

# MINUTES

## Ordinary Meeting of Council



*We're with you*

Wednesday, 21 February 2024  
Council Chambers, Civic Centre  
68 Elizabeth Street, Moss Vale

The meeting commenced at 3:30 pm

**MINUTES OF THE ORDINARY MEETING OF COUNCIL  
WEDNESDAY 21 FEBRUARY 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 21 FEBRUARY 2024 COMMENCING AT 3:30 PM.**

Present: Administrator

Mr Viv May

In Attendance:

General Manager

Ms Lisa Miscamble

Director Corporate Strategy and Resourcing

Ms Carmel Foster

Acting Director Communities and Place

Mr Clinton McAlister

Director Service and Project Delivery

Ms Karin Targa

Executive Manager Strategic Outcomes

Mr Deniz Kilic

Chief Financial Officer

Mr Pav Kuzmanovski

Manager Governance and Corporate Performance

Ms Danielle Lidgard

Manager Environment and Sustainability

Mr Barry Arthur

Manager Development Assessment and Regulation

Mr Jon Shilito

Manager Community Life and Libraries

Ms Kathryn Baget-Juleff

Manager Project Delivery

Mr Ned Tripkovic

Coordinator Strategic Policy

Ms Susan Stannard

Governance Officer

Ms Paige Zelunzuk

Network and Systems Administrator

Mr Brett Murray

## **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**

“Wingecarribee Shire Council acknowledges 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.”

## **3 STATEMENT OF ETHICAL OBLIGATIONS**

The Administrator is reminded of the obligations conferred on them at the time of their appointment.

The Administrator is to undertake the duties of the office of Administrator in the best interests of the people of the Wingecarribee Shire Council area and are to act faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act to the best of your ability and judgement.

The Administrator is 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 2024/1*

**MOTION** moved by the Administrator.

That the minutes of the Extraordinary Meeting of Council held on November 7 2023, MN 2023/536 to MN 2023/537 inclusive, be adopted as a correct record of the proceedings of the meeting.

**DECLARED CARRIED BY THE ADMINISTRATOR**

*MN 2024/2*

**MOTION** moved by Administrator

That the minutes of the Ordinary Meeting of Council held on 13 December 2024 MN2023/565 to MN2023/612 inclusive, be adopted as a correct record of the proceedings of the meeting.

**DECLARED CARRIED BY THE ADMINISTRATOR**

## **6 DECLARATIONS OF INTEREST**

Ms Lisa Miscamble, General Manager declared a less-than-significant non-pecuniary interest in Item 8.1 Consideration of a Scoping Report to include land at Wattle Street Colo Vale within the Local Housing Strategy for future residential development as Mr Michael Brown and Mr Graham Pascoe were both managers at Camden Council in the early 2000's, where Ms Miscamble was also a manager. More recently Mr Pascoe and Ms Miscamble also worked at Campbelltown Council at the same time, though in different Divisions

She will not be absent from the Chambers for consideration of that item.

## **7 ADMINISTRATOR MINUTES**

Australia Day 2024 in Berrima drew a crowd of about 5000 people and was alive with vibrant activities.

The day started with a Citizenship Ceremony with 31 people from 10 countries, including Philippines, South Africa, Germany, United Kingdom, United States of America, India, New Zealand, Thailand, Kenya & Isle of Man becoming Citizens. It was a pleasure to welcome the Federal Member for Whitlam, the Hon. Stephen Jones MP and Member for Goulburn, Wendy Tuckerman MP to the ceremony.

Prior to the ceremony, an address was given by our Australia Day Ambassador, Ms Robina Beard OAM. Following the ceremony, it was a privilege to announce Uta and Dennis Purcell as our 2024 Citizens of the Year and Mackenzie Isedale as the Young Citizen of the Year. The large tent for the ceremony was filled to capacity with standing room on the outside only.

Classic cars, roving entertainment, and a flourishing sense of community spirit filled the streets. Local businesses thrived, with the first public opening since its decommissioning and sale of Berrima Gaol a standout attraction. Venues like Berrima Bakehouse, Berrima Vault House, Surveyor General Inn, and Schmokin added special touches to the village experience, not to mention Carol from Mrs Oldbucks Pantry handing out free lolly bags to all visitors.

The Grand Parade showcased the First Light Horse Brigade, Highlands Pipes & Drums, RFS, SES, Police and CWA, together with other community groups creating a joyous atmosphere.

The event injected life into Berrima during the typically quiet summer holiday break, fostering a strong sense of community spirit. Marketplace Park thrived with stalls, rides, live music, and picnic blankets, creating a lively ambiance. Council's pop-up garnered community engagement, adding to the overall excitement.

The success of this Australia Day celebration marks a promising start to the year, reinforcing a cherished Southern Highlands Australia Day tradition in collaboration with the Berrima Village Community.

I would also recognise and congratulate the following on their national recognition:

- Professor Ian Bickerton OAM – for his distinguished service to tertiary education and mental health support organisations
- Mr Peter Reynolds OAM – for his distinguished service to Local Government and the community through a range of roles
- Mr Peter Lowry AM – whilst a Sydney lower north shore resident, Peter is a well known as a business operator in the Berrima Community.

On Saturday, 23 December 2023 I was contacted by the General Manager in relation to the deterioration occurring at the southern end of Old South Road just 24 hours after it was reopened. I was advised that the issue was with the surface and that the contractor and designer were on site together with Council's Project Manager, and that in view of the importance of the road as an eastern thoroughfare in the Shire, a decision had been made to keep it open, notwithstanding the deterioration. I was also advised that nothing really could be done over the festive season and that geotechnical investigations would commence as soon as possible, and that appropriate messaging was in place.

## **MINUTES OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 21 FEBRUARY 2024**

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It was disappointing to be alerted, to what I consider, inappropriate, ill-informed and immature comments on social media in relation to the problems at Old South Road and although a Council and its workers can be slow moving targets, I had hoped that some of the toxicity from people who should know better was a thing of the past.

A late report will be presented at the Council meeting in relation to the matter and from the information that has been made available to me, Council officers have been both professional and diligent and notice has been served on the contractor to remedy the matter without recourse to public funds.

I note that Councils adopted Community Engagement Strategy is to be reviewed in December 2024. This is appropriate having regard to the election to be held in September 2024.

The strategy makes no reference to third party media involvement – both print and radio. Additionally, in my view it relies too heavily on Council's social media platforms that disadvantage some in the community.

Additionally, Council considered a report from KPMG in late 2021 that outlined that tactical, strategic and transformation actions that have been progressively implemented. In short, one of the recommendations of the KPMG report was that Council had too many sources of information and I took that to mean it should be coordinated and placed in a weekly newsletter.

There has been a resistance on the part of the Administration to the use of coreflutes when consulting with the community and I applaud what has happened in Bowral with the consultations on the Draft Town Centre Masterplan. I hope this is a precursor to a greater use of this medium which is both cost effective and easily recognised.

