

MINUTES

Ordinary Meeting of Council



We're with you

Wednesday 20 March 2024

Council Chambers, Wingecarribee Shire Council Civic Centre

68 Elizabeth Street, Moss Vale

The meeting commenced at 3.30PM

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WEDNESDAY 20 MARCH 2024**

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MINUTES OF THE ORDINARY MEETING OF WINGECARRIBEE SHIRE COUNCIL HELD IN COUNCIL CHAMBERS, CIVIC CENTRE, ELIZABETH STREET, MOSS VALE ON 20 MARCH 2024 COMMENCING AT 3:30PM.

Present: Administrator Mr Viv May

In Attendance:

General Manager	Ms Lisa Miscamble
Director Corporate Strategy and Resourcing	Ms Carmel Foster
Director Communities and Place	Mr Adan Davis
Director Service and Project Delivery	Ms Karin Targa
Executive Manager Strategic Outcomes	Mr Deniz Kilic
Chief Financial Officer	Mr Pav Kuzmanovski
Chief Information Officer	Mr George Harb
Manager Governance and Corporate Performance	Ms Danielle Lidgard
Manager Development Assessment and Regulation	Mr Jon Shilito
Manager Waste and Resource Management	Mr Clinton McAlister
Project Business Analyst	Ms Julianne Billington
Governance Officer	Ms Paige Zelunzuk
Network and Systems Administrator	Mr Brett Murray

Via Teams Votar Partners Bruno Maluto

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 or watching today.”

3 STATEMENT OF ETHICAL OBLIGATIONS

The Administrator, Mr Viv May PSM stated:

“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 2024/35

MOTION moved by Administrator

THAT the minutes of the Ordinary Meeting of Council held on 21 February 2024, MN 2024/1 to MN 2024/34 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

8 GENERAL MANAGER

8.1 Proposed Low and Mid-Rise Housing Reforms - Submission to Department of Planning, Housing and Infrastructure

Report of: Deniz Kilic
Executive Manager Strategic Outcomes

Authorised by: Lisa Miscamble
General Manager

OFFICER'S RECOMMENDATION

THAT Council:

1. Note the low and mid-rise housing reforms proposed by the NSW Department of Planning, Housing and Infrastructure and further note that the reforms do not directly affect or alter the current planning controls in the Wingecarribee Shire.
2. Endorse the draft submission on the proposed low and mid-rise housing reforms as attached to this report.
3. Delegate signing of the submission to the General Manager to lodge with the NSW Department of Planning, Housing and Infrastructure.

The Executive Manager Strategic Outcomes introduced the item.

MN 2024/36

MOTION moved by the Administrator

THAT Council:

1. *Note the low and mid-rise housing reforms proposed by the NSW Department of Planning, Housing and Infrastructure and further note that the reforms do not directly affect or alter the current planning controls in the Wingecarribee Shire.*
2. *Endorse the draft submission on the proposed low and mid-rise housing reforms as attached to this report.*
3. *A copy of the submission be forwarded to the members for Goulburn and Wollondilly for their information.*

DECLARED CARRIED BY THE ADMINISTRATOR

8.2 Berrima Hotel State Significant Development - Input into NSW Departmental SEARs (Secretary's Environmental Assessment Requirements)

Report of: Garima Mendiratta
Acting Coordinator Strategy and Place

Authorised by: Deniz Kilic
Executive Manager Strategic Outcomes

OFFICER'S RECOMMENDATION

THAT Council:

- 1. Endorse the draft submission in relation to the Scoping Report for the Berrima Hotel State Significant Development proposal.**
- 2. Delegate the signing of the submission to the General Manager to lodge with the NSW Department of Planning, Housing and Infrastructure.**

The General Manager addressed the meeting and tabled the attached correspondence received from the Berrima Residents Association.

[Correspondence received from Berrima Residents Association](#)

The Executive Manager Strategic Outcomes introduced the item and made the following comments:

Further context is provided to this report, to note previous Council correspondence dated 15 October 2021, addressed to the Member for Goulburn, requesting a meeting with the former Minister for Water, Property and Housing at the time.

That correspondence had relayed Berrima community concerns with the open—ended Expression of Interest (EOI) process during the sale of Berrima Gaol by the then State Government.

