Minutes of the Traffic Committee Meeting held on Thursday 12 May 2022 are received and noted.*
2. *Council adopts recommendation TC 2022/12 of the Minutes, that the upgrades to Station Street, Bowral which include pedestrian refuges, turning lanes and parking layout changes designed by Wingecarribee Shire Council are supported.*
3. *Council adopts recommendation TC 2022/14 of the Minutes, that the proposed roundabout at the Intersection of Kirkham Street and Mack Street, Moss Vale is supported for construction.*

DECLARED CARRIED BY THE ADMINISTRATOR

MN 2022/167

MOTION *moved by the Administrator*

THAT:

- 1. Standing Orders be suspended in order to consider one supplementary item.*
- 2. In accordance with Clause 9.3(b) of the Code of Meeting Practice I move as a matter of urgency that supplementary items be considered:*
 - Lease to Southern Highlands Bridge Club of land forming part David Woods Playing Fields at Boardman Road, Bowral*

DECLARED CARRIED BY THE ADMINISTRATOR

9.23 Lease to Southern Highlands Bridge Club of Land Forming Part David Woods Playing Fields at Boardman Road, Bowral

Report Author: Coordinator Property Services

Authoriser: Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council agree to the request to provide a one off payment of \$150,000 to the Southern Highlands Bridge Club in full satisfaction of resolution of Council *MN 342/21* of 8 December 2022 conditional upon:

1. The Southern Highlands Bridge Club executing a Surrender of Lease and Surrender of Agreement for Lease and any other documentation required to bring to an end the Agreement to Lease and Lease entered into with Council for the area of land at David Woods Playing Fields, Boardman Road, Bowral.
2. The Southern Highlands Bridge Club withdrawing DA 21/1527 for construction of a Recreation Facility (Indoor) at David Woods Playing Fields, Boardman Road, Bowral.

The Acting Director Corporate Strategy and Resourcing advised of a date error in the background section of the report stating that Council declined funding on the 8 December 2022 this should read 8 December 2021.

The Acting Director Corporate Strategy and Resourcing introduced the item.

The Director Service and Project Delivery addressed the meeting on the item.

MN 2022/168

MOTION moved by the Administrator

THAT delegated authority be granted to the General Manager to action the officer's recommendation subject to the General Manager being satisfied that any lease arrangements between the Moss Vale Golf Club and the Southern Highlands Bridge Club are in the community interest.

DECLARED CARRIED BY THE ADMINISTRATOR

**MINUTES OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 20 JULY 2022**

MN 2022/169

MOTION *moved by the Administrator*

THAT *Standing Orders be resumed.*

DECLARED CARRIED BY THE ADMINISTRATOR

10 MEETING CLOSURE

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4:51pm.