In view of the fact that there is to be a major review of the Community Engagement Strategy later in the year, I have asked the General Manager to present to the March meeting a short report on the implementation of the recommendations in the KPMG report and the engagement strategy generally to address the matters raised in the minute as an informal addendum so it is clear for residents what exactly happens when Council consults.

Tuesday, 13 February 2024 was not a normal day for Council's water crews when late in the afternoon there was a major incident at Sutton Forest where there was a structural failure in a hydrant. When dealing with this matter, a five-meter pipeline fracture under the railway bridge near Yerrinbool resulted in a total loss of water to the Village. While I think that generally all Council employees do a great job, special mention must be made of Water and Sewer operational staff who are on call 24/7 to ensure the provision of services – as sometimes things just go wrong.

In relation to the Yerrinbool incident, I am advised it was first logged at Council at 4:06pm, with a team tasked (from Sutton Forest) at 4:26pm. Arriving on site at 5:00pm, the burst was located at 5:10pm and isolated at 5:20pm. The operational team was quick to advise management it was not an easy fix and would take many hours – even if everything went well.

Unfortunately, as mentioned earlier it was under a railway bridge that required approval from the State Government and ARTC staff only allowed the team to commence their repair around 8:00pm. The repair was completed at 11:26pm requiring recharging and flushing to ensure water quality and normal services resumed around midnight.

In my view, Council management should have been more proactive in dealing with this matter, dispatching a potable water tanker to the Village and making bottled water available – there were options available including RFS, SES and contractors, and I have

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asked the General Manager to report to the March meeting on a policy to ensure Council does its best to ensure there is no repeat.

I can now report that in consultation with the independent facilitator the following dates should be noted for prospective candidates for the September 2024 election and I hope to be in a position to list final details including topic headings and speakers within the next two – three weeks.

Session 1: 10 April 2024 - 3:30pm - 6:00 pm/Council Chambers

Session 2: 8 May 2024 - 3:30pm – 6.00pm /Council Chambers

Session 3: 12 June 2024 - 3:30pm – 6.00pm/Council Chambers

Additionally, I remind prospective candidates that Council does not run the election and that the NSW Electoral Commission (NSWEC) is responsible. Candidates are encouraged to view the tools and information available on the NSWEC website. In addition, the NSWEC will be conducting a series of information webinars for candidates in the lead up to the elections which will commence in March 2024.

The NSWEC candidate helpdesk is now available to candidates and has resources to assist and can be contacted via:

Phone: 1300 022 011

Email: [candidates@elections.nsw.gov.au](mailto:candidates@elections.nsw.gov.au)

Website: [elections.nsw.gov.au](http://elections.nsw.gov.au)

The Great Southern Railway dissects the Shire from north to south and is major state infrastructure. My understanding is that the rail corridor is leased to ARTC and all infrastructure managed by UGL Regional Linx and I assume this has been outsourced following a tender process.

There are a number of bridges, both vehicular and pedestrian, that are constructed across the corridor and that service both State and Local roads – many of which were built decades ago.

I have asked the General Manager to obtain from the Government the proposed five and ten year programs specified under the contracts for the maintenance, improvement/upgrade or replacement of bridges so that residents are well aware of what is forecast as no doubt any third party would have to specify same in their tender responses.

It is continually raised with me the complexity that both residents and community groups have in undertaking work on Council property by virtue of various Council policies/protocols.

This applies not only to improvement works to Council owned infrastructure but gutter crossings, drainage, footpaths. There are a number of issues here including volunteer liability and whether volunteers should have to take responsibility for acquittal of any grant or whether they have the option to ask the Council to undertake the works, DA processes etc. In addition, private works associated with development perhaps could be streamlined by the Council having a list of authorised contractors.

I am not suggesting that these processes are not relevant or necessary, however it is timely that Council review these matters to canvas options that may streamline processes that I am told a cumbersome and bureaucratic, and I have asked the General Manager to provide a report including a review of sample regional and metropolitan Council policies.

[Administrator Minute - February 2024](#)



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*MN 2024/3*

**MOTION** *moved by the Administrator*

**THAT** *the Administrator Minute be noted.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

## 8 GENERAL MANAGER

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### 8.1 Consideration of a Scoping Report to include land at Wattle Street Colo Vale within the Local Housing Strategy for future residential development

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**Report of:** Susan Stannard  
**Coordinator Strategic Policy**

**Authorised by:** Deniz Kilic  
**Executive Manager Strategic Outcomes**

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#### OFFICER'S RECOMMENDATION

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**THAT:**

1. The Scoping Proposal to include land at 62-64, 66-68, 70-72, 74-76, 78-82 and 99-103 Wattle Street Colo Vale NOT BE SUPPORTED and the subject land NOT BE CONSIDERED FURTHER for inclusion in the Wingecarribee Local Housing Strategy.
2. Council develop a wholistic and strategic Place Plan for Colo Vale following the success of the award-winning Robertson Place Plan and planned Bundanoon Place Plan in the Strategic Outcomes work program for 2024/2025.
3. Council maintain its support for the Wensleydale site as the proposed New Living Area for Colo Vale and the focus for future urban growth in the Colo Vale village.

The General Manager tabled the attached correspondence received from Michael Brown Strategies.

[Tabled Item 8.1 Consideration of a Scoping Report to include land at Wattle Street - Michael Brown Planning Strategies Email and Letter to Council](#)

The Executive Manager Strategic Outcomes introduced the item and advised:

The proposal is for the land at Wattle St Colo Vale to be included in the LHS to enable subsequent rezoning to R2 Residential and facilitating an 83 lot subdivision. The land is currently zoned RU4 Primary Production Small Lots across 6 allotments.

This proposal has been assessed based on what is best for the Colo Vale community, and the broader Wingecarribee Southern Highlands community and not just what is best for a single site.

We start from a culture of enabling good strategic outcomes – and good housing outcomes - not housing at all costs. It's about strategically considered, well sited and procedurally being beyond reproach for assessment and analysis and reporting.

In the spirit of that enabling culture, the proposal has some positive attributes being next to a school and on the western edge of Colo Vale village. However, A key concern with this proposal is bushfire risk. This has been acknowledged by RFS, the Biodiversity and Conservation division of the Department of Planning (NSW DPHI) and even by the proponent's own bushfire consultant in their report.

Therefore council should acknowledge this as well and it is better to consider this at the strategic stage and not kick the ball down the road to the DA stage. A subdivision of 83 lots will place more than 200 future residents in harms way. And that is not a legacy Council should consider. In 2021, an inquiry into the devastating bushfires of the previous years highlighted the threat to life and property such an incident creates. The Panel acknowledged the reality of this site as being significantly bushfire prone, as well as several other constraints, and for those reasons recommended that it not be considered further.

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Those other constraints are high value vegetation cover, essential infrastructure constraints with Sewer and stormwater, but ultimately coming back to the strategic question is: do we want 200+ new residents on a new unstrategic growth front on the western edge of Colo Vale?

Lastly the scoping proposal is considered a compromising step toward an undesirable spot rezoning - piercing our adopted LHS beyond the cadence for its orderly review.

Deferring this matter will not change its bushfire status and other interrelated constraints, hence the recommendation of the report reflects the January Panel's advice that the proposal **not be supported** and **not be considered further**.