Council had advocated for a collaborative approach, in particular the active involvement of both Council and the community for the creation of a community-led strategic vision for the site to inform Property & Development NSW's EOI process.

Council advocated for three key steps at the time, to frame the EOI process and future uses. These 3 steps included:

- a. Strategic and Contextual Analysis
- b. Developing a Community Led Strategic Vision (Consultation)
- c. Documenting the Strategic Vision.

This collaborative approach was not being taken up by Property & Development NSW at the time and the EOI process proceeded in 2022. The Berrima Gaol is now in private ownership.

Council's technical input for the SSD SEARs remains consistent with the spirit of this original collaborative approach, including strong recommendations for a Master Plan, Conservation Management Plan, adherence to the Berrima DCP and an architectural design competition. A Master Plan means any proposal can be strategically considered and sensitively curated based on a vision reached by broad consensus. A Master Plan approach is also effective in setting and tempering community expectations and avoiding any

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cumulative impacts in the long term. An architectural design competition, based on this Master Plan vision would provide the community with concept design options that showcase best practice heritage adaptive reuse and ensure architectural design excellence for the former Gaol and its environs, being Berrima's character streetscapes and landscapes.

MN 2024/37

MOTION moved by the Administrator

THAT Council:

- 1. Endorse the draft submission in relation to the Scoping Report for the Berrima Hotel State Significant Development proposal, noting its disapproval of the fact that the report has already been issued and seek an explanation.***
- 2. Amend the submission to take account of previous representations to Property and Development NSW in relation to the preparation of a community-led strategic vision and Master Plan.***
- 3. Forward a copy of the submission to the member for Goulburn and the member be requested to seek an explanation from the Department of Planning as to why Council is only given 8 days to make a submission on a matter of such importance and why the SEARs was issued prior to formal input on the part of Council.***

DECLARED CARRIED BY THE ADMINISTRATOR

**8.3 1 Bowman Road Moss Vale - Planning Proposal to amend Schedule 1
WLEP 2010 - List Business Premises as an Additional Permitted Use**

Report of: Susan Stannard
Coordinator Strategic Policy

Authorised by: Deniz Kilic
Executive Manager Strategic Outcomes

OFFICER'S RECOMMENDATION

THAT The Planning Proposal to amend Schedule 1 (Additional Permitted Uses) of Wingecarribee Local Environmental Plan (WLEP) 2010 to permit with consent, a *business premises at 1 Bowman Road Moss Vale, being Lot 2 DP 1249526*, be supported and submitted for a Gateway Determination in accordance with s3.34 of the *Environmental Planning & Assessment Act 1979*.

The Executive Manager Strategic Outcomes introduced the item.

The General Manager addressed the meeting.

The Director Corporate Strategy and Resourcing addressed the meeting.

The Director Communities and Place addressed the meeting.

MN 2024/38

MOTION moved by the Administrator

THAT The Planning Proposal to amend Schedule 1 (Additional Permitted Uses) of Wingecarribee Local Environmental Plan (WLEP) 2010 to permit with consent, a *business premises at 1 Bowman Road Moss Vale, being Lot 2 DP 1249526*, be supported and submitted for a Gateway Determination in accordance with s3.34 of the *Environmental Planning & Assessment Act 1979*.

DECLARED CARRIED BY THE ADMINISTRATOR

8.4 Draft Community Heritage Study - Revised Timeline for Independent Peer Review

Report of: Deniz Kilic
Executive Manager Strategic Outcomes

Authorised by: Lisa Miscamble
General Manager

OFFICER'S RECOMMENDATION

THAT Council note the revised proposed timeline for public exhibition of the peer-reviewed draft Study in accordance with Council's Resolutions dated 13 December 2023 and 21 February 2024.

MN 2024/39

MOTION moved by the Administrator

THAT Council note the revised proposed timeline for public exhibition of the peer-reviewed draft Study in accordance with Council's Resolutions dated 13 December 2023 and 21 February 2024.

DECLARED CARRIED BY THE ADMINISTRATOR

9 REPORTS

9.1 Mountain Biking and Welby Landfill Remediation Project

Report of: Shaun Robinson
Manager Assets

Authorised by: Karin Targa
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council:

1. Note the updates and progress on the potential future provision of a Mountain Bike Track (MBT) Development on the former Welby Landfill.
2. Note the outcome of liaising with stakeholders on the inclusion of the Mountain Bike Track in the Landfill Closure Plan.