It is recommended Council heed the Professional Officers and Panel's advice and maintain previous resolutions for strategically-led development outcomes, that have served us well over recent years of rigorous reform.

*MN 2024/4*

**MOTION** *moved by the Administrator*

**THAT:**

- 1. Council note the letter from Michael Brown Planning Strategies dated 19 February 2024 and refer same to all members of the Local Planning Panel for their information.***
- 2. The matter be deferred and the Local Planning Panel be requested to amplify on its reasons for Item 2 and the General Manager provide a priority listing timeline for Village Place Plans.***
- 3. Council maintain its support for the Wensleydale site as the proposed New Living Area for Colo Vale and the focus for future urban growth in the Colo Vale village.***

**DECLARED CARRIED BY THE ADMINISTRATOR**

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## 8.2 Minor Variation to Nattai Ponds Voluntary Planning Agreement

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Report of: Deniz Kilic  
Executive Manager Strategic Outcomes

Authorised by: Lisa Miscamble  
General Manager

### OFFICER'S RECOMMENDATION

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**THAT:**

1. Council endorse the minor variation as proposed, with street trees and landscaping be provided to enhance and beautify Beresford Street in lieu of wider road pavement.
2. Council note that this variation does not require public notification given minor and immaterial nature of variation, noting prior exhibition of VPA and further noting DA underwent exhibition at the time.
3. The General Manager be delegated authority to sign the Deed of Variation to the Nattai Ponds Voluntary Planning Agreement as per the conditions of this report.

The Executive Manager Strategic Outcomes introduced the item.

MN 2024/5

**MOTION** moved by the Administrator

**THAT:**

1. *Council endorse the minor variation as proposed, with street trees and landscaping be provided to enhance and beautify Beresford Street in lieu of wider road pavement.*
2. *Council note that this variation does not require public notification given minor and immaterial nature of variation, noting prior exhibition of VPA and further noting DA underwent exhibition at the time.*
3. *The General Manager be delegated authority to sign the Deed of Variation to the Nattai Ponds Voluntary Planning Agreement as per the conditions of this report.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

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### 8.3 Fitz Roy Iron Works Precinct (and moveable heritage) Notice of Intention to Consider Listing the on the State Heritage Register

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Report of: Sarah Farnese  
Senior Strategic Planner

Authorised by: Deniz Kilic  
Executive Manager Strategic Outcomes

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#### OFFICER'S RECOMMENDATION

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**THAT** Council:

1. Endorse in principle, the proposal to list the *Fitz Roy Iron Works Precinct (and moveable heritage)* on the State Heritage Register.
2. Support the recommended State Heritage Register curtilage and the site-specific exemptions proposed for the Ironmines Oval site at 42A Bessemer Street, Mittagong (namely part of Lot A DP 26366, the whole of Lot 19 DP 26366, and part of the remnant road reservation between those lots).
3. Endorse the submission to the Heritage Council of NSW attached to this report **AND THAT** the submission be signed by the General Manager and sent to the Heritage Council of NSW through the Department of Climate Change, Energy, the Environment and Water.

MN 2024/6

**MOTION** moved by the Administrator

**THAT** Council:

1. Endorse in principle, the proposal to list the *Fitz Roy Iron Works Precinct (and moveable heritage)* on the State Heritage Register.
2. Support the recommended State Heritage Register curtilage and the site-specific exemptions proposed for the Ironmines Oval site at 42A Bessemer Street, Mittagong (namely part of Lot A DP 26366, the whole of Lot 19 DP 26366, and part of the remnant road reservation between those lots).
3. Endorse the submission to the Heritage Council of NSW attached to this report **AND THAT** the submission be signed by the General Manager and sent to the Heritage Council of NSW through the Department of Climate Change, Energy, the Environment and Water.

**DECLARED CARRIED BY THE ADMINISTRATOR**

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## 8.4 Draft Wingecarribee Community Heritage Study - Update on Independent Peer Review

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**Report of:** Deniz Kilic  
Executive Manager Strategic Outcomes

**Authorised by:** Lisa Miscamble  
General Manager

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### OFFICER'S RECOMMENDATION

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**THAT Council:**

1. Note the update on the appointment of the Consultant to undertake the independent Peer Review of the draft Wingecarribee Community Heritage Study 2021-23.
2. Note the proposed timeline for public exhibition of the peer-reviewed draft Study in accordance with Council Resolution dated 13 December 2023.
3. Allocate \$22,000 at the next quarterly budget review to fund the heritage peer review.

The Executive Manager Strategic Outcomes introduced the item and noted the discrepancy within the report regarding the proposed timeline for the submission in relation to the Gateway milestone.

*MN 2024/7*

**MOTION** moved by the Administrator

**THAT Council:**

1. Note the update on the appointment of the Consultant to undertake the independent Peer Review of the draft Wingecarribee Community Heritage Study 2021-23.
2. The proposed timeline for public exhibition of the peer-reviewed draft Study in accordance with Council's Resolution dated 13 December 2023 be the subject of a further report to the March 2024 meeting noting the delegation in place.
3. Allocate \$22,000 at the next quarterly budget review to fund the heritage peer review.

**DECLARED CARRIED BY THE ADMINISTRATOR**

## 9 REPORTS

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### 9.1 Bulky Waste Collection Service - Preferred Option

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**Report of:** Clinton McAlister  
**Manager Waste and Resource Management**

**Authorised by:** Adan Davis  
**Director Communities and Place**

#### OFFICER'S RECOMMENDATION

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**THAT Council:**

1. Confirm that a Bulky Waste Collection Service continue to be made available to residents into the future and be included in the requirements for future contracts.
2. Endorse the change to the bulky waste collection model from scheduled to a pre-booked service.
3. Endorse an annual entitlement of two (2) collections per financial year for each eligible resident capped at 16800 collections in total per annum.
4. Endorse the entitlement to the service, to be the provision of a Domestic Waste Service to the premise.
5. Delegate to the General Manager authority to execute a variation to the Collections and Haulage Contract to establish a pre-booked (on call) Bulky Waste Collection Service.

The General Manager tabled the attached correspondence received from M and P Wilson.

[Tabled Item 9.1 Bulky waste Collection Service - Preferred Option M and P Wilson Submission to Council](#)

The Acting Director Communities and Place introduced the item.

The General Manager addressed the meeting.

*MN 2024/8*

**MOTION** moved by the Administrator

**THAT Council:**

1. Confirm that a Bulky Waste Collection Service continue to be made available to residents into the future and be included in the requirements for future contracts.
2. Endorse the change to the bulky waste collection model from scheduled to a pre-booked service.
3. Endorse an annual entitlement of two (2) collections per financial year for each eligible resident capped at 16800 collections in total per annum.
4. Endorse the entitlement to the service, to be the provision of a Domestic Waste Service to the premise.

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5. *Delegate to the General Manager authority to execute a variation to the Collections and Haulage Contract to establish a pre-booked (on call) Bulky Waste Collection Service subject to penalties for non-compliance to contract.*

**DECLARED CARRIED BY THE ADMINISTRATOR**



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## **9.2 Resource Recovery Centre - Change of Service Levels**

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**Report of:** Clinton McAlister  
Manager Waste and Resource Management

**Authorised by:** Adan Davis  
Director Communities and Place

### **OFFICER'S RECOMMENDATION**

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**THAT Council endorse the opening hours of the Resource Recovery Centre being increased by an hour to 7.00am to 4.00pm Monday to Saturday and half an hour from 7.30am to 1.00pm on Sundays.**

The Acting Director Communities and Place introduced the item.

*MN 2024/9*

**MOTION** moved by the Administrator

**THAT Council endorse the opening hours of the Resource Recovery Centre being increased by an hour to 7.00am to 4.00pm Monday to Saturday and half an hour from 7.30am to 1.00pm on Sundays.**

**DECLARED CARRIED BY THE ADMINISTRATOR**

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### **9.3 Environment and Climate Change Strategy - Post Exhibition Report**

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**Report of:** Barry Arthur  
Manager Environment and Sustainability

**Authorised by:** Adan Davis  
Director Communities and Place

#### **OFFICER'S RECOMMENDATION**

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**THAT Council adopt the Environment and Climate Change Strategy included in Attachment 1.**

The Acting Director Communities and Place introduced the item.

The Manager Environment and Sustainability addressed the meeting.

*MN 2024/10*

**MOTION** *moved by the Administrator*

**THAT Council adopt the Environment and Climate Change Strategy included in Attachment 1.**

**DECLARED CARRIED BY THE ADMINISTRATOR**

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## 9.4 Customer Experience Standards and Charter - Post Exhibition Report

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**Report of:** George Harb  
Chief Information Officer

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

### OFFICER'S RECOMMENDATION

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**THAT Council:**

1. Endorse the Customer Experience Standards and Charter with minor amendments.
2. Publish the Customer Experience Standards and Charter on Councils Website.

The Director Corporate Strategy and Resourcing introduced the item.

The General Manager addressed the meeting.

*MN 2024/11*

**MOTION** moved by the Administrator

**THAT Council:**

1. Endorse the Customer Experience Standards and Charter with minor amendments.
2. Publish the Customer Experience Standards and Charter on Councils Website.

**DECLARED CARRIED BY THE ADMINISTRATOR**

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## **9.5 Traffic Convex Safety Mirrors on Local Roads Policy for Public Exhibition**

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**Report of:** Shaun Robinson  
Manager Assets

**Authorised by:** Karin Targa  
Director Service and Project Delivery

### **OFFICER'S RECOMMENDATION**

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**THAT:**

1. Council endorse the Traffic Convex Safety Mirror 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.

*MN 2024/12*

**MOTION** *moved by the Administrator*

**THAT:**

1. *Council endorse the Traffic Convex Safety Mirror 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**

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**9.6 Quarterly Delivery Program and Budget Review 31 December 2023**

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**Report of:** Danielle Lidgard  
**Manager Governance and Corporate Performance**

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

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**OFFICER'S RECOMMENDATION**

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**THAT Council:**

1. Note the Quarterly Progress Report on the Delivery Program and Operational Plan for the period ended 31 December 2023 in Attachment 1.
2. Approve the budget adjustments and endorse the projected financial position as of 31 December 2023.
3. Note the revised format that incorporates the Level 4 (Coordinator Level) financial reporting incorporated into the quarterly review.
4. Note the update on the monthly financial reporting to Council outlined in the body of this report.
5. Repay the balance on the Robertson Sewerage Scheme loan of \$595,419.11 in May 2024 from Sewer Fund reserves.
6. Note the successful grants received during the quarter.

The Director Corporate Strategy and Resourcing introduced the item and made the attached presentation.

[December 2023 Quarter Presentation](#)

The Acting Director Communities and Place addressed the meeting.

The Chief Financial Officer addressed the meeting and continued the presentation.

The General Manager addressed the meeting.

*MN 2024/13*

**MOTION** moved by the Administrator

**THAT Council:**

1. Note the Quarterly Progress Report on the Delivery Program and Operational Plan for the period ended 31 December 2023 in Attachment 1.
2. Approve the budget adjustments and endorse the projected financial position as of 31 December 2023.
3. Request the General Manager to provide a short commentary on any line item incorporated in the quarterly financial statement with a variation of plus or minus \$20,000 to ensure that any resident can understand underlying reasons, amongst other things, for both operating and capital adjustments to the March 2024 meeting, together with full time equivalent staff at the end of each quarter.

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4. *Note the revised format that incorporates the Level 4 (Coordinator Level) financial reporting incorporated into the quarterly review.*
5. *Request monthly financial reporting to Council from its April 2024 meeting.*
6. *Repay the balance on the Robertson Sewerage Scheme loan of \$595,419.11 in May 2024 from Sewer Fund reserves.*
7. *Note the successful grants received during the quarter.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

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## 9.7 Rates, Water & Sewerage Access Subsidy Programme 2023/24

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**Report of:** Pav Kuzmanovski  
Chief Financial officer

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

### OFFICER'S RECOMMENDATION

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**THAT:**

1. Council note the outcome of the 2023/24 program.
2. Council allocate 100% Rates subsidy to the following eligible applicants who provide a community hall facility, similar to those owned and operated by Council:
  - a. Kangaloon Hall Incorporated for \$1,451.96
  - b. Avoca Community Advancement Co-op Society for \$5,067.69
  - c. Robertson School of Arts Incorporated for \$3,294.87
  - d. Burrawang School of Arts for \$6,187.70
3. The existing guidelines be updated so that a 100% Rates subsidy is provided in future annual programmes to those applicants who provide a community hall facility as outlined in this report.

The Chief Financial Officer introduced the item.

*MN 2024/14*

**MOTION** moved by the Administrator

**THAT:**

1. Council note the outcome of the 2023/24 program.
2. Council allocate 100% Rates subsidy to the following eligible applicants who provide a community hall facility, similar to those owned and operated by Council:
  - a. Kangaloon Hall Incorporated for \$1,451.96
  - b. Avoca Community Advancement Co-op Society for \$5,067.69
  - c. Robertson School of Arts Incorporated for \$3,294.87
  - d. Burrawang School of Arts for \$6,187.70
  - e. Colo Vale
  - f. Balmoral
3. The existing guidelines be updated so that a 100% Rates subsidy is provided in future annual programmes to those applicants who provide a community hall facility as outlined in this report.

**DECLARED CARRIED BY THE ADMINISTRATOR**

## 9.8 Mittagong Playhouse - Update

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**Report of:** Ned Tripkovic  
Manager Project Deliver

**Authorised by:** Karin Targa  
Director Service and Project Delivery

### OFFICER'S RECOMMENDATION

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**THAT:** Council

1. Note that the Growing Regions Program grant expression of interest was successful and application for grant funding of \$4.33M was submitted on 15 January 2024.
2. Note that the balance of \$4.33M is funded by loans funds and associated loan repayments funded by general revenue in the Long-Term Financial Plan.
3. Acknowledge and thank the Hon. Stephen Jones MP, Member for Whitlam, Assistant Treasurer and Minister for Financial Services and Judy Hannan MP, Member for Wollondilly for their continued support in delivering the Mittagong Playhouse Restoration and Refurbishment project.