The Director Service and Project Delivery introduced the item.

The Director Communities and Place addressed the meeting.

MN 2024/40

MOTION moved by the Administrator

THAT Council:

1. Note the updates and progress on the potential future provision of a Mountain Bike Track (MBT) Development on the former Welby Landfill.
2. Note the outcome of liaising with stakeholders on the inclusion of the Mountain Bike Track in the Landfill Closure Plan.

DECLARED CARRIED BY THE ADMINISTRATOR

9.2 Old South Road Review of the 10 Tonne Load Limit

Report of: Michael Rayner
Senior Traffic Engineer

Authorised by: Shaun Robinson
Manager Assets

OFFICER'S RECOMMENDATION

THAT Council resolve the current 10 tonne load limit on Old South Road, between Kangaloon Road and Old Hume Highway, remain unchanged.

MN 2024/41

MOTION moved by the Administrator

THAT Council resolve the current 10 tonne load limit on Old South Road, between Kangaloon Road and Old Hume Highway, remain unchanged.

DECLARED CARRIED BY THE ADMINISTRATOR

9.3 Old Penrose Hall - Future Options for use

Report of: Amanda McCullagh
Coordinator Property Services

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council give a minimum of 28 days public notice of its intention to enter into a licence agreement with Penrose Community Association for the Old Penrose Hall at 300 Kareela Road, Penrose being part Lot 1 DP 1285567 for a period of 12 months.
2. If there are any objections received to the licence agreement referred to in item 1 above during the period of public notice, a further report be provided to a future ordinary meeting of Council for determination.
3. If there are no objections received during the period of public notice, authority be delegated to the General Manager to negotiate the terms and conditions of the licence agreement and to execute the Licence Agreement referred to in item 1 above.

The Director Corporate Strategy and Resourcing introduced the item.

MN 2024/42

MOTION moved by the Administrator

THAT:

1. *Council give a minimum of 28 days public notice of its intention to enter into a licence agreement with Penrose Community Association for the Old Penrose Hall at 300 Kareela Road, Penrose being part Lot 1 DP 1285567 for a period of 12 months.*
2. *If there are any objections received to the licence agreement referred to in item 1 above during the period of public notice, a further report be provided to a future ordinary meeting of Council for determination.*
3. *If there are no objections received during the period of public notice, authority be delegated to the General Manager to negotiate the terms and conditions of the licence agreement and to execute the Licence Agreement referred to in item 1 above.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.4 Application Tracker - Update and Demonstration

Report of: George Harb
Chief Information Officer

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council receive and note the report.

The Chief Information Officer introduced the item.

The Project Business Analyst addressed the meeting and demonstrated use of the Application Tracker.

The Director Communities and Place addressed the meeting.

MN 2024/43

MOTION moved by the Administrator

THAT Council receive and note the report.

DECLARED CARRIED BY THE ADMINISTRATOR

9.5 Yerrinbool Toilet Location

Report of: Samir Paudel
Project Manager

Authorised by: Ned Tripkovic
Manager Project Delivery

OFFICER'S RECOMMENDATION

THAT Council:

1. Receive and note the outcome of the Community consultation process.
2. Resolve that the public toilet location at M.F. Vickers Park, Everest Street, Yerrinbool is the preferred location based on Council's investigations and this is supported by feedback and outcomes from the community consultation.

The Director Service and Project Delivery introduced the item,

MN 2024/44

MOTION *moved by the Administrator*

THAT Council:

1. *Receive and note the outcome of the Community consultation process.*
2. *Resolve that the public toilet location at M.F. Vickers Park, Everest Street, Yerrinbool is the preferred location based on Council's investigations and this is supported by feedback and outcomes from the community consultation.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.6 Government Road, Bundanoon - Proposed Closure of Road Reserve