The Director Service and Project Delivery introduced the item.

*MN 2024/15*

**MOTION** moved by the Administrator

**THAT** Council:

1. Note that the Growing Regions Program grant expression of interest was successful and application for grant funding of \$4.33M was submitted on 15 January 2024.
2. Note that the balance of \$4.33M is funded by loans funds and associated loan repayments funded by general revenue in the Long-Term Financial Plan.
3. Acknowledge and thank the Hon. Stephen Jones MP, Member for Whitlam, Assistant Treasurer and Minister for Financial Services and Judy Hannan MP, Member for Wollondilly for their continued support in delivering the Mittagong Playhouse Restoration and Refurbishment project.
4. Note that the Berrima District Historical and Family History Society will be rehoused during the construction period should the grant be successful.

**DECLARED CARRIED BY THE ADMINISTRATOR**



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## 9.9 Mayoral Relief Fund

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**Report of:** Kathryn Baget-Juleff  
Manager Community Life & Libraries

**Authorised by:** Adan Davis  
Director Communities and Place

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### OFFICER'S RECOMMENDATION

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**THAT Council:**

1. Endorse the transfers of balance of funds of \$44,007.10 to GIVIT to be administered in accordance with how the Mayoral Relief Fund was established, for the purpose of providing financial relief to individuals in necessitous circumstances within the Wingecarribee Local Government Area.
2. Dissolve the Mayoral Relief Fund Committee.

MN 2024/16

**MOTION** moved by the Administrator

**THAT Council:**

1. *Endorse the transfers of balance of funds of \$44,007.10 to GIVIT to be administered in accordance with how the Mayoral Relief Fund was established, for the purpose of providing financial relief to individuals in necessitous circumstances within the Wingecarribee Local Government Area.*
2. *Dissolve the Mayoral Relief Fund Committee.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

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## **9.10 Illawarra Local Aboriginal Land Council Lease and Progress Update**

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**Report of:** Salomon Kloppers  
Manager Business and Property

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

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### **OFFICER'S RECOMMENDATION**

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**THAT:**

1. Council give a minimum 28 days public notice of its intention to vary the terms of Clause 28 of the registered Lease to Illawarra Local Aboriginal Land Council for the Aboriginal Community Cultural Centre at 1A Rainbow Street, Mittagong as follows:

*The Lessee must, within three (3) months of registration of the Variation of Lease, establish and maintain a Local Indigenous Advisory Group, the objectives of which must include:*

- *identifying appropriate Local, State and National funding opportunities for the improvement of the facilities located at 1A Rainbow Street, Mittagong that will provide a broad benefit to the community;*
- *advising ILALC on appropriate approaches for engagement within the Southern Highlands Aboriginal community;*
- *provide guidance and advice on the views, needs and interests of Aboriginal people and communities in the Southern Highlands to inform strategic direction; and*
- *to promote an increased knowledge and understanding within the wider community on Aboriginal peoples culture, history, achievements and ongoing challenge.*

*The Lessee, having consulted with local Aboriginal Elders and community members of the Wingecarribee Shire, must develop the terms of reference for the Local Indigenous Advisory Group.*

*The Indigenous Advisory Group shall consist of a maximum of twelve (12) members with eight (8) members being Aboriginal with voting rights, and four (4) non-voting members appointed from the staff or officials of Wingecarribee Shire Council and the Illawarra Local Aboriginal Land Council.*

2. If there are any objections received during the period of public notice a further report be forwarded to a future ordinary meeting of Council for determination.
3. If there are no objections received by Council to the Variation of Lease, Council approves the amendment to Clause 28 of the Lease AND THAT, the General Manager and Mayor/Administrator be delegated authority to execute under the Common Seal of Council the Variation of Lease referred to in Resolution 1 above.
4. Council allocates an amount of \$25,905 at the next quarterly budget review, funded by General Revenue, to allow for necessary works to be completed at 1A Rainbow Street, Mittagong.

The Director Corporate Strategy and Resourcing introduced the item.

MN 2024/17

**MOTION** moved by the Administrator

**THAT:**

1. Council give a minimum 28 days public notice of its intention to vary the terms of Clause 28 of the registered Lease to Illawarra Local Aboriginal Land Council for the Aboriginal Community Cultural Centre at 1A Rainbow Street, Mittagong as follows:

*The Lessee must, within three (3) months of registration of the Variation of Lease, establish and maintain a Local Indigenous Advisory Group, the objectives of which must include:*

- *identifying appropriate Local, State and National funding opportunities for the improvement of the facilities located at 1A Rainbow Street, Mittagong that will provide a broad benefit to the community;*
- *advising ILALC on appropriate approaches for engagement within the Southern Highlands Aboriginal community;*
- *provide guidance and advice on the views, needs and interests of Aboriginal people and communities in the Southern Highlands to inform strategic direction; and*
- *to promote an increased knowledge and understanding within the wider community on Aboriginal peoples culture, history, achievements and ongoing challenge.*

*The Lessee, having consulted with local Aboriginal Elders and community members of the Wingecarribee Shire, must develop the terms of reference for the Local Indigenous Advisory Group.*

*The Indigenous Advisory Group shall consist of a maximum of twelve (12) members with eight (8) members being Aboriginal with voting rights, and four (4) non-voting members appointed from the staff or officials of Wingecarribee Shire Council and the Illawarra Local Aboriginal Land Council.*

2. *If there are any objections received during the period of public notice a further report be forwarded to a future ordinary meeting of Council for determination.*
3. *If there are no objections received by Council to the Variation of Lease, Council approves the amendment to Clause 28 of the Lease AND THAT, the General Manager and Mayor/Administrator be delegated authority to execute under the Common Seal of Council the Variation of Lease referred to in Resolution 1 above.*
4. *Council allocates an amount of \$25,905 at the next quarterly budget review, funded by General Revenue, to allow for necessary works to be completed at 1A Rainbow Street, Mittagong.*
5. *That Council write to the Illawarra Local Aboriginal Land Council (ILALC) to seek clarification on their plans for the funds secured from the sale of the Berrima Gaol.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

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**9.11 Liebman Road, Medway - Proposed Lease of Road Reserve**

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

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

**OFFICER'S RECOMMENDATION**

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**THAT:**

1. Council approve a five (5) year road lease of part of the unformed road reserve at Liebman Road, Medway to the applicant, Wylarah Pastoral Company Pty Ltd.
2. Rental for each year of the Road Lease be \$1,144.00 per annum inclusive of GST.
3. Authority be delegated to the General Manager to execute the road lease.

*MN 2024/18*

**MOTION** moved by the Administrator

**THAT:**

1. Council approve a five (5) year road lease of part of the unformed road reserve at Liebman Road, Medway to the applicant, Wylarah Pastoral Company Pty Ltd.
2. Rental for each year of the Road Lease be \$1,144.00 per annum inclusive of GST.
3. Authority be delegated to the General Manager to execute the road lease.

**DECLARED CARRIED BY THE ADMINISTRATOR**

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## 9.12 Bowral Sewage Treatment Plant - Strategic Land Acquisition

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**Report of:** Ned Tripkovic  
Manager Project Delivery

**Authorised by:** Karin Targa  
Director Service and Project Delivery

### OFFICER'S RECOMMENDATION

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**THAT Council:**

1. Authorise the General Manager to proceed with the purchase of 132 Burradoo Road to be used for the purposes of Sewer related activity for a price of \$700,000 + GST.
2. Delegate authority to the General Manager and Administrator to execute under the Common Seal of Council any agreement, plan, real property dealing or any other document in respect of the proposed purchase of Lot 13 in Deposited Plan 716085 referred to in resolution 2 above.
3. Delegate authority to the General Manager to execute on behalf of Council any other document associated with the purchase of Lot 13 in Deposited Plan 716085 referred to in Resolution 2 above which does not require the affixing of the Common Seal.
4. Approve the budget adjustment to the 2023/24 Budget, to allocate \$720,000 from Sewer Fund Reserves, to fund the acquisition and associated costs of Lot 13 in Deposited Plan 716085 being 132 Burradoo Road, Bowral at the next quarterly budget review

*MN 2024/19*

**MOTION** moved by the Administrator

**THAT Council:**

1. Authorise the General Manager to proceed with the purchase of 132 Burradoo Road to be used for the purposes of Sewer related activity for a price of \$700,000 + GST.
2. Delegate authority to the General Manager and Administrator to execute under the Common Seal of Council any agreement, plan, real property dealing or any other document in respect of the proposed purchase of Lot 13 in Deposited Plan 716085 referred to in resolution 2 above.
3. Delegate authority to the General Manager to execute on behalf of Council any other document associated with the purchase of Lot 13 in Deposited Plan 716085 referred to in Resolution 2 above which does not require the affixing of the Common Seal.
4. Approve the budget adjustment to the 2023/24 Budget, to allocate \$720,000 from Sewer Fund Reserves, to fund the acquisition and associated costs of Lot 13 in Deposited Plan 716085 being 132 Burradoo Road, Bowral at the next quarterly budget review.

**DECLARED CARRIED BY THE ADMINISTRATOR**

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### 9.13 State Waste Levy

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**Report of:** Clinton McAlister  
Manager Waste and Resource Recovery

**Authorised by:** Adan Davis  
Director Communities and Place

#### OFFICER'S RECOMMENDATION

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THAT Council note the report.

The Acting Director Communities and Place addressed the meeting.

*MN 2024/20*

**MOTION** moved by the Administrator

**THAT** Council note the report.

**DECLARED CARRIED BY THE ADMINISTRATOR**

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## 9.14 Welby Landfill WSP Australia Pty Ltd Engagement

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Report of: Ned Tripkovic  
Project Delivery Manager

Authorised by: Karin Targa  
Director Service and Project Delivery

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### OFFICER'S RECOMMENDATION

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**THAT:**

1. In accordance with Section 55 (3) (i) of the Local Government Act 1993, Council does not go to tender due to the extenuating circumstances of this procurement activity.
2. Council engage WSP Australia Pty Ltd on the basis that a satisfactory result would not be achieved by inviting tenders as WSP Australia Pty Ltd possess the intellectual and historical knowledge relating to the Welby Landfill and proposed capping.
3. Council note the estimated cost of the consulting services will be approximately \$645,000 over the life of the project based on current estimates.

The Director Corporate Strategy and Resourcing introduced the item.

*MN 2024/21*

**MOTION** moved by the Administrator

**THAT:**

1. *In accordance with Section 55 (3) (i) of the Local Government Act 1993, Council does not go to tender due to the extenuating circumstances of this procurement activity.*
2. *Council engage WSP Australia Pty Ltd on the basis that a satisfactory result would not be achieved by inviting tenders as WSP Australia Pty Ltd possess the intellectual and historical knowledge relating to the Welby Landfill and proposed capping.*
3. *Council note the estimated cost of the consulting services will be approximately \$645,000 over the life of the project based on current estimates.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

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**9.15 Eridge Park Transfer Pump Station - Tender Evaluation Report**

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**Report of:** Ned Tripkovic  
Manager Project delivery

**Authorised by:** Karin Targa  
Director Service and Project Delivery

**OFFICER'S RECOMMENDATION**

---

**THAT Council:**

1. Accept the tender submission by Qmax Pumping Systems for RFT# T-2023-19 at a total lump sum price of \$1,335,800 excluding GST for the Eridge Park Transfer Pump Station – Design and Construct. The Lump Sum price includes \$110,000 provisional sum.
2. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.
3. Note the total project budget of \$1,550,000 to be funded from the Water Fund and to be incorporated into Council's Long Term Financial Plan.

*MN 2024/22*

**MOTION** moved by the Administrator

**THAT Council:**

1. Accept the tender submission by Qmax Pumping Systems for RFT# T-2023-19 at a total lump sum price of \$1,335,800 excluding GST for the Eridge Park Transfer Pump Station – Design and Construct. The Lump Sum price includes \$110,000 provisional sum.
2. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.
3. Note the total project budget of \$1,550,000 to be funded from the Water Fund and to be incorporated into Council's Long Term Financial Plan.

**DECLARED CARRIED BY THE ADMINISTRATOR**



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## 9.16 Ebury Street, Bundanoon Wastewater Trunk Main Upsizing - Tender Evaluation Report

---

**Report of:** Graeme Mellor  
Manager Water Services

**Authorised by:** Karin Targa  
Director Service and Project Delivery

### OFFICER'S RECOMMENDATION

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**THAT Council:**

1. Note the tenders received ranged from \$284,823 to \$910,726.
2. Accept the Tender for the Wastewater Trunk Main Upsizing – Ebury Street, Bundanoon from Killard Infrastructure at a lump sum price of \$340,940 (inclusive of GST)
3. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.

*MN 2024/23*

**MOTION** moved by the Administrator

**THAT Council:**

1. Note the tenders received ranged from \$284,823 to \$910,726.
2. Accept the Tender for the Wastewater Trunk Main Upsizing – Ebury Street, Bundanoon from Killard Infrastructure at a lump sum price of \$340,940 (inclusive of GST)
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**

---

## 9.17 Ellsmore Road, Bundanoon Wastewater Rising Main Upsizing - Tender Evaluation Report

---

**Report of:** Graeme Mellor  
Manager Water Services

**Authorised by:** Shaun Robinson  
Acting Director Service and Project Delivery

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### OFFICER'S RECOMMENDATION

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**THAT Council:**

1. Note the tenders received ranged from \$319,962.45 to \$744,019.79
2. Accept the Tender for the Wastewater Rising Main Upsizing – Ellsmore Road, Bundanoon from Benex Group at a lump sum price of \$319,962.45 (inclusive of GST)
3. Delegate authority to the General Manager to execute the contract and any other documentation required to give effect to this resolution.