Report of: **Amanda McCullagh**
Coordinator Property Services

Authorised by: **Carmel Foster**
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the application for closure of road reserve known as Government Road, Bundanoon.
2. Council give a minimum twenty eight (28) days public notice of its intention to close the Council road reserve referred to in Item 1 above AND THAT if any objections are received, a further report be forwarded to a future ordinary meeting of Council for determination.
3. If there are no objections received by Council during the period of public exhibition, that pursuant to Part 4 Division 3 of the Road Act 1993, Council as roads authority formally approve the closure of the road reserve referred to in Item 1 above and that upon closure the newly created lot will be classified as Operational Land pursuant to the Local Government Act, 1993.
4. The General Manager and Administrator/Mayor be delegated authority to execute under the Common Seal of Council any agreement, plan, real property dealing or any other document in respect of the proposed closure of the road reserve referred to in Resolution 1 above.
5. Authority be delegated to the General Manager to execute on behalf of Council any other document associated with the road closure referred to in Item 1 above which does not require the affixing of the Common Seal of Council.
6. Following the closure and sale of the portion of road reserve which adjoins 83B Penrose Road, Bundanoon, the applicant be required to consolidate the newly created lot (being the former segment of closed road) with the applicant's property.

MN 2024/45

MOTION *moved by the Administrator*

THAT:

1. *Council endorse the application for closure of road reserve known as Government Road, Bundanoon.*
2. *Council give a minimum twenty eight (28) days public notice of its intention to close the Council road reserve referred to in Item 1 above AND THAT if any objections are received, a further report be forwarded to a future ordinary meeting of Council for determination.*
3. *If there are no objections received by Council during the period of public exhibition, that pursuant to Part 4 Division 3 of the Road Act 1993, Council as roads authority formally approve the closure of the road reserve referred to in Item 1 above and that upon closure the newly created lot will be classified as Operational Land pursuant to the Local Government Act, 1993.*

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- 4. The General Manager and Administrator/Mayor be delegated authority to execute under the Common Seal of Council any agreement, plan, real property dealing or any other document in respect of the proposed closure of the road reserve referred to in Resolution 1 above.*
- 5. Authority be delegated to the General Manager to execute on behalf of Council any other document associated with the road closure referred to in Item 1 above which does not require the affixing of the Common Seal of Council.*
- 6. Following the closure and sale of the portion of road reserve which adjoins 83B Penrose Road, Bundanoon, the applicant be required to consolidate the newly created lot (being the former segment of closed road) with the applicant's property.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.7 Land off West Parade, Hill Top - Council lease from Transport Asset Holding Entity of NSW - Licence for Permitted Use

Report of: Amanda McCullagh
Coordinator Property Services

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council enter into a Licence for Permitted Use with Transport Asset Holding Entity of New South Wales for land off West Parade, Hill Top being part Lot 5001 DP 1214266 for a period of 10 years.
2. Authority be delegated to the General Manager to negotiate the terms and conditions of the Licence for Permitted Use referred to in item 1 above.
3. Authority be delegated to the Mayor/Administrator and General Manager to execute the Licence for Permitted Use referred to in item 1 above under the Common Seal of Council.
4. Authority be delegated to the General Manager to execute any documents associated with the Licence for Permitted Use referred to in item 1 above not requiring the Common Seal of Council.

The Director Corporate Strategy and Resourcing addressed the meeting.

MN 2024/46

MOTION moved by the Administrator

THAT:

1. Council enter into a Licence for Permitted Use with Transport Asset Holding Entity of New South Wales for land off West Parade, Hill Top being part Lot 5001 DP 1214266 for a period of 10 years.
2. Authority be delegated to the General Manager to negotiate the terms and conditions of the Licence for Permitted Use referred to in item 1 above including the public toilet facility.
3. Authority be delegated to the Mayor/Administrator and General Manager to execute the Licence for Permitted Use referred to in item 1 above under the Common Seal of Council.
4. Authority be delegated to the General Manager to execute any documents associated with the Licence for Permitted Use referred to in item 1 above not requiring the Common Seal of Council.

DECLARED CARRIED BY THE ADMINISTRATOR

9.8 Kerbside Collection Waste Delivery Model

Report of: Clinton McAlister
Manager Waste and Resource Recovery

Authorised by: Adan Davis
Director Communities and Place

OFFICER'S RECOMMENDATION

THAT Council:

1. Endorse the transition to a direct delivery model for all kerbside collected waste.
2. Note that as savings are realised, they be incorporated back into the Long-Term Financial Plan for the determination of the Domestic Waste Management Charge.

The Director Communities and Place introduced the item.

MN 2024/47

MOTION moved by the Administrator

THAT Council:

1. *Endorse the transition to a direct delivery model for all kerbside collected waste.*
2. *Note that as savings are realised, they be incorporated back into the Long-Term Financial Plan for the determination of the Domestic Waste Management Charge.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.9 Tulip Time Festival 2023 - Outcomes

Report of: Suzanne Hannema
Coordinator Tourism and Events

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council:

1. Note the dates for Tulip Time 2024 as Thursday 12 September to Sunday 29 September 2024.
2. Endorse an exclusive preview of Tulip Time for Wingecarribee Shire residents on Thursday 12 September 2024 prior to the official opening on Friday 13 September 2024.

The Director Corporate Strategy and Resourcing introduced the item.

The General Manager addressed the meeting.

The Manager Governance and Corporate Performance addressed the meeting.

MN 2024/48

MOTION *moved by the Administrator*

THAT Council:

1. Note the dates for Tulip Time 2024 as Thursday 12 September to Sunday 29 September 2024.
2. Endorse an exclusive preview of Tulip Time for Wingecarribee Shire residents on Thursday 12 September 2024 prior to the official opening on Friday 13 September 2024.

DECLARED CARRIED BY THE ADMINISTRATOR

9.10 Wingecarribee ClubGRANTS

Report of: Kathryn Baget-Juleff
Manager Community Life and Libraries

Authorised by: Adan Davis
Director Communities and Place

OFFICER'S RECOMMENDATION

THAT Council:

1. Authorise the General Manager, to delegate a Council Officer to facilitate the NSW ClubGRANTS Category 1 and delegate a Manager as a committee representative.
2. Receive and note the Governance process for selection and timeframes for NSW ClubGRANTS Category 1.

The Director Communities and Place addressed the meeting.

MN 2024/49

MOTION moved by the Administrator

THAT Council:

1. Authorise the General Manager, to delegate a Council Officer to facilitate the NSW ClubGRANTS Category 1 and delegate a Manager as a committee representative.
2. Receive and note the Governance process for selection and timeframes for NSW ClubGRANTS Category 1.

DECLARED CARRIED BY THE ADMINISTRATOR

9.11 Council Water Meters Reading - Outcomes for the Request for Tender

Report of: Pav Kuzmanovski
Executive Manager Business Transformation

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council:

1. Accept the tender from Skilltech Consulting Services Pty Ltd for a two (2) year period with the option to extend for three, one (1) year options, noting the estimated contract value for the first two years will be \$453,558 inclusive of GST.
2. Note the tenders received ranged from \$453,558 to \$481,423 for the mandatory initial 2 year period of the contract.
3. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.

The Chief Financial Officer addressed the meeting.

MN 2024/50

MOTION moved by the Administrator

THAT Council:

1. *Accept the tender from Skilltech Consulting Services Pty Ltd for a two (2) year period with the option to extend for three, one (1) year options, noting the estimated contract value for the first two years will be \$453,558 inclusive of GST.*
2. *Note the tenders received ranged from \$453,558 to \$481,423 for the mandatory initial 2 year period of the contract.*
3. *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

9.12 Supply of Water to Affected Residents During an Unplanned Water Supply Interruption

Report of: Graeme Mellor
Manager Water Services

Authorised by: Karin Targa
Director Service and Project Delivery

OFFICER'S RECOMMENDATION

THAT Council note that where there is an unplanned water supply interruption that exceeds 3 hours in villages of the Local Government Area supplied with Town Water, bottled water is made available to the affected customers.

The Director Service and Project Delivery introduced the item.

The General Manager addressed the meeting.

MN 2024/51

MOTION moved by the Administrator

THAT Council note that where there is an unplanned water supply interruption that exceeds 3 hours in villages of the Local Government Area supplied with Town Water, bottled water is made available to the affected customers.

DECLARED CARRIED BY THE ADMINISTRATOR

MN 2024/52

MOTION moved by Administrator

THAT Standing Orders be suspended in order for Bruno Maluto of Votar Partners to address Council on Item 9.13 - Finance Service Review Outcomes.

DECLARED CARRIED BY THE ADMINISTRATOR

Mr Bruno Maluto of Votar Partners addressed the meeting and provided a summary of the findings of the Finance Service Review.

MN 2024/53

MOTION moved by Administrator

THAT Standing Orders be resumed.