*MN 2024/24*

**MOTION** moved by the Administrator

**THAT Council:**

1. Note the tenders received ranged from \$319,962.45 to \$744,019.79
2. Accept the Tender for the Wastewater Rising Main Upsizing – Ellsmore Road, Bundanoon from Benex Group at a lump sum price of \$319,962.45 (inclusive of GST)
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**

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## **9.18 Wingecarribee Local Planning Panel and Southern Regional Planning Panel - Member Appointment**

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**Report of:** Jon Shillito  
Manager Development Assessment and Regulation

**Authorised by:** Adan Davis  
Director Communities and Place

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### **OFFICER'S RECOMMENDATION**

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**THAT Council:**

1. Note the direction from the Minister of Planning to extend the approval of the chair and member pools for an interim period from 28 February to 30 June 2024.
2. In accordance with the Minister's Direction, extend the appointment of Ms. Julie Walsh as Chair of the Wingecarribee Local Planning Panel from 28 February to 30 June 2024.
3. In accordance with the Minister's Direction, extend the appointment of Mr Michael Mantei and Mr Stephen Leathley as Alternate Chairs of the Wingecarribee Local Planning Panel from 28 February to 30 June 2024.
4. Extend the appointment of the expert members of the Wingecarribee Local Planning Panel from 28 February to 30 June 2024 and add the two Alternate Chairs to the expert member pool. The Members are as follows: Scott Barwick, Larissa Ozog, Heather Warton, Linda Kelly, Michael Mantei and Stephen Leathley.
5. Extend the appointment of the Community Representatives, except for Robert Staas, for the Wingecarribee Local Planning Panel from 28 February to 30 June 2024. The Community Representatives are as follows: Richard Colley, Chris McCann, William (Bill) Davidson, Denis McManus, Anthony Geoffrey Neill.
6. Resolve to set the Local Planning Panel Remuneration in accordance with the current Remuneration Determination for LPPs as prescribed by the Minister for Planning under the Environmental Planning and Assessment Act, 1979.
7. Resolve that all Local Planning Panel Members must abide by the Code of Conduct for Local Planning Panel Members, achieve a satisfactory result in the relevant probity checks and complete all relevant and required administrative documentation (including a statutory declaration stating that they are not property developers or real estate agents) in a timely manner as required by the Local Planning Panels Code of Conduct -August 2020 (as amended) and in accordance with the Local Planning Panels Ministerial Direction.
8. Appoint the following members to the Southern Regional Planning Panel for three years (until 1 March 2027) with one Council representative and one alternate being involved on a rotating basis:
  - Heather Warton (Council Representative)
  - Stephen Leathley (Council Representative)
  - Richard Colley (Council Representative – Alternate)
  - Chris McCann (Council Representative – Alternate)
9. Resolve to set the Southern Regional Panel Remuneration in accordance with the current Remuneration Determination for independent persons for LPPs as prescribed by the Minister for Planning under the Environmental Planning and Assessment Act, 1979.

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10. Resolve that all Southern Regional Planning Panel Members must abide by the Code of Conduct for Sydney District and Regional Planning Panels, achieve a satisfactory result in the relevant probity checks and complete all relevant and required administrative documentation (including a statutory declaration stating that they are not property developers or real estate agents) in a timely manner.
11. Forward the change in the nominees to the Southern Regional Planning Panel to the Panel Secretariat as soon as possible.

The Manager Development Assessment and Regulation addressed the meeting.

MN 2024/25

**MOTION** moved by the Administrator

**THAT Council:**

1. *Note the direction from the Minister of Planning to extend the approval of the chair and member pools for an interim period from 28 February to 30 June 2024.*
2. *In accordance with the Minister's Direction, extend the appointment of Ms. Julie Walsh as Chair of the Wingecarribee Local Planning Panel from 28 February to 30 June 2024.*
3. *In accordance with the Minister's Direction, extend the appointment of Mr Michael Mantei and Mr Stephen Leathley as Alternate Chairs of the Wingecarribee Local Planning Panel from 28 February to 30 June 2024.*
4. *Extend the appointment of the expert members of the Wingecarribee Local Planning Panel from 28 February to 30 June 2024 and add the two Alternate Chairs to the expert member pool. The Members are as follows: Scott Barwick, Larissa Ozog, Heather Warton, Linda Kelly, Michael Mantei and Stephen Leathley.*
5. *Extend the appointment of the Community Representatives, except for Robert Staas, for the Wingecarribee Local Planning Panel from 28 February to 30 June 2024. The Community Representatives are as follows: Richard Colley, Chris McCann, William (Bill) Davidson, Denis McManus, Anthony Geoffrey Neill.*
6. *Resolve to set the Local Planning Panel Remuneration in accordance with the current Remuneration Determination for LPPs as prescribed by the Minister for Planning under the Environmental Planning and Assessment Act, 1979.*
7. *Resolve that all Local Planning Panel Members must abide by the Code of Conduct for Local Planning Panel Members, achieve a satisfactory result in the relevant probity checks and complete all relevant and required administrative documentation (including a statutory declaration stating that they are not property developers or real estate agents) in a timely manner as required by the Local Planning Panels Code of Conduct -August 2020 (as amended) and in accordance with the Local Planning Panels Ministerial Direction.*
8. *Appoint the following members to the Southern Regional Planning Panel for three years (until 1 March 2027) with one Council representative and one alternate being involved on a rotating basis:*
  - *Heather Warton (Council Representative)*
  - *Stephen Leathley (Council Representative)*
  - *Richard Colley (Council Representative – Alternate)*
  - *Chris McCann (Council Representative – Alternate)*

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9. *Resolve to set the Southern Regional Panel Remuneration in accordance with the current Remuneration Determination for independent persons for LPPs as prescribed by the Minister for Planning under the Environmental Planning and Assessment Act, 1979.*
10. *Resolve that all Southern Regional Planning Panel Members must abide by the Code of Conduct for Sydney District and Regional Planning Panels, achieve a satisfactory result in the relevant probity checks and complete all relevant and required administrative documentation (including a statutory declaration stating that they are not property developers or real estate agents) in a timely manner.*
11. *Forward the change in the nominees to the Southern Regional Planning Panel to the Panel Secretariat as soon as possible.*
12. *In anticipation of the need for community members post 30 June 2024, the General Manager advertise expressions of interest.*

**DECLARED CARRIED BY THE ADMINISTRATOR**

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## 9.19 Strategic Regional Integrated Transport Plan for the South East and Tablelands

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**Report of:** Shaun Robinson  
Manager Assets

**Authorised by:** Karin Targa  
Director Service and Project Delivery

### OFFICER'S RECOMMENDATION

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THAT Council, after receipt of the letter from Transport for NSW on 21 November 2023, reconfirm the submission as submitted in February 2023 in response to the draft South East and Tablelands Regional Transport Plan prepared by Transport for NSW, as well as further highlight the:

- a. Latent cycling opportunities within the Wingecarribee Shire
- b. Criticality and benefit of Moss Vale Bypass to both the Wingecarribee Shire and State Government.