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DECLARED CARRIED BY THE ADMINISTRATOR

9.13 Finance Service Review Outcomes

Report of: Pav Kuzmanovski
Executive Manager Business Transformation

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council note the outcomes of the Finance Service Review.

MN 2024/54

MOTION moved by the Administrator

THAT Council note the outcomes of the Finance Service Review.

DECLARED CARRIED BY THE ADMINISTRATOR

9.14 Quarterly Budget Review December 2023 - Additional Information

Report of: Pav Kuzmanovski
Executive Manager Business Transformation

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council note the information provided in this report.

The Chief Financial Officer introduced the item.

The Director Service and Project Delivery addressed the meeting.

MN 2024/55

MOTION *moved by the Administrator*

THAT Council note the information provided in this report.

DECLARED CARRIED BY THE ADMINISTRATOR

9.15 IPART Draft Terms of Reference for the Review of NSW Council Financial Model - Submission

Report of: Pav Kuzmanovski
Executive Manager Business Transformation

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council:

1. Endorse the Draft Terms of Reference for the review of the NSW Council financial model submission at Attachment 2.
2. Delegate the signing of the submission to the General Manager for lodgement with the Independent Pricing and Regulatory Tribunal.

The General Manager addressed the meeting.

The Chief Financial Officer addressed the meeting.

MN 2024/56

MOTION moved by the Administrator

THAT Council:

1. *Endorse the Draft Terms of Reference for the review of the NSW Council financial model submission at Attachment 2 subject to the General Manager being satisfied that depreciation and its impact on end of year financial statements is adequately addressed in the Draft Terms of Reference.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.16 Private Land Conservation Plan - Post Exhibition Report

Report of: Karen Guymer
Coordinator Natural Resource Projects

Authorised by: Barry Arthur
Manager Environment and Sustainability

OFFICER'S RECOMMENDATION

THAT Council:

1. Adopt the Private Land Conservation Plan 2023 - 2028.
2. Write to the people who made a submission advising them of the outcome and thanking them for their contribution.

The Director Communities and Place introduced the item.

MN 2024/57

MOTION moved by the Administrator

THAT the matter be deferred for further information.

DECLARED CARRIED BY THE ADMINISTRATOR

9.17 Loans Borrowings Policy - Draft Public Exhibition

Report of: Pav Kuzmanovski
Executive Manager Business Transformation

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the Loan Borrowings Policy to be placed on public exhibition for 28 days.
2. A further report be submitted to Council following the conclusion of the public exhibition period.

The Chief Financial Officer introduced the item.

MN 2024/58

MOTION *moved by the Administrator*

THAT:

1. *Council endorse the Loan Borrowings Policy to be placed on public exhibition for 28 days.*
2. *A further report be submitted to Council following the conclusion of the public exhibition period.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.18 Liquid Trade Waste Policy – Draft for Public Exhibition

Report of: Emma Britten
Operations Technical Officer Quality

Authorised by: Graeme Mellor
Manager Water Services

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the updated Liquid Trade Waste Policy and to be placed on public exhibition for 28 days.
2. A further report be submitted to Council following the conclusion of the public exhibition period.

MN 2024/59

MOTION *moved by the Administrator*

THAT:

1. *Council endorse the updated Liquid Trade Waste Policy and it be placed on public exhibition for 28 days.*
2. *A further report be submitted to Council following the conclusion of the public exhibition period.*

DECLARED CARRIED BY THE ADMINISTRATOR

9.19 Farmland Rating Policy - Draft for Public Exhibition

Report of: David Grima
Coordinator Revenue

Authorised by: Pav Kuzmanovski
Chief Financial Officer

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the draft Farmland Policy to be placed on public exhibition for a period of 28 days.
2. A further report be submitted to Council following the conclusion of the public exhibition period.

The Chief Financial Officer introduced the item.

MN 2024/60

MOTION *moved by the Administrator*

THAT:

1. *Council endorse the draft Farmland Policy to be placed on public exhibition for a period of 28 days.*
2. *A further report be submitted to Council following the conclusion of the public exhibition period.*

DECLARED CARRIED BY THE ADMINISTRATOR

**9.20 Fraud and Corruption Prevention Policy and Statement of Business Ethics
- Draft for Public Exhibition**

Report of: Stephanie Salviejo
Coordinator Governance

Authorised by: Danielle Lidgard
Manager Governance and Corporate Performance

OFFICER'S RECOMMENDATION

THAT:

1. Council endorse the draft Fraud and Corruption Prevention Policy (Attachment 1) and Statement of Business Ethics (Attachment 2) for public exhibition for a period of 28 days.
2. A further report be submitted to Council following the conclusion of the public exhibition period.