The Director Corporate Strategy and Resourcing introduced the item.

MN 2024/26

**MOTION** moved by the Administrator

**THAT** Council, after receipt of the letter from Transport for NSW on 21 November 2023, reconfirm the submission as submitted in February 2023 in response to the draft South East and Tablelands Regional Transport Plan prepared by Transport for NSW, as well as further highlight the:

- a. Latent cycling opportunities within the Wingecarribee Shire.
- b. Criticality and benefit of Moss Vale Bypass to both the Wingecarribee Shire and State Government.

**DECLARED CARRIED BY THE ADMINISTRATOR**

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**9.20 Southern Highlands Local Business Awards - Outgoing Sponsorship Opportunity**

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**Report of:** Barry Arthur  
Manager Environment and Sustainability

**Authorised by:** Adan Davis  
Director Communities and Place

**OFFICER'S RECOMMENDATION**

---

**THAT** Council authorise the sponsorship of the 2024 Southern Highlands Local Business Awards as a Support Partner.

*MN 2024/27*

**MOTION** moved by the Administrator

**THAT** Council authorise the sponsorship of the 2024 Southern Highlands Local Business Awards as a Support Partner.

**DECLARED CARRIED BY THE ADMINISTRATOR**

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**9.21 August 2024 Ordinary Council Meeting Amended Date**

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**Report of:** Danielle Lidgard  
Manager Governance and Corporate Performance

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

**OFFICER'S RECOMMENDATION**

---

**THAT Council:**

1. Approve the amendment of the date of the August Ordinary Meeting of Council from Wednesday, 21 August 2024 to Wednesday, 7 August 2024.
2. Note the results of the NSW Local Government will be declared by 3 October 2024 and that the first meeting of Council will be scheduled for Wednesday 9 October 2024.

*MN 2024/28*

**MOTION** moved by the Administrator

**THAT Council:**

1. Approve the amendment of the date of the August Ordinary Meeting of Council from Wednesday, 21 August 2024 to Wednesday, 7 August 2024.
2. Note the results of the NSW Local Government will be declared by 3 October 2024 and that the first meeting of Council will be scheduled for Wednesday 9 October 2024.

**DECLARED CARRIED BY THE ADMINISTRATOR**



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**9.22 Investments Report December 2023**

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**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 31 December 2023.**

The General Manager addressed the meeting

*MN 2024/29*

**MOTION** moved by the Administrator

**THAT Council receive and note this Cash Investment Report as at 31 December 2023.**

**DECLARED CARRIED BY THE ADMINISTRATOR**

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**9.23 Investments Report - January 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 31 January 2024.**

*MN 2024/30*

**MOTION** moved by the Administrator

**THAT Council receive and note this Cash Investment Report as at 31 January 2024.**

**DECLARED CARRIED BY THE ADMINISTRATOR**

**9.24 Audit, Risk and Improvement Committee December 2023 Meeting Minutes**

---

**Report of:** Danielle Lidgard  
Manager Governance and Corporate Performance

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

**OFFICER'S RECOMMENDATION**

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**THAT the Minutes of the Audit, Risk and Improvement Committee Meeting held on Thursday, 14 December 2023 be received and noted.**

The General Manager addressed the meeting.

*MN 2024/31*

**MOTION** moved by the Administrator

**THAT the Minutes of the Audit, Risk and Improvement Committee Meeting held on Thursday, 14 December 2023 be received and noted.**

**DECLARED CARRIED BY THE ADMINISTRATOR**

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**9.25 Canberra Region Joint Organisation Meeting Minutes 8 December 2023**

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**Report of:** Jessica Kaiser  
Executive Assistant to General Manager

**Authorised by:** Lisa Miscamble  
General Manager

**OFFICER'S RECOMMENDATION**

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**THAT** the minutes of the Canberra Region Joint Organisation held on 8 December 2023 be received and noted.

*MN 2024/32*

**MOTION** moved by the Administrator

**THAT** the minutes of the Canberra Region Joint Organisation held on 8 December 2023 be received and noted.

**DECLARED CARRIED BY THE ADMINISTRATOR**

**9.26 Community Reference Panel - December 2023 Meeting Proceeding  
(Minutes)**

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**Report of:** Danielle Lidgard  
Manager Governance and Corporate Performance

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

**OFFICER'S RECOMMENDATION**

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**THAT Council note the meeting proceedings (minutes) from the Community Reference Panel meetings held on 14 December 2023.**

The Director Corporate Strategy and Resourcing addressed the meeting.

The Director Service and Project Delivery addressed the meeting.

The Manager Governance and Corporate Performance addressed the meeting.

*MN 2024/33*

**MOTION moved by the Administrator**

**THAT Council note the meeting proceedings (minutes) from the Community Reference Panel meetings held on 14 December 2023.**

**DECLARED CARRIED BY THE ADMINISTRATOR**

## 10 QUESTIONS TAKEN ON NOTICE

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### 10.1 Question taken on Notice: Planning Portal Applications and Supporting Documents

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**Report Author:** Imogen Baker  
Executive Officer

**Authoriser:** Adan Davis  
Director Communities and Place

#### OFFICER'S RECOMMENDATION

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**THAT** Council receive and note this report.

The Manager Development Assessment and Regulation addressed the meeting.

The General Manager addressed the meeting.

*MN 2024/34*

**MOTION** moved by the Administrator

**THAT** Council receive and note this report and the Administrator receive a detailed update on the Application Tracker.

**DECLARED CARRIED BY THE ADMINISTRATOR**

The Director Service and Project Delivery provided the following verbal update regarding the Old South Road Rehabilitation Project:

Council awarded the Old South Road Rehabilitation contract to Stefanutti Construction in October 2022. The project consists of full pavement reconstruction and ancillary works of Old South Road between the Southern Highlands localities of Bowral and Alpine. The works were to be constructed in accordance with design completed by third party consultant Maker.

Since the commencement of construction of Old South Road, the Stage 1 and Stage 2 works were completed and inspected, being 9.7km of the road. The road was opened to traffic on 22 December 2023. A further Stage 3 of the project, renewal of the road northwards of Aylmerton Road, is currently under construction and forecast for completion by the end of May 2024.

The southernmost 1.3 kilometres that was sealed on the 18th - 19th December 2023 deteriorated soon after opening.

Council commenced investigations immediately.

The Contractor has undertaken short term measures to minimise commuter risks whilst travelling on this failed section of the road.

A meeting between Council and the contractor was held on 20 February to resolve the timing and extent of the remediation works.

The methodology for rectifying the failed section consists of additional stabilisation and resealing between Range Road and Merrigang Street.

The work required to rectify the failed section of road requires a full road closure to satisfactorily remediate the affected section. The remediation works are forecast to take approximately 3 weeks, weather depending. The contractor is arranging the required plant and specialist services and works are planned to commence on Wednesday 28 February. A media release will be issued along with notification to residents of the required road closure, with access to local traffic only.

The works are being progressed and any issues are being attended to by Council and Stefanutti Contractors with the intention to successfully complete the project.

## **11 MEETING CLOSURE**

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 5.50PM