The Director Corporate Strategy and Resourcing introduced the item.

MN 2024/61

MOTION *moved by the Administrator*

THAT:

1. Council endorse the draft Fraud and Corruption Prevention Policy (Attachment 1) and Statement of Business Ethics (Attachment 2) for public exhibition for a period of 28 days.
2. A further report be submitted to Council following the conclusion of the public exhibition period.

DECLARED CARRIED BY THE ADMINISTRATOR

9.21 Investments Report - February 2024

Report of: Pav Kuzmanovski
Executive Manager Business Transformation

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council receive and note this Cash Investment Report as at 29 February 2024.

MN 2024/62

MOTION *moved by the Administrator*

THAT Council receive and note this Cash Investment Report as at 29 February 2024.

DECLARED CARRIED BY THE ADMINISTRATOR

9.22 355 Committees Annual General Meeting Minutes

Report of: George Harb
Chief Information Officer

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council receive and note the Minutes of the Annual General Meetings of the 355 Committees.

MN 2024/63

MOTION *moved by the Administrator*

THAT Council receive and note the Minutes of the Annual General Meetings of the 355 Committees.

DECLARED CARRIED BY THE ADMINISTRATOR

**9.23 Community Reference Panel - February 2024 Meeting Proceedings
(Minutes)**

Report of: Danielle Lidgard
Manager Governance and Corporate Performance

Authorised by: Carmel Foster
Director Corporate Strategy and Resourcing

OFFICER'S RECOMMENDATION

THAT Council note the meeting proceedings (minutes) from the Community Reference Panel meeting held on 22 February 2024.

The Manager Governance and Corporate Performance addressed the meeting.

MN 2024/64

MOTION *moved by the Administrator*

THAT Council note the meeting proceedings (minutes) from the Community Reference Panel meeting held on 22 February 2024.

DECLARED CARRIED BY THE ADMINISTRATOR

9.24 Traffic Committee - February 2024 Meeting Minutes

Report of: Elizabeth de Graaf
Administration Officer

Authorised by: Shaun Robinson
Manager Assets

OFFICER'S RECOMMENDATION

THAT Council receive and note the Minutes of the Traffic Committee meeting held on Thursday 15 February 2024.

MN 2024/65

MOTION moved by the Administrator

THAT Council receive and note the Minutes of the Traffic Committee meeting held on Thursday 15 February 2024.

DECLARED CARRIED BY THE ADMINISTRATOR

MINUTES OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 20 MARCH 2024

The General Manager addressed the meeting and made the following comments:

I wish to advise that the Director Corporate Strategy and Resourcing, Carmel Foster will be leaving us. I wish to thank Carmel for her dedication and contribution over the last 2 and a half years. Carmel arrived at a time of upheaval and has worked to build the Corporate Strategy and Resourcing Directorate to align with organisational deliverables.

During her time in the role we have seen a number of initiatives delivered including:

- Events such as Highlands Fest in 2023 and the growth of Tulip Time helping the region's tourism industry grow and prosper
- Opening of Bowral Memorial Hall in 2023
- Facilitating the reviews of Council run children's services, Finance area and the Visitor Centre
- Developing the Customer Experience Standards and Charter
- Working with Safe Work NSW to ensure that Council complies with the enforceable undertaking that arose from a workplace accident in 2018
- Preparing the Digital Strategy to ensure that Council remains current in its technology and vigilant in cyber security
- Making significant inroads into Council's property activities

I thank Carmel for her support of her team, her colleagues within the Executive and to me as General Manager.

The positive changes that she has made has provided a foundation for the future Director to build on as we continue our journey to reset.

Council's Chief Financial Officer, Pav Kuzmanovski, will be acting Director whilst we undertake the recruitment process which will commence in April.

- 10 QUESTIONS TAKEN ON NOTICE**
- 11 MEETING CLOSURE**

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 5.45